

**make
kindness
the norm.♥**

A year-long journey of kindness, compassion, and self-care designed specifically for the workplace.

**Let me tell you something you may not already know:
You are one incredible person.**

Just think about it. You've been through a LOT over the last couple of years. I mean... just... wow. But, look at you. You're still here. You're one resilient individual. I'm proud of you.

It's been a long strange trip for us here at The Random Acts of Kindness Foundation as well. We've spent many months working harder than ever to make kindness the norm during the most challenging of times. We could not have done any of it without YOU. You are the fuel that keeps this world kind, caring and compassionate. I know, sometimes it may not feel that way, but when you scratch beneath the surface of the negativity and conflict we see around us, it's clear that human beings are goooooood. And, you're one of them!

The work to create a kinder world never ends. There is no limit on the amount of goodness we can put into the world. So, what are you going to do in 2022 to make kindness the norm?

Your friend,

A handwritten signature in black ink that reads "Brooke Jones". The signature is written in a cursive, flowing style.

Brooke Jones
Vice President

“Forever – is composed of nows”

Emily Dickinson

This quote by Emily Dickinson is profound. If we think about forever as something in the future, then it can never be found. Instead, know that forever is only an idea. When we reach it, it is the present. We can only ever experience the now, so we must make each “now” count.

This year, make the effort to create a meaningful “now” each day with kindness. Work may feel like it is something that happens in between our “real life”, but it can give us purpose, comfort, connection, and support. Make the effort to really lean in this year and make your work matter to yourself and your colleagues.

**BE
MINDFUL.** 

**make
kindness
the norm.**

JANUARY 2022

MINDFULNESS

ALWAYS BE MINDFUL OF THE KINDNESS AND NOT THE FAULTS OF OTHERS. —BUDDHA

SUN	MON	TUE	WED	THU	FRI	SAT																																																																																																		
26	27	28	29	30	31	1 Create a mindfulness journal to capture wonderful moments throughout 2022.																																																																																																		
2 Put your phone down and enjoy the day.	3 Stop what you're doing, close your eyes, and take a deep breath.	4 Do one thing at a time and do each thing with intention.	5 Eat your food slowly today and savor everything.	6 Slow your pace. Drive carefully today. Take a long walk, and set aside time for you.	7 Notice the tiny details around you.	8 Start the day with a purpose.																																																																																																		
9 Take a walk or meandering bike ride.	10 Change your point of view and notice different things in your surroundings.	11 Savor your senses.	12 Go get a glass of water and drink it. Now!	13 Turn on your favorite music while cooking. Do a little dance!	14 Go to bed early.	15 Get outside and look for wildlife.																																																																																																		
16 Send kind wishes to five people.	17 Have a mindful snack, focusing on the smell, texture, and taste.	18 Explore textures, sounds, and colors in nature.	19 Color your feelings using different colors for each emotion.	20 Sit and listen to your favorite music.	21 Take a break and watch the clouds roll by.	22 Buy a new book or revisit one of your favorites.																																																																																																		
23 Turn off technology and spend time doing something you enjoy.	24 Stay in the moment.	25 When stressed, take a time out.	26 Practice active listening.	27 Notice your body language. What are you communicating?	28 Start the day with conscious awareness.	29 List 10 things for which you are grateful.																																																																																																		
30 Sleep in late.	31 Give yourself a compliment.	1	2	<p style="text-align: center;">DECEMBER</p> <table border="1"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>S</td></tr> <tr><td>28</td><td>29</td><td>30</td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td>1</td></tr> <tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> </table> <p style="text-align: center;">FEBRUARY</p> <table border="1"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>S</td></tr> <tr><td>30</td><td>31</td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr> <tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr> <tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr> <tr><td>27</td><td>28</td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr> </table>			S	M	T	W	Th	F	S	28	29	30	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	S	M	T	W	Th	F	S	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	1	2	3	4	5	6	7	8	9	10	11	12
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Mindfulness means maintaining a moment-by-moment awareness of our thoughts, feelings, bodily sensations, and surrounding environment. Mindfulness involves acceptance, meaning that we pay attention to our thoughts and feelings without judging them; without believing, for instance, that there's a "right" or "wrong" way to think or feel in a given moment. When we practice mindfulness, our thoughts tune in to what we're sensing in the present moment rather than rehashing the past or imagining the future.

From the Greater Good Science Center at the University of California, Berkeley



randomactsofkindness.org/printables

Practice kindness each day of 2022 with our home Kindness Calendar!

Happy New Year!
Text us to get free daily inspirational kindness messages directly from our Vice President, Brooke Jones.
To sign up, text (303) 529-2494.

