

# Oklahoma Citizens for Education (OCE) Volunteer Packet

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*Empowering Volunteers to Support Teachers, Schools, and Students*

## Section 1: Welcome Letter & Mission Statement

Dear OCE Volunteer,

Welcome to **Oklahoma Citizens for Education (OCE)**! You are now part of a movement dedicated to **supporting teachers, students, and schools across Oklahoma**. Your time, advocacy, and dedication will make a lasting difference in ensuring better educational opportunities for all students.

### Our Mission

OCE was founded to **empower and uplift teachers, students, and schools** by providing:

- **Direct classroom funding** to support educators
- **Community-driven initiatives** that improve educational access
- **Advocacy for stronger policies** that benefit Oklahoma schools
- **Collaborations with businesses and nonprofits** to increase school resources

This **Volunteer Packet** provides all the tools you need to **fundraise, advocate, and spread awareness** effectively. Whether you're helping with **grassroots efforts, school partnerships, fundraising, or policy advocacy**, your involvement is essential to our mission.

Thank you for joining us in the fight to **strengthen education in Oklahoma!**

Sincerely,

[Your Name]

Oklahoma Citizens for Education

# Table of Contents

1. Welcome Letter & Mission Statement
2. Why Your Role as a Volunteer Matters
3. How Volunteers Can Help & Take Action
4. Fundraising Guide: How to Raise Funds for OCE
5. Expanded Fundraising Ideas & Strategies
6. Pre-Written Fundraising Email & Social Media Templates
7. Tracking & Reporting Form
8. School Outreach Guide: Connecting with Educators & Schools
9. How to Organize an OCE Awareness or Fundraising Event
10. 10x Ripple Challenge Instructions: How to Create a Movement
11. Advocacy Guide: How to Effectively Support Education Policy
12. Legislator Contact Guide & Pre-Written Advocacy Letter
13. How to Engage Businesses & Corporate Sponsors
14. Expanding OCE's Reach: How to Start a Local OCE Chapter
15. Community Partnerships & How to Grow OCE's Influence
16. Success Stories: How Volunteers Have Made an Impact
17. Volunteer FAQ & Support Guide
18. OCE Contact Information & Social Media Links

## Section 2: Why Your Role as a Volunteer Matters

### How Volunteers Help OCE Grow

OCE relies on volunteers to expand its reach and impact. **Your role is critical in three key areas:**

1. **Raising Awareness** – Many people in Oklahoma are unaware of **teacher shortages, underfunded schools, and how OCE provides solutions**. You help spread the word.
2. **Fundraising for School Support** – Volunteers **secure funding for teacher grants, classroom resources, and student programs** through grassroots efforts.
3. **Advocating for Policy Change** – Lawmakers make decisions about **school funding and education policy**—and volunteers **ensure they hear from those who care**.

### Your Role in the Bigger Picture

- Every **\$10 donation** buys basic classroom supplies.
- Every **\$50 donation** contributes to a teacher appreciation initiative.
- Every **letter sent to legislators** makes an impact on **education policies and budgets**.

With a **strong network of volunteers like you**, OCE can create real, lasting change.

## Section 3: How Volunteers Can Help & Take Action

### Multiple Ways to Get Involved

OCE provides **several opportunities** for volunteers to contribute based on their skills and availability.

#### 1. Fundraising & Donation Campaigns

- **Help raise funds** for OCE initiatives through online donation drives, school-based fundraising events, and corporate sponsorships.
- **Encourage monthly giving** – Even small recurring donations help sustain our work.

#### 2. School Outreach & Teacher Engagement

- **Introduce OCE to teachers and schools** to help them access grants, resources, and support.
- **Assist teachers in applying for OCE funding** and share success stories.

#### 3. Community Event Planning & Hosting

- **Organize local OCE events**, such as town halls, teacher appreciation nights, and school supply drives.
- **Engage local businesses & organizations** in partnerships.

#### 4. Policy & Advocacy Support

- **Call, email, and meet with legislators** to promote better education funding and policies.
- **Use pre-written advocacy letters** to send to state representatives.

#### 5. Social Media & Awareness Campaigns

- **Post on social media** to spread OCE's mission, success stories, and fundraising initiatives.
- **Take part in the 10x Ripple Challenge** (see Section 10).

Every action, big or small, helps **OCE expand its reach and support teachers**.

## Section 4: Fundraising Guide – How to Raise Funds for OCE

Raising funds is one of the most **important and impactful** things you can do as an OCE volunteer.

