



# HOUSE PARTY PLANNING KIT

[www.nfwm.org](http://www.nfwm.org)

# NFWM House Party Planning Kit



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Dear Friends of Farm Workers,

Thank you for considering hosting an event to support National Farm Worker Ministry (NFWM)! Events like these are broadly referred to as “house parties” though they’re not just hosted at someone’s home (more on that under the FAQ section on page 2).

House parties are a great way to 1) help spread the word about NFWM and how we support farm workers organizing for justice, 2) get new folks interested in becoming NFWM supporters, and 3) help NFWM raise critically needed funds to continue this important work.

To be clear, a house party is a fundraiser and includes an “Ask” for contributions, usually done by the host(s). Don’t let this dissuade you. The key to a successful house party is to share your enthusiasm and excitement for farm workers and the National Farm Worker Ministry!

This House Party Planning Kit will support you through the process and features a step-by-step guide to get you started. It is comprehensive to meet the needs of a first-time or seasoned party host. Please feel free to use any or all of the kit that you find helpful in planning your party.

For your event, you may need up-to-date resources and materials, such as postcards or flyers for a particular campaign, a video and/or PowerPoint about NFWM & farm workers, or NFWM “gear” like grocery bags, note cards, etc. to have available at your event. Contact me, Rose Green-Flores, NFWM’s Director of Communications at 984-800-2383 or [communications@nfwm.org](mailto:communications@nfwm.org). I’m here to answer any questions you may have and give you the support you need in hosting your event.

We at NFWM greatly appreciate your help to educate, inspire action and raise funds for this important work. You are making a difference in the lives of farm workers!

Sincerely,

A handwritten signature in cursive script that reads "Rose Green-Flores".

Rose Green-Flores,  
NFWM Director of Communications

Did You Eat Today? Thank A Farm Worker!

## NFWM House Party FAQ

**What is a House Party?** It is a gathering where you (or you along with others involved with the National Farm Worker Ministry) invite friends to come together for a couple of hours. The purpose is to educate your friends about NFWM and farm workers, inspire guests to take action, and make a contribution to support NFWM's important work. While house parties are often hosted at someone's home, we use the term "House Party" to mean an event hosted for these purposes, regardless of the location.

**What is the best location?** You can host a house party at home in your living room or on your patio. It could be a soup supper at your religious institution, a brunch at a local restaurant, a wine and cheese event at a community center, or a coffee and dessert gathering in a private room of a coffee shop. It could even be virtual. Use your creativity to find what suits you and your guests best!

**What happens at a house party?** It is where those attending see old friends, meet new people, and eat good food, which creates a pleasant atmosphere for learning and for the host to make a donation request. A house party allows a guest who's not familiar with NFWM or farm workers to learn more, ask questions, and get detailed information without being obligated to give. Friends can either give a very small gift or not give at all, and they can come to the house party without having to pay to attend.

### **How do I get started?**

Follow the House Party Planning Kit Checklist throughout the process. It has sections on "Before," "Day of" and "After" your event. Keep in mind, NFWM staff are here to help. Go to [nfwm.org](http://nfwm.org) or contact: Rose Green-Flores at 984-800-2383 or [communications@nfwm.org](mailto:communications@nfwm.org) for support.

### **How far in advance should I start planning my house party?**

Depending on how elaborate your event will be, it is generally recommended to begin planning at least 3-4 weeks before the date of your party so you can ensure good attendance.

### **Why host a house party?**

1. They're fun! Good people, good food, and a good cause are always a great combination!
2. There is a legacy of house party hosting in the farm worker movement! Back in the early days of the farm worker movement in the 1960s and '70s, the United Farm Workers hosted house parties as a way to help spread the word and fund strikes and boycotts.
3. House parties raise much-needed funds and new supporters for NFWM's work in solidarity with farm workers organizing for justice!



## **What is NFWM?**

Around two-thirds of all crops in the United States are still hand-harvested. This means most of the fruits and vegetables that we eat: the juice we have for breakfast, the salads we have for lunch, the vegetables we have at dinner, or the grapes and hops in the wine or beer we might have in the evening are STILL picked by the hands of men, women and yes, even children. And that doesn't even account for the farm workers who work in dairies, nurseries, and more.

Farm workers today are among the lowest paid and least protected workers in the country. AND THIS HAS BEEN TRUE FOR GENERATIONS.