**MAKE
KINDNESS
THE NORM. ♡**

FEBRUARY 2022

KINDNESS

KINDNESS IS NOT WHAT YOU DO, BUT WHO YOU ARE. —RAKTIVIST

SUN	MON	TUE	WED	THU	FRI	SAT
30	31	1	2	3	4	5
		Say "Good Morning" to the first person you see.	Send a thank you email to a colleague or supervisor.	Eat lunch with someone new.	Post inspirational notes in public areas for others to find.	Smile!
6	7	8	9	10	11	12
Compliment the first three people you talk to today.	Help a co-worker with a project.	Take time for yourself when overwhelmed. Take a walk and get a glass of water.	Introduce yourself to someone you see frequently but haven't yet met.	Always assume the best of others.	Schedule downtime to connect with those in your office through lunch, team building, or games.	Relax and do something you enjoy.
BEGINNING OF RANDOM ACTS OF KINDNESS WEEK Follow The Random Acts of Kindness Foundation on social media for RAK Day activities and resources.	13	14	15	16	17	18
	Give a co-worker a gift card to a tea or coffee shop with a note inviting them to take some relaxation time.	Today, remember how proud you were of something you did as a child and do it again!	Write a letter or card and mail it to someone who isn't expecting it.	RANDOM ACTS OF KINDNESS DAY Take five \$1 dollar bills and get out in your community; see what opportunities present themselves.	18	19
					Take time to reflect and think of someone who brings joy and happiness into your life.	Plant a local pollinator friendly plant or flower.
20	21	22	23	24	25	26
Become a RAKtivist at randomactsofkindness.org .	Bake something and share with your colleagues.	Spread good news.	Offer to mentor a new employee.	Pass on your favorite books.	Write a positive LinkedIn review for a co-worker.	Compliment someone who deserves it.
27	28	1	2			
Take the day to do whatever YOU want.	Bring a plant to a co-worker who could use a pick-me-up.					

JANUARY

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MARCH

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20	21	22	23	24	25	26
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3	4	5	6	7	8	9

Did you know there are scientifically proven benefits of being kind?

The positive effects of kindness are experienced in the brain of everyone who witnessed the act, improving their mood and making them significantly more likely to "pay it forward." This means one good deed in a crowded area can create a domino effect and improve the day of dozens of people!

This month, celebrate Random Acts of Kindness Week (February 13-19) and reap some of those benefits for your team.

Jamil Zaki, Assistant Professor of Psychology at Stanford University for Scientific American, July 26, 2016



randomactsofkindness.org/rak-day

Join our first annual coloring contest in celebration of Random Acts of Kindness Day!

**HOW
DO YOU
SHOW UP?**

**make
kindness
the norm.**

MARCH 2022 SELF-AWARENESS AND SELF-LOVE

IF ONE HAS COURAGE, NOTHING CAN DIM THE LIGHT WHICH SHINES FROM WITHIN. —DR. MAYA ANGELOU

SUN	MON	TUE	WED	THU	FRI	SAT																																																																																																		
27	28	1 List 10 things that bring you joy. Continue adding to this throughout the month.	2 Give back to yourself. Do an act of kindness just for you.	3 Give others the benefit of the doubt.	4 Start your day by writing a gratitude list.	5 Eat a healthy, locally sourced meal to nourish your body.																																																																																																		
6 Revisit a past memory by looking through old photographs, letters, and videos.	7 Add positive reminders around your workspace.	8 Write a kind message to yourself.	9 Spend at least 30 minutes a day doing something that you love.	10 Forgive yourself.	11 Buy yourself some flowers.	12 Try a hobby you've always wanted to do.																																																																																																		
13 Go on a nature walk.	14 Drink plenty of water.	15 Watch your self-critic. Give yourself some grace.	16 It's okay to say no.	17 Don't forget to play.	18 Accept compliments with gratitude.	19 Plant something and take good care of it.																																																																																																		
20 Try eating five servings of fruits and vegetables a day.	21 If you need help, ask for it.	22 Go to bed an hour early.	23 Grab coffee with a friend.	24 Don't forget to schedule your annual physical.	25 Spontaneous dance party!	26 Take a nap.																																																																																																		
27 Swing on a swing.	28 Color, doodle, or draw: let yourself dive in!	29 Take yourself out to lunch.	30 Advocate for yourself.	31 Stay home when you need a break.	<p>FEBRUARY</p> <table border="1"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>S</td></tr> <tr><td>30</td><td>31</td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr> <tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr> <tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr> <tr><td>27</td><td>28</td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr> </table> <p>APRIL</p> <table border="1"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>S</td></tr> <tr><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> </table>		S	M	T	W	Th	F	S	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	1	2	3	4	5	6	7	8	9	10	11	12	S	M	T	W	Th	F	S	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	1	2	3	4	5	6	7
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Paying attention and giving time to what you love is an act of self-care mixed with awareness and love. We've all heard the phrase you can't pour from an empty cup, but are not often provided permission or direction on how to keep our own cups full.

