

JUBILEE ACTION PARTY GUIDE



Dear Jubilee Supporter,

Thank you for your interest in hosting a **JUBILEE ACTION PARTY** to support the Jubilee USA Network's Change Not Change Campaign!

In 2008, thanks to the grassroots efforts of Jubilee USA Network activists and supporters, we made great strides towards a new deal on debt. The Jubilee Act passed in the House of Representatives with a large bi-partisan majority and also passed through the Senate Foreign Relations Committee.

As we reintroduce the bill this year, the need for the Jubilee Act is greater than ever before. With the global economic crisis, 100 million more people will be pushed into extreme poverty in 2009, and impoverished countries are slipping further and further away from reaching the Millennium Development Goals.

That is why we are so glad to have your interest and support in hosting a Jubilee Action Party to get your local Jubilee supporters involved in our Change Not Chains campaign to pass the Jubilee Act and to help build the movement for economic justice. The purpose of this meeting is to bring together current and potential supporters of the Jubilee movement to learn more about Jubilee and to take action in your local community. We have developed the following materials with tips and suggestions for you to be able to host your meeting and to get people to campaign for the passage of the Jubilee Act.

Your meeting should be held by mid-January to give you and fellow activists time to plan and organize an action for the Change Not Chains Week of Action, which will be held February 15-21. There are many easy ways that your group can participate in the Week of Action. Once you pick your action, you can use the enclosed worksheets to help you plan the event in the organizing meeting.

If you have questions, ideas, comments or concerns, please contact Brooke Harper, Jubilee's National Field Organizer at 202.783.3566 x103 or email at brooke@jubileeusa.org.

Thanks for all you do!

The Jubilee USA Network Team



HOSTING A SUCCESSFUL JUBILEE ACTION PARTY

The Jubilee USA Team has put together some helpful tips for you to have a successful organizing meeting.

Step 1:

Contact your National Field Organizer, Brooke Harper at 202-783-3566 ext. 103 or email her at brooke@jubileeusa.org to let her know that you are hosting an organizing meeting. We will send you a DVD and a packet of helpful information and handouts to help you host your meeting.

Step 2:

Recruit! Recruit! Recruit! Ask like-minded activists and persons whom you know are supporters of the Jubilee movement to attend your organizing meeting. Let them know that there will be a chance to learn about the Jubilee movement and for them to get involved in our February Change Not Chains Week of Action.

Step 3:

Join a call to connect with other organizing meeting hosts. Jubilee USA will convene a conference call with other hosts from around the country to learn about how to facilitate their meetings and gain helpful tips from experienced activists and answer any questions that you may have!

Step 4:

Make sure you send out reminder calls and emails to all of your invited guests that have confirmed. This is a really important step!

Step 5:

Follow some of the helpful tips below help you prepare the day of your meeting.

1. Make sure you greet guests as they come in and make sure all guests sign in so that you can follow up with them to thank them for coming and to engage them in next steps.
2. Test your audio visual equipment to make sure that you can play the short film.
3. Set out refreshments or ask guests to bring a dessert or covered dish. Food always makes for a great party.
4. Make sure you have enough seating for everyone.
5. Make sure you have all materials set out, talking points, handouts, and worksheets to plan your activities.
6. Have Fun!



SAMPLE AGENDA FOR JUBILEE ACTION PARTIES

1. Gathering (10 minutes)

2. Introductions (15 minutes) Hosts should have everyone introduce themselves and give a brief background on the Jubilee Campaign and the film they are about to see.

3. Show Movie (20 minutes) You and your guests can watch a short film about the debt crisis which Jubilee staff can provide.

4. Discussion about film and the Jubilee Act (15 minutes) You and your guests should discuss the film and one thing that you have learned from the film. The hosts should lead the discussion and answer questions. (Jubilee Staff will be happy to provide you with talking points and fact sheets. You DO NOT need to be an expert on these issues). Hand out copies of the Jubilee Act summary, and briefly go over how it will help alleviate global poverty by expanding debt relief eligibility and setting up frameworks for responsible lending. If there is a question that arises that you don't know the answer to simply tell them you don't know and the Jubilee staff will be happy to assist you. This is a great opportunity to follow up with guests.

5. Change, Not Chains Action (30 minutes) The next big push for the Jubilee Act will be local actions around the country, during the Change, Not Chains Week of Action February 15-21, 2010. Begin a discussion about what your group will want to organize in your community during that week. Here are some ideas to get started:

Do a coin delivery and drop off to your member of Congress.

