

CHUITNA FILM HOUSE PARTY TOOLKIT

The goal of this house party is to create dialogue and empower individuals to take action by showing the film, "Chuitna: More than Salmon on the Line". By hosting a house party you will be setting the stage for discussions, letter writing and other plans of action. It is a great way to meet new people in your community and share ideas.



ORGANIZING YOUR PARTY

Written below are some step-by-step instructions on how to organize a fun and successful House Party.

STEP 1. Preparing for Your House Party (3-4 weeks ahead of time)

Get Your Materials: Unlike most parties, there are a few things you will need for this house party that you can't just run out to the store and pick up 5 minutes before your guests arrive. You will want to get familiar with Chuitna by checking out chuitna.org or alaskansfirst.org.



In addition to these materials, you will need a few other things:

- Chuitna Film (we can give you a password to stream the film on Vimeo if you have internet, or provide you with a DVD to play it on your TV, let us know if you need help with the technical stuff when setting up your film screening)
- Pens, paper, envelopes and stamps for writing letters
- Petitions (attached)
- Sign in sheet (attached)
- Refreshments (if you choose to serve them at your party)
- Nametags
- Enough places for everyone to sit. If you need extra chairs, ask some of your friends to bring folding chairs.
- A digital camera to share your event with others!

STEP 2: Set the Date and Time

Pick a date that will work well for your friends. Plan thoroughly (two hours is usual, as the film is only ½ hour). Remember the important things: talk to your friends and neighbors about the impact of Chuitna.

STEP 3: Invitations

Once you have set the date and time for your house party, you are ready to invite your guests. It is up to you to decide how many people you feel comfortable having at your home. In addition to inviting your friends and neighbors, you can also invite co-workers and other community members. If you want your event to be public, we have also attached a flyer that you can print and fill in your details, to put up around your neighborhood. As you invite people to your house party, you can use a Facebook event or a free online invitation, such as <http://www.evite.com>, to help keep track of RSVPs and plan your party. But always follow up an invitation with a phone call to make sure they saw it!

STEP 4: The Week Before (1 week ahead of time)

Confirm Your Guest List

It's a good idea to call your list of expected guests a week before your house party to confirm attendance. This way you will have a better estimate about how many people to expect and in turn you will know what materials you will need.

Print Out Your Materials

When you have a good idea of the number of guests you are expecting, you will need to print out enough copies of your materials for everyone.

Petition - Use the petition (attached) to encourage people to take action to protect Chuitna and to pressure Alaska's Governor, Bill Walker, to put fish first. Make sure you print extras! It's always great when folks want to take petitions home to share with friends or family - just remember to collect any signed petitions from attendees. **Mail all petitions to the following address:**

Save The Chuitna
202 East 26th St
Anchorage, AK 99503

Sign-in Sheet - Print out enough sign-in sheets to collect names and contact information for all your guests. Again, it always helps to have extras. Mail the sign in sheet to the same address above. ^^^^

Article about Chuitna - If you are asking attendees to write a Letter to the Editor in response to an article about Chuitna, be sure to have a copy of that article on hand for folks that might have missed it. It is also helpful to reference the article while writing your LTE as well so the newspaper and readers know the context in which you are writing.

Sample Letters to the Editor- If the ask at your house party is to write letters to the editor, be sure to have samples ready for people who might want an example. While you want everyone to write a personalized letter to the editor, make sure you have enough copies of the sample letter on hand for people to use as a guide for their own letters. Contact your party planner supporter for LTEs if necessary.

Be sure to print out the map of the proposed Chuitna mine site (attached) for reference as well. Information and additional maps regarding the proposed Chuitna mine can be found at alaskansfirst.org or chuitna.org.

DAY OF THE PARTY

SET THINGS UP

- Your “team” should arrive early to establish a common understanding of the “flow” of the event, i.e., who does what and when.
- Set up two tables: one for refreshments, and one for campaign materials including sign up sheet, facts sheets, nametags, and postcards to take action.
- Set up your film screening area: If you have access to the internet, watching the film on Vimeo is the best option. If this is not possible, we can mail you a DVD copy of the film to play from your TV. Set some chairs up around the screening area to give it a movie theater feel. You could even set up some popcorn and candy to really make it feel like the movies!

Welcome and Introductions (10-15 minutes)

As your guests arrive, welcome them to your party and ask them to sign-in on the sign-in sheets. Ask guests to put on nametags. If you have a group of people that do not know each other, go around the room and have everyone introduce themselves and share a little bit about why they wanted to come.

Presenting the Issue and Screening the Film (40 minutes)

Once everyone is comfortable, introduce your reasons for the film screening house party. At this point, pass out the educational materials you have put together. The film itself does a lot of the talking on this issue, but it doesn't hurt to give a quick intro on the Chitna River and what's going on for people who have never heard of it. Once everyone is ready, go ahead and start the film. It is only about 30 minutes long.

After hearing about the issue and watching the film, see if people are interested in sharing their thoughts so far. This will give you a chance to answer questions and make clarifications. Remind your guests why this issue matters so much to you- because of your experience fishing on a river with your kids and wanting to make sure the river is protected so they can teach their kids to fish, or simply because you don't want a coal company to mine through salmon streams. ***If any guests have questions that you are not able to answer, encourage them to reach out to us at carson@alaskacoal.org.***

Writing Letters to the Editor - optional (15 minutes)

Encourage guests to write down their thoughts in a letter to submit to your local paper's 'Letter to the Editor' section. Then you can share your letters, or go around the group and have everyone share one sentence from their letter. You will also want to remind your guests to personalize the letters and not just copy any sample letters you may have verbatim.

Thanking Your Guests and Propose Next Steps (15 minutes)

Thank everyone for coming out and taking the time to take action on this important issue. Invite everyone to stick around, grab some food, and get to know one another more. Take a group photo with everyone showing how successful your house party was! It's fun to share these photos on social media. At the end of the night, thank your guests for coming and encourage them to visit Save The Chitna and Alaskans First on Facebook to keep up on the news and other events.

FOLLOW UP (THE WEEK AFTER YOUR HOUSE PARTY)

Submit Letters to the Editor (Optional)

A great way to get out our message about protecting the Chuitna river and our salmon is to submit a letter to the editor in response to the stories that run in your local paper. Most newspapers allow you to submit letters to the editor through their website. If your local paper does not do this, you can call them to find out how to submit the letter.

Tell Us How Your Party Went

After your party, send an email to carson@alaskacoal.org to share how it went and any tips you would have for other people. We would love to hear from you, and see any photos you took with guests during your Chuitna Film House Party!