This month we encourage you to fill your cup and create a list of things you enjoy. Give yourself permission to do the things that make you happy.

Happiness can't be contained! When someone is self-aware and practices self-love, they can't help but share their joy with others.



randomactsofkindness.org/kindness-at-work

RAK's Kindness in the Workplace action planning guide includes seven key ingredients that make for a positive and kind culture where people want to show up and do their best.

**SHAPE
YOUR
ENVIRON-
MENT. ♡**

**make
kindness
the norm.**

APRIL 2022

CARING FOR THE ENVIRONMENT

BE GENTLE WITH THE EARTH. —DALAI LAMA

SUN	MON	TUE	WED	THU	FRI	SAT
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3	4	5	6	7	8	9
Learn how to upcycle products.	Pick up trash and dispose of it properly.	Shorten your shower time.	Buy organic when possible.	Clean up your workspace.	Turn off and unplug electronics when not in use.	Compost food items to use in gardens.
10	11	12	13	14	15	16
Trap and release spiders.	Try a new recipe for meatless Monday.	Give your favorite library worker or reader a thoughtful, reusable coffee mug.	Use both sides of the paper.	Turn off your computer at night.	Use the stairs when possible.	Upcycle boxes and organize your space.
17	18	19	20	21	22	23
Shop locally.	Organize a team outing to clean up a local park, beach, or trail.	Eliminate plastic bags with reusable bags.	Turn down the dial on your thermostat.	Use a reusable water bottle or coffee mug.	Buy a plant for your work area.	Try repairing a piece of furniture instead of replacing it.
24	25	26	27	28	29	30
Donate your gently used clothing.	Pack lunch with reusable containers.	When ordering take out food, tell them you'll pick up instead of delivery and use your own containers instead of single-use styrofoam or plastic.	Offer to do a task the administrative assistant normally does.	Organize a neighborhood clean-up.	Map out farmer's markets to visit during the growing season.	Plant pollinator-friendly flowers.

We do not inherit the earth from our ancestors; we borrow it from our children. Many of us are familiar with this proverb, but what meaning do each of us give to it? The easiest way for each of us to live within this "motto" is to think of those who will come after us and intentionally choose not to make a mess in any of our environments. If it is possible, we should make any area we can better for those who follow in our footsteps. This concept can be applied to our natural environments, as well as our school, work, and home environments, along with any area we spend time where others will eventually follow.



randomactsofkindness.org/kindness-ideas

Kindness Ideas to help Make Kindness the Norm.

**DO
WHAT
YOU
SAY. ♡**

**make
kindness
the norm.**

MAY 2022

INTEGRITY

CHOOSING COURAGE OVER COMFORT; CHOOSING WHAT IS RIGHT OVER FAST, FUN OR EASY; AND CHOOSING TO PRACTICE OUR VALUES RATHER THAN JUST PROFESSING THEM. —BRENÉ BROWN

SUN	MON	TUE	WED	THU	FRI	SAT																																																																																																		
1 Do not make promises you cannot keep.	2 Work together as a team.	3 Show up on time.	4 Never betray anyone's trust.	5 Value diversity.	6 Treat others the way you want to be treated.	7 Practice open communication.																																																																																																		
8 Be responsible and caring.	9 Work when you're supposed to and save searching the internet and personal calls for break time.	10 Be accountable.	11 Don't accept praise for someone else's work.	12 Deal with conflict professionally.	13 Tell the truth, even if it's bad news.	14 Approach challenges with confidence.																																																																																																		
15 Admit your mistakes and ask for forgiveness.	16 Do not gossip or talk badly about others.	17 Be upfront with important information.	18 Own up to your mistakes.	19 Give credit where it's due.	20 Never share a secret someone shared with you in confidence.	21 Keep your promises.																																																																																																		
22 Follow the rules.	23 Do what you say.	24 Keep your employees informed.	25 Lead by example.	26 Use materials for work and not personal use.	27 Invite someone to lunch or happy hour.	28 Stand up for what's right.																																																																																																		
29 Treat everyone with respect.	30 Model positive behavior and habits.	31 Don't procrastinate.	1	<p style="text-align: center;">APRIL</p> <table border="1"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>S</td></tr> <tr><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> </table> <p style="text-align: center;">JUNE</p> <table border="1"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>S</td></tr> <tr><td>29</td><td>30</td><td>31</td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> </table>			S	M	T	W	Th	F	S	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	1	2	3	4	5	6	7	S	M	T	W	Th	F	S	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	1	2	3	4	5	6	7	8	9
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Integrity is the foundation of trust and confidence. Doing what you say builds an environment of respect and mutual appreciation. Employees are the biggest asset of any organization and it's important that leaders recognize their value.

