

Starting an I Club Chapter at Your High School

THE I CLUB

The Katie Koestner Initiative for a World Without Rape

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INTRODUCTION

What is The I Club?

The Katie Koestner Initiative for a World Without Rape (The I Club) is a non-profit charitable organization founded by Katie Koestner. Katie is a nationally known spokesperson for the prevention of sexual assault, having appeared on the cover of TIME Magazine after her own rape when she was eighteen years old. Since then, Katie has appeared on The Oprah Winfrey Show, Good Morning America, The NBC Nightly News, MTV, Larry King Live and scores of local news programs in order to create public awareness of date rape. Katie also founded Campus Outreach Services, Inc., which provides educational programs on sexual assault, sexual abuse, dating violence, sexism, and healthy relationships.

Katie has lectured at approximately 1,000 high schools, colleges, universities, military institutions and conferences, educating hundreds of thousands of students, faculty, staff and parents on the issue of date rape and sexual assault. The purpose of The I Club is to support projects that will create awareness of sexual assault and ultimately prevent its occurrence.

The I Club's Role in the Community

The role of The I Club is first to raise public awareness of date rape, sexual assault, dating violence and healthy relationships. The I Club also raises funds to monetarily support efforts that further its mission.

The money that The I Club raises is currently directed towards two major efforts: First, to fund the purchase of Physical Evidence Recovery Kits (PERKS) and for DNA testing of the PERKS in sexual assault cases. Currently, thousands of PERKS are sitting on shelves untested. Victims go without getting evidence collected and processed due to the lack of funding. The I Club contributions ensure that this does not occur.

Secondly, The I Club raises money to fund a scholarship program for nurses seeking their Sexual Assault Nurse Examiner (SANE) certification. SANE programs are needed in every hospital in the United States in order to better assist victims and aid in evidence collection. Currently, SANE programs exist in only a fraction of our nation's hospitals. The I Club's funding will help increase the number of SANE programs in hospitals.

What is an I Club Chapter?

The I Club was created by a group of people dedicated to raising awareness and educating people on the issue of sexual violence to bring about a world with no more rape. Their efforts have been successful to date, but unfortunately, these people cannot achieve the end result alone. To see a world without rape requires the help of legions of people around the world. Local organizations involving students, faculty, staff and parents are needed to assist with the effort.

An I Club Chapter is a student organization dedicated to ending sexual violence by further raising awareness and educating peers on issues of date rape, sexual assault, dating violence and healthy relationships. Through planning educational events and holding fundraisers at their schools, the I Club Chapters carry The I Club towards achievement of its mission. Through local activity, Chapters collectively constitute a necessary national movement towards universal respect -- not only in romantic or sexual relationships, but in relationships of all kinds.

I Club Chapters should strive to hold at least the following three educational and fundraising events every academic year:

- (1) a school-wide assembly or rally in October during Domestic Violence Awareness Month, or in connection with new student orientation;
- (2) an annual fundraiser in February around Valentine's Day; and
- (3) a Take Back the Night Event in April during Sexual Assault Awareness month, and, for high schools, a Pre-Prom assembly on healthy relationships.

Who Should Be Involved in Starting an I Club Chapter?

The I Club needs people who are dedicated to ending sexual violence to start an I Club Chapter at their school. While the heart of The I Club is usually students, Chapters can encourage the membership of anyone else who wants to be involved, including teachers, administrators, counselors, nurses or parents. Students interested in starting a Chapter can be as few as one, or as many as the entire student body.

Once the founding members have assembled, a Chapter Advisor should be selected. The Chapter Advisor can be an administrator, teacher, counselor, parent, nurse or anyone else who has knowledge of, or is interested in, learning more on the issues of sexual assault, dating violence, and gender violence. A good Chapter Advisor must have the time, inclination and dedication to provide the support necessary for achieving the Chapter's goals.

If your school has a student activities director, they should be notified about the formation of your I Club Chapter. If your school does not have an activities director, then you will need to inform whoever is in charge of scheduling events at your school that you will have events to add to the activities calendar.

Finally, you should contact The I Club Headquarters and let us know that you are starting a Chapter, so that we can assist in any way possible and keep you informed of national I Club successes. We will add your chapter to our electronic mailing list and newsgroup. I Club Headquarters will not interfere with, or ask to be involved in, the governing of a Chapter in any way, except for what is mentioned here and in the bylaws of the Chapter, or unless the Chapter solicits help from Headquarters.

Getting New Members: Buzz

This is the first step in building the organization on your campus, and the importance of getting the word out about the I Club cannot be overstated. We find that the success of a campus publicity campaign is strongly enhanced when the organizers strategize according to their campus setting, and their goals. Is there a particular issue on campus to which the I Club might relate? Will your peers respond better to publicity that states the exact mission of the I Club? Or will a bit of mystery (or controversy) spark more interest? Is it best for you to start with members who are predisposed to concern about sexual violence? Or do you want to begin by gathering as many students as possible, and focusing your first meeting on capturing their enthusiasm?

Whatever the case, the first impression you give through this initial publicity campaign will set the tone of what the I Club will mean to your school, so attack this project with creativity and zeal. Keep in mind that strong membership not only means educating more students on the issues of sexual and gender violence; it also ensures that the Chapter you have started will continue for future years.

If you're able to begin with some capital, you'll have the option of launching a Fundraising-Publicity campaign, which can both create buzz and get your Chapter off to a great financial start. You can find an I Club logo on The I Club website (www.theiclub.org), which can be used as a graphic for T-shirts or decals, if you'd rather not design your own. Talk with your advisor about ways to get some initial cash for your Chapter – your school may have allocations available to student organizations. Also local business will often donate to a good cause in exchange for a little publicity of their own (e.g. having their name or logo included on the T-shirt).

