



Sample Event Agendas

Agenda 1: Movie Night

(1 hour 45 minutes)

Event objective: Raise local awareness about same-sex marriage; celebrate National Freedom to Marry Day

Budget: \$300 (food, posters, DVD — see Videos on Sexual and Reproductive Rights list)

Event Type: Movie screening and discussion

Event organizer/sponsor/partners: You, campus- and community-LGBTQ organizations

Moderator: Local LGBTQ activist

Audience and size: Approximately 75 local community members

Venue: Local church or coffee shop donates space and use of audio visual equipment

Attractions: Well-known and knowledgeable moderator, refreshments, door prizes

Publicity: Make and print posters at copy shop. Find local listservs to send out the announcement

Supplies needed: DVD, decorations, projector, DVD player, screen, food and supplies for 75 people, three gift certificates donated by local businesses for door prizes

Follow-up plans: Pass around a sign-up sheet to collect participants' contact information for future events and other news on this issue

Agenda:

Introduction of moderator (5 minutes)

Introduction of movie (5 minutes)

Movie (60 minutes)

Moderator-led discussion (30 minutes)

Closing (5 minutes)

Agenda 2: Monthly Reproductive Rights Happy Hour

(2 hours)

Event objective: Fun networking opportunities for people working in or interested in reproductive rights

Budget: None

Event Type: Happy hour

Event organizer/sponsor/partners: You, friends and colleagues

Moderator: None

Audience and size: People working in or interested in reproductive rights.

Venue: Local bars and restaurants

Attractions: Meeting like-minded people, networking opportunities, drinks specials

Publicity: Listserv announcements, social networking sites, word of mouth

Supplies needed: None

Follow-up plans: Repeat monthly

Agenda:

None, or prepare toasts to recent reproductive rights-related events

Agenda 3: Workshop

(5 hours)

Event objective: Recruit and train new activists in reproductive justice advocacy

Budget: \$250 (food and supplies)

Event type: Reproductive justice workshop

Event organizer/sponsors/partners: You and peer activists, local reproductive rights organizations, professors

Moderator: You and peer activists

Audience: 15 students from local colleges or other youth interested in learning more about reproductive rights

Venue: Large room on campus

Attractions: Topic not addressed in class, two professors giving extra credit in their classes for attending workshop

Publicity: Participants recruited from five different women's studies and human rights classes

Supplies needed: Food; several relevant handouts, such as the 10 Tips for Activists sheet; supplies, flipchart and markers for Drawing the Connections activity; supplies for energizers and Stand/Sit Icebreaker activity; computer and projector for Mapping Our Rights activity

Follow-up plans: Pass a sign-up sheet to collect participant contact information for future events and information. Give your contact information to all participants.

Agenda:

Introductions and Stand/Sit Icebreaker activity (30 minutes)

Overview of importance of reproductive justice (30 minutes)

Drawing the Connections activity (45 minutes)

Break and snack (10 minutes)

Overview of U.S. reproductive justice policies (20 minutes)

Energizer exercise (5 minutes)

View and discuss your state's policies on sexual and reproductive health and rights using Mapping Our Rights (mappingourrights.org) website (20 minutes)

Lunch and networking (1 hour)

Overview of effects of U.S. foreign policy on reproductive rights globally (20 minutes)

Discussion and networking in groups (30 minutes)

Energizer exercise (5 minutes)

Discuss lobbying opportunities to change U.S. policies and possible venues for activism (20 minutes)

Closing (10 minutes)