When leaders provide a space for employees to feel heard, respected, and safe, they not only encourage individuals to do their best, but provide a place for everyone to feel valued and trusted.



randomactsofkindness.org/kindness-videos

Watch our video inviting you to help kindness become the norm in your home, school or workplace.

**MORE
DIVERSE
THAN
EVER!**

**make
kindness
the norm.**

JUNE 2022

INCLUSIVENESS

WE COULD LEARN A LOT FROM CRAYONS; SOME ARE SHARP, SOME ARE PRETTY, SOME ARE DULL, WHILE OTHERS BRIGHT, SOME HAVE WEIRD NAMES, BUT THEY ALL HAVE LEARNED TO LIVE TOGETHER IN THE SAME BOX. —ROBERT FULGHUM

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Admit your mistakes.	Communicate goals and measure progress.	Show up on time.	Appreciate everyone's voice and unique self.	Add your pronouns to your email signature.	Create a collaborative environment.	Practice vulnerability; nobody expects perfectionism.	Empower and uplift others.	Provide access to company resources.	Make sure employees feel they have a voice and are safe to express their opinions.	Encourage a culture of frequent check-ins.	Provide a way for introverts to shine.	Give a 5-star review to a driver or delivery person.	Identify your top values and make sure they align with your everyday actions.
12	13	14	15	16	17	18	19	20	21	22	23	24	25
Keep an open mind and learn something new.	Make sure inclusiveness is part of your organization's core values.	Include multi-language signage.	Speak up about inclusion.	Model inclusive language.	Track creative and innovative ideas developed by your team and celebrate them.	Create safe spaces.	26	27	28	29	30	1	2
Mentor someone from a different background or perspective.	Expand your company holiday calendar.	Recognize and reward individual accomplishments.	Create opportunities for conversation.	Support and celebrate differences.									

Imagine a place where everyone feels welcome and can be themselves no matter their shape, size, or color. It's not impossible, but it takes a lot of intention.

However, intentional changes toward creating a more inclusive workplace can lead to powerful cultural shifts in organizations: It creates a safe space so everyone can bring their whole self to work, no longer needing to censor or hide parts of themselves.

This leads to greater productivity, creativity, and connection with colleagues and your organizational purpose."

—*Inclusion Consultant Gina Battye*



randomactsofkindness.org/become-a-raktivist

RAKtivists are the heroes of our organization. They live and breathe kindness, share knowledge and lead by example.

**LEAN
ON ME...
AND EACH
OTHER. ♡**

**make
kindness
the norm.**

JULY 2022

HUMAN CONNECTION

TOO OFTEN WE UNDERESTIMATE THE POWER OF A TOUCH, A SMILE, A KIND WORD, A LISTENING EAR, AN HONEST COMPLIMENT, OR THE SMALLEST ACT OF CARING, ALL OF WHICH HAVE THE POTENTIAL TO TURN A LIFE AROUND. —LEO BUSCAGLIA