While some chapters start with one person alone, many begin with an initial membership. Your initial membership will be the group of people who help you organize before your first meeting, and will likely remain the core of your Chapter. Many Chapter founders recruit this group through their personal networks, but keep your eyes open (again: strategy), and don't forget to take advantage if your school has a yearly activities fair. Set up a booth, provide information, answer questions, and exchange contact info with people who want to join the I Club now.

Publicizing Your First Meeting

Once you have some initial members and a Chapter Advisor, you'll need to hold your first meeting.

As you plan your meetings, it's best to pick a time that doesn't interfere with classes, or other major activities. Particularly in these early stages, you will want to encourage the attendance of diverse members with diverse schedules, so aim for a time with the fewest general conflicts possible. Evenings during the week often work well. Also, it's always best to find a regular place on campus to meet, to make it as easy as possible for members and prospective members to attend. (Your Chapter Advisor is a good person to consult if you encounter difficulties in finding a meeting place.)

It's critical that you publicize your meetings well. You're not just raising the number of attendees, you're raising the number of people who have heard of The I Club.

Along with flyers and posters (find out first if your school allows them), advertising meetings through media outlets will help to reinforce and substantiate The I Club as a new addition to your campus. If your school has a newspaper, draft a press release announcing the new Chapter and its first meeting. If you have a campus radio or TV station, develop an I Club ad or Public Service announcement that includes the time and date.

You can also look into announcing the I Club in a local newspaper or TV/Radio outlet. Most of these media outlets charge for advertisements (some charge a lot). You can always meet with the people in charge, and request their (free) aid in publicizing this positive youth effort. You're going to want to acquaint them with the I Club anyway – solicit their help in getting the word out, and they'll share a stake in your Chapter which could pave the way for partnerships in the future.

Be sure to make the announcement far enough ahead of time so that students and faculty can plan to attend, but not so early that the meeting is forgotten.

Holding Your First Meeting

It is suggested that you accomplish the following during your first meeting:

- (1) Write a letter of intent to The I Club Headquarters stating that it is your purpose to create an I Club Chapter at your school. This letter should include a list of attending students (your founding members) and the Chapter Advisor. Headquarters would like to be in touch with your Chapter, so please include the following contact information for all:
 - a. Name
 - b. Title
 - c. Mailing address
 - d. Email address
 - e. Phone number
 - f. Fax number (where relevant)
- (2) Hold an election for the Chapter President, Secretary, Treasurer or Historian and Event Coordinator
- (3) Read aloud and adopt the Bylaws of The I Club, which are provided at the end of this packet. Record this in the meeting minutes and send the bylaws to I Club Headquarters.
- (4) Decide when and how often you will hold meetings for the I Club Chapter and have the Secretary create a calendar for the Chapter. We recommend at least two meetings per month to strategize the programs you are going to hold during the school year.
- (5) The Treasurer should discuss opening a bank account or school account, if possible. *(Some schools allow student groups to keep a cash box in their offices. Alternatively, you can set up a bank account for depositing monies collected, and writing checks for Chapter needs or events. Consult your Chapter Advisor for the best way to go about setting up an account for your I Club Chapter.)*
- (6) Send the following to The I Club Headquarters:
 - a. a membership list with contact information,
 - b. the letter of intent, and
 - c. a signed copy of the adopted bylaws.

Once The I Club Headquarters has received your letter of intent, bylaws and membership list, we will send you a Chapter Certificate, and place you on The I Club Newsgroup. The I Club Newsgroup will be a place for members of I Club Chapters throughout the world to share information regarding events and ideas.

Headquarters will also issue a quarterly newsletter, which will update Chapters of the successes of various I Club Chapters and provide information as to how I Club resources are being employed in the community. In addition, we will put your Chapter on the official I Club website – www.theclub.org. If you create a website or web page for your Chapter, we will be happy to put a link to your Chapter homepage.

When you receive your certificate from I Club headquarters, you are an official I Club Chapter!

I CLUB CHAPTER PROGRAMMING AND EVENTS

It is strongly suggested that all I Club Chapters hold at least two educational events and one fundraising event a year. The actual number of events will depend on the size of your chapter and available dates on the school calendar. If your Chapter is in its first year of Chapterhood it may be difficult to get all three events planned, especially if you are starting your Chapter mid-year. Please make an effort to hold at least one event during your first year. The suggestions below, about what to include in various events, is meant to provide a framework – this is your I Club, and we always want to encourage your innovations in planning events to fit your campus. Keep us posted on your ideas so together we can pass them on to other chapters!

Event #1 - Student Awareness Week

Pick a week during any month, perhaps October (Domestic Violence Awareness Month) or April (Sexual Assault Awareness Month), and provide educational programs on the issue of dating violence, sexual assault, date rape, and healthy relationships. There are several well-known speakers on these issues that you can bring to your school, including Katie Koestner and other speakers from Campus Outreach Services. If you bring Katie or one of Campus Outreach Services' other speakers, a portion of their speaker's fee will be donated to The I Club. The speaker could present an assembly for the entire school or a grade level. Another possibility would be for the speaker to address individual classes.

If hiring a national speaker is not within the Chapter's budget, try the local rape-crisis center, local women's shelter, local YWCA, or local hospital. They generally have health educators or volunteers who speak on these issues. Work with your health teachers, school nurse, athletics director, student activities director and your Advisor to make the program a success.