### Best Ways to Fundraise for OCE

1. **Personal Fundraising Page** – Create your own **fundraising page** through OCE’s website and share it with friends and family.
2. **School-Based Fundraisers** – Organize a **donation drive, student raffle, or “adopt-a-classroom” campaign.**
3. **Business & Corporate Sponsorships** – Reach out to **local businesses for funding, matching gifts, or sponsorships.**
4. **Community Events** – Host a **small fundraiser, trivia night, bake sale, or donation-based fitness class.**
5. **Peer-to-Peer Fundraising** – Challenge **10 friends** to donate \$10 each and **watch the impact grow!**

### **How to Accept Donations**

- Direct donors to OCE’s **official online donation portal**: [Insert OCE Donation Link]
- Accept checks payable to **Oklahoma Citizens for Education**
- Collect and submit funds through OCE’s **Tracking & Reporting Form** (see Section 7).

## **Section 5: Expanded Fundraising Ideas & Strategies**

**Looking for creative fundraising ideas? Here are proven strategies:**

### **Social Media Fundraising Challenges**

- Post a **personal story about why you support OCE** and ask for donations.
- Use hashtags like **#FundOurTeachers #SupportOCE #10xRippleChallenge.**
- Record a short **video explaining OCE’s impact** and share on Facebook & Instagram.

### **Local Business Partnerships**

- Approach **coffee shops, restaurants, and gyms** to run a **“Give Back Day”** where a portion of sales support OCE.
- Ask small businesses to **match donations** raised by local schools.

### **Online Giving Campaigns**

- Organize a **“\$5 Friday”** campaign where everyone donates just \$5.
- Set up a **GoFundMe or Facebook Fundraiser** for your birthday and encourage donations to OCE.

### **Corporate & Employee Giving**

- Check if employers offer **matching donation programs.**
- Connect with HR departments at large businesses to **include OCE in corporate giving programs.**

Fundraising for OCE **does not require a large audience—small efforts add up to BIG impact.**

## Section 6: Pre-Written Fundraising Email & Social Media Templates

Use these ready-made templates to easily ask for donations and raise awareness.

### Fundraising Email Template for Friends & Family

**Subject:** Help Support Oklahoma's Teachers & Schools

Dear [Friend's Name],

I am volunteering with **Oklahoma Citizens for Education (OCE)** to help support teachers and students across Oklahoma. Our educators face **underfunded classrooms, supply shortages, and increasing demands**, yet they continue to give their all to students. OCE provides **teacher grants, classroom resources, and school programs** to make a difference.

Would you consider making a donation to support this mission? Even a **small contribution** can make a **big impact** for local teachers and students. You can donate online at:

[Insert OCE Donation Link]

Together, we can give Oklahoma's educators the support they need. Thank you for your help!

Sincerely,  
[Your Name]

### Social Media Post for Fundraising (Facebook/Instagram)

#### Teachers & Students Need Your Support!

Oklahoma's teachers are doing incredible work with **limited resources**. I'm partnering with **Oklahoma Citizens for Education (OCE)** to raise funds for classroom grants and teacher appreciation programs.

**Every dollar helps!** Your donation can provide:

School supplies for underfunded classrooms

Professional development for teachers

Teacher wellness and support programs

Join me in making a difference! Donate today:

[Insert OCE Donation Link]

#SupportOurTeachers #FundOurSchools #OCE

## Twitter/X Fundraising Post

Teachers give so much—let’s give back! I’m raising funds for **Oklahoma Citizens for Education** to support teacher grants, student programs, and classroom funding. Every dollar counts!

Donate now: [Insert OCE Donation Link]

#SupportTeachers #FundEducation #OCE

## Section 7: Tracking & Reporting Form

To track fundraising and outreach efforts, volunteers should complete a report after hosting an event or donation drive.

### What to Include in the Report:

- **Your Name & Contact Information**
- **Date & Type of Fundraiser/Outreach Event**
- **Total Funds Raised & Method of Collection** (Online, cash, checks, etc.)
- **Number of People Reached** (If applicable)
- **Any Challenges or Success Stories**



**Submit reports via email to:** [Insert OCE Email] with the subject line: **Volunteer Report Submission – [Your Name]**

This helps OCE track progress, recognize volunteers, and refine fundraising strategies.

## Section 8: School Outreach Guide – Connecting with Educators & Schools

Volunteers can introduce OCE to teachers and schools to expand support.

### Step 1: Identifying Schools to Connect With

- Start with **schools you’re familiar with** (your children’s school, your alma mater, etc.).
- Focus on **schools with high needs** or those that **lack access to extra funding**.
- Contact **teachers, principals, and PTA leaders** to introduce OCE.

### Step 2: How to Start the Conversation

Email/Message Template to Teachers or School Leaders

**Subject:** Free Classroom Grants & Support for Teachers

Dear [Teacher/Principal Name],

I am a volunteer with **Oklahoma Citizens for Education (OCE)**, a nonprofit organization dedicated to supporting Oklahoma teachers and students. We provide **classroom funding, teacher appreciation programs, and school resources** to help educators succeed.

