



Introduction:

Thank you for your interest in participating in the 2017 SleepOut 4 Hunger & Homelessness (Nov 3 -4). SleepOut is an event designed to help engage and educate students on the needs and challenges of local community members struggling with food insecurity, homelessness and other related challenges. SleepOut couples this with engaging community support to help those in our local area who are facing the barriers of poverty. Our goal is to raise awareness, provide education, and to offer support to help those members our community in need.

A recent study reported that in the Upper Bucks and Montgomery Counties that over 950 people were homeless. 875 of these individuals were sleeping on friends' couches, sleeping in their cars, or tenting. Homelessness looks very different in our area than it does in large cities. What we find here at Keystone is that people do not face just homelessness or food insecurity usually they have multiple areas of need. The staff at Keystone strives to provide them with help on as many levels as possible so that they can rise above these challenges and find security.

What new for 2017!

SleepOut has moved to Friday Night! We will be holding the event this year on Friday evening November 3 thru Saturday morning November 4th. We are excited about this change and feel it will give us more opportunity to engage new groups and be a better fit for many students' schedules.

This year's SleepOut will focus on the multiple factors of poverty. Often these are food, housing, education, opportunity, and other outside challenges. SleepOut is a great launching platform for your group to learn more about our local community and the needs of some of our neighbors. The students will participate in

activities that directly help those in need. SleepOut kindles a desire in the students to participate in service project and other activities for helping others, long after the event is over.

Event Details

Sleeping Options

Once again this year participants will be Sleeping Out in tents, cars, or couches. Find an old couch, unpack that camping tent, or plan on sleeping in your mom's Prius. We will be giving out awards for old couches, craziest tents, and interesting cars. So be creative, just remember you need to take it all home with you in the morning. Our goal is to mirror the types of living situations most of the individuals in our local area use when facing homelessness and how different it can be from what you see in some more urban settings. Another option is for your group to participate in the Friday night activities and then camp out at your own church or other area as a group. A couple of groups used this option in 2016 because of activities they had going on the next day.

Event Schedule – Nov 3-4, 2017

5 to 7pm: ***Check In/ Registration***

6 to 8pm: ***Choose Your Own Activity***

- Packaging meals for food pantries and soup kitchens. (Description below)
- Tours of the Keystone Food Pantry 15min tours. (Description below)
- Tours of the Day Center. (Description below)
- Other activities to be announced

8 to 8:30pm: ***Community Leader Forum (Question & Answer)***

- Local community members talk about homelessness, how it can happen, its impact, and what we can do to help. (Description below)

8 to 10pm: ***Rotate Through 3 Activities***

- Meal
- Simulations: Poverty (Description below)
- Minute to Win it (Contest)

10pm to 11pm: ***Evening Presentation***

- Awards: (Couches, Tents, Cars, and Minute to Win it)
- Presentation by Guest Speaker

11pm: ***Late Night Snack***

11:45pm: ***Lights Out***

7am-8am: ***Breakfast, Pack-up, Go Home***

Meal Prep and Packing

- One of the activities at the SleepOut will be prepping and packing meals. Each group or family will have an opportunity to help prep and pack meals to be distributed at soup kitchens and programs that feed homeless locally and in the city of Philadelphia.
- Work station will be inside the church and groups will assigned a time to participate.
- Each group will be sent a list of foods to bring to creating the meal bags. Excess food items will be donated to the Keystone Food Pantry.
- Volunteers will be directing the meal packing station.

Food Pantry Tour Information

- Keystone Food Pantry tours will be held at 15-minute intervals
- The location of the Food Pantry is Keystone Opportunity Center, 104 N. Main Street Souderton, PA 18964.
- Please bring a donation of food for the food pantry. We will collect them at the church during registration. Suggested items:
 - Canned meats, stews, pasta
 - Cereal
 - Peanut Butter and Jelly
 - Paper products: toilet paper, paper towels, tissues
 - Laundry detergent

Shelter Tour Information

- Tours of the Keystone Day Center will be held at 15 minute intervals starting at 7pm with no more than 15 participants per group.
- Please bring donations for Keystone's Shelter Program. They will be collected at the church during registration. Recommended items include:
 - New twin-sized sheet sets
 - New twin-sized mattress covers
 - Twin Bed in a Bag Sets
 - New pillows and new pillow cases
 - Paper products: toilet paper, paper towels, tissues
 - Laundry Detergent

Poverty Simulation Information

- Groups work together to learn to make the best choices as they are put into situations that most homeless families or clients experience.

Community Leader Forum

- A group of local leaders will answer question about how hunger and homelessness impacts the community and directly relates to their job from police officers, school guidance counselors, bank foreclosure officer, and more. Students will get the opportunity to ask questions and learn how the community reacts and how the individual and families are affected.

Attendee Event Fundraising

We know that your desire is to make a difference in the lives of those struggling with hunger and homelessness. So we ask that every attendee help raise financial support for the work Keystone is doing. Keystone works with our local neighbors struggling with food, housing, and literacy challenges. We have set a goal for SleepOUT 2017 of raising \$40,000 to help make sure those struggling in our local area have the help they need. Each participant is asked to gather at least \$125 in donations/pledges. You will find a copy of the pledge sheet included in this packet and on the Keystone website. Please make checks payable to Keystone Opportunity Center memo line SleepOut. Your friends and family can also make donations using the Keystone website SleepOut Porthole please make sure to share with them the name of your group, your full name, and the link to the donation porthole. (Add porthole link)

Registration Steps

1. **Group Registration Form** - Included in this packet you will see a group registration form. Please fill out this form and send it to Keystone at the address listed below. Every Group needs to have this form submitted by Oct.14th to be registered for the event. Make sure your students' t-shirt sizes are selected. You may also email this form to Jeff Miles at jmiles@keystoneopp.org.
2. **Group Registration Payment** - The group registration cost is \$100. For your convenience we offer the two payment methods. Please fill out the group registration form, and mail it to Keystone no matter your payment method.

Two Payment Methods

- Check Payment – Please make check payable to Keystone Opportunity Center. (Please write “Group Reg. 2017 SOHH” in the memo line of the check)

Mailing Address :

Keystone Opportunity Center
SleepOut for Hunger and Homelessness
104 N. Main Street
Souderton, PA 18964

- Credit Card Payment - For your convenience we do offer online registration at the Keystone website

<https://interland3.donorperfect.net/weblink/weblink.aspx?name=E12375&id=21>

3. **Group Leaders** – Each group must have at least two Adult Group Leaders for their group. No exceptions.
4. **Individual Student Release Form** – Please provide a signed Individual Student Release Form for every student you have in your group at registration check-in.
5. **Support Pledge Forms** – Please make sure all of your students have a Support Pledge Form and that they are striving to raise \$125 each to help support the hunger and homelessness services of Keystone Opportunity Center.
6. **Student Attendees** – All students must attend SleepOut for Hunger and Homelessness as part of a group.

What do you need to do:

1. **Signed Permission Slip** - Each student that is attending needs to have a permission form signed by their parent or guardian by the night of the event. No student will be allowed to attend the event without the signed form. Please give this form to your group leader.
2. **Tshirt Size** - Please provide your tshirt size to your group leader before Oct. 14 so that we can have a 2017 SleepOut Event T-shirt ready for you.
3. **Attendee Fundraising** - We know that your desire is to make a difference in the lives of those in our local community that are struggling with hunger and homelessness. So we ask every student attending the event to help raise financial support to reach our goal of \$40,000 for the work Keystone is doing with our local neighbors struggling with food, housing, and literacy challenges. Each participant is asked to raise \$125 in donations. Please contact your friends and family asking them to support you in raising funds for the 2017 SleepOut for Hunger and Homelessness Event.
4. **Fundraising Details**
 - a. You will find a copy of the Support Pledge Sheet included in this packet. Also copies are available to download at <http://keystoneopportunity.org/2017-sleepout-4-hunger-homelessness/>
 - b. Please find a copy attached of a letter/email template that you can send to your friends and family asking them to consider financially supporting you for the 2017 SleepOut.
 - c. Donations can be made in two ways:
 1. Check Payment – Please make check payable to Keystone Opportunity Center.
(Please write “Group Reg. 2017 SOHH” in the memo line of the check)
Mailing Address :
Keystone Opportunity Center
SleepOut 4 Hunger and Homelessness
104 N. Main Street
Souderton, PA 18964
 2. Credit Card Payment - For your supporters convenience donations can be made online. Please make sure to give your supports your full name, the group you are attending with and the following donation link.
<http://keystoneopportunity.org/donatesleepout/>

Enclosed Documents

Please find the following documents enclosed. These documents can also be downloaded from the Keystone website for your convenience.

1. 2017 SleepOut Support Donation Sheet
2. 2017 SleepOut Group Registration Form
3. Sample Letter/Email for fundraising

Questions: If you have any questions, problems, or other concerns please contact Jeff Miles by email at JMiles@keystoneopp.org or by phone at 215.723.5430 ext.121. Thank you so much for your involvement with Keystone and attending the 2017 SleepOut for Hunger and Homelessness.



**2017 SleepOUT
SUPPORTER PLEDGE SHEET**

SleepOut pledges support Keystone work with our local neighbors struggling with food, housing, and literacy challenges. We have set a goal for the 2017 SleepOut of raising \$40,000 to help make sure those struggling in our local area have the help they need. Each participant is asked to gather at least \$125 in donations/pledges. Please make checks payable to Keystone Opportunity Center.

Participant's Name (please print) _____ Team Name _____

All donations are tax-deductible. Letters of receipt will be sent to the following donors:

Name:	Street Address	City	State	Zip	Amount

Total Amount Raised \$ _____

NOTE: Donations to your team can also be made online by going to

Keystone Opportunity Center is a 501(c)(3) nonprofit community organizations, donations to which are tax deductible to the fullest extent of the law. The official registration and financial information of Keystone Opportunity Center may be obtained from the PA Dept. of State by calling toll free, within PA: 1-800-732-0999. Registration does not imply endorsement.



Keystone Opportunity Center

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Group Registration Agreement

Please register your group online if at all possible this makes the whole process much quicker and easier and allow you to send invites to all your group members and input your fundraising donations. For your convenience you can email the completed form to Jeff Miles at (JMiles@KeystoneOpp.org).

2017 SleepOut 4 Hunger & Homelessness

Zion Mennonite Church, 149 Cherry Lane, Souderton

Friday, November 3, 2017

Name of Group: _____

Contact Person's Name: _____ Best time to Call: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone number: (_____) _____ Email: _____

Tell us about your group:

Total number of youth: _____

Total number of adults: _____

Total number of participants: _____

Number of members of your group who have participated in SleepOUT in previous years: _____

Fee: The group reservation fee of \$100 should be paid when you register your group online or by completing this form and mailing it to **2017 SleepOut 4 Hunger & Homelessness**, Keystone Opportunity Center, PO Box 64183, Souderton, PA 18964. Please make all checks payable to Keystone Opportunity Center.

To ensure your group members all receive an event T-shirt in their requested size. We need to receive your registrations by **Oct. 14th**.

Please indicate the number of t-shirts and sizes needed for your group: (all adult sizes)

S _____ M _____ L _____ XL _____ XXL _____ XXXL

For more information or to answer any questions please contact Jeff Miles at Keystone Opportunity Center by email at jmiles@keystoneopp.org or by phone at 215.723.5430 ext 121.



Keystone Opportunity Center

Providing Help • Offering Hope

(Date)

Dear _____,

On November 3rd and 4th I will be attending the **2017 SleepOut for Hunger and Homelessness** in Souderton Pennsylvania with the group (**Group Name**). This event is hosted by Keystone Opportunity Center a nonprofit organization that helps families that are struggling with food insecurity, homelessness, and literacy challenges.

During this event we will be doing projects to help people in need and learning more about the challenges that those facing poverty in our local community are facing. Along with these activities we will be sleeping out in support and to bring awareness to the needs of those that will be facing homelessness this winter.

I personally have a desire to help those that are facing these challenges and have set a goal of raising \$125 to help reach the event goal of \$40,000 to aid the work of Keystone Opportunity Center in Bucks and Montgomery Counties.

Would you be willing to helping me reach my goal?

1. Donations can be made online at through the following link for your convenience:

Please make sure to include the name of our group (**Group Name**) and my name (**Your Name**).

<http://keystoneopportunity.org/donatesleepout/>

2. Donations can also be made via check: Please make checks payable to KOC (2017 SleepOut)

Mailing Address :

Keystone Opportunity Center
SleepOut for Hunger and Homelessness
104 N. Main Street
Souderton, PA 18964

*(Please make sure to include the name of our group (**Group Name**) and my name (**Your Name**) in the memo line or attached note.)*

Thank you for your help and support as I strive to help those in need through the 2017 SleepOut for Hunger and Homelessness. Please contact me at (**Phone #**) or by email at (**Email Address**) for more information.

Sincerely,

(**Your Name**)