Providing an educational program for your school is just one of the things that you can do during Student Awareness Week. Below is a list of other ideas that you can use to help create a successful Student Awareness Week at your school:

- (1) Sponsor a healthy date raffle. Often you can get a local movie theater or restaurant to donate two tickets and/or dinner-for-two to raffle at the end of your Student Awareness Week. Chapter members can sell chances to win for \$1-\$5 a chance depending on what you think you can get students to pay for

- a chance to win. The money raised during the raffle can be used to advance future I Club Chapter events or contributed to I Club Headquarters
- (2) Sell I Club T-Shirts. I Club T-Shirts will be made available to I Club Chapters through The I Club's website, or, as discussed above, you can download the icon, and design T-Shirts specifically for your school. Again, this is an excellent way to raise awareness, gain new members, and raise funds all at the same time.
 - (3) For an awareness-raising campaign, set up a booth on campus, and take turns ringing a bell every 12 seconds throughout a class day. It is estimated that every 12 seconds a sexual assault is attempted and/or completed in the United States. To bring attention to just how frequently this occurs, ringing a bell every 12 seconds is a powerful reminder.
(It may not be possible for High School Chapters to ring a bell every 12 seconds, especially for an entire week. Another option is to keep a tote-board count of how many sexual assaults occur on average throughout the week. If the class schedules of your members make it impossible to keep the booth going during the class day, one of you might update the tote-board in between classes to account for the number of attempted and completed sexual assaults likely to have occurred during the class period. You also might decide to ring the bell during the lunch period only.)
 - (4) Put up posters around your school advocating an end to sexual and dating violence. Some Chapters designate one member their "Awareness Chair," whose main responsibility is to always make sure that I Club issues remain visible on campus. You can usually find posters at your local hospital, rape-crisis center, or police department. If they do not have any for your displays, make some of your own. A poster design contest is an effective way to get new people involved, and to create an excellent I Club poster. Announce the contest, collect designs from your peers, and gather a panel of judges (members, counselors, art teachers) to decide on the winner. Have the winner's poster reprinted, and put it up around the school and community.
 - (5) Create a book list and/or book display on sexual assault and domestic violence. There is a suggested reading list at the end of this manual that can be used as a guide. Additionally, there may be other books that your school nurse, health teachers, school counselors or women's resource center may suggest as recommended reading. **NOTE:** Be sure to go over your book selections with your advisor. First, they might have some good ideas, and, secondly, they will have to decide whether the title is too mature for the high school setting.

Event #2 - I Club Fundraiser

The I Club's mission is to raise funds for the following causes:

- (1) Rape Kits: the purchase of Rape Kits for Hospitals, and the DNA testing and evidentiary processing of Rape Kits; and
- (2) SANE Certification: providing scholarship money to nurses who are seeking SANE certification.

The I Club Headquarters works with the I Club Chapters to raise funds to contribute to meet these objectives. Accordingly, one of your Chapter's annual events should be to hold an I Club Fundraiser.

A copy of The I Club Fundraising Kit is included with this I Club start-up Kit. The Fundraising Kit has many of the things that you will need to get started with your fundraiser. There is a donor letter explaining the I Club and its mission, which you

can give to people who are considering making a contribution. There is also a list of fundraising ideas, suggestions as to when to hold the fundraiser, and instructions on what to do once you have completed your fundraiser.

The fundraiser kit is designed to guide you through the fundraising process, but you know your school community best; we leave it to you to pick the most appropriate fundraising events for your campus. Remember, you want to be able to raise sufficient funds to cover the cost of holding the fundraiser, while still having enough left to donate to The I Club.

Event #3 – Pre-Prom Event

The third event is a one-night Pre-Prom Safety Event. (You can also check out our Take Back the Night starter guide. This event is usually held by our college chapters, but after checking with your advisor and school administrators, you might find it is possible to organize TBTN on your campus or in your community.)

The pre-prom event can be as simple as bringing in a speaker on sexual assault, dating violence and healthy relationships, or as complex as planning a variety of events to take place throughout a given night. You can bring in a speaker to talk about making healthy choices on Prom night. If you are unable to bring in an outside speaker due to lack of funds or availability, coordinate with your SADD, MADD, S.T.A.R.T. or Student Assistance Counselors and collaborate on a Pre-Prom assembly

If your school administrators already plan a Pre-Prom assembly, talk to them about getting involved. Let the coordinators of the Pre-Prom assembly know that the I Club wishes to address the following issues regarding Prom night:

- (1) That if students are going to make a pledge not to not drink and drive, they should also pledge to have a safe date. We encourage your chapter to develop its own pledge, but if you need help, there will be model pledges posted on The I Club website. Additionally, you can use The I Club Newsgroup & Listserv to find out what other Chapters have used as a pledge.
- (2) In order to have a safe date on Prom night students need to do the following:
 - a. Respect their date
 - b. Listen to their date
 - c. Communicate with their date.

At the End of Your First Year

1. Write to The I Club

Your I Club Chapter is an integral part of the larger I Club organization, and should therefore periodically report to Headquarters. We suggest a written year-end report to let us know what the Chapter has accomplished.

The report should include Chapter successes, failures, ideas for improvements within the Chapter and The I Club Organization, things the members liked, and things they did not like. It should also include a summary of each event that the Chapter held during the year, including suggestions for next year's program. Lastly, the report should include a summary and accounting of monies raised for the Chapter and what was donated to The I Club Headquarters. The treasurer should prepare this part of the report, and keep a copy of it with the Chapter's bank account records.

Chapters will want to keep a copy of the report for the following year's Board. That way, new members can see the progress of the prior year's efforts. Once we have received reports from all Chapters, we will publish the feedback in a year-end newsletter. The newsletter will be a primary method of sharing ideas that have worked, highlight chapters or members that have done something outstanding, and inform the Chapter of recent information relating to sexual assault, dating violence and healthy relationships that you may find relevant in your Chapter's mission to promote awareness.