I'd love to share a **Teacher Resource Packet** with information on **grant opportunities, funding programs, and teacher discounts** that your staff may find helpful. Would you be interested in receiving a copy?

Thank you for everything you do for students! I'd love to connect and discuss how OCE can help your school.

Best,  
[Your Name]

### **Step 3: Distributing the OCE Teacher Resource Packet**

- Email the **OCE Teacher Resource Packet** to interested schools.
- Provide a **printed copy** for teacher lounges and faculty meetings.
- Encourage teachers to **sign up for OCE's newsletter** for funding alerts.

Volunteers play a **key role in expanding OCE's impact** by building relationships with educators.

## **Section 9: How to Organize an OCE Awareness or Fundraising Event**

**Hosting a local event is a great way to fundraise and raise awareness about OCE's mission.**

### **Step 1: Choose the Type of Event**

- **Teacher Appreciation Event** – Host a small gathering to celebrate and thank local teachers.
- **School Supply Drive** – Collect donations of classroom essentials and deliver them to schools.
- **Community Fundraiser** – Trivia nights, benefit dinners, bake sales, and raffles work great!
- **Business Partnership Event** – Work with a local business for a “Give Back Day,” where a percentage of sales go to OCE.

### **Step 2: Plan the Details**

- **Set a Date & Secure a Location** (school, library, coffee shop, etc.).
- **Promote the Event** using flyers, social media, and community boards.
- **Have a Clear Fundraising Goal** and easy donation options.

### **Step 3: Execute & Follow Up**

- Share OCE's mission and how funds will be used.
- Encourage attendees to **sign up for OCE's email list**.
- Submit a **Tracking & Reporting Form** to OCE (see Section 7).

For assistance in event planning, email OCE at [Insert Contact Info].

## **Section 10: Ripple Challenge – How to Create a Movement**

The Ripple Challenge is an easy, high-impact way to fundraise and spread awareness!

### **How It Works**

1. **Donate \$10 to OCE**
2. **Challenge 10 friends to do the same**
3. **Each of them challenges 10 more people**
4. **Watch the ripple effect grow!**

### **How to Participate**

- Post a **video or photo** on social media explaining why you're supporting OCE.
- Use the hashtags **#10xRippleChallenge #SupportTeachers #OCE**.
- Tag **10 people** and encourage them to donate.

The **power of small donations adds up quickly** and creates **sustainable support for Oklahoma's schools**.

## **Section 11: Advocacy Guide – How to Effectively Support Education Policy**

Volunteers can help influence education policies that affect funding, teacher support, and student resources.

### **Why Advocacy Matters**

Education policies shape the **funding schools receive, teacher salaries, and classroom resources**. Volunteers help by **contacting legislators, attending school board meetings, and mobilizing community support**.



## Ways to Advocate for Education

1. **Contact State Legislators** – Urge them to support policies that benefit teachers and schools (see Section 12).
2. **Attend Local School Board Meetings** – Voice concerns, support funding proposals, and stay informed.
3. **Write Letters to the Editor** – Submit opinion pieces to newspapers about education funding issues.
4. **Encourage Parent & Community Involvement** – More voices lead to stronger advocacy.
5. **Use Social Media for Awareness** – Share facts about **teacher shortages, underfunded schools, and why education policies matter.**

### Key Talking Points for Advocacy

- **Investing in teachers = Investing in Oklahoma’s future.**
- **Oklahoma ranks among the lowest in education funding—our schools deserve better.**
- **Teachers need support through grants, higher wages, and access to better resources.**
- **Every student deserves access to a fully funded, well-equipped classroom.**

## Section 12: Legislator Contact Guide & Pre-Written Advocacy Letter

One of the most effective ways to push for better education funding is by contacting state legislators.

### How to Contact Your State Legislators

1. **Find Your Representative** – Look up your legislator at [www.oklegislature.gov](http://www.oklegislature.gov).
2. **Use the Pre-Written Advocacy Letter** – Personalize the template below and send it via email or mail.
3. **Call Their Office** – Phone calls **have a greater impact than emails.**
4. **Request a Meeting** – Offer to meet in person or via Zoom to discuss education issues.

## Pre-Written Advocacy Letter

[Your Name]  
[Your School/City]  
[Your Address]  
[Your Email]  
Date]

**Subject: Invest in Oklahoma's Education System**

Dear [Legislator's Name],

I am writing to you as a concerned citizen and supporter of **Oklahoma Citizens for Education (OCE)**. Our teachers and students face **underfunded classrooms, outdated materials, and growing shortages of educators**.