SUN	MON	TUE	WED	THU	FRI	SAT																																																																																																		
26	27	28	29	30	1 Call someone who may be feeling lonely.	2 Notice the small things about those you love and admire.																																																																																																		
3 Accept the love and offers of help from others.	4 Tune in to opportunities for kindness.	5 Listen to someone without judgment.	6 Invite someone to a meeting who may have something worthwhile to contribute.	7 Start a text group with people who could use some positivity.	8 Prepare a meal with someone you care about.	9 Look at everyone you interact with today with positivity.																																																																																																		
10 Share a sincere compliment with someone today.	11 Take a few moments to reflect on the people for which you are most grateful. Write them down.	12 Take what you need. Give what you can.	13 Get outside and enjoy the air with someone you love being around.	14 Make an effort to drink eight glasses of water today. Encourage someone else to do the same.	15 Play great music while working!	16 Tell a loved one how much they mean to you.																																																																																																		
17 Take the first step toward resolving an issue with someone you care about.	18 Close your eyes, take a deep breath, and recall a moment of pure joy with those you love.	19 Leave positive sticky notes around your workplace for people to find.	20 Ask a co-worker about their family origins and culture.	21 Invite someone to lunch or happy hour.	22 Share something interesting about yourself with a co-worker.	23 Get a favorite photo of you and a friend printed. Frame it and send it to them.																																																																																																		
24 Write a hand-written letter to the first person that comes to mind when you think of someone who always makes you smile.	25 Join an extracurricular group or team at work to connect with others.	26 Put away phones and devices as a common practice during meetings.	27 Forgive someone and let them know. (This can include yourself.)	28 Show genuine interest in someone else's passion.	29 Reach out to a former co-worker to let them know you're thinking about them.	30 If you haven't said "I love you" in a while, say it to someone and to yourself.																																																																																																		
31 Write a letter to your younger self offering advice and words of wisdom.	1	2	3	<p style="text-align: center;">JUNE</p> <table border="1"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>S</td></tr> <tr><td>29</td><td>30</td><td>31</td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> </table> <p style="text-align: center;">AUGUST</p> <table border="1"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>S</td></tr> <tr><td>31</td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td>29</td><td>30</td><td>31</td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> </table>			S	M	T	W	Th	F	S	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	1	2	3	4	5	6	7	8	9	S	M	T	W	Th	F	S	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10
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There are many ways to improve your well-being and chances of living longer, such as exercising more or eating better. But did you know that maintaining meaningful relationships also plays an important role in health, happiness, and longevity?

A research study by Harvard, conducted over a period of 80 years, proves that human connections and healthy relationships are the number one and two drivers of longevity, respectively.

—Dr. Robert Waldinger, a psychiatrist with Harvard-affiliated Massachusetts General Hospital.



randomactsofkindness.org/printables

A calendar with an education theme! And guess, what? We're so clever we even made the calendar start in August.

**FIND
YOUR
SPARK.♥**

**make
kindness
the norm.**

AUGUST 2022

INSPIRATION

THOSE WHO BRING SUNSHINE TO THE LIVES OF OTHERS CANNOT KEEP IT FROM THEMSELVES. —JAMES M. BARRIE

SUN	MON	TUE	WED	THU	FRI	SAT
31 Slow down. One thing at a time.	1 Always speak as kindly to yourself as you would to your best friend.	2 Think about what you need to change to help yourself "bloom".	3 Keep showing up. Keep trying. Keep fighting.	4 Make stories this weekend worthy of talking about on Monday.	5 Hope is a powerful thing. Never give up!	6
7 Give yourself a break and do something nice for yourself.	8 Relax. Find joy in the simple moments of the day.	9 Try a new food today.	10 Share your ideas with others. Don't hold back.	11 Sing out loud to your favorite song on your way to (or from) work.	12 Teach someone a new skill that you're passionate about - cooking, crafting, music, etc.	13 Let the light shine through this weekend and do something that makes you smile!
14 Get creative in the kitchen and prepare something new.	15 Put inspiring words and quotes on sticky notes around your workplace.	16 Buy some twinkling lights and decorate someone's workspace.	17 Send a text to someone with an inspirational message before going to bed.	18 Send a message of appreciation to a local business. Leave them a positive online review.	19 Watch the sunset tonight.	20 Take a drive to a new park or location today.
21 Write a haiku about what inspires you.	22 Write a note to someone who inspires you and tell them why.	23 Leave your favorite book(s) in a Little Free Library near you or start one at work!	24 Resolve to be less judgmental in your day to day life.	25 Ask someone what inspires them.	26 Create a playlist of inspiring music and play it while doing something you love.	27 Plant some bright flowers in your garden or in a pot.
28 Watch an inspiring TED Talk.	29 Wear a bright colored piece of clothing today.	30 Bring something yummy to work to share.	31 Find an uplifting podcast to listen to during downtime.	<p style="text-align: center;"> JULY S M T W Th F S 26 27 28 29 30 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 1 2 3 4 5 6 </p> <p style="text-align: center;"> SEPTEMBER S M T W Th F S 28 29 30 31 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 1 2 3 4 5 6 7 8 </p>		

No one wants to work in an environment that is stressful or has too serious a mindset. Employees who are allowed to venture out, work together with other co-workers, and wander throughout their workplace to see what other things are going on will allow for ideas and inspiration to flow freely.

Ideas to consider:

- Create a fun team environment.
- Spice up your office décor.
- Take risks and be okay with failure.
- Allow flexible work schedules.
- Provide a space for knowledge sharing.