More than 50 years ago, Mexican and Filipino farm workers came together and started organizing in California. They went on strike and demanded better living and working conditions and thus the farm worker movement began.

At that time they called upon faith groups for help. The farm workers knew they needed a broad coalition to bring more power to their struggle. So they called upon the religious community to be in solidarity with the farm workers. Faith folks were quite literally alongside the striking farm workers at marches, pickets, and vigils. They honored the boycotts called by the farm workers and spread the word to their families, friends, and faith communities.

The National Farm Worker Ministry became the vehicle for people of faith and conscience to be in solidarity and act at the farm workers' request. NFWM began with a set of principles that are still adhered to today; the first of which is working toward farm worker self-determination.

The National Farm Worker Ministry partners with every major farm worker-led group across the country. NFWM's supporters have positively impacted every major farm worker campaign from the grape strikes in California that began this movement in the early 1970s to the Mount Olive Pickle boycott that led to the first-ever labor contract with farm workers in the state of North Carolina in 2005; to supporting berry pickers who after suffering years of indignities in Washington state, walked out of the fields and called for a boycott of Sakuma (& Driscoll) berries. And NFWM will be there with farm workers in struggles to come.

Farm worker organizations rely on NFWM to raise awareness, so they can spend their time, energy, and resources organizing the workers. And the National Farm Worker Ministry spends our time, energy, and resources organizing farm worker supporters who vote with their wallets and bring leverage to the farm workers' campaigns and solidarity to their struggles. For decades NFWM supporters have helped farm worker organizations win campaigns against powerful global corporations. We are committed to continuing to do so until all farm workers have justice in the fields and dignity in their work.

At NFWM, it is not a question of whether or not the farm workers' campaigns will succeed. It is only a question of when.

## NFWM House Party Sample Agenda

<b>6:00</b>	<ul style="list-style-type: none"> <li>• Greet folks as they come in and have them sign-in.</li> <li>• Invite guests to eat, drink, mingle and explore any NFWM materials you have available.</li> </ul>
<b>6:45</b>	<ul style="list-style-type: none"> <li>• Gather everyone together &amp; thank them for coming.</li> <li>• Express your appreciation of their initial interest and commitment.</li> <li>• Keep the party upbeat, but fire up the attendees to take action</li> </ul>
<b>6:50</b>	<ul style="list-style-type: none"> <li>• The program should be brief &amp; creative to keep guests' attention.</li> <li>• Choose what would best appeal to your group, such as:               <ol style="list-style-type: none"> <li>1.) Show a short video(s) followed by some background information</li> <li>2.) Invite an NFWM representative as a guest speaker</li> <li>3. Share a short NFWM PowerPoint or presentation</li> </ol> </li> <li>• Introduce NFWM. Talk about the history, current work of NFWM and current farm worker campaigns NFWM is supporting. There may be possible actions for your guests to take at the party, such as signing a petition. If so, be sure to have those materials available.</li> </ul>
<b>7:20</b>	<p>The "Ask": After your presentation, the host (or a predetermined speaker) should stand up for 5-10 mins. for the following:</p> <ul style="list-style-type: none"> <li>• Thank whoever made the presentation.</li> <li>• Make a clear ask to guests to make a contribution to the National Farm Worker Ministry. The request should always be personable.</li> <li>• Pass around envelopes immediately after the "Ask" is made. The host should remain standing in front of the group and give people a few moments to make contributions to NFWM.</li> <li>• You may also want to have a couple of people volunteer as "ice breakers" to have their gifts ready and start the contribution process.</li> </ul> <p>A very effective method for collecting contributions is to say, "Let's have a quiet moment right now so everyone can give as they see fit. For those who have already given, just sit quietly for a moment while everyone else has a chance to catch up with you." This ensures that everyone who intends to make a gift will have time to do so, but also gives those who do not wish to give a way to sit quietly without being embarrassed.</p>
<b>7:30</b>	<p>The Close: Thank everyone for coming. (The party can continue as desired.)</p>

## NFWM House Party Sample “Ask”

Below is a sample “Ask” to use at a house party for NFWM. Don’t use it verbatim. “Asks” should be heartfelt, sincere, and based on your own experience and interests. So feel free to use this as a guide to stimulate your thoughts — but know that the best “Ask” for you will depend on your experience and knowledge of the audience.