Elections

Chapters should hold new officer elections in the spring. That way, there will be time for graduating officers to turn over their positions and bring the new officers up to speed for the fall term. Once the new officers are elected, record them, and if you have not sent in your year-end report, include the list of new officers in the report.

NOTE: If your school holds student activity officer elections in the fall, fall elections are acceptable, but take time in the Spring to make sure that graduating officers have returned any planning information, bank account information, keys to lock boxes, or any other information that the Chapter needs for the next term. If possible, officers and officers-elect should plan a time to meet where and discuss what still needs to be done. If there is no time left during the school year, plan a time to meet during the summer. That way the new officers can structure a plan for the beginning of the fall term.

Summer Planning

Depending on the availability of members, it is not a bad idea to have at least one summer meeting. Summers are a great time to strategize and research ideas. Meetings during the summer will be hard to advertise, so they may include officers only. Remember to get each other's contact information before leaving for the summer break.

Alumni

Graduating members of High School I Club Chapters who are planning to go to college should keep in mind that I Club Chapters exist at colleges as well. Look for the I Club Chapter at your school. If there is not a Chapter at your college, you are welcome to start one. If you do not have a copy of the starter kit with you, you can always check The I Club website – www.theclub.org – or email The I Club at teamiclub@aol.com for a new starter kit.

Alumni should keep in touch with their Chapter by providing contact information to the Chapter Secretary. The I Club Headquarters wants to stay in touch with all Chapter Alumni, so please forward us your contact information so that we can keep you up-to-date on The I Club's progress.

Donations

Last, but not least, if the Chapter has not sent in its donation to The I Club Headquarters, send it in now. Checks should be made payable to "The I Club" and mailed to The I Club; c/o Katie Koestner, Executive Director; 109 Summer Hill Lane, St. Davids, PA 19087. The I Club's federal tax ID# is 03-0487210, in case your school accounting office needs this information. Thank you for your contribution to this important national effort!

CONCLUSION

This information packet should have you well on your way to starting and maintaining an I Club Chapter at your school – but remember, The I Club Headquarters is always available to help you with questions and concerns. Tim Roscoe, The I Club's Chapter Services Director, is the first person at Headquarters that you should contact. Tim can be reached at timothy_roscoe@yahoo.com, or by phone at 610-989-0313. If you are interested in bringing one of Campus Outreach Services' speakers to one of your I Club Chapter events, please contact Katie Koestner at askkatie@aol.com. Katie will be happy to let you know the availability of the Campus Outreach Services speakers and what is involved in bringing them to your school. Thank you in advance for all your hard work – we are thrilled to have you aboard for this important effort. Together we **CAN** bring about a day with no more sexual violence.

APPENDIX

The I Club Chapter Charter & Mission Statement

The Katie Koestner Initiative for a World Without Rape (The I Club) Chapter at (your school) is a volunteer student organization dedicated to raising awareness on the issues of sexual violence and healthy relationships with the goal of ending sexual violence in our community. We will educate our peers on the issues of date rape, sexual assault, dating violence and healthy relationships. To accomplish this, our I Club Chapter will strive to hold at least three educational and fundraising events each academic year.

The money we raise and donate to The I Club will be used for the following causes:

- (1) the purchase of Physical Evidence Recovery Kits (PERKS) for Hospitals,
- (2) the DNA testing and evidentiary processing of Rape Kits, and
- (3) providing scholarship money to nurses who are seeking Sexual Assault Nurse Examiner (SANE) certification.

Currently, thousands of PERKS are sitting on shelves untested. Victims go without getting evidence collected and processed due to lack of funding. Funding from The I Club will help decrease the backlog. With respect to the SANE scholarships, at the present time, SANE programs exist in only a fraction of our nation's hospitals. Our funding will help increase the number of SANE programs in hospitals.

We seek to protect life and health and promote respect for every human being. By raising awareness of sexual assault and assisting assault victims, we will also promote more respectful relationships and better communication between men and women.

BYLAWS FOR THE I CLUB

(your school) CHAPTER

Preamble

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Preamble

On this _____ day of _____, 20__, we the students of _____, come together to form an I Club Chapter. By adopting the following bylaws, we agree to uphold the mission of The I Club and our I Club Chapter to the best of our abilities.

Article I. Definitions

"The I Club" & "I Club Headquarters"— The Katie Koestner Initiative for a World Without Rape is a not-for-profit charitable organization. Its headquarters are located at 109 Summer Hill Lane, St. Davids, Pennsylvania, 19087.

"Katie Koestner" – The founder of The I Club. Ms. Koestner is a nationally known activist and speaker on the issue of date rape and sexual assault.

"I Club Chapter" – A student organization dedicated to ending sexual violence in its community by raising awareness of the issues of date rape, sexual assault, dating violence and healthy relationships.

"Board" – The Board is responsible for the day-to-day operation of the I Club Chapter. The Board will consist of officers.

"Advisor" – The Advisor should be a teacher, parent, principal, counselor, dean of student activities, health educator or someone who has knowledge of, or is interested in, learning more on the issues of sexual assault, dating violence, and gender violence. The Advisor should assist in the planning and holding of events and Chapter meetings.

Article II. Name

The name of this organization is the _____ Chapter of The

Katie Koestner Initiative for a World Without Rape (The I Club).

Article III. Purpose

The purpose of the Chapter is to carry forward the programs and purposes of The I Club. The Chapter shall seek to raise awareness of the issues of sexual violence and healthy relationships with the goal of ending sexual violence. To accomplish this, our I Club Chapter will strive to hold at least three educational and fundraising events each academic year.

Article IV. Membership

Section 1. Our Chapter will allow membership to anyone who wishes to become a member.

