



## **DO YOUR PART!**

### **Community Workshop on Positive Youth Development**

#### **Goal for the Community Workshop**

To provide a forum for people to connect around positive youth development at the grassroots level

#### **Benefits to Lions**

Provides forum to promote Lions work with young people through the media  
Provides cost effective way to demonstrate need for Lions Quest programs  
Connects you with other leaders in Positive Youth Development in your community

#### **Suggested Local Team (roles could be combined)**

Overall Chair  
Facility Coordinator  
Sponsorship Coordinator  
Promotion/Media Coordinator

#### **Potential Partners/Participants**

School Districts/Schools  
Policing  
Public Health  
Municipal youth/recreation workers  
YMCA/YWCA  
Boys & Girls Clubs  
Childcare/Early Years projects  
4-H or rural youth groups  
Community Foundations  
United Way  
Faith communities  
Municipal Governments  
Elected officials (local, provincial, federal)  
Local Children/Youth Initiatives  
Other service clubs  
Any youth serving organization

## Proposed Program (Full Day is an Option)

<b>8:00 am</b>	Registration Open	
<b>9:00 am</b>	Welcome	Local champion kicking off focusing on what kids in this community need to thrive – challenge them to focus on strengths-based concepts not deficit-based observations
<b>9:15 am</b>	What is Positive Youth Development Developmental Assets Framework Exploring the Assets	
<b>10:30 am</b>	Break	Could be sponsored by a local source
<b>10:45 am</b>	Do you Part! What are you already doing, what else can you do?	
<b>11:30 am</b>	Overcoming Barriers: Moving Toward Action	
<b>11:45 am</b>	Wrap Up and Closure	Local Champion thanks people for participation What we have heard What can happen from here – who's responsibility?

Other potential times are 1:00 pm – 4:00 pm or 7:00 pm – 10:00 pm. In any of the models, a meal could be provided – lunch for the morning or afternoon schedule or dinner for the evening schedule.

If a full day model is preferred, then Lions Quest staff will help coordinate a final agenda that is appropriate for your community – including going deeper with the training, additional speakers, town hall discussion, carousel sessions or other activities.

We would also encourage local groups to share information via display tables and/or a “take one” table.

### Maximum Potential Budget for a group of 50 participants:

Speaker Fee	\$1,500
Speaker Travel/Accommodation (estimate)	500
Participant Material (\$5/person)	250
Facility	350
Breaks	400
Lunch (if offered)	1,000
<b>Total Budget</b>	<b>\$4,000</b>

## **Sponsorship Ideas – a starting point:**

As a guideline for approaching outside donors for support – here are some numbers for the “ask” with estimated attendance of 50 people and a meal:

Full event - \$4,000

Facility & meals - \$1,750

Speaker & Materials - \$2,250

Sponsors will be formally recognized at the event. Donations in excess of \$1,000 will also be included on the promotional information – assuming information is obtained in time.

Sponsors will also be offered the opportunity to include material in the conference package and/or display at the event.

Alternative “ask” – using this model of funding could be \$80/person – either as attendance fee, subsidy, or full sponsorship.

## **Costing Model:**

A fee of \$1,500 plus actual travel & accommodation costs will provide a trainer at the event, and registration support if required. In addition, materials will need to be purchased based on the size of the group (\$5.00/participant). Lions Quest staff will coordinate the program for the event with the local team. The local group will be responsible for facility, A/V, any meals/refreshments that are provided. There are many ways to save on these costs through local donations and sponsorship and the actual cost is often closer to \$2,000 (depending on travel).

# **“Do Your Part!” Community Workshop**

## ***Facility Guidelines***

Please review the facility provisions and requirements listed below. Questions or concerns regarding any of the items should be referred to Lions Quest Canada.

### ***A. General***

- All areas should be handicapped-accessible with access to clean, well-lit washrooms

### ***B. Workshop Room***

- One large, well-lit room with windows and spacious enough for 40 participants to move and work comfortably (minimum of 1500 sq.)
- Room should have usable wall space for hanging posters etc.
- Quiet surroundings free from interruptions and noise
- Room should be free from pillars or columns as to not obstruct vision or movement
- Tables & chairs set up preferably in rounds of 6
- Registration table at entrance of room
- Air-conditioning for May through September workshops
- Food and beverages permitted in room

### ***C. Audio/Visual***

- One flip chart stand with flip chart pad (at least 12 pages available)
- LCD projector and screen
- External speakers (iPod dock with aux cord or computer speakers are sufficient)

### ***D. Refreshments (for half-day workshops)***

- Light refreshments available upon arrival of participants

#### ***Refreshment Breaks (for full-day workshops)***

8:15 a.m.	Continental breakfast
10:00 – 10:15 a.m.	Morning break
12:00 noon – 1:00 p.m.	Lunch
2:30 – 2:45 p.m.	Afternoon break