



## LIFT JOHNSTOWN – 6<sup>th</sup> ANNUAL PROJECT PARTY REGISTRATION FORM

**Tuesday, April 4, 2017**

**12:00 noon to 5:00 pm – Frank J. Pasquerilla Conference Center, Johnstown PA**

NEED VOLUNTEERS for your organization? Want to attend 3 FREE WORKSHOPS on Ethical Leadership, Marketing Techniques and Promoting Community Service to Students? Want to INFORM THE COMMUNITY about your services?

Lift Johnstown is now accepting non-profit and service organization table reservations and workshop sign-ups for the 6<sup>th</sup> Annual Lift Johnstown Project Party. Participation is free and the event is open and free to the general public. If your organization or non-profit is interested in having a table at this year's event, and if you want to participate in the workshops, **please complete the bottom portion of this letter**, either scan and email or fax or mail to: Attn: Diana at Lift Johnstown, 245 Market Street, Johnstown, PA 15901 - FAX 814/539-5800 or email to: [liftjohnstown@johnstownchamber.com](mailto:liftjohnstown@johnstownchamber.com).

**You may begin setting up your table any time after 10:00 AM on April 4<sup>th</sup>.**

Tables will be covered with a tablecloth, skirted and ready for your displays. You will need to bring:

- 1) Your tabletop display
- 2) Handouts/brochures/give-a-ways
- 3) A sign-up sheet for volunteers or a tablet or laptop (Wi-Fi connections will be available.)

Lift Johnstown looks forward to your organization's participation, to help you connect with individuals of all ages who want to become involved in community service, and to offer informational workshops to help your mission.

------(Please fill out this bottom portion and return to Lift Johnstown)-----

### LIFT JOHNSTOWN – 6<sup>th</sup> ANNUAL PROJECT PARTY NON-PROFIT/SERVICE ORGANIZATION REGISTRATION FORM Tuesday, April 4, 2017

Organization Name: \_\_\_\_\_

(Please print clearly)

Contact Person: \_\_\_\_\_ Email: \_\_\_\_\_

(Phone)

Alternate Contact Person: \_\_\_\_\_ Email: \_\_\_\_\_

(Phone)

Address: \_\_\_\_\_ Zip \_\_\_\_\_ County \_\_\_\_\_

Phone: (Please list a number that we can distribute to interested volunteers) (\_\_\_\_\_) \_\_\_\_\_

(Please print clearly)

If you will be supervising more than one table at the event list each one here: \_\_\_\_\_

Your Organization's Volunteer Needs: \_\_\_\_\_

(Listed in 5 words or less)

Will you need electric hook up at your table: Yes\_\_\_ No\_\_\_

Will you need Wi-Fi: Yes\_\_\_ No\_\_\_

Free Workshop sign-ups/indicate number of persons attending:

**1PM** \_\_\_\_ **Ethical Leadership** – Defining ethics in a non-profit scenario, guidelines and objectives.

**2PM** \_\_\_\_ **Marketing Technology** – Dan Shaffer of Vision Light Media – How social media, logos, branding & various marketing techniques can improve your organization's perception in the community.

**3PM** \_\_\_\_ **Promoting Community Service to Students** – Presented by a panel of area school representatives – ways to inspire volunteerism in pre-teens & teens, suggestions on what service hour opportunities to offer to build their resumes.

LIFT JOHNSTOWN

245 Market Street, Johnstown, PA 15901, [liftjohnstown@johnstownchamber.com](mailto:liftjohnstown@johnstownchamber.com)

Phone 814-536-5107 Fax 814-539-5800 [www.liftjohnstown.org](http://www.liftjohnstown.org)



## **LIFT JOHNSTOWN – 6<sup>th</sup> ANNUAL PROJECT PARTY INVITATION**

**Tuesday, April 4, 2017**

**12:00 noon to 5:00 pm**

**Frank J. Pasquerilla Conference Center, Johnstown PA**

To All Non-Profits and Service Organizations,

The sixth annual Lift Johnstown Project Party for 2017 is scheduled for **Tuesday, April 4<sup>th</sup> during National Volunteer Month, from 12:00 noon to 5:00 pm at the Frank J. Pasquerilla Conference Center in downtown Johnstown.** Non-profit organization participation is free and the event is open and free to the general public. During the Project Party hundreds of adults, senior citizens, middle school, high school and college students attend to sign up for service hours and volunteer opportunities. We are expecting more student volunteers this year. Lift Johnstown connects non-profits and service organizations with volunteers in the community who are interested in investing some of their free time in projects and programs that make a difference in the quality of life in our region.

We are now accepting table reservations so if your organization is interested in participating this year, please fill out the registration form attached to this letter and return it to the Lift Johnstown office as per the instructions.

In addition, we encourage all non-profits and service organizations to sign up for the free “Get Connected” Volunteer Website and list your organization at [www.getconnected.uwlaurel.org](http://www.getconnected.uwlaurel.org). This is a valuable tool for you to recruit volunteers. If you would like to bring along a laptop to the event, a Wi-Fi connection will be available for you to sign up volunteers through this website right at your table. We also recommend that you have a sign-up sheet for volunteers as well.

Also attached are Project Party flyers that you can post or distribute at your office. Please promote the event and encourage non-profits, schools, churches, service organizations and the general public to attend.

Lift Johnstown looks forward to working with you this year to promote community service and volunteerism in our region, connecting your organization with interested individuals who want to help, and helping you inform the community about your services. Lift Johnstown is committed to assisting your organization to fulfill its mission.

Please contact us by phone or email if you have questions or if we can help you coordinate your organization's participation on April 4<sup>th</sup>. Please pass this information along to other non-profit organizations you may know of who might benefit from this exposure to volunteer recruitment.

We hope you can join us on April 4<sup>th</sup> and we look forward to your response.

Thank you.

Lift Johnstown

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