



GUIDE TO CREATING PASSION PROJECT

By Palette of Life
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PALETTE OF LIFE

We are a 501c3 non-profit organization which aims to help a wide range of patients experience stress relief through art therapy. Our mission is to provide a creative and comfortable environment for patients with arts and crafts activities such as painting, slime making, and scrapbooking. We wish to bring happiness to these patients by incorporating art into their daily lives, inspiring them to keep fighting, and sparking some joy within our outreach.





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01

THE IDEA



WHAT ARE YOU PASSIONATE ABOUT?

BRAINSTORM

Make a list of the **top 5** things you are passionate about and write them down in order. It can be an idea, a group of people, an object, anything. **Also, pick a target audience.**

EXAMPLE

1. Medical field/patients
2. Art
3. Food
4. Giving back to others
5. Keeping yourself happy no matter what

CONNECT

Choose 2 from your top 5 and try connecting them together.

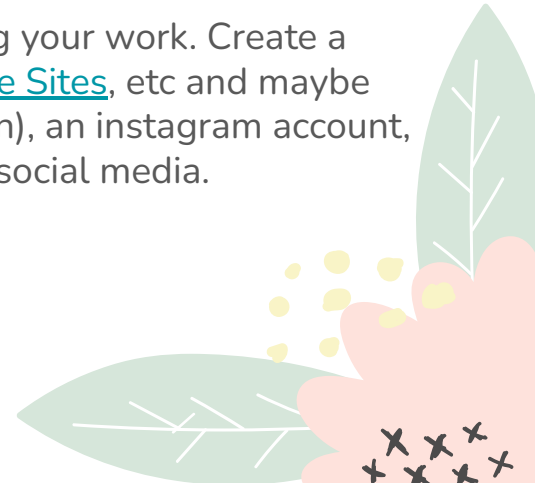
LET'S WORK ON IT TOGETHER



- Music + Assisted Living Facilities
- (atypical) Hurricane Relief Packages
- Cooking Channel for Specific People

NOW ESTABLISH YOUR IDEA

1. Check to see if there is any existing community project that you can partner with or explore the idea of how your project can be different from already existing ones.
2. Pick how you want to help your targeted audience. Types of activities, events, outreach you want to create
3. Research your audience to see what they are in need of and if your mission can help them. Be cautious of how your work will impact the individual.
4. Create a mission statement.
5. Contact your audience/community with your mission and types of sessions you would like to provide to them.
6. Visit the place to give them a demo on what your service can provide.
7. Start advertising your work. Create a website ([Wix](#), [Google Sites](#), etc and maybe buy your own domain), an instagram account, or any other form of social media.

Website: paletteoflifefl.org





02

REGISTERING



MAKING YOUR PASSION PROJECT OFFICIAL

STUDENT-LED GROUP

No forms required to be filled out

NON PROFIT

- register with [SunBiz](#) (Florida Gov)
- officially get the title of your project being a nonprofit

For the [SunBiz form](#), the following items would be [required](#)

- corporation name (include corp or inc)
- defined purpose
- adult who can sign the application
- at least 3 individuals who you can list as directors or officers of your organization
- \$70 fee



501c3 WITH THE IRS

- to become tax exempt
- some charities and places require this status for fundraisers
- EIN Number - provide this to corporates who are offering donations in order for them to receive tax deductible

[Directions](#)

[Application](#)

[EIN Number](#)



03

FUNDRAISING



DIFFERENT LEVELS OF FUNDRAISING

SCHOOL

bake sales, supply drives,
other sales

1

LOCAL/REGIONAL

2

- restaurant fundraisers
- [GroupRaise](#) (if you're a nonprofit)
- charity events at specific locations

STATE/NATIONWIDE

applying for grants

3



The page features decorative floral and abstract elements in the corners. The top-left corner has a yellow flower with green leaves and pink dots. The top-right corner has a pink flower with green leaves and blue dots. The bottom-left corner has a yellow flower with green leaves and black dots. The bottom-right corner has a pink flower with green leaves and black dots.

04

OUTREACH



HOW TO STAY ORGANIZED?