### Some guidelines:

1. Speak from the heart.
2. Include personal information.
3. Explain how guests can donate (check/cash/online) and state your goal amount for the evening.
4. Make it clear there is no pressure to donate.
5. Be sure to let folks know that NFWM is a 501(c)3 and all contributions are tax-deductible.
6. When it’s time to give, have the group sit for 1-2 minutes quietly, so everyone who wants to has a chance to contribute.
7. If you have internet access, you may want to have a laptop or tablet available for those who’d like to donate via debit or credit card.

### Sample

“I am excited to see you all here today at our first annual House Party for Farm Workers to talk about the National Farm Worker Ministry and the great work they do.

As I look around this room, I see the faces of those that are already connected with NFWM including Susan Smith, who first introduced me to the farm worker movement. Some are here because you’ve already supported NFWM at an event in the past, or signed post-cards to support the farm workers’ campaigns. Others of you were invited because we know your passion for working for peace and justice. I’m just thrilled to see so many friends and new faces of folks who came out to learn more about farm workers’ issues.

I first got involved with NFWM five years ago because Susan Smith invited me to participate in a walk for Peace and Justice during Holy Week. One of the day’s activities was walking in rural North Carolina with farm workers who were members of the Farm Labor Organizing Committee (FLOC). We learned about FLOC’s campaign for justice for tobacco farm workers. It was a hot and muggy day that spring. As we walked I imagined how hard it must be to wake up before dawn and work in the fields for 12 hours in the sweltering, summer heat, cutting the tobacco by hand, then carrying its sticky leaves down a long row, trying not to let them touch the skin for fear of pesticides or getting nicotine poisoning. I imagined how it must feel almost impossible to make ends meet on farm workers’ wages.

That afternoon, we came to a non-descript farmhouse where we stopped walking. This was the house where a farm worker lived who had died recently from heat stroke while working in a tobacco field. Overheated and disoriented, he walked out of the field in search of shade. Despite requests from his co-workers, his boss would not allow anyone to search for him. His body was found days later. We took a moment of silence and passed around a pitcher of water, each person pouring out a bit onto the dirt in honor of this man, who was a father, a husband, a son, a child of God, that died a preventable death. Farm workers deserve protections like shade, sufficient water breaks, and safety gear while working. They also deserve dignity in their work.

## NFWM House Party Sample “Ask” Continued

That’s why I support NFWM. For decades, the Ministry has helped farm worker organizations win campaigns against powerful corporations. These successes have made significant improvements in farm work; like higher wages, better working conditions, and stronger safety standards. But, there’s still a long way to go.

NFWM supports worker-led campaigns in Florida, North Carolina, California, Oregon, and more. That’s a LOT OF WORK! For NFWM to continue making an impact, it needs all of our help. NFWM works tirelessly with its farm worker partners on these efforts. I believe that with our help, NFWM can affect meaningful change alongside farm workers. We can all harvest justice together.

At NFWM, it is not a question of whether or not the farm workers’ campaigns will succeed. It is only a question of when. And your donation is critical in helping make this work happen.

I am proud to be able to write a check today to support NFWM, in addition to volunteering to host this event. My goal is for the caring people in this room to raise \$3,000 in support of this important work. Remember that all donations are tax-deductible.

I am passing around the sign-up sheet again. Please be sure to sign-up for NFWM’s mailing list, so that you can stay on top of all the developments with farm workers’ campaigns. Also, please let me know if you’d be interested in hosting a house party like this one. I’d be happy to talk to you about it and help you in any way I can. Plus, NFWM has a “House Party Planning Kit” that helped us put together this event.

I’m also passing around contribution cards. There are cards if you want to make a one-time donation or cards to become a “Harvester of Justice,” which is a member of NFWM’s sustaining giver program. Sustainers are very important to NFWM. It is these monthly and quarterly givers that allow NFWM to spend less time fundraising and more time working with farm workers.

***(Note: Cards can also be printed double-sided. OR you can ask NFWM for remittance envelopes instead of cards.)***

Let’s have a few quiet moments now so that everyone can write a check or make a pledge. I’ll also pass around the iPad for folks interested in making a credit card donation online. Just raise your hand if you need it. For those who have already given, please sit quietly for a moment while everyone else has a chance to catch up with you. When you have finished writing your check and putting it in the envelope, NAME will come along to collect them.