Section 2. Our Chapter will not discriminate based on race, gender, sexual orientation, creed, nationality, age or popularity.

Section 3. Our Chapter reserves the right to deny or revoke membership to anyone who is not upholding our mission or has acted in a way that is inconsistent with our mission.

Section 4. We understand that The I Club Headquarters can revoke Chapter membership if the

Chapter acts in a negligent manner or way that is inconsistent with The I Club's mission.

Article V. Officers

Section 1. The officers of the Chapter shall include a President, Treasurer, Secretary or Historian, and an Event Coordinator. Terms of office shall be one year and shall coincide with the Chapter's school year.

Section 2. The President shall preside over all Chapter meetings.

Section 3. The Treasurer shall be responsible for maintaining the books and records of the Chapter and shall submit an annual accounting to The I Club Headquarters.

Section 4. The Secretary or Historian shall keep detailed notes of each Chapter meeting and maintain the administrative records of the Chapter. The Secretary/Historian will take notes at Chapter meetings, keep a written history on the events and the progress the Chapter has made, and any other task the Board deems appropriate.

Section 5. The Event Coordinator shall be responsible for planning and organizing the Chapter's educational and fundraising programs.

Article VI. Governance

Section 1. Our I Club Chapter will be self-governing body within the guidelines of our school's student activities guidelines.

Section 2. I Club Headquarters will have no say over who is on our Board and who is our Advisor.

Section 3. Our Chapter will provide periodic written reports to Headquarters to keep them informed of our work and our progress, and we understand that our Chapter is responsible for an annual year-end report and financial accounting of our activities.

Section 4. But for negligence and inconsistent behavior of the Chapter, Headquarters will not interfere with Chapter's operations unless requested to by a member of the Chapter.

Section 5. Our Chapter shall seek to obtain a Chapter Advisor.

Article VII. Meetings

Section 1. We will attempt to hold at least one Chapter meeting per month during the academic year.

Section 2. The President, or the President's nominee if the President is unable to attend, shall facilitate Chapter meetings.

Section 3. The meetings shall be open to all those who wish to attend.

Section 4. During Chapter meetings we shall attempt to accomplish the following:

- a. Update the status of old matters
- b. Introduce new matters
- c. Vote on any issues outstanding
- d. Update the membership list
- e. Discuss and plan I Club Chapter Events

Article VIII. Elections

Section 1. The officers of the Chapter shall be elected by a plurality vote of the members voting. Each member of the Chapter gets one vote.

Section 2. Elections will be held at the end of the Spring School Term and the officer-elects will take office at the end of the final meeting of the Spring Term.

Section 3. To the extent possible, a different person shall fill each office.

Section 4. Candidates for election as an Officer must be a member of the I Club Chapter.

Section 5. Seniors who are graduating may vote, but not run for office.

Article IX. I Club Chapter Educational and Fundraising Events

Section 1. Our Chapter will strive to hold at least 3 educational and fundraising events per year.

Section 2. We recognize that I Club Headquarters suggests that the first event should be a student awareness week on the issue of sexual, gender and domestic violence.

Section 3. We recognize that I Club Headquarters suggests that the second event should be a fundraiser for The I Club. We will refer to the guide set forth in the Start-up Kit and The I Club Fundraising Kit provided by The I Club.

Section 4. We recognize that The I Club Headquarters suggests that the third event should be an educational program on the issues of sexual, gender and domestic violence and healthy relationships. The programs can involve outside speakers brought in to address the student population and community or be run by our Chapter.

Section 5. Our Chapter understands that one of its primary goals is to raise funds for The I Club.

Section 6. Our Chapter agrees that it will not make donations directly to local organizations, but rather the funds will be sent to The I Club Headquarters for distribution. We recognize that if our Chapter desires funds generated by our Chapter to be utilized by a particular local organization, The I Club Headquarters will make strong efforts to comply with the Chapter's requests.

Section 7. Our Chapter understands that the money raised for The I Club will be used to support the purpose of The I Club.

Section 8. Our Chapter understands that The I Club Headquarters will not provide additional financial support to any of its Chapters.

Article X. Dissolution

Section 1. Our Chapter understands that if for any reason we can no longer uphold the mission of our I Club Chapter, we will cease all activity as an I Club Chapter.

Section 2. We recognize that The I Club Headquarters reserves the right to revoke our Chapterhood if it is made aware of any serious violations of our bylaws or if the Chapter engages in a course of action that violates the spirit of The I Club’s mission.

Section 3. If the Chapter ceases activity as an I Club Chapter, a member of the Board and/or the Chapter Advisor will write a letter to The I Club Headquarters informing Headquarters that the Chapter is dissolving.

Article XI. Amendment

Section 1. Our Chapter recognizes that these bylaws are for our safety and guidance.

Section 2. These bylaws may be amended by an affirmative vote of the majority of the members voting.

Section 3. Any modification of the Bylaws will be submitted to Headquarters for record-keeping purposes.

Article XII. Use of the Newsgroup and Listserv

Section 1. Our Chapter understands that The I Club Headquarters has set up a newsgroup and listserv that is to be utilized only by The I Club Headquarters.

Section 2. Our Chapter understands that any misuse of the Newsgroup and Listserv will be cause for removal.

Section 3. If our Chapter wishes to be removed from the Newsgroup and Listserv, we will submit a list of email address to Timothy Roscoe at timothy_roscoe@yahoo.com for removal.

We, the undersigned, accept these bylaws as the rules that govern our I Club Chapter.