As part of our Change Not Chains Campaign we are emphasizing that in order to cancel the bilateral debt of the additional countries in the Jubilee Act, it would cost only 40 cents per US resident. If each citizen paid 40 cents per year we could eliminate the debt service to the US by some of the world's most impoverished countries. Poor countries currently must send \$100 million a day in debt service payments and free up their monetary resources for vital social services such as healthcare, clean drinking water, and adequate housing. One interesting way to illustrate this is for your group to deliver a jar full of this "pocket change" to your Member of Congress's district office.

Hold an In- District Meeting with your Member of Congress.

Meeting face to face with your member of Congress or with one of their staff members is one of our most important tools to affect change in the U.S. policy on debt and World Bank/IMF (International Monetary Fund) reform. We strongly encourage you to choose this option for your action if you live in strategically important states of Indiana, Oklahoma, Massachusetts, Connecticut, Florida, or Tennessee.

Hold a Candle light Vigil for Debt Relief. Holding a candlelight vigil is a powerful way to make a statement and educate your community. A candlelight vigil can help illuminate the poverty that people will face if they do not pass the Jubilee Act. Each day thousands of people needlessly suffer because they do not have adequate healthcare, housing or access to clean water. One of the ways that you can participate in our February week of action is to hold a candle light vigil in your community.

6. Choose Your Group's Action and complete the worksheets that will help you plan your actions. (15 minutes) Encourage that people volunteer to help organizing the action.

7. Go Over Next Steps. Review everyone's Responsibilities for one of the actions below and make a plan for the next time your group will meet.

TIPS FOR SUCCESS



Work with your Jubilee's National Field Organizer Brooke Harper to contact local Jubilee supporters in your area. The Jubilee USA Network team will work with you to contact Jubilee members and congregations in your area.

After you receive a list of potential attendees reach out to them via phone or email to invite them to your gathering.

Phone is strongly recommended for initial contact with Jubilee supporters:

SAMPLE SCRIPT

Here is a script that you can use while recruiting other local Jubilee supporters:

Hello, is _____ there? Hi, my name is _____ and I am local volunteer for Jubilee USA, how are you today? (wait and respond) Great, well I was reaching out to other local Jubilee supporters in the area to see if we could work together. Do you mind if I ask you how you got involved with the Jubilee campaign? (wait and respond and tell them your own reasons for getting involved with Jubilee)

***This will help you to establish a personal connection with your fellow Jubilee supporters.

Well, as you may know the Jubilee Act has been reintroduced into Congress and we want to make sure we have widespread support for the passage of this bill. It will offer an additional 22 countries immediate debt relief and allow them to spend their resources on vital social services such as healthcare, education, and access to clean water. Would you like to help us spread the word about the passage of the Jubilee Act in our community?

If no, Well thank you for your time and for your support of Jubilee USA Network!

If yes, Great, we will be having an organizing meeting on _____ date to get to know one another talk about ways that we can get organize locally to help support the passage of the Jubilee Act. We'd love it if you can join us. Do you think that you can make it?

If no, Okay, would you like to get updated about future events that we are doing in the community?

If yes, Great! The meeting will be at _____ on _____. I am so glad that you can make it! If you know of anyone else that would be interested, please feel free to invite them also. I will be doing reminder calls the day before the meeting, do you mind if I give you another call when it is closer to the date of the meeting.

TIMETABLE AND CHECKLIST

4 Weeks Before the Event

- ◇ Settle on a date and let Jubilee USA know so that we can send you a packet of materials including a DVD and hand outs for your guests at the meeting
- ◇ Draw up an invitation list *** You need to invite 2-3 times the number of guests you want.

3 Weeks Before the Event

- ◇ Work with Jubilee USA to invite attendees to your education and organizing events
- ◇ Email/Mail out invitations
- ◇ Ask friends to help with the event - help with food prep, take coats, sign people in)

7-10 Days Before the Event

- ◇ Call everyone who has not RSVP'd to ask if they are attending
- ◇ Prepare and practice your introduction of the Jubilee Act and the Change Not Chains Presentation

The Week of

- ◇ Remind guests who have said they will come *Email and Phone is great and will greatly reduce fall off in attendance.
- ◇ Prepare simple refreshments
- ◇ Remind your helpers of their roles

The day of

- ◇ Have chairs arranged so people can easily watch
- ◇ Ask people to sign in when they arrive
- ◇ Have a basket prominently displayed and pass the basket at the end of the meeting.
- ◇ Introduce the Jubilee movement and the video (see the enclosed information sheet on how to structure the presentation)
- ◇ Have 1 or 2 people talk about their involvement in the Jubilee movement. They should emphasize their own personal story and reasons for being involved in the issue