I thank you all sincerely for your time, for coming this evening, and for your generous contributions to an organization and work that is so important to me. Last I want to thank National Farm Worker Ministry for doing this work and for allowing us to join them in this important fight for justice.



## Sample Invitation

Regardless of how you send invitations, remember that follow-up calls and texts are the most important way to get a good turnout. Below is a sample email invitation you can modify to fit your needs. Highlight the <>, then type the requested information specific to your event. You can also feel free to create your own invitations for your event.

### Sample Invitation Text:

#### **DID YOU EAT TODAY?**

You can thank a farm worker by coming to <Event Name> to raise awareness and funds for National Farm Worker Ministry.

Location: <Where Event Will Be Held> Address: <Street Address>

Date: <Day and Date> Time: <Starting to Ending Time>

Please RSVP by calling: <Your Phone Number> or emailing: <Your Email>.

Please remember your checkbook or give online at [www.nfwm.org](http://www.nfwm.org). Please put <Host's Name> in the memo line of your check or online donation. Contributions are tax-deductible to the extent permissible by law.

Event Details: <Add additional details, such as parking information or refreshment needs>

#### Possible Background Information to Include:

The vast majority of fruits and vegetables in the US are still hand-harvested by men, women, and children in the fields. Much progress has been made, but farm workers remain among the lowest-paid and least protected workers in the country. 50 years ago, Mexican and Filipino farm workers in California came together and started organizing. They went on strike and demanded better.

The farm workers knew they needed to bring more power to bear than their ranks alone would permit, so they called on people of faith and conscience to be in solidarity with them in their struggle. The National Farm Worker Ministry (NFWM) became the vehicle to answer that call; a faith-based 501(c)3 organization that supports farm workers as they organize for equality and justice.

Today, NFWM partners with every major farm worker led union and group across the country. Farm worker organizations depend on NFWM so they can spend their efforts organizing farm workers, while NFWM builds support for the workers and their campaigns. NFWM's supporters have positively impacted every major campaign since the farm worker strikes in the early 1970s. But, there's still much work ahead. And we need your help.

	House Party Checklist: Before Your Event
	<b>Who will host?</b> Decide if you'd like to host on your own or have a host committee.
	<b>Set goals for number of attendees and funds raised.</b> House parties raise both awareness and funds. Be ambitious! If 10 people contribute \$100 each, you can raise \$1,000 in one evening.
	<b>Choose a venue.</b> At home? Your religious institution? A restaurant? Take parking into account.
	<b>Set a date and time.</b> Two hour events on evenings or weekends usually work best.
	<b>Decide on a program.</b> What will entice folks to come? A speaker? The menu? The venue? A short movie? An invitation from a friend? Keep it brief, a 15-30 minute presentation, then an "Ask" for contributions.
	<b>Pick a menu.</b> People love food. Will your event be a wine and cheese party? A simple soup supper? Consider space when deciding on the food and how to serve it; will folks be seated or eating while standing and mingling?
	<b>Make a guest list.</b> Consider family, friends, neighbors, colleagues, members of your faith community and other groups you are part of. Only about 1/3 of invitees will attend, so invite broadly. Make it clear that the event is also a fundraiser and encourage folks to bring a friend.
	<b>Send invitations.</b> Make reminder calls/texts as needed.
	<b>Get materials and resources ready.</b> Let NFWM staff know if you need anything.
	<b>Decide who will do the "Ask" at the event.</b> This is done either by the host or someone invited by the host.
	<b>Brush up on your knowledge about NFWM and farm workers.</b>