Name / Date

President

Treasurer

Secretary

Event Coordinator

Advisor

SUGGESTED READINGS ON DOMESTIC VIOLENCE, SEXUAL ASSAULT AND HEALTHY RELATIONSHIPS

Acquaintance and Date Rape: An Annotated Bibliography (Bibliographies and Indexes in Women’s Studies, No 21) Sally K. Ward, Jennifer Dziuba-Leatherman/1994

Before He Takes You Out: The Safe Dating Guide for the 90s ~ Scott Lindquist / 1990

Before College Book for Women: Protecting Yourself from Campus Crime ~ Donna L. Betancourt / 1993

- Coping With Date Rape and Acquaintance Rape* (Coping Series) ~ Andrea Parrot / 1995
- Date Is a Four-Letter Word* (Video High, No 3) ~ Marilyn Kaye / 1994
- Date Rape* (At Illus (San Diego, Calif.). ~ Mary E. Williams(Editor) / 1998
- Date Rape: Feminism, Philosophy, and the Law* ~ Leslie Francis(Editor) 1996
- Date Rape: The Secret Epidemic: What It Is, What It Isn'T, What It Does to You and What You Can Do About It* (TheWomen and Law Series) ~ Marcia Mobilia Boumil, et al / 1993
- Date Rape* ~ Bandon, Alexandra Bandon / 1994
- Date Rape* ~ Ruth Goring / 1996
- Date Rape: Behind Closed Doors* VHS Tape / 1995
- Date Rape: Violence Between Friends* VHS Tape / 1992
- Debating Sexual Correctness: Pornography, Sexual Harassment, Date Rape, and the Politics of Sexual Equality* ~ Adele M. Stan(Editor) / 1995
- Defend: Preventing Date Rape and Other Sexual Assaults* ~ Dan Lena, Marie Howard Lena / 1992
- Drugs and Date Rape* (Drug Abuse Prevention Library) ~ Maryann Miller /1995
- Everything You Need to Know about Date Rape* ~ Frances Shuker-Haines / 1992
- Everything You Need to Know When You Are the Male Survivor of Rape or Sexual Assault* ~ John La Valle / 1995
- Fraternity Gang Rape: Sex, Brotherhood, and Privilege on Campus* ~ Peggy Reeves Sanday / 1990
- Guide to Coping With Date Rape and Acquaintance Rape* ~ Andrea, Ph.D. Parrot / 1989
- I Never Called It Rape: The Ms. Report on Recognizing, Fighting, and Surviving Date and Acquaintance Rape* ~ Robin Warshaw, Robin Warsaw / 1994
- If He is Raped: A Guidebook for Parents, Partners, Spouses and Friends* ~ Alan McEvoy, Debbie Rollo, and Jeff Brookings / 1999
- If She is Raped: A Guidebook for Husbands, Fathers and Male Friends* 3rd Ed. ~ Alan McEvoy and Jeff Brookings / 2001
- Just Sex: Students Rewrite the Rules on Sex, Violence, Activism, and Equality* ~ ed. by Jodi Gold and Susan Villari / 2000
- Male Fraud: Understanding Sexual Harassment, Date Rape, and Other Forms of Male Hostility Towards Women* ~ Michael Anthony Corey / 1992
- Man to Man When Your Partner Says No: Pressured Sex and Date Rape* ~ Scott Johnson / 1992
- Past Forgiving* ~ Gloria D. Miklowitz / 1995
- No Visible Bruises: The Katie Koestner Story* (HBO Life Stories) VHS Tape / 1993
- Rape 101: Sexual Assault Prevention for College Athletes* ~ Andrea Parrot / 1994
- Straight Talk About Date Rape* (Straight Talk Series) ~ Susan Mufson, Rachel Kranz (Contributor) / 1997
- Sexual Assault on the College Campus: The Role of Male Peer Support* ~ Martin D. Schwartz, Walter S. Dekeseredy / 1997
- Speaking Our Truth: Voices of Courage and Healing for Male Survivors of Childhood Sexual Abuse* ~ Neal King, Thomas Moore / 1995
- The Case for Taking the Date Out of Rape* ~ Aileen McColgan /1998
- The Other Side of Silence: Women Tell About Their Experiences With Date Rape* ~ Christine Carter (Editor) / 1997
- Update: Date Rape* ~ Alexandra Bandon / 1994
- Who's Afraid of the Dark? A Forum of Truth, Support and Assurance for Those Affected by Rape* ~ Cynthia Carosella / 1995

Fundraising Kit

THE I CLUB**The Katie Koestner Initiative for a World Without Rape****Katie H. Koestner, Founder****Katie Koestner, Executive Director**

109 Summer Hill Lane, St. Davids, PA 19087

Phone: 610-989-0313 Fax: 610-989-0652

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**THE I CLUB: The Katie Koestner Initiative for a World Without Rape
Mission Statement**

The purpose of The Katie Koestner Initiative for a World Without Rape (The I Club) is to support projects that will create awareness of sexual assault and ultimately prevent its occurrence. The I Club will raise funds through school service organizations and others who are committed to ending sexual violence. The founder, Katie Koestner, is a nationally known spokesperson for the prevention of sexual assault, having appeared on the cover of TIME Magazine after her own rape when she was eighteen years old.

The I Club will fund Physical Evidence Recovery Kits (PERKS) and DNA testing of evidence in sexual assault cases. Currently, thousands of PERKS are sitting on shelves untested. Victims must go without getting evidence collected for their criminal cases due to lack of funding. The I Club will also pay for Sexual Assault Nurse Examiner (SANE) certifications. SANE programs are needed in every hospital in the United States in order to better assist victims and aid in evidence collection, and currently they exist in only a fraction of the hospitals.

The money that your school raises for The I Club will go toward:

1. Paying for Rape Kits (each cost \$500 - \$1000).
2. Paying for SANE training and certification.

The I Club will give out an award each year to the school or organization that raises the most money. The school or group will be featured on our website for the following year. The first award was given June 1st of 2003, to a chapter that raised \$1950!