Bi-Weekly Meetings

To plan events and keep your team engaged

Protocol

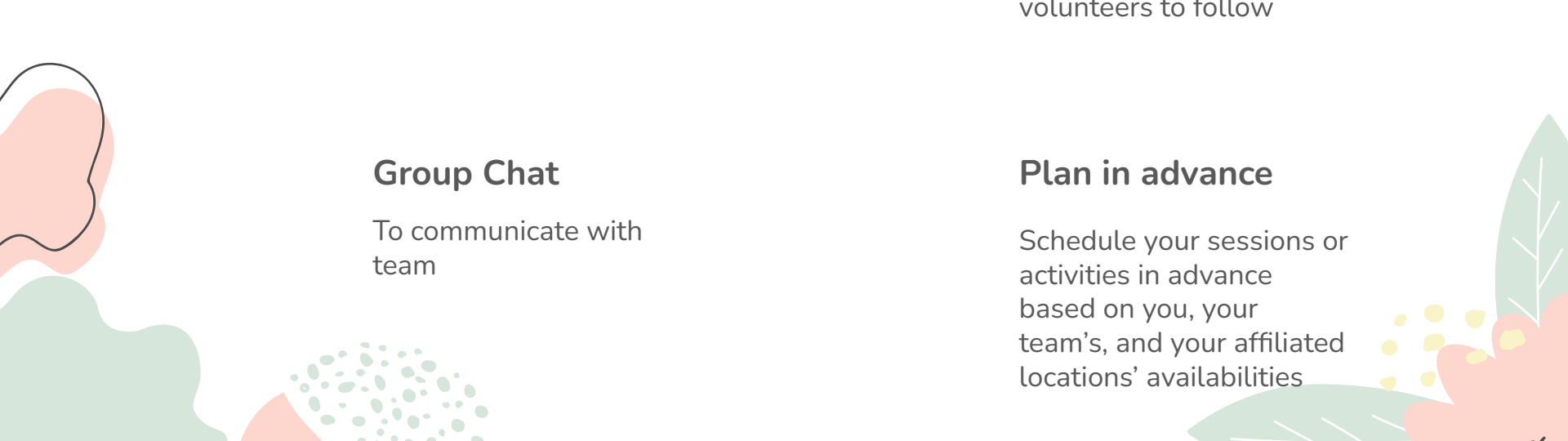
Have a shared document and protocol for all volunteers to follow

Group Chat

To communicate with team

Plan in advance

Schedule your sessions or activities in advance based on you, your team's, and your affiliated locations' availabilities



HOW TO EXPAND YOUR OUTREACH?



VOLUNTEERS

Create a flyer and form for people to sign up with and join your team.

Hold team meetings and schedule events for all volunteers to engage in.



AFFILIATIONS

Contact more locations or groups.

At the very least, schedule events once a month (for each location).



PUBLICITY

Update your website and social media with photos from each event.

Partner with local news channel or websites to get articles published about your project. Create team t-shirts.

The background features a white canvas with various colorful abstract shapes and patterns. In the top-left corner, there is a yellow circle partially cut off and a pink shape with a black outline. In the top-right corner, there are pink diagonal lines, a yellow shape with black dots, and a pink shape with a black outline. In the bottom-left corner, there is a green shape with a black outline, a pink shape with black dots, and a green scribbled area. In the bottom-right corner, there are green leaves, a yellow flower with black crosses, and a pink shape with black dots.

REFERENCES

VOLUNTEER FLYER + FORM

Join Palette of Life's Team



Palette of Life is a non-profit organization which aims to help a wide range of patients by incorporating art into their daily lives. We wish to bring happiness to patients, inspire them to keep fighting, and spark some joy within our outreach.

RECRUITING

- Social Media and Marketing Director
- Fundraising Director
- Volunteer Outreach Ambassador
- Volunteers



INFO



SCAN TO JOIN

Please scan the QR Code for a form to indicate your interest in joining Palette of Life.



 @palette_oflife
 www.paletteoflifefl.org

Which position(s) are you interested in? *

- Fundraising Director
 Volunteer Outreach Ambassador
 Volunteer

How much time will you be able to dedicate to Palette of Life a week? This won't influence whether or not you get a position. *

- less than 1 hour
 1-2 hours
 3-4 hours
 4+ hours

Why do you think you are qualified for the positions you applied for? What experience do you have? *

Your answer _____

What will you bring to the team? *

Your answer _____

Submit your resume

 Add file

TEMPLATE FOR CONTACTING OTHER LOCATIONS

Dear _____, ^{↙ who you're contacting}

My name is _____ and I'm ^{↙ ex.CEO} (your position) for ^{↙ your non-profit or project name} Palette of Life. Palette of Life is a 501c3 nonprofit organization that aims to bring happiness to the daily lives of a wide range of patients through arts and crafts activities. So far we've branched out to 5 different medical centers and are looking to branch to. We would come on a day that works for you and host an art activity (i.e. a painting activity, slime, scrapbooking, season themed activities, etc). Please let us know if you're interested in partnering with Palette of Life! More information about our organization can be found on our website linked below and our instagram, @palette_oflife. Thank you and if you have questions please reach out!

description of what your project does

service you will provide

^{↑ your insta @ or whatever social media you use}

<https://www.paletteoflifefl.org/> ^{← your website}

Sincerely,

_____ (name)

_____ (role/title)



THANK YOU!

If you want to get involved with Palette of Life or have any questions, email us at paletteoflife.fl@gmail.com

My personal email address: kanganamodi6@gmail.com