

## Introduction to Congregation Or Ami's Mitzvah Project Process



אור עמי  
Congregation  
Or Ami  
LIGHT OF MY PEOPLE

Dear B'nai Mitzvah Students,

Wow, in less than a year, you will become a Bar or Bat Mitzvah. We are so excited to join you on the journey! Your Mitzvah Project serves as a link between a ritual of reading from Torah and a life of living the values of Torah. You are expected to create a project that helps people, animals, or our environment. You need to engage **in a single project** for a **minimum of 10 hours**. If you are interested in fundraising for a cause you are passionate about, please plan to do so *in addition to* 10 hours of hand-on service or volunteerism. Your Mitzvah Project must be completed *at least* two full months prior to your service date.

You are not alone in this process – our Mitzvah Project Coordinator, Cathie Rutkin, is eager to provide you with support. Cathie is available to help you brainstorm ideas, design your plan of action, and provide approval for your Mitzvah Project. In addition, we have developed resources to guide you that are available to download on the Or Ami website.

So, you wonder, how do I begin? Please follow the steps below:

1. Visit the Mitzvah Project Planning Tools page: [www.arami.org/learning/bnai-mitzvah](http://www.arami.org/learning/bnai-mitzvah) and download the “Mitzvah Project Planning Guide” & “Mitzvah Project Resources.”
2. *After reviewing the information provided*, check in with Cathie for answers to any questions you have about the process, or for ideas and suggestions about how to proceed.
3. Contact the organizations that look interesting to you and learn what you will need to do to set up your Mitzvah Project. **Remember, you are required to engage in a minimum of 10 hours of service for ONE organization or ONE individualized project.**
4. BEFORE YOU BEGIN, you must request approval for your Mitzvah Project by either: 1) e-mailing Cathie a summary of your goals and timeline, or 2) by completing the “Mitzvah Project Design Worksheet” (on p. 4 of the MP Planning Guide) and e-mailing it to Cathie.
5. Once Cathie has contacted you to let you know that your project has been approved, you should begin! **Keep in mind that your project must be completed at least TWO MONTHS before your B'nai Mitzvah service date.**
6. After completing your Mitzvah Project, you should return to the Or Ami website and download the “Mitzvah Project Share Form.” Thoughtfully respond to the questions on this form and save it somewhere safe. You will need to give the Rabbi your Share Form when you are working on your D'var Torah speech.

Please know that we are incredibly proud of you and eager to hear about the exciting project you have developed to help “heal the world.”

L'Shalom,

**Rabbi Paul Kipnes**  
(818) 880-4880  
rabbipaul@arami.org

**Rabbi Julia Weisz**  
(818) 880-4880  
julia@arami.org

**Mitzvah Project Coordinator**  
**Cathie Rutkin**  
(805) 358-0608  
crutkin@gmail.com