From: redbranchmedia.com/blog/ways-spark-creativity-workplace/



randomactsofkindness.org/for-educators

A FREE Tier 1 evidenced-based social emotional learning curriculum designed to help schools create a culture of kindness.

**ACKNOWLEDGE
OTHER
PEOPLE. ♡**

**make
kindness
the norm.**

SEPTEMBER 2022

APPRECIATION

**APPRECIATION CAN MAKE A DAY - EVEN CHANGE A LIFE.
YOUR WILLINGNESS TO PUT IT INTO WORDS IS ALL THAT IS NECESSARY. —MARGARET COUSINS**

SUN	MON	TUE	WED	THU	FRI	SAT
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4	5	6	7	8	9	10
Write a letter of appreciation to someone who has done something kind for you.	Tell a co-worker something you appreciate about them.	Create a "random compliment" wall at work where people can take or leave sticky notes with compliments.	Donate to a charity that speaks to your values.	Leave a note of appreciation and an extra big tip to someone in the service industry.	Tell a parent they are doing a great job with their child(ren).	When someone says something kind to you, accept it with a genuine smile.
11	12	13	14	15	16	17
Head out for a walk in the neighborhood and acknowledge people with a smile or by saying "hello!"	Listen without judgement when someone is sharing something personal.	Acknowledge and validate someone else's feelings.	Give someone a high five when they have good news.	Give a 5-star review to a driver or delivery person.	Ask someone who normally doesn't participate in important meetings to attend and share their thoughts.	Give your pet(s) a little extra attention today.
18	19	20	21	22	23	24
Spend the day with a friend and do something fun neither of you have tried before.	Send a card to someone who hasn't heard from you in a long time.	Leave a treat on the desk of a co-worker with a note telling them to have a good day.	Tip a service worker a little extra.	Learn something new about one of your co-workers today.	Offer to help someone with a project they're working on.	Reach out to someone who is having a hard time and offer support.
25	26	27	28	29	30	1
Offer help to a neighbor who may have trouble getting things done (mow their lawn, shovel snow, pull weeds, etc.).	Tell a child how much you appreciate something they did.	Receive appreciation with an open heart.	Ask someone about their favorite book. Read it and share your thoughts with them about it.	Always say "please" and "thank you"!	Only post positive comments and information on social media today.	

How does it feel when someone tells you how much they appreciate something you've done or some part of who you are? It's such a delightful feeling when we are acknowledged and appreciated.

Are you someone who has a hard time accepting compliments, but dishes them out like candy?

This is the month to not only offer appreciation, but accept it from others as well!



randomactsofkindness.org/kindness-at-home

We're excited to announce our new program for making kindness the norm at home!

**CELEBRATE
GOOD TIMES,
COME ON.
LET'S
CELEBRATE.♥**

**make
kindness
the norm.**

OCTOBER 2022

CELEBRATION

IF YOU DON'T CELEBRATE SUCCESS IT WON'T CELEBRATE YOU. —JULIAN HALL

SUN	MON	TUE	WED	THU	FRI	SAT																																																																																																		
25	26	27	28	29	30	1 Invite loved ones over for a meal. Celebrate being together!																																																																																																		
2 FREE Day! Celebrate however you like!	3 Identify and track creative and innovative ideas developed by your team and celebrate them.	4 Play your favorite upbeat playlist on the way to and from work today.	5 Look in the mirror this morning and celebrate how incredible you are!	6 Bring a cake to work for no reason at all; just celebrate the day!	7 Create a surprise potluck for someone at your workplace who doesn't receive enough recognition.	8 Celebrate all the good things that happened this week by doing something you love today.																																																																																																		
9 Relax today. Enjoy nature.	10 Celebrate someone's good news at work.	11 Create a "celebration wall" at work. Provide sticky notes for people to write notes to each other to celebrate all your good work!	12 Start a meeting off by sharing something good that happened yesterday or today.	13 Enjoy something that makes you smile.	14 Give someone a "pat on the back" for a job well done.	15 Acknowledge a parent who is doing a great job.																																																																																																		
16 Dance like nobody's watching!	17 Celebrate Monday with your favorite food.	18 Create confetti out of dried leaves and a hole punch. Find a reason to celebrate and throw your confetti!	19 Acknowledge something nice your boss did today.	20 Buy lottery tickets and leave them on peoples' windshields in a parking lot.	21 Have an "end of week" potluck party for everyone to enjoy!	22 Take today for yourself. Do what makes you happy.																																																																																																		
23 Indulge in your favorite treat today.	24 Offer lots of compliments today; make someone feel special.	25 Give a meaningful gift to someone you love. Wrap it up in special wrapping.	26 Remind yourself of all of your amazing qualities. You make the world a better place.	27 Tune in to the compliments you receive. Listen and believe them.	28 Send a thank you card to someone who has changed your life. Tell them the effect they have/had on your life.	29 Go for a hike today. Celebrate nature by picking up litter along the way.																																																																																																		
30 Bring a treat to your neighbor and let them know how much you appreciate them.	31 Make a list of five things you love about yourself. Keep that list close to you always.	1	2	<p style="text-align: center;">SEPTEMBER</p> <table border="1"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>S</td></tr> <tr><td>28</td><td>29</td><td>30</td><td>31</td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>1</td></tr> <tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> </table> <p style="text-align: center;">NOVEMBER</p> <table border="1"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>S</td></tr> <tr><td>30</td><td>31</td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr> <tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr> <tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr> <tr><td>27</td><td>28</td><td>29</td><td>30</td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> </table>			S	M	T	W	Th	F	S	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	1	2	3	4	5	6	7	8	S	M	T	W	Th	F	S	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	1	2	3	4	5	6	7	8	9	10
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There is ALWAYS something to celebrate. It doesn't mean you have to throw a party and buy cake and balloons (although, cake is always good). It means acknowledging something good that happened and celebrating it!