We have included a donation letter at the end of this packet. It explains what The I Club is and for what purpose donations will be used for those who would like to contribute to your fundraiser and to The I Club. Feel free to make copies of it and hand it out to people who are interested in your fundraiser!

To get you started, we have included some great fundraising Ideas. Please feel free to use any one of these ideas or come up with your own.

Fundraising Ideas for The I Club: The Katie Koestner Initiative for a World Without Rape

Theme:

1. Valentine's Great Date – get a local restaurant to donate a dinner for 2 and raffle it off for \$5.00 a ticket, get a florist to donate roses for the date.
2. Valentine's Flowers & Chocolate Box (carnations/roses and bon bons)
3. Personalized Valentines delivered to your Valentine
4. Valentine's Day of Beauty – get a salon to donate a hair cut/style, manicure and pedicure and raffle it off for up to \$10.00 a ticket
5. Halloween Bash – raffle off prize for best and worst costumes of the evening – get local stores to donate movie tickets, dinner for two, a haircut etc.
6. Halloween Haunted House – turn your Fraternity house into a haunted house – charge admission to the fright fest

General:

1. Silent Auction
2. Goods, Services and Talent Auction
3. Spaghetti Dinner
4. Car Wash
5. 3 on 3 Basketball Tournament with shooting competition
6. Fashion Show – get local stores to donate outfits and then sell tickets to the show
7. Write the celebs - tell them you are trying to raise funds for sexual assault awareness education and prevention program and then donating the funds to The I Club
8. Selling prepaid phone cards
9. Temporary School Tattoos to sell during athletic events
10. Personalized Children's Books
11. Dance-a-thon - get a local DJ to spin platters all night long, while your friends dance the night away with their dates
12. Sell coupon books for local restaurants and shops
13. Bar-B-Q – sell tickets to a chicken and ribs BBQ
14. Hold an I Club Torch party and have a cover charge at the door
15. Music fest – get a couple local/school bands to play for a charity event, charge \$15.00 for tickets
16. Treasure hunt - charge a fee to participate
17. Sponsor a wine and cheese evening where you educate your participants about the wines and the region where they are from, as well as the history of the vineyard
18. Ask Target, K-Mart, Wal-Mart, etc., for donated appliances and other items, and then hold a raffle.
19. Hold an auction for household services for the faculty and staff. Get all your friends or members to agree to spend 10-20 hours of service doing things like mowing the lawn, cleaning out a shed, weeding, babysitting, driving a child to practices for a week, washing windows, raking, cleaning out an attic, etc. . . and then auction off these projects to the community/faculty/staff.
20. Hold a date auction - whereby the dates would show up with flowers and then take the auction winners out for dinner, etc.
21. Put someone in a "jail" in the middle of campus and make him/her raise money through phone calls, passers-by, etc. until he/she reaches a certain amount, in order to get out of "jail."
22. Get local movie theaters, restaurants, bowling alleys, clubs, stores, etc. . . to donate gift certificates, and then hold a raffle for these gift certificates.
23. Get a band to play for free, and a restaurant to provide catering for free, and then throw a party with a \$10 cover charge that would go to The I Club

What To Do Once You've Raised the Funds

Every school does fundraising a little differently. Some do it through a student school group, others through the Parent's or Booster's Association. But at the end of the day, they all need a place to secure the money that has been raised. Some groups have bank accounts and others do not. It is a good idea to have one, if it is possible, so that moneys raised do not get lost.

Also, people buying things through the fundraiser will want to write a check, and will need to know to whom the check should be payable. If you have a school group in charge that has a bank account, then the checks can be made payable to that group. If you do not, then you can have them make checks out directly to The I Club.

Keep in mind that you need to cover the cost of your fundraiser. It may be of benefit to your fundraising group to have checks made payable to the school group, and then write a separate check later to The I Club from the school group account.

Once your school has finished its fundraiser and you have covered your costs, the balance of the funds raised can be donated to The I Club. To do this, follow the steps below:

- (1) You will want to appoint someone Treasurer of the Fundraiser, either a teacher/parent or responsible student
- (2) The Treasurer should have all fundraisers (students) turn in collected monies to him or her at a designated time and place. (If doing a car wash or some other event where the funds are being collected all at once, the Treasurer should be one of the people staffing the cash box.)
- (3) The Treasurer should have a list of all students who participated in the fundraiser to keep track of who has turned in their moneys and who has not. That way, the Treasurer can follow up with those people who did not report back.
- (4) Next, the Treasurer will want to count the money, write down the total and put it in a safe place. Make sure that the Treasurer subtracts out any moneys needed to cover the cost of the fundraiser.
- (5) Take all the money that you have collected and deposit it into an account from which you can write a check. **NOTE:** If you do not have an account, you will need to bundle all the checks and cash and put them in a safe place until you are ready to send them. If the school has a safe or vault, you may want to ask an administrator if the money can be kept there until you are ready to send it to The I Club.
- (6) Then the Treasurer can write a check for the remainder of the funds raised to donate to The I Club.
- (7) Please make the check payable to The I Club.
- (8) If you do not write a single check from a main account, please make sure that any and all checks you have received during your fundraiser are made payable to The I Club. If they are not, we will not be able to process them.
- (9) Please mail your check(s) with the form provided at the end of this packet to:
The I Club
Attn: Fundraising Department
109 Summer Hill Lane
St. Davids, PA 19087

It is a good idea to send it overnight or certified to ensure we receive the donation.

- (10) Once we receive the funds, you will receive a thank you letter and receipt from The I Club and your school will be added to our list of contributors.
- (11) If you have contributors who would like to receive a receipt directly from The I Club for their contribution, please make sure that you send us their name and address and we will gladly send them a receipt.

