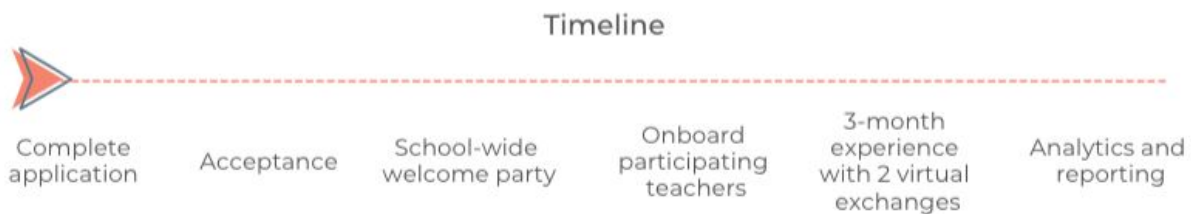


Empathy Project School

Congratulations on your acceptance as an Empathy Project School! You are part of an exclusive opportunity for k-5th grade schools and programs worldwide and a pioneer in a sustained initiative sparking empathy and kindness. We would like to offer this guide as a suggested way to onboard and celebrate your school and staff.



School-wide welcome party

- CELEBRATE--Some schools have decided to share this news when all staff have been gathered together. It may be best to have The Empathy Project Fellows from the past fellowship share their experiences with the staff.
- We want to celebrate this achievement with your school. Therefore, we have designed a badge that is exclusive for our Empathy Project Schools. Please share this badge on your school website and social media accounts with the hashtag #TheEmpathyProject #EmpathyProjectSchool.

Onboarding of participating teachers (*this can be done as a group or individually*)

Each member of your staff will need to complete the following steps in order to set up the necessary components of the Fellowship (these steps are covered in the application):

1. [Access the application](#) for The Empathy Project Fellowship
2. [Create an account](#) with Empatico
3. [Complete the google doc](#) form inside the application
4. Join the [Empatico educator community](#)
5. Consider their personal “why” for this experience and submit the application

We want to assure we have all your teachers’ information as they complete the process. [Please complete this google sheet](#) so that we can confirm that all your teachers have

successfully completed all required components once they finish the onboarding process. Once this is complete, please email/share the google sheet to: kimm.murfitt@participate.com.

Helpful Tips to Consider:

- It may be helpful to link the application to the staff links for easy access during the onboarding process.
- Having your technology facilitator available for technology troubleshooting may also be helpful as well.
- It is best that teachers use the same email address for both their Participate and Empatico accounts.

Just a few reminders...

- Your staff **will not select** *Find My Match* when setting up their Empatico account.
- Your staff will choose **March** as their cohort month when applying for the Fellowship.

What to expect next!

Once your teachers have completed their individual applications, we will be with them every step of the way. As the Fellowship takes place, we will send weekly emails as a guide for completion of the various components of the project. We will also place announcements in the Empathy Project Community of Practice so that every has a reminder or important steps and updates. Your school or some teachers may follow their own pacing. That's totally fine with us! We are simply here to help support and guide your teachers throughout the three month process.

Would you like to be included into the Empathy Project Community of Practice so that you can see the interaction of your teachers and/or help encourage them in the discussions? Feel free to let us know, and we will add you into the community. There is a place to indicate this on the google doc of teacher names you'll be submitting.

Once again, Congratulations! We can't wait to #sparkempathy with you!