



# Kids Helping Kids

Kids X-Press, Inc.

Kids Helping Kids was designed to help

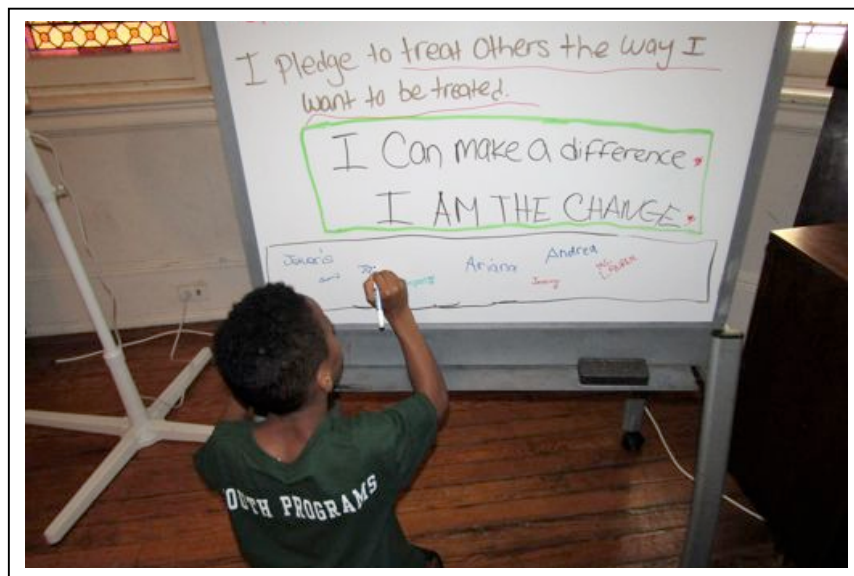
**Kids Helping Kids**

**make a difference with kids.**

Many children have the capacity to believe in themselves and their capacity to make change as an individual. KHK was designed to empower them with information, tools and guidance to do just that.

The KHK Kit serves as a resource to support Kids X-Press programs or any cause or program you choose to support. It will also help to develop the potential each child has in understanding business, finance and leadership.

It just takes one person to transform a child's life.  
Are you ready to accept that responsibility?



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## Volunteer Service Project Kit

What is Kids Helping Kids?

Our Mission

What Impact Will Your Fundraising Efforts Create

Planning and Developing Your Project

Action Plan Template

Budgeting Your Project

Budget Ledger Template

Execution and Logistics of Your Project

Follow-Up and Assessment of Your Project

Check Out one of our Young Philanthropists

Support Documents



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## What is Kids Helping Kids?

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- Considering a volunteer project as a personal goal?
- Thinking about a Bar/Bat Mitzvah project?
- Got a class project and can't think of what to do?
- Have an idea and want to help others while doing it?
- Want to share your passion and do something good?

Kids X-Press can help you accomplish an idea you have as you help lots of other children while you do it with our KHK Service Kit!

KXP can help you design a volunteer activity that can involve your friends, family, school and community. There are so many perks when you sponsor a "kid driven" activity with your "KID POWER" such as:

- Acquire new leadership skills
- Fulfill community service credit at school
- Get your friends and family involved in your passion
- Raise much needed funds for your chosen cause
- Help out other kids who need your help
- Make a difference in the lives of other children

A deeper understanding of volunteerism and philanthropy are cultivated when you start as a kid.

You can accomplish so much with "KID POWER"! Ask us! We can share so many stories of how other kids have helped other kids through projects with Kids X-Press.

Feeling good about what you can do for others starts with just a phone call or an email  
.....and your KID POWER!



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*“Never doubt that a small group of committed citizens can change the world. Indeed it is the only thing that ever has.”*

Margaret Mead

## Our Mission

Kids Helping Kids strives to instill an added sense of purpose in children. Through completion of a project-based idea, children establish a foundation and understanding of leadership, business, marketing and project management thereby supporting the mission and goals of Kids X-Press/other organization as a byproduct. We appreciate the results of each child's voluntary fundraising efforts. However, it's not just about the money raised, more so, it's about the lessons learned throughout the journey.

Children not only learn and demonstrate the importance of volunteerism in our society, they also learn how as young philanthropists, they too can fuel .....



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## What Positive Impact Will Your Effort Make?

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If you choose to organize a fundraising event to benefit Kids X-Press or any organization, your efforts will go a long way. Consider the following advantages that will happen as a result of your good work with Kids Helping Kids if you choose Kids X-Press as the program to support.

- Provide a new learning tool and an annual KXP subscription to for entire school
- Transform a group of children into authors and artists for the first time
- Enable a teacher to use KXP as a resource for her class to be used as a teaching tool
- Empower children to fight bullying with an anti-bullying workshop series for children
- Provide the cost for one KXP child to get help through an afterschool program.
- Contribute to the cost of helping with marketing and promoting the need for subscribers for the many children wishing for an annual subscription
- Sponsor the cost of art supplies for a KXP workshop
- Increase the opportunity for 1000 children to receive our magazines and to send us their independent submissions of artwork and writing



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## Planning and Developing

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- Brainstorm some possible ideas of what activity you can plan/sponsor
- Understand the vision and mission of Kids X-Press or the organization you are supporting
- Develop your goals and objectives (What do you want to achieve and the steps you must complete in order to get there)
- Create an Action Plan (who does what by when)
- Create a reasonable budget
- Think about the logistics of your project (how, where, when, etc.)
- Always include adult supervision during the planning and execution of your activities
- Always collect any monies/contributions with adult supervision
- Execute! (doing your activity)
- Follow up/Assessment (how did it go, did it work, did I meet my goals)
- Improvements/Modifications (what can I change to make it better)
- Get ready to do it again next year or teach a friend to do it too!

