

# PRESS RELEASE



The purpose of a press release is to generate media coverage for your organization's participation in NCVRW and other events throughout the year. Edit the sample press release to reflect specific issues in your community and to highlight activities, events, and commemorations.

Make sure to share the release with your contacts and local media, but don't forget to post it to your own website, link to it on Facebook, and tweet the link as well. Use this opportunity to generate exposure for your organization, highlight issues related to your mission, and position your spokesperson as an expert in the field. For best results, distribute your release at least 10 days prior to your event. Use the lead time to follow up with reporters and partner organizations, identify spokespeople, answer questions, and create media materials for each important event.

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## 5 Elements of a Noteworthy Press Release

- Craft an attention-grabbing headline.
- Include the main point in the first paragraph and be sure to address who, what, when, where, and why.
- Use relevant statistics.
- Incorporate a strong quotation to engage your reader.
- Include contact information and additional resources.



# Sample Press Release

## FOR IMMEDIATE RELEASE

[Date]

[Name/Title/Organization]

## CONTACT:

[Phone Number]

[Email]

### **[Your City/Organization] Commemorates National Crime Victims' Rights Week, April 7-13, 2019**

*[Customize subheading to highlight local events, activities, partnerships, key issues, etc.]*

[City, State] – [Organization's name], in commemoration of National Crime Victims' Rights Week (NCVRW), April 7–13, 2019, is hosting *[list special events or activities]* to raise awareness about crime victims' issues and rights and introduce the community to the important resources and services available. According to the most recent Bureau of Justice Statistics' National Crime Victimization Survey, U.S. residents age 12 or older experienced 3.1 million violent victimizations and U.S. households experienced an estimated 13.3 million property crimes in 2017.

[Your city/organization] will commemorate the advancement of victims' rights and highlight issues surrounding victimization by holding *[insert description of event, date, time, and venue]*. [Your city/organization] is also honoring *[name, title]* and *[name, title]*, champions in advocating for expanded support and services to communities affected by crime.

The Office for Victims of Crime (OVC) leads communities throughout the country in their annual observances of NCVRW by promoting victims' rights and honoring crime victims and those who advocate on their behalf. This year's theme – *Honoring Our Past. Creating Hope for the Future.* – encourages commemoration, honor, and respect toward the crime victim advocates, allied professionals, and selfless volunteers who have courageously worked for increased rights for crime victims. The theme also invites us to look toward a future of inclusive, accessible, and innovative resources and services for survivors.

*[Include a quote from a recognized leader or official in your community/organization about the importance of NCVRW in your community.]*

OVC and *[your local organizations]* encourage widespread participation in the week's events and in other victim-related observances throughout the year. OVC will host the annual National Crime Victims' Service Awards Ceremony in Washington, D.C., to honor outstanding individuals and programs that serve victims of crime.

For additional information about this year's NCVRW and how to assist victims in your own community, please contact *[organization]* at *[telephone number]* or visit *[organization]*'s website at *[web address]*. For additional ideas on how to support victims of crime, visit OVC's website at [www.ovc.gov](http://www.ovc.gov).

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*[Your organization's mission statement/boilerplate]*