I urge you to support policies that:

- **Increase teacher pay and retention incentives**
- **Expand classroom funding for supplies and resources**
- **Strengthen student support programs, such as mental health services**

Oklahoma's students deserve **fully funded schools and well-supported teachers**. I would love the opportunity to discuss how we can improve education funding in our state.

Please let me know when we can connect. Thank you for your time and dedication.

Sincerely,  
[Your Name]

**Follow up with a phone call** within a week to reinforce your message.

## Section 13: How to Engage Businesses & Corporate Sponsors

**Businesses can play a major role in supporting Oklahoma's schools through donations and sponsorships.**

### How to Approach Businesses for Support

- **Identify businesses with a strong community presence** – Banks, local businesses, large employers.
- **Prepare a sponsorship request** – Be clear about what the funds will support.
- **Offer Visibility & Recognition** – Businesses love to be seen supporting education.

## Business Sponsorship Request Letter

**Subject:** Partnering to Support Oklahoma's Teachers

Dear [Business Owner's Name],

I am reaching out on behalf of **Oklahoma Citizens for Education (OCE)**, a nonprofit organization dedicated to providing teachers with classroom funding and appreciation initiatives.

We would love to partner with [Business Name] to support **teacher grants and school programs**. Your contribution can:

Fund essential classroom supplies

Provide meals & appreciation gifts for hardworking educators

Support student-centered programs in local schools

Would you be interested in sponsoring a classroom or making a donation?

We would be happy to feature [Business Name] as an **OCE Partner for Education** across our website and social media.

Thank you for your time, and I look forward to discussing this opportunity further!

Sincerely,

[Your Name]

## Section 14: Expanding OCE's Reach – How to Start a Local Chapter

**Volunteers can establish a local OCE chapter to bring direct support to their community.**

### Steps to Start a Local OCE Chapter

- 1. Recruit a Leadership Team** – Gather at least **three teachers, parents, or community members** who are passionate about education.
- 2. Identify Key Needs in Your Area** – Focus on the most pressing issues:
  - Teacher support & appreciation
  - Classroom funding gaps
  - Student resource shortages
- 3. Hold a Community Interest Meeting** – Invite local educators, parents, and community leaders to discuss OCE's mission.
- 4. Connect with OCE for Resources** – Receive guidance, training, and materials from the OCE team.
- 5. Host Your First Fundraiser or Awareness Event** – Start small and build momentum!

Email OCE to register your chapter and receive a starter kit.

## Section 15: Community Partnerships & How to Grow OCE's Influence

💡 OCE volunteers can connect with local nonprofits, school districts, and organizations to expand impact.

### Ways to Build Partnerships

- **Team up with PTAs** to fundraise for classroom needs.
- **Collaborate with food banks** to address student hunger.
- **Connect with education-focused nonprofits** to share resources.
- **Engage local churches, businesses, and organizations** to help sponsor events.

### Strategic Partnership Pitch Template

**Subject:** Let's Work Together to Support Education in Oklahoma

Dear [Organization Name],

Oklahoma Citizens for Education (OCE) is seeking to **build partnerships with organizations dedicated to strengthening schools and supporting teachers**. We believe that by working together, we can:

Increase classroom funding

Provide direct support to educators

Advocate for stronger education policies

We would love the opportunity to discuss a collaboration that benefits both organizations and, most importantly, Oklahoma's students.

Please let me know a time when we could connect. Thank you for your consideration!

Sincerely,

[Your Name]

**Follow up within a week if you don't receive a response.**

## Section 16: Success Stories – How Volunteers Have Made an Impact

**Real-life examples of OCE volunteers making a difference.**

## Story #1: Teacher Grant Success

Amanda S., a first-grade teacher in Tulsa, used an **OCE grant** to purchase new books for her students.

*"Without this funding, my students wouldn't have access to a diverse range of reading materials!"*

## Story #2: Community Fundraiser Impact

A volunteer-led **restaurant fundraiser** raised over **\$3,000 for local schools**.

*"It was amazing to see our town come together for education!"*

**Have a success story? Submit it to OCE to be featured!**

## Section 17: Volunteer FAQ & Support Guide

### **Who can volunteer for OCE?**

Anyone! Parents, teachers, students, and community members are welcome.

### **How do I sign up for a specific volunteer role?**

Visit [Insert OCE Website] or email [Insert Contact Info].

### **Do I need fundraising experience?**

No! We provide all the tools and templates needed.

## Section 18: OCE Contact Information & Social Media Links

Oklahoma Citizens for Education (OCE)

[Insert OCE Email]

[Insert OCE Website]

Follow us on social media: [Facebook] | [Instagram] | [Twitter/X]