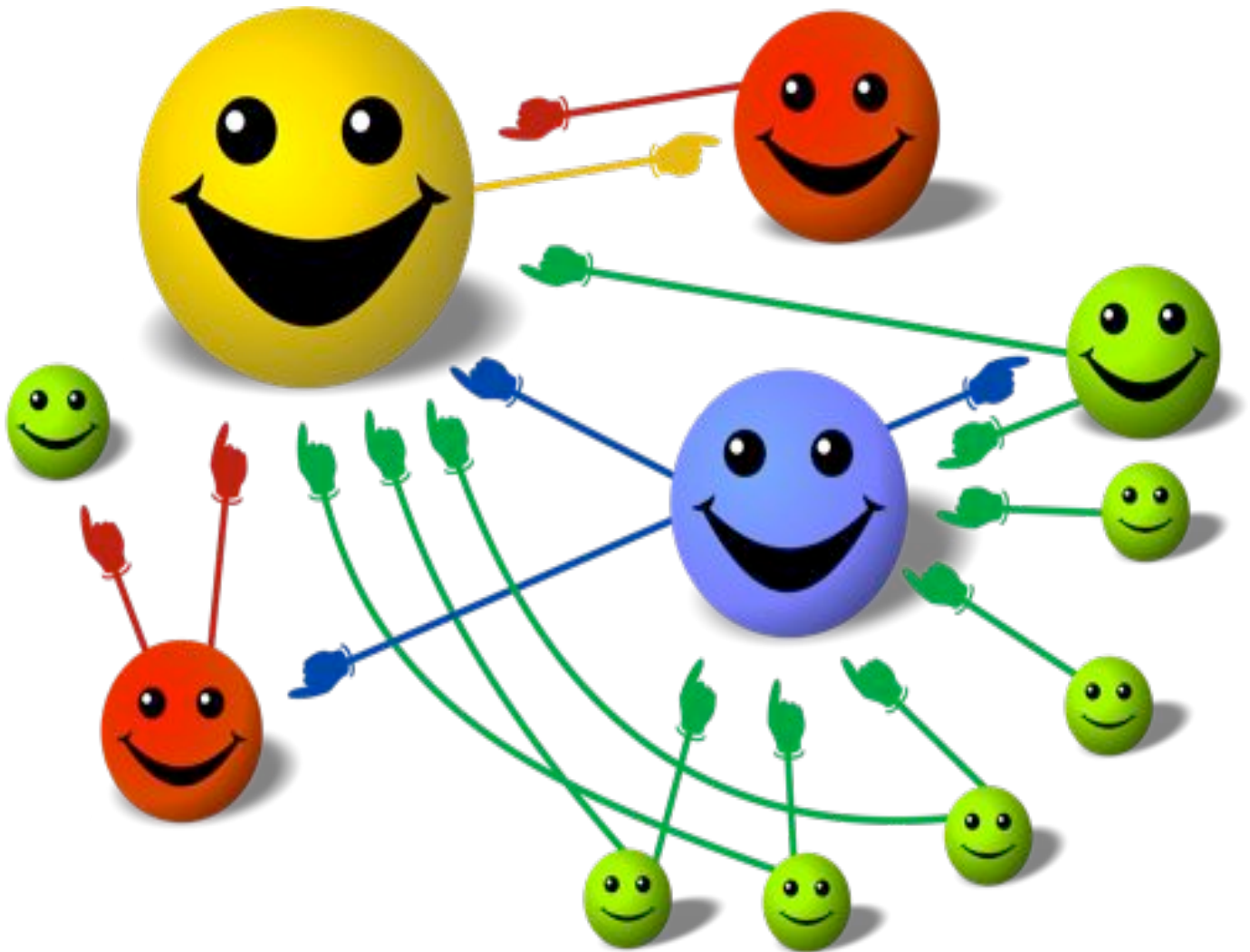




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## Creating an Action Plan

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Every successful project included a clearly defined action plan. Action plans help keep you focused, on target and help you assess your progress along the way throughout the project. An action plan does not have to be complicated. Use the template that we provided as a start.





