## 2023 National Campaign Quarter 1 Activity Guide



1 <sup>st</sup> quarter	Read Across America
Dates	Hold the activity between Jan. 1 and Mar. 31, 2023.
	Note: Mar. 3 is National Read Across America Day & Mar. 19 is International Read to Me Day.
Purpose	Support children's literacy by reading to and with children.
Summary	Work with schools, libraries, childhood centers, mothers' day out programs, parent/child play groups, children's literacy organizations or other community groups to read to or with children.
	Do some research ahead of time on the ages and number of children in the group; ask members to sign up to read to or with the children. Members can bring books with them or the children in the group can bring their own to read.
	If a member cannot come to the activity but would like to participate, encourage them to read to/with a child on their own and let you know they participated.
	Make it a Hometown Hero celebration by honoring a staff member when you hold the activity.
Incentives	30 leaders will win a 12-month Amazon Prime subscription or an Amazon gift card of equal value.
	To qualify, submit your activity report on time and complete the <u>short survey</u> to record how many children your activity reached.
	Learn more about the <u>quarterly incentives</u> on the <u>campaign</u> <u>toolkit</u> on the Training Materials site.
Activity category	This could either be a service project or Hometown Hero. If you choose Hometown Hero, the activity must still be held as outlined but include honoring a staff member at the activity.
	Find out how to request, host and report the activity by clicking the following links: <ul> <li><u>Service project</u></li> <li><u>Hometown Hero</u></li> </ul>

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Activity category	Service project
Request deadline	At least 7 days prior to event.
How to request	<ol> <li>Identify a local organization(s) for the event. Determine a date and location.</li> <li>Complete the request form:         <ul> <li>Name of event: Read Across America</li> <li>How would you categorize this activity: Special campaign</li> <li>Recipient name: Enter the name of the organization(s) you are working with.</li> <li>Location: Choose a location for the activity.</li> <li>Information for Operations Team: Share details about how your event meets the guidelines for service projects and the campaign.</li> <li>Order supplies in the Supplies area of the request form.</li> </ul> </li> <li>Reminder: E-vites are required for chapters. Visit the E-vites information.</li> <li>Optional: Use the fillable postcard on the Training Materials site or laser printer postcards available to order on the Supplies order form. Mail the postcards to members.</li> </ol>
Available supplies	<ul> <li>Raising Readers Bookmark (F-621)</li> <li>Journal and pen (P-9798)</li> <li>Modern Woodmen pencil (P-9883)</li> <li>Nametag stickers (F-571)</li> </ul>
Hosting the activity	<ul> <li>Contact schools, libraries, childhood centers, mothers' day out programs, parent/child play groups, children's literacy organizations or other community groups for children. See this <u>list of ideas</u> for potential recipients to contact and how to plan your activity.</li> <li>Explain the activity and ask if they'd be willing to participate. Find out a date, time, how many children they will have and what their ages are.</li> <li>Invite members. Let them know what age book to bring.</li> <li>Gather/buy supplies to bring.</li> </ul>
How to report	<ul> <li>Attendance. Report attendees using Fraternal Connect. (Click <u>here</u> for more information.) If you don't use this tool, upload physical sign-in sheets to the report.</li> <li>Event cost. Include expenses in the cost area on the report. Attach receipts or a note in the receipt area.</li> </ul>



Promotion	Promote your activity to members and in your community.
	Access talking points/Facebook message templates, media
	releases and more in the campaign toolkit on the Training
	Materials site. Consider taking pictures at the event and
	posting to your closed Facebook page!

Activity category	Hometown Hero
Request deadline	At least 30 days prior to event.
How to request	<ol> <li>Identify a local organization(s) for the event and who to honor at the event. Determine a date and location.</li> <li>Complete the request form:         <ul> <li>Name of event: Read Across America</li> <li>How would you categorize this activity: Special campaign</li> <li>Recipient name: Enter the name of the person or organization being honored at the event.</li> <li>Location: Choose a location for the activity.</li> <li>Information for Operations Team: Share details about how your event meets the guidelines for Hometown Hero events and the campaign.</li> <li>Order supplies in the Supplies area of the request form.</li> </ul> </li> <li>Reminder: E-vites are required for chapters. Visit the E-vites information on the Training Materials Site for more information.</li> </ol>
Available supplies	<ul> <li>Raising Readers Bookmark (F-621)</li> <li>Raising Readers Hometown Hero Card (F-623)</li> <li>Journal and pen (P-9798)</li> <li>Modern Woodmen pencil (P-9883)</li> <li>Nametag stickers (F-571)</li> <li>Modern Woodmen banner (P-9602)</li> <li>Balloons (P-9902)</li> </ul>
Hosting the activity	<ul> <li>Contact schools, libraries, childhood centers, mothers' day out programs, parent/child play groups, children's literacy organizations or other community groups for children. See this list of ideas for potential recipients to contact and how to plan your activity.</li> <li>Explain the activity and ask if they'd be willing to participate. Find out a date, time, how many children they will have and what their ages are.</li> </ul>

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	<ul> <li>Invite members. Let them know what age book to bring.</li> <li>Gather/buy supplies to bring.</li> <li>At the activity, honor the staff member or organization. Ask the children to sign the Hometown Hero card to give to the staff member(s).</li> </ul>
How to report	<ul> <li>Attendance. Report attendees using Fraternal Connect. (Click <u>here</u> for more information.) If you don't use this tool, upload physical sign-in sheets to the report.</li> <li>Event cost. Include expenses in the cost area on the report. Attach receipts or a note in the receipt area.</li> </ul>
Promotion	Promote your activity to members and in your community. Access <u>talking points/Facebook message templates</u> , <u>media</u> <u>releases</u> and more in the <u>campaign toolkit</u> on the Training Materials site. Consider taking pictures at the event and posting to your closed Facebook page!