This month, celebrate all the good things that happen at work, even the stuff that seems silly and minor.

Celebration is such an important way to let people know that the work they do matters!



randomactsofkindness.org/kindness-at-home

Your challenge (if you choose to accept it) is to complete a series of kindness activities to fill in 60 'hearts'.

**SO MUCH
GOODNESS
IN OUR
LIVES. ♡**

**make
kindness
the norm.**

NOVEMBER 2022

GRATITUDE

AS WE EXPRESS OUR GRATITUDE, WE MUST NEVER FORGET THAT THE HIGHEST APPRECIATION IS NOT TO UTTER WORDS, BUT TO LIVE BY THEM. —JOHN F. KENNEDY

Gratitude is key to making our lives more fulfilling and happy. When we express gratitude—whether silently to ourselves or publicly to another person—it reminds us how much we have in our lives and how much we can give to others.

This month, focus on all the things for which you are grateful and offer thanks to those who have helped you get to where you are in your life.

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30	31	1 Start a gratitude jar today. Put a note in every day with something you feel grateful for. Read them at the end of the month!	2 Tell a co-worker how much you appreciate their support.	3 Bring a favorite treat to work to share with everyone.	4 Leave positive sticky notes around your workplace.	5 Buy a gratitude journal for a friend who could use a boost.																																																																																																		
6 Say "thank you" and make eye contact with a service worker. Smile!	7 Write a handwritten gratitude letter to someone. Mail it, or better yet, read it to them in person.	8 Show your body some gratitude by eating a healthy meal today.	9 Let your colleagues know that you're thankful for all the hard work.	10 Leave a positive review online for a local business.	11 Give a little extra love to your pet(s) today.	12 Plant a "gratitude garden" with flowers/food that remind you of things or people for which you are grateful.																																																																																																		
WORLD KINDNESS DAY 13 Celebrate World Kindness Day!	14 Say a silent thank you when you wake up this morning for your health and all that you have.	15 Show your body how grateful you are by drinking lots of water today!	16 Create a gratitude wall in the break room. Encourage people to post a positive sticky note about someone else.	17 Show the "behind the scenes" workers that you are grateful for them: leave a card signed by the staff along with flowers or a gift card.	18 Tune in to all the wonderful things happening around you.	19 Show the planet how grateful you are by reducing waste, drinking from a reusable bottle, and driving less.																																																																																																		
20 Create a gratitude collage and hang it in an area where you'll see it regularly.	21 Print a favorite photo of someone for whom you are grateful and put it in a frame. Place it somewhere you see it regularly.	22 Put on your favorite piece of clothing to make you feel good today.	23 Eat a light meal today and savor each bite.	24 Share today with family and/or friends; tell them all how grateful you are for the things they bring to your life.	25 Spend today enjoying a quiet time to reflect on your joy.	26 Paint rocks with positive words and pictures. Leave them in random gardens.																																																																																																		
27 Go for a gratitude walk; as you walk, notice the things that matter to you.	28 Wake up early and enjoy the sunrise.	29 Sit outside and enjoy the sunset.	30 Finish this month with one last note of gratitude for your gratitude jar.	<p style="text-align: center;">OCTOBER</p> <table border="1"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>S</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>1</td></tr> <tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> <tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr> <tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr> <tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr> <tr><td>30</td><td>31</td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> </table> <p style="text-align: center;">DECEMBER</p> <table border="1"> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>S</td></tr> <tr><td>27</td><td>28</td><td>29</td><td>30</td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td></tr> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> </table>			S	M	T	W	Th	F	S	25	26	27	28	29	30	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	S	M	T	W	Th	F	S	27	28	29	30	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7
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randomactsofkindness.org/world-kindness-day

In celebration of World Kindness Day on 11.13.2022, Share 7 Ways to Start Making Kindness the Norm in Your Daily Life.