	House Party Checklist: Day of Event
	<b>Food, drinks and space.</b> Prepare the food and arrange the space for the event. Keep in mind how many folks you're planning to have. Be sure there's enough room to avoid "traffic jams," particularly if you're serving buffet style.
	<b>Housekeeping.</b> You'll be busy during the party. Beforehand, make it clear where guests should put their coats, where restrooms are located and where to put dishes, utensils and trash when they've finished eating.
	<b>Sing-In and literature table.</b> Be sure to have print-outs of any materials you may need. Set up a table for sign-in sheets (if using), contribution cards or remittance envelopes, and a donation basket. Don't forget name tags and plenty of pens.
	<b>Prep for the program.</b> Think through various parts of the agenda and do a mental dress rehearsal. Check any equipment you might be using (computer, speakers, etc..)
	<b>Possible volunteer jobs.</b> 1.) A photographer 2.) Someone to help at the literature table 3.) A couple of people to have checks ready to break the ice and start the contribution process right after the "Ask."
	<b>Meet, greet, mingle and take photos!</b>
	<b>Begin the program.</b> Show a short film, host a speaker, or do an activity. Think about what will best help folks to learn about farm workers. Time it to begin about 45 minutes into the event, so most guests will have arrived.
	<b>Make the "Ask" for contributions.</b> This comes directly after the program. Keep in mind what drew you and has kept you connected to the farm worker movement. Share your passion and enthusiasm! The best way is to pass envelopes immediately after the ask. The host should remain in front of the group and give people a few minutes to write their checks. If needed, use the sample ask in this kit to help.
	<b>Follow-up.</b> If guests ask questions you don't know the answer to, no worries! Tell them you don't know and connect them with NFWM for the answer.

	House Party Checklist: After Event
	<b>Let us know how it went!</b> Send us an email at <a href="mailto:communications@nfwm.org">communications@nfwm.org</a> to share how you think the event went.
	<b>Assemble the donation kit to send to NFWM.</b> <ul style="list-style-type: none"> <li>• Divide contributions into cash and checks.</li> <li>• Take a photo of all checks &amp; keep until NFWM receives your donation packet.</li> <li>• If guests filled out a card or envelope, NFWM will use that information to send out thank yous to all donors.</li> </ul>
	<b>Mail contributions, sign-in sheets &amp; extra materials to NFWM.</b> We'd like to stay in touch with everyone interested in farm workers' issues. Mail sign-in sheets along with all contributions. Include a tracking method & send your packet to:  National Farm Worker Ministry P.O. Box 10645 Raleigh, NC 27605
	<b>Thank You.</b> NFWM will write thank you's to everyone who contributed once we receive your packet, but you may want to do so as well.

## House Party Materials Checklist

- ☐ Sign-in Sheets
- ☐ Name Tags
- ☐ Writing Utensils
- ☐ Contribution Cards or remittance envelopes
- ☐ Donation Basket
- ☐ Material about NFWM
- ☐ Material about Farm Worker Campaigns



Please add me to your newsletter list so I get Updates and Action Alerts.

Please add me to your newsletter list so I get Updates and Action Alerts.

[illegible]

## Sustainer Contribution Cards

Farm workers give to us every day.

YOU can

**GIVE** ...back

**GIVE** ...thanks

**GIVE** ...monthly.

Become a Harvester  
For Justice today!



**Yes! I want to join NFWM's sustainer program  
and become a Harvester for Justice today!**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_

I/we commit to give:

☐ \$10   ☐ \$25   ☐ \$50   ☐ \$100   ☐ \$\_\_\_\_\_

Every:   ☐ month   ☐ quarter

By:   ☐ bank draft   ☐ credit card   ☐ check

To pay by credit card, please go to [www.nfwm.org](http://www.nfwm.org).  
For bank draft, NFWM will email you with further instructions.

Farm workers give to us every day.

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**GIVE** ...back

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Name: \_\_\_\_\_

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Phone: (\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_

I/we commit to give:

☐ \$10   ☐ \$25   ☐ \$50   ☐ \$100   ☐ \$\_\_\_\_\_

Every:   ☐ month   ☐ quarter

By:   ☐ bank draft   ☐ credit card   ☐ check

To pay by credit card, please go to [www.nfwm.org](http://www.nfwm.org).  
For bank draft, NFWM will email you with further instructions.



## One-Time Gift Contribution Cards

**Yes!** I want to make a one-time gift to NFWM today!

Name: \_\_\_\_\_

Enclosed is my contribution of \$ \_\_\_\_\_

Make checks payable to: National Farm Worker Ministry  
*(NFWM is a 501c3 tax deductible organization)*

Mail to: NATIONAL FARM WORKER MINISTRY  
PO BOX 10645  
RALEIGH, NC 27605

Or donate online at [www.nfwm.org](http://www.nfwm.org)

**Thanks for your support of NFWM & Justice for Farm Workers!**



**Yes!** I want to make a one-time gift to NFