

In the Name of God, the Compassionate, the Merciful

# Muslims Care

*Promoting Volunteerism for a Better America*

“You shall not attain righteousness until you spend out of what you love  
(in the way of Allah). Allah knows whatever you spend.”

Holy Quran (3:92)



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## Council on American-Islamic Relations

453 New Jersey Ave S.E.

Washington, D.C. 20003

Tel: 202 488 8787 Fax: 202 488 0833

E-mail: [info@cair.com](mailto:info@cair.com) URL: [www.cair.com](http://www.cair.com)

Dear Muslim leaders and activists, Assalamu alaikum (peace be unto you).

Often times, we get caught up in our daily affairs, not realizing our obligation to also serve mankind. And while it is important to focus on our work and studies, it is equally important to recognize that behind every successful community is a group of dedicated volunteers. From feeding the hungry and sheltering the homeless to running schools and organizing events, volunteers are the means of support for any community.

In Islam, there also exists a strong tradition of volunteerism. The Quran repeatedly encourages the believers to spend in the way of the poor, to visit the sick, and to perform acts of kindness. While traditionally, American Muslims have engaged in many such activities, they have done so largely within their own community. As Muslims, our efforts need to extend beyond the walls of our mosques and Islamic centers to benefit the community at large.

For these reasons, the Council on American-Islamic Relations (CAIR) is calling on American Muslims nationwide to take part in a summer-long initiative called "Muslims Care." "Muslims Care" is a new annual campaign designed to encourage our community to reach out to their neighbors and make a positive contribution to our society at large.

Each month from June through August will have a designated a theme. The themes for this year will be "Health Awareness Month," "Helping the Needy," and "For our Youth," respectively. We ask that communities nationwide participate in "Muslims Care" by organizing and/or joining volunteer activities relating to that particular month's theme. It is our goal to bring our neighborhoods and communities closer together—all the while showing the positive contribution that American Muslims can make in their own unique ways.

The enclosed information is provided to assist you in this goal. Let us keep in mind that as Muslims, we are encouraged to assume a broad role in society by working to improve the communities in which we live. It is by translating our love of Allah into good actions that we strengthen our faith. Islam is a religion of deeds, and we need to put our faith into action by working to make the world a better place by making a life for ourselves by what we give.

I trust I can count on you as we embark on this noble effort.

Sincerely,

Nihad Awad, Executive Director

## HOW TO GET INVOLVED

1. **VOLUNTEER:** If you are an individual looking for volunteer opportunities, visit our website at [www.muslims-care.org](http://www.muslims-care.org) to see what activities are taking place in your area, or if you are affiliated with a mosque or an Islamic school, you can work in conjunction with your local CAIR chapter to sponsor outreach efforts.
2. **FORM A VOLUNTEER COMMITTEE:** If there is no CAIR chapter near you or you are an individual who would like to promote volunteerism within your community, you can form your own volunteer committee. See below for a step-by-step guide on how to form a volunteer committee in your local area.
3. **REGISTER YOUR ACTIVITIES:** Whether as an individual or a representative of an organization, you should register any volunteer efforts that you know of or are participating in as part of the national “Muslims Care” campaign. To register, go to: [www.muslims-care.org](http://www.muslims-care.org) or call 202-488-8787, ext. 3243
4. **PUBLICIZE VOLUNTEER EFFORTS:** Publicize the “Muslims Care” campaign in your local community and encourage fellow community members to participate in volunteer efforts. (See “Promoting Volunteer Events” for tips on how to achieve good publicity.)
5. **DONATE:** If you cannot participate in any volunteer efforts, donate to a cause of your choice.

## GUIDELINES ON HOW TO FORM A VOLUNTEER COMMITTEE

1. **FORM A “MUSLIMS CARE” COMMITTEE** in your community by inviting dedicated individuals who are interested in promoting volunteerism to join “Muslims Care.” The committee does not need to be large in number; five to eight people will suffice. These people will be primarily responsible for organizing and publicizing the activities.
2. **SET UP A MEETING** to discuss which activities your group would like to participate in and to pick a coordinator (See following sections for themes and suggested ideas). The coordinator should be someone who organizes and leads well because he or she will be the person primarily responsible for overseeing the activities.
3. **CONTACT CAIR NATIONAL** to let it know what events your community will be involved in. This will help CAIR keep track of all events taking place in this nationwide initiative. To register your event, go to [www.muslims-care.org](http://www.muslims-care.org) or call 202-488-8787, ext. 3243.
4. **ASSIGN DUTIES** to core committee members. Based on each person’s skill and interest, delegate various duties to individual committee members. For example, if some people are more creative and write well, those people should be responsible for publicity. Those who have strong organizational skills can be responsible to logistics and for recruiting other volunteers.

5. **CREATE A TIMELINE** for the events, allowing sufficient time for the organization and publicity of events. (See sample timeline on pg. 13)
6. **RECRUIT GENERAL VOLUNTEERS** to participate in events or to help organize them. Contact the local mosque and Islamic schools to inform them about your events. Encourage them to spread the word and get involved.
7. **HOLD REGULAR MEETINGS** to follow-up with volunteers leading up to the event to make sure that everything is taken care of.
8. **UPDATE CAIR NATIONAL** on the success of your events by sending photos and copies of media coverage to [muslims-care@cair-net.org](mailto:muslims-care@cair-net.org). CAIR National will publicize these events on the website: [www.muslims-care.org](http://www.muslims-care.org)

#### GUIDELINES ON HOW TO WORK WITH VOLUNTEERS

1. **BE PREPARED** – Before the volunteers arrive for your meeting, make sure to have all necessary supplies and a clear workspace available. Once they arrive, don't keep them waiting. If you expect punctuality, lead by example.
2. **BE WELCOMING** – When volunteers arrive, make them feel welcomed by introducing volunteers to committee members, giving them a tour of the office or event area, and making light refreshments available.
3. **SET EXPECTATIONS** - Be clear with your volunteers about what is expected of them and what the goals are. Tell them what you need accomplished and act as a resource should they have questions or concerns.
4. **TRAIN ADEQUATELY** -. Remember, your volunteers are offering their time and efforts for your organization. Make sure they have the tools necessary to succeed.
5. **SET THE GROUND RULES** - Volunteers are eager to help, and while they aren't actual employees, they may still need to adhere to general organizational policies. Make sure you relate any important rules or guidelines before your volunteers get started. Have them sign a general volunteer form (See pg. 21 for a sample form).
6. **SET SHIFTS FOR SERVICE** - Let your volunteers know how long their help will be needed so that they can plan their day accordingly. Don't burn your volunteers out by overloading them with long shifts.
7. **SHOW APPRECIATION** – Last but not least, thank your volunteers for their time and energy. Congratulate them on the success of the program and provide them with a simple gesture of appreciation by giving them a certificate of appreciation or by organizing a volunteer appreciation luncheon.

## GUIDELINES ON HOW TO BE A GOOD VOLUNTEER

Volunteering has many benefits both on a personal and societal level. Individually, volunteers learn valuable skills and establish wonderful new personal contacts. On a societal level, volunteers help to keep non-profit organizations, social services, and shelters operational for the communities that need them.

But, as you volunteer our time and energy, there are a few things that you should keep in mind to assure yourself that your primary motivation in helping others is for the love for God. Here are a few ways to keep your intentions pure and to be a good volunteer. Remember:

- Volunteers should see volunteering as a priority and as an obligation they have toward their fellow man.
- Volunteers should not boast about giving their time and energy to the cause.
- Volunteers should not accept titles or responsibilities they know they are either not qualified for or will have the time to uphold.
- Volunteers should not accept responsibilities for the sake of bettering their images.
- Volunteers should arrive punctually and exhibit proper Islamic etiquette.
- Volunteers should be willing to perform even the most menial jobs, if that task will promote the cause.
- Volunteers should know who they are working with and be sensitive to their particular situations. (“Volunteerism in Islam” by Dr Ahmad Hussein Sakr)

The Quran says the following concerning the attitude of the giver of charity: “Those who spend their wealth in the way of Allah and do not follow up their spending by stressing their benevolence and causing hurt, will find their reward secure with their Lord. They have no cause for fear and grief. To speak a kind word and to forgive people's faults is better than charity followed by hurt. Allah is All-Sufficient, All-Forbearing Believers! Do not nullify your acts of charity by stressing your benevolence and causing hurt as does he who spends his wealth only to be seen by men and does not believe in Allah and the Last Day. The example of his spending is that of a rock with a thin coating of earth upon it: when a heavy rain smites it, the earth is washed away, leaving the rock bare; such people derive no gain from their acts of charity. Allah does not set the deniers of the Truth on the right way. (2:262 - 264)

## JUNE: HEALTH AWARENESS MONTH:

GOAL: “Health Awareness Month” is a month-long campaign that aims to:

- \* Raise public awareness of major health issues affecting our society.
- \* Help those at risk to identify symptoms.
- \* Encourage those with symptoms to seek help at an early stage.
- \* Campaign for access to the best treatments and services for all

## SUGGESTED ACTIVITIES:

1. Organize Mental Health Days at mosques – Research shows that millions of Americans suffer from mental illnesses each year. Yet, the negative stigma associated with mental illness often prevents many people in crisis from seeking help. Organizing mental health days at your local mosque to increase awareness of mental health issues and provide the community with the means of getting help can go a long way in preventing mild and moderate mental health problems, such as anxiety and depression. It is hoped that people will start to think of their mental health as being as important as their physical wellbeing. For more information on how to get involved, visit: <http://www.nostigma.org/getinvolved.html>
2. Organize Health Fairs at mosques - A health fair gives volunteers the opportunity to reach out to people about their health and well-being. By bringing health professionals and community members together, a health fair can educate people about health, prevention of illnesses, and the resources that are available to them in their community. A health fair can include exhibits, mini-workshops, demonstrations, screenings, etc. For more information on how to organize a health fair, visit: <http://www.aap.org/family/healthfairkit.htm>
3. Participate in Relays for Life - Relay for Life is an event designed to celebrate cancer survivors and to raise money for cancer research and programs for the American Cancer Society. During the relays, teams of people gather at schools, fairgrounds, or parks and take turns walking or running laps. Each team strives to keep at least one team member on the track at all times. To find out how to participate in Relay for Life or other cancer awareness campaigns, go to: [http://www.cancer.org/docroot/HOME/sup/sup\\_0.asp](http://www.cancer.org/docroot/HOME/sup/sup_0.asp)
4. Volunteering at hospitals, nursing homes - Men and women of all ages, life stages and professions can give their time and skills to enhance the well-being of patients in hospitals nationwide and can also provide much-needed support to hospital staff. Typically, to become a hospital volunteer, one must be at least 16 years of age and willing to make a commitment of a couple hours per week. The application process usually includes completing an application form, providing other mandatory documentation including reference check forms and a health record form, being interviewed and participating in a general hospital orientation. To volunteer at a local hospital, contact your preferred hospital’s department of volunteer resources.
5. Organizing blood drives - Everyday, people in emergencies and victims of disasters are in need of blood. The American Red Cross provides for half the nation's blood supply--six million pints annually -- for those in need. To help, one can donate blood, organize a blood drive at their local mosque or volunteer at a local Red Cross office. For more information, visit <http://www.redcross.org/donate/volunteer/>

## JULY: HELPING THE NEEDY

GOAL: The purpose of “Helping the Needy” is to encourage community members to donate money or goods and/or to volunteer their time to local agencies which provide services for people in need. An additional goal of this campaign is to promote awareness of these charitable efforts.

### SUGGESTED ACTIVITIES:

1. Coordinate clothing drive or food drives- Food and clothing drives are popular during the holidays, but Muslims shouldn't wait until Ramadan to organize one. Coordinating a clothing or food drive can occur at any time of the year and usually involves volunteers publicizing the drive, collecting and sorting through the materials and packing and delivering the items to those in need. Typically, all non-perishable food products such as pasta, rice, canned foods, dried soups, cereal, and snack foods are acceptable. Regarding clothing, coats, mittens, sweaters, etc. are especially important during the winter. For more information on how to organize a food or clothing drive, visit: [http://www.ehow.com/how\\_10126\\_organize-food-clothing.html](http://www.ehow.com/how_10126_organize-food-clothing.html) and [http://www.ehow.com/how\\_10125\\_donate-clothing-homeless.html](http://www.ehow.com/how_10125_donate-clothing-homeless.html).
2. Organize volunteers to work at soup kitchens, homeless shelters - Soup kitchens and homeless shelters provide regular hot meals for people who need them. Individually or collectively, volunteers can help out in a variety of ways, such as by either serving dinners to the needy or by paying for cost of one. For more information on how to help, go to: [http://www.ehow.com/how\\_10121\\_volunteer-soup-kitchen.html](http://www.ehow.com/how_10121_volunteer-soup-kitchen.html)
3. Get involved in Habitat for Humanity- Habitat for Humanity International is a nonprofit, housing ministry that seeks to eliminate poverty housing and homelessness by building houses for families in need. To date, people of all backgrounds, races and religions have built more than 175,000 houses around the world, providing more than 750,000 people in over three thousand communities with safe, decent, affordable shelter. Through volunteer labor and donations of money and materials, Habitat builds and rehabilitates simple, yet well-constructed houses with the help of the homeowner (partner) families. Habitat houses are sold to partner families at no profit, financed with affordable, no-interest loans. The homeowners' monthly mortgage payments are used to build still more Habitat houses. For more information on how to help, go to <http://www.habitat.org/getinv/>

## AUGUST: FOR OUR YOUTH

GOAL: “For Our Youth” is a campaign designed to address the immense pressures facing our youth today at home, school and in society. By addressing the problems faced by youth today, it is our belief that we can address the problems of the future.

### SUGGESTIONS:

1. Host informational seminars on adoption/foster care at your local mosque: Thousands of children of all races and backgrounds in America are waiting for a home. Often misinformation about adoption and foster care prevent many Muslim families from getting involved. The purpose of this campaign is to dispel myths about these options and focus on the normalcy of adoptive family life. Educating the public about adoption and foster care can be done through planned events such as public awareness sessions at your local mosque that explain both options and recruitment campaigns that spotlight the needs of children who need temporary/permanent families. For more ideas on how to promote adoption, visit: <http://national-adoption-month.adoption.com/>
2. Volunteer to be a “Big Brother/Big Sister”- Research and anecdotal evidence show that one-to-one mentoring helps at-risk youth overcome the many challenges they face. By getting involved in “Big Brothers Big Sisters,” the oldest and largest youth mentoring organization in the United States, you can make a direct, measurable, and lasting impact on children’s lives. Usually, volunteers provide one-on-one time to the youth in their communities about two to four times a month. For more information on how to get involved either in schools or communities, visit: <http://www.bbbsa.org/site/pp.asp?c=iuJ3JgO2F&b=14584>
3. School Supplies Drive- Schools in inner cities or low-income neighborhoods often lack the resources to provide basic school supplies to their student body. By organizing a school supplies drive during the summer, a community can ensure that under-privileged students will have the tools they need for a successful academic year. Supplies can range from simple items like pens and papers to more sophisticated items like calculators and computers.
4. Tutoring Services- The summer is a great time for students to polish up on those subjects they may have found challenging in the previous academic year. Community members can open their minds and doors to children in need of some tutoring. Tutoring services can be offered at the local Islamic center during a designated time and volunteers can sign up to teach subjects of interest to them.
5. Internet Safety- The United States Congress has designated i-SAFE America Inc, a non-profit Internet safety foundation, to bring Internet safety education and awareness to the youth of this country. Founded in 1998, i-SAFE is a proactive prevention-oriented Internet safety awareness program that provides age-appropriate K-12 curriculum to schools in all 50 states FREE of charge. For more information on how to organize a workshop designed to educate and empower the youth to safely and responsibly take control of their online experiences, go to [www.isafe.org](http://www.isafe.org)

## PROMOTING VOLUNTEERISM & OUTREACH EVENTS

As a community, Muslims need to cultivate a culture of volunteerism. Often times, volunteerism is seen as an optional act, or something done only when convenient. Yet, many of our communities have been built through the efforts of volunteers. Our mosques, Islamic schools, conferences, and Eid prayers have by and large, been organized by volunteers. The following are suggestions on how to promote volunteerism and volunteer events in your community.

## KHUTBAS ON VOLUNTEERISM IN ISLAM

Many verses from the Quran and traditions of the Prophet Muhammad (peace be upon him) highlight the importance of volunteerism. CAIR encourages Muslims leaders and imams to incorporate these messages in their khutbas to promote volunteerism in the American Muslim community.

The Quran says the following on taking care of the needy and its benefits:

- Have you seen him who belies the rewards and punishments of the Hereafter? He it is who drives away the orphan and does not urge giving away the food of the poor. (107:1 - 3)
- Give to the near of kin his due, and also to the needy and the wayfarers. Do not squander your wealth wastefully; for those who squander wastefully are Satan's brothers, and Satan is ever ungrateful to his Lord. (17:26 - 27)
- You shall not attain righteousness until you spend out of what you love (in the way of Allah). Allah knows whatever you spend. (3:92)
- (O Prophet!) Tell those of My servants who believe that they should establish Prayer and spend out of what We have provided them with, both secretly and openly, before there arrives the Day when there will be no bargaining, nor any mutual befriending. (14:31)

On being greedy, the Quran says:

- Look, you are being called upon to expend in Allah's Way, yet some of you are being miserly, whereas the one who is miserly is, in fact, being miserly only to himself. Allah is Self-Sufficient: it is you who are the needy. If you turn away, Allah will replace you by another people, and they will not be like you. (47:38)

Islam also says to be moderate in giving:

- Do not keep your hand fastened to your neck nor outspread it, altogether widespread, for you will be left sitting rebuked, destitute. (17:29)
- (In reference to the slaves of Allah) "who, when they spend, are neither extravagant nor miserly but keep the golden mean between the two (extremes) (25:67)
- Allah does not love the arrogant and the boastful, who are miserly and bid others to be miserly and conceal the bounty which Allah has bestowed upon them. We have kept in readiness a humiliating chastisement for such deniers (of Allah's bounty) (part of 4:36 and all of 4:37)

Traditions of the Prophet (peace be upon him) or hadiths, also support the giving of time and money to those in need. Below are a few examples of this:

Begging - Narrated Hakim bin Hizam that the Prophet Muhammad (peace and blessings be upon him) said: The upper hand is better than the lower hand (i.e. he who gives in charity is better than him who takes it). One should start giving first to his dependents. And the best object of charity is that which is given by a wealthy person (from the money which is left after his expenses). And whoever abstains from asking others for some financial help, Allah will give him and save him from asking others, Allah will make him self-sufficient. (Bukhari)

Clothing - Ibn Abbas related that the Prophet said: Any Muslim who gives a Muslim a garment to wear will be in Allah's safekeeping as long as a shred of it remains on him. (Ahmad, Tirmidhi)

Food and the needy: Safwan ibn Salim related that the Prophet said: Anyone who looks after and works for a widow and a poor person is like a warrior fighting for Allah's cause, or like a person who fasts during the day and prays all night. (Bukhari)

Anas related that the Prophet said: If any Muslim plants something or sows seed from which a man, a bird or an animal eats, it counts as a charity for him. (Bukhari, Muslim)

Abu Huraira narrated that the Prophet said: The best charity is that which is practiced by a wealthy person. And start giving first to your dependents. (Bukhari)

Salman ibn Amer reported that the Prophet said: To give something to a poor man brings one reward, while giving the same to a needy relation brings two: one for charity and the other for respecting the family ties. (Ahmad, Ibn Majah, Nasai, Tirmidhi)

Jabir reported that the Prophet said: Avoid doing injustice to others, for on the Day of Judgment, it will turn into manifold darkness, and safeguard yourself against miserliness, for it ruined those who were before you. It incited them to murder and treating the unlawful as lawful. (Muslim)

Abbas related that a man asked the Prophet, 'Tell me what should I do to be admitted to Paradise and he (the Prophet) answered: Worship Allah associating nothing with Him, observe Salat, pay Zakat and strengthen the ties of kinship. (Bukhari, Muslim)

## MEDIA OUTREACH TIPS

1. **INVOLVE A LOCAL CELEBRITY OR GOVERNMENT OFFICIAL** - Encourage your city and state government officials to announce or proclaim National Volunteer Week. Use the Proclamation Request Letter from the National Volunteer Week toolkit to request proclamations and involvement of government officials. Invite an elected official, media personality or local athlete to present the awards or to attend your event. The media will be more likely to cover a story that has “star power.”
2. **CREATE A MEDIA LIST** - Create a list of media contacts who have covered your organization in the past. Be sure to include contacts at magazines, daily and weekly newspapers, radio stations, TV and cable outlets, and wire services. Call and ask who at the media outlet covers volunteer activities, general human-interest stories, or community service issues. Develop a roster of names, titles, e-mail addresses and telephone/fax numbers of the reporters, producers and assignment editors.
3. **MAINTAIN GOOD MEDIA CONTACTS** - The success of your media strategy will largely depend on your interaction with the media. Building rapport with journalists and key staff usually does not happen overnight. The relationship is developed over time. Offer them new story ideas and notices of events; provide them with new statistics and other information about volunteering so they will rely on your organization as a key resource.
4. **PREPARE AND DISTRIBUTE A NEWS RELEASE** - A news release must clearly convey all relevant information concerning the event such as the: who, what, when, where, why, and how of your event. Refer to the template news release in this toolkit and localize and tailor it to your organization and event. Distribute the release at least two weeks in advance of an event (3-4 weeks for weekly newspapers).
5. **FOLLOW UP ON THE NEWS RELEASE** - Make calls to reinforce the information in your news release and fill in gaps. Be mindful of a reporter’s deadlines – ask if you are calling at a good time; if not, ask when would be a better time to call. If a specific event is taking place, invite the media to cover it, and point out photo opportunities.
6. **USE PICTURES** - A good photo makes the difference between getting media coverage or not. Ensure that your event has a “photo opportunity” – an interesting visual that tells the story, not simply people talking at a podium. Contact your television stations’ and newspapers’ photo desks to invite coverage of your event. Have your own photographer present at the event as well. The photos should show volunteers actively engaged in service. Don’t forget to caption photos and identify each person in the picture. If photographers do not attend, send your own photographs to newspapers, but photos must be sent on the same day for daily papers, and within a day or two for weeklies.
7. **CREATE OTHER MEDIA OPPORTUNITIES** - Even if your local media doesn’t cover your recognition ceremony or event, there are many other opportunities to get their attention. You can write an opinion editorial (also known as an op-ed) about the positive impact of volunteers on your community. Call your local paper to learn the procedure for submitting an editorial opinion: where to send it, how you can follow up, etc.

## SAMPLE TIMELINE

Media Materials	What is it's function?	Whom should it be sent to?	When should it be sent?
Community Calendar Events	Short, concise entry for community calendar section	Community calendar editor (local daily and weekly newspapers)	1 month before (place follow-up call to ensure receipt)
News Release	Should convey the who, what, when, where and why of your event and/or volunteer recipients and generate interest for them	<ul style="list-style-type: none"> <li>- Feature reporter and photo desk editor (newspaper)</li> <li>- Community Affairs Dept. (radio &amp; TV)</li> <li>- TV/radio producer</li> </ul>	Send to reporters 2 weeks before the event and/or National Volunteer Week - Include in Media Kit
Media Advisory	Simple way to inform local media outlets about an upcoming event or press conference	<ul style="list-style-type: none"> <li>- Feature reporter and photo desk editor (newspaper)</li> <li>- Community Affairs Dept. (radio &amp; TV)</li> <li>- TV/radio producer</li> </ul>	Send 3-4 days before event (place a follow-up call to ensure receipt)
Media Kits	Provides general info. about event and volunteer award recipients; the kit should include: News release, list of volunteer honorees and brief mention of their achievements.	Key media outlets	Provide journalists with the date of the event and send the kit to those who didn't attend but expressed an interest in the event.
Photos	Provides a visual image to go along with the article or headline.	Photo editors of your local newspapers and news magazines.	The photo should be sent the same day as the event to daily newspapers and within 2 or 3 days to weekly publications.

National Volunteer Week toolkit:

[http://www.pointsoflight.org/downloads/doc/programs/seasons/nvw/Media\\_Outreach\\_Tips\\_Timeline.doc](http://www.pointsoflight.org/downloads/doc/programs/seasons/nvw/Media_Outreach_Tips_Timeline.doc)

SAMPLE PRESS RELEASE:

## CINCINNATI MUSLIMS RAISE FUNDS FOR TSUNAMI VICTIMS

(CINCINNATI, 1/4/05) Muslims in the Cincinnati area recently offered prayers for those who died as a result of the recent earthquake and tsunami in Asia. Cincinnati's Muslim organizations have also begun to work on the relief effort and are collecting funds to send to the disaster areas. The organizations cooperating in this effort are the Islamic Association of Cincinnati, the Islamic Center of Greater Cincinnati, the Cincinnati Islamic Center, Muslim American Society, and the Muslim Student Association.

Fundraising efforts will continue for a two-week-long Tsunami Relief Fundraising Drive by the Muslim community. Donations may be sent to Fifth Third Bank, account #7021484477, Tsunami Victims Relief Fund

Culminating events are planned for Saturday, January 15, 2005, a fundraising dinner at 6:30 p.m. at the Islamic Center of Greater

Cincinnati in West Chester and an Open House on Sunday, January 16, 2005, 3-5 p.m. at the Islamic Association of Cincinnati in Clifton. The final tally from the fundraising effort will be announced at that time.

What: Tsunami Relief Fundraising Drive

WHEN: January 4 to January 17, 2005

WHO: Cincinnati Area Mosques and Muslim organizations

CONTACT: Karen Dabdoub, CAIR-Ohio Cincinnati Office, 513-281-8200

SAMPLE MEDIA ADVISORY:

CAIR-SEATTLE: MUSLIM, JEWISH, CHRISTIAN TEENS BUILD HABITAT HOMES

On October 2, 2004, more than sixty teens of diverse faiths and backgrounds will unite to build homes for Habitat for Humanity. The young men and women will join the two-week interfaith-construction blitz at Snoqualmie Ridge organized by Together We Build a World Community (TWB), an alliance of the Seattle office of the Council on American-Islamic Relations (CAIR-Seattle) and 13 Jewish, Muslim and Christian Seattle-area congregations and organizations.

TWB was formed post-9/11 as vehicle for people of different faith communities, who were traditionally separated from each other, to come together to work for the common good.

"Working on community projects under the umbrella of cooperation and friendship breaks down barriers and helps us all to realize that we are much more alike than we are different," said CAIR-Seattle Chair Samia El-Moslimany.

WHEN: Saturday, October 2, 2004, 8:30 am - 4:00 pm

WHERE: East King County Habitat for Humanity site at Snoqualmie Ridge, Southeast Orchard Drive and Southeast Gravenstein Court, Snoqualmie, WA 98065

CAIR, America's largest Islamic civil liberties group, has 30 regional offices and chapters nationwide and in Canada.

CONTACT: CAIR-Seattle, Samia El-Moslimany, 206-409-3407, E-MAIL: [samia@cair-seattle.org](mailto:samia@cair-seattle.org)

## RESOURCES – CAIR CHAPTERS

### CAIR

453 New Jersey Avenue, SE  
Washington, D.C., 20003  
Tel: 202.488.8787  
Fax: 202.488.0833  
[www.cair.com](http://www.cair.com)

### Arizona

202 E. McDowell Road, Suite 165  
Phoenix, AZ, 85004  
Tel: 602.262.2247  
Fax: 602.262.2249  
<http://az.cair.com>

### California

Los Angeles Area  
2180 W. Crescent Avenue, Suite F  
Anaheim, CA, 92801  
Tel: 714.776.1847  
Fax: 714.776.8340  
<http://ca.cair.com>

Sacramento Valley  
717 K Street, Suite 306  
Sacramento, CA 95814  
Tel: 916.441.6269  
Fax: 916.441.6271  
<http://ca.cair.com>

San Diego  
7710 Balboa Avenue, Suite 217  
San Diego, CA 92111  
Tel: 858.278.4547  
Fax: 858.278.8176  
<http://sandiego.cair.com>

San Francisco Bay Area  
3000 Scott Blvd., Suite 212  
Santa Clara, CA 95054  
Tel: 408.986.9874  
Fax: 408.986.9875  
<http://ca.cair.com>

### Connecticut

165 State Street, Suite 515  
New London, CT, 06320  
Tel: 860.995.6628  
Fax: 860.739.3252  
<http://ct.cair.com>

#### Florida

Orlando  
116 N. Parramore Avenue  
Orlando, FL, 32801-1714  
Tel: 407.649.1660  
Fax: 407.649.1408  
<http://fl.cair.com>

Miami  
1601 N. Palm Avenue, Suite 203  
Pembroke Pines, FL, 33026  
Tel: 954.272.0490  
Fax: 954.272.0491  
<http://fl.cair.com>

Tampa  
8056 N. 56th Street  
Tampa, FL, 33617  
Tel: 813.514.1414  
Fax: 813.514.1415  
<http://fl.cair.com>

#### Georgia

3920 North Peachtree Road., Suite 205  
Atlanta, GA, 30341  
Tel: 770.220.0082  
Fax: 770.220.2799  
<http://ga.cair.com>

#### Illinois

28 East Jackson Blvd., Suite 1410  
Chicago, IL, 60604  
Tel: 312.212.1520  
Fax: 312.212.1530  
<http://chicago.cair.com>

#### Kentucky

P.O. Box 910831  
Lexington, KY 40513  
Tel: 859.221.9081  
Fax: 859.219.0305  
<http://ky.cair.com>

#### Michigan

21700 Northwestern Highway, Suite 1199  
Southfield, MI 48075  
Tel: 248.559.2247  
Fax: 248.559.2250  
<http://mi.cair.com>

#### Minnesota

1821 University Ave W  
St. Paul, MN, 55104  
Tel: 651-645-7102  
Fax: 651.645.7175  
<http://mn.cair.com>

#### Missouri

P.O. Box 739  
Manchester, MO, 3011-1039  
Tel: 636.207.8882  
Fax: 636.207.8882  
<http://mo.cair.com>

#### New Jersey

475 Wall Street  
Princeton, NJ, 08540  
Tel: 908.938.5990  
Fax: 800.815.1398  
<http://nj.cair.com>

#### New York

475 Riverside Drive, Suite 246  
New York, NY 10115  
Tel: 212.870.2002  
Fax: 212.870.2020  
<http://ny.cair.com>

#### Ohio

Cincinnati  
10999 Reed Hartman Hwy., Suite 222  
Cincinnati, OH, 45242  
Tel: 513.281.8200  
Fax: 513.281.8666  
<http://ohio.cair.com>

Cleveland  
2999 Payne Avenue, Suite 201  
Cleveland, OH, 44114  
Tel: 216.830.2247  
Fax: 216.830.2248  
<http://ohio.cair.com>

Columbus  
1505 Bethel Road, Suite 200  
Columbus, OH, 43220  
Tel: 614.451.3232  
Fax: 614.451.3222  
<http://ohio.cair.com>

#### Pennsylvania

Harrisburg  
903 Kent Drive  
Mechanicsburg, PA, 17050  
Tel: 717.732.3330  
<http://pa.cair.com>

Philadelphia  
1218 Chestnut Street, Suite 510  
Philadelphia, PA, 19107  
Tel: 215.592.0509  
<http://pa.cair.com>

#### South Carolina

P.O. Box 806  
Lexington, SC 29071  
Tel: 803.233.1809  
Fax: 413.677.5733  
<http://sc.cair.com>

#### Texas

Dallas/Fort Worth  
12200 Ford Road, Suite 118

Dallas, TX, 75234  
Tel: 972.241.7233  
Fax: 972.241.7466  
<http://tx.cair.com>

Houston  
5821 Southwest Fwy., Suite 304  
Houston, TX, 77057  
Tel: 713.838.2247  
Fax: 713.838.2250  
<http://tx.cair.com>

San Antonio  
3358 Tavern Oaks Street  
San Antonio, TX. 78247  
Tel: 210.378.9528  
<http://tx.cair.com>

Maryland/Virginia

585 Grove Street, Suite G10  
Herndon, VA, 20170  
Tel: 703.689.3100  
Fax: 703.689.9858  
<http://mdva.cair.com>

Washington

12351 Lake City Way NE., Suite 103  
Seattle, WA, 98037  
Tel: 206.367.4081  
<http://wa.cair.com>

## Muslims Care Volunteer Information

Please fill this form and fax back to \_\_\_\_\_ or email: \_\_\_\_\_

<b>Name:</b>	
<b>Address:</b>	
<b>City, State, Zip Code</b>	
<b>Telephone:</b>	<b>Email:</b>
<b>General Skills:</b>	

**Yes, I would like to volunteer to make CAIR’s “Muslim Care” volunteer campaign a success by:**

**Pre-Event Logistics (General):**

- Publicity (handing out fliers, putting up posters and making announcements)
- Writing press releases and contacting the media
- Recruiting other volunteers
- Stuffing and Preparing Program Folders
- Stuffing Badges
- \_\_\_\_\_
- \_\_\_\_\_

**On Site:**

- Security/Logistics
- Registration
- Set Up
- Clean Up
- \_\_\_\_\_

**PLEASE NOTE:**

The event will be held at \_\_\_\_\_ on \_\_\_\_\_.

We will be holding weekly meetings on \_\_\_\_\_ at \_\_\_\_\_.

For more information, please contact \_\_\_\_\_ at \_\_\_\_\_.

## FAMOUS QUOTES ON VOLUNTEERING

Volunteers are not paid – not because they are worthless, but because they are priceless.

Throughout my life, I've seen the difference that volunteering efforts can make in people's lives. I know the personal value of service as a local volunteer. – Jimmy Carter

Volunteering creates a national character in which the community and the nation take on a spirit of compassion, comradeship and confidence. – Brian O'Connell

We make a living by what we do, but we make a life by what we give. – Winston Churchill

I am only one, but still I am one. I cannot do everything, but still I can do something; and because I cannot do everything, I will not refuse to do the something that I can do. – Edmund Everett Hale

I believe that democracy can survive if volunteering does. – Harriet Naylor

The more you lose yourself in something bigger than yourself, the more energy you will have. – Norman Vincent Peale

Do not wait for leaders; do it alone, person to person. – Mother Teresa

Anything you can do needs to be done, so pick up the tool of your choice and get started. – Ben Linder

Those who are not looking for happiness are the most likely to find it, because those who are searching forget that the surest way to be happy is to seek happiness for others. – Martin Luther King, Jr.

The best way to find yourself is to lose yourself in the service of others. – Mahatma Gandhi

No man is so poor as to have nothing worth giving. Give what you have. To someone it may be better than you dare to think. – Henry Wadsworth Longfellow

Nobody cares how much you know unless they know how much you care. – Unknown

Encouragement is oxygen to the soul. – George M. Adams