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## Budgeting Your Project

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Certainly, any project you create needs a budget in order to help you plan and align your existing resources without spending more money than you plan to make to help KXP. We have a checklist of some of the things you may have to consider as part of your capital/overhead costs. Use this as a reference sheet to help you keep track of what monies you spend compared to what you will make. You may not incur some of the following, but just in case you do, please consider the following costs:

- Rental space (where are you holding your event)
- Permits, insurance, etc. (permits/certificates of insurance may be required)
- Materials and supplies needed to prepare and execute the event
- Marketing/promotion costs (making copies, poster paper, etc.)
- Cost of equipment you may need to rent
- Misc. costs that you did not expect

### **A Word to the Wise:**

- Think and organize your thoughts carefully about how much money you are using as your capital (start up seed money)
- Remember to align your budget with your activity (may have to plan to do **less than** expected)
- Don't set your expectations too high. Sometimes expecting too much may result in a feeling that you were not successful

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## Sample Template Ledger Sheet

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ITEM	Anticipated Cost	Actual Cost	Balance
1. Rental of Space			
2. Rental of equipment			
3. Materials/Supplies	Total:		
3a)			
3b)			
3c)			
3d)			
3e)			
3f)			
3g)			
3h)			
3i)			
4. Permits/insurance			
5. Marketing/promotion	Total:		
5a)			
5b)			
5c)			
6. Costs you did not expect	Total:		
6a)			
6b)			
6c)			
6d)			
6e)			
6f)			
6g)			
6h)			
6i)			

# Kids Helping Kids

## Kids X-Press, Inc. Final Activity Form

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Date: \_\_\_\_\_

Time: \_\_\_\_\_

Location: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Information:

Child's name: \_\_\_\_\_

Parent's name: \_\_\_\_\_

Email: \_\_\_\_\_

Preferred Phone: \_\_\_\_\_

KXP Staff member needed? : Yes \_\_\_\_\_ No \_\_\_\_\_

Comments/Information for KXP: \_\_\_\_\_

\_\_\_\_\_

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## Execution and Logistics

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- Identify a date and time that will get the best response/participation for your project
- Get a confirmation about any permits/certificates needed for this event
- Decide on the specifics as to what you want to accomplish
- Secure the necessary volunteers (family, friends, and community members) to help you organize, plan and execute your project
- Develop a realistic budget that considers any overhead costs such as rental of space, security, supplies, materials, etc.
- Always include adult supervision during the planning and execution of your activities
- Always collect any money/contribution with adult supervision
- Acquire the necessary materials and supplies you may need including promotional materials from KXP about Kids X-Press/other organization
- Develop job assignments for all your volunteers
- Market and promote your project (let everyone know about it.)
- Ensure that you distribute the KXP Permission/Release Form to be signed by **all** participants. **(This is very important)**
- Decide if money is collected prior to the event, at the event, after the event; even if donations can be accepted after the event is over
- Designate a photographer to document and capture the event
- Organize a set up crew and a cleanup crew for the day of the event
- Decide how the contributions collected will be acknowledged
- Execute your activity
- Conduct your follow up/assessment activity upon completion of the project

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## **Follow Up/Assessment**

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Please consider each of the following questions in order to better understand the value and outcomes of your project in comparison to the time/effort and resources you used in order to complete your activity. By having a fuller understanding of the time and work you invested in this project, you will also be better prepared to complete other projects throughout your school years and your future professional career.

- Considering the mission and goals of your project, do you feel that your project was successful?
- Which components did you feel were successful?
- Which components did you feel were challenging and need to be tweaked?
- Did you feel that the time commitment/outcomes ratio was satisfactory?
- Do you believe that this project is worth sharing with other kids to do too?
- Would you be willing to share your idea and guide other kids with this project?
- How can you expand/improve on your idea?
- Would you be willing to do this for Kids X-Press/another organization again?
- Did you feel that KXP supported your efforts?
- Did this project change your opinion about volunteerism and philanthropy?
- Do you believe that your project has added to your own abilities?
- How can KXP be supportive of you in completing other projects?



## Kids X – Press Parent/Guardian/Child Permission & Release Form

I \_\_\_\_\_ hereby understand that my child's participation in a Kids X-Press program or a submission of work to Kids X-Press does not guarantee publication in the Kids X-Press magazine.

I hereby assign to Kids X-Press the unrestricted right present and/or future permission to copyright, use, re-use and publish all works created by my child for any Kids X-Press printed matter/online/video/all media. I understand that this is for purposes of promoting the mission of Kids X-Press, Inc. and I waive any rights of compensation. Kids X-Press shall have the right to use my child's name, photograph, likeness and work without attribution for any and all purposes including entertainment, news, advertising, promotional, marketing, publicity, trade or commercial purposes. I understand that my child's address and phone number will be kept confidential.

I hereby release, discharge and agree to save harmless Kids X-Press, Inc, its legal representatives and all persons functioning under its authority from any liability by virtue of any blurring, distortion, alteration, optical illusion, or use in composite form whether intentional or otherwise, that may occur or be produced in the taking of said picture or video or in any subsequent process thereof, as well as any publication thereof, including without limitation any claims for libel or invasion of privacy.

\_\_\_\_\_

Child's Name (Please Print)	Child's Birthdate
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Parent/Guardian's Email	Student's Email (if applicable)
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Parent/Guardian's Name (Please Print)	Parent/Guardian's Signature
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\_\_\_\_\_

Address

\_\_\_\_\_

City	State	Zip Code
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Date	Telephone (please notify us of any changes)
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