Good Luck with your fundraiser!

Thank you for all your effort to help us create a world without rape!

Contribution Form

Please fill out this form and mail it along with the contribution to:

The I Club: The Katie Koestner Initiative for a World Without Rape
 Attn: Fundraising Department
 109 Summer Hill Lane
 St. Davids, PA 19087

Name: _____

School/Organization: _____

School Group: _____

Street Address: _____

City: _____

State: _____ Zip: _____

Phone: _____

FAX: _____

Email address: _____

Date of the Fundraiser: _____ Total Amount Donated: _____

Please circle your answer to the following questions:

Would you like to be placed on The I Club Newsgroup – theiclubnews@yahoo.com?
Yes No

Would you like to be placed on The I Club Mailing List? Yes No

Would you like to be notified about who was awarded funding from The I Club? Yes No

Would you consider doing another fundraiser for The I Club next year? Yes No

We welcome and additional feedback you may have to offer. Please use the space below to provide us with any additional comments or suggestions.

THE I CLUB

The Katie Koestner Initiative for a World Without Rape

109 Summer Hill Lane, St. Davids, PA 19087

Phone: 610-989-0313 Fax: 610-989-0652

Email: teamiclub@aol.com Website: www.theiclub.org

Dear Sir or Madam:

Katie Koestner recently spoke to the students at my school about the issue of date rape and sexual assault. A nationally known survivor of date rape, Katie appeared on the cover of TIME Magazine when it first covered the issue. Since then, through the educational outreach organization she founded, Campus Outreach Services, Katie has educated students at over 800 high schools, colleges, universities and military institutions throughout the country. She has presented to hundreds of thousands of students, parents, faculty and staff and has dedicated her life to educating students about the issue of sexual assault. Since she has been speaking, Katie has received numerous inquiries from students about what they can do to help end sexual assault.

To further her efforts, Katie has started a charitable organization, The I Club: The Katie Koestner Initiative for a World Without Rape. The mission of The I Club is to raise funds for initiatives around the world that work toward ending sexual violence. The I Club's annual goal is to provide funding for victims' assistance here in the United States through:

- (1) Funding of physical evidence recovery kits (PERKs) also known as rape kits that cost \$200-\$1000 per kit.
- (2) Paying for the DNA testing of the rape kits that cost \$500, and
- (3) Helping nurses get certified as Sexual Assault Nurse Examiners which can cost up to \$350.

Rape kits are used when a sexual assault victim goes to a hospital emergency room or a rape crisis center within the first 72 hours after the incident. The kit consists of a patient interview, a physical examination, the collection of evidence, treating the patient for any injuries or referring them for medical and/or psychological treatment, and documenting the findings. The rape kit can be a key piece of evidence in the prosecution of the alleged rapist. Once a rape kit is collected, it must go through DNA testing. The DNA testing will help to determine who perpetrated the sexual assault. Currently, DNA testing is seriously backlogged due to lack of funding. There are over 500,000 rape kits languishing in evidence rooms that need to be tested.

Assisting nurses in obtaining certification as Sexual Assault Nurse Examiners is critical to the fight against sexual assault. Although rape kits can be administered by either a Sexual Assault Nurse Examiner (SANE) or a doctor, generally, a doctor may not be specially trained in evidence collection and it can cost anywhere from \$800-\$1000. A SANE, on the other hand, is usually a registered nurse who has received a degree in forensic nursing, has undergone specialized training for examining victims of sexual assault and has been certified to administer a rape kit. Moreover, the cost for having a SANE perform a rape kit is considerably less than when a doctor conducts the same procedure. Currently, there are only 330 functioning SANE programs in the United States, but there are over 6000 hospitals and 3066 counties that should have them (source: www.sane-sart.com). SANE training and certification programs are offered throughout the year at a cost of approximately \$350.

The I Club cannot accomplish its mission without your help! The I Club needs your donation so that it can contribute to these critical causes. One of the ways The I Club raises funds is by having students at schools where Katie has spoken sponsor fundraising events.

The I Club's goal for this year is to raise \$100,000 to award to local police departments, rape crisis centers and hospitals around the country who demonstrate a need for funding. Since October 2002, one fraternity chapter has raised \$1,950.00 and The I Club has pledges from a few more student groups. However, The I Club is still far from reaching its goal.

The I Club is always collecting contributions. Any contributions received from a sponsoring school, organization or individual will qualify them for an award of recognition.

The I Club will give out an award of recognition each year to the school or organization that raises the most money. That school or group will be featured on our website for the following year! The awards will be given annually.

If you would like to make an independent contribution, and become a member of Team I Club, your contribution is welcomed. Our patron list is as follows:

Patron Status Contribution
Fan \$10 10-\$49
Team Member \$50 50-\$499
Team Captain \$500 500-\$999
Managers' Box \$1000 1000-\$4999
Champions' Club \$5000 +

Your membership will include a subscription to our e-newsletter so you can stay current on the successes of The I Club. If you wish, you can have your name placed on The I Club's website, www.theiclub.org, under the team roster.

The I Club has received charitable status from the IRS, so your contribution will qualify for a tax deduction. Also, The I Club will send you a letter confirming your donation and verifying its tax status for your records.

If you decide to make an independent contribution, please make checks payable to The I Club and then send your contribution to:

The I Club
Attn: Fundraising Department
109 Summer Hill Lane
St. Davids, PA 19087

If you would like more information about The I Club or Campus Outreach Services, please visit www.theiclub.org.

The I Club appreciates all your efforts and cannot thank you enough for supporting our goal to create a world without rape.

Sincerely,

(your school name, organization, etc.)