**LOOK
BACK, BY
LOOKING
FORWARD. ♡**

**make
kindness
the norm.**

DECEMBER 2022

REFLECTION

ATTITUDE IS A REFLECTION OF CHARACTER AND CHARACTER IS A REFLECTION OF HABIT. —TOM ZIGLAR

As the end of the year approaches, spend this month reflecting on everything that happened this year. Reflection can happen in a short moment or over a period of time.

When something good happens or when you're facing challenges, take the time to reflect on how the experience made you feel and what lessons were learned.

SUN	MON	TUE	WED	THU	FRI	SAT
<p>NOVEMBER</p> <p>S M T W Th F S</p> <p>30 31 1 2 3 4 5</p> <p>6 7 8 9 10 11 12</p> <p>13 14 15 16 17 18 19</p> <p>20 21 22 23 24 25 26</p> <p>27 28 29 30 1 2 3</p> <p>4 5 6 7 8 9 10</p>	<p>JANUARY</p> <p>S M T W Th F S</p> <p>1 2 3 4 5 6 7</p> <p>8 9 10 11 12 13 14</p> <p>15 16 17 18 19 20 21</p> <p>22 23 24 25 26 27 28</p> <p>29 30 31 1 2 3 4</p> <p>5 6 7 8 9 10 11</p>		30	1	2	3
4	5	6	7	8	9	10
<p>Forgive a past transgression with someone you care about. Consider what your part was in the conflict.</p>	<p>Take a deep breath and set an intention for the day.</p>	<p>Reflect on your day and how you can make tomorrow even better.</p>	<p>Be honest with others about how you're feeling: good, bad or indifferent.</p>	<p>Write down three things that make you feel good about yourself.</p>	<p>After a meeting, reflect on what was shared by others. Offer your help or support to someone who is working on a project and not feeling supported.</p>	<p>Do something today that you loved to do as a child.</p>
11	12	13	14	15	16	17
<p>Do something outside of your comfort zone today.</p>	<p>Thank people for their valuable input and ideas.</p>	<p>Reflect on your positive and challenging relationships. Is there a toxic relationship that needs to end?</p>	<p>Look around the room and take note of what brings you joy. Remove things that don't.</p>	<p>When you're feeling down, reflect on everything good that's happening in your world.</p>	<p>As you sit down for a meal, reflect on the people/animals/workers who made it all happen.</p>	<p>Take time to be in nature today.</p>
18	19	20	21	22	23	24
<p>Write a positive review of a local business after a good meal or service.</p>	<p>Think of a challenging situation in your life. Work on changing your mindset about it.</p>	<p>Start a new book you've been wanting to read.</p>	<p>Reflect on someone who has made you feel confident. Let them know that you appreciate their support.</p>	<p>Be curious about what role you play in a conflict. Consider one change you can make to create a better situation.</p>	<p>If you know how to meditate, do it today. If you don't know how, look up a simple meditation and try it!</p>	<p>Spend this evening reflecting on all the amazing things in your life.</p>
25	26	27	28	29	30	31
<p>Unplug completely today and enjoy the day.</p>	<p>Tell someone how happy they make you.</p>	<p>While you're doing a chore today, be mindful. Remember how even doing chores are important to your wellbeing!</p>	<p>Spend today listing 10 things for which you are grateful.</p>	<p>Clean out your closet and donate to a local charity.</p>	<p>Close out the year by making some realistic and optimistic goals for next year.</p>	<p>Spend today reflecting on everything you've done and learned this past year. Celebrate all of your accomplishments!</p>



randomactsofkindness.org/other-materials/distance_learning_lessons/Distance_Learning_Mini_Lesson_Gratitude.pdf

This month we are focusing on Gratitude. Although this is technically a sub-concept of Caring, we chose to dedicate an entire month on it given our current needs as a community.

**make
kindness
the norm.**

**RANDOM ACTS OF KINDNESS
FOUNDATION®**

www.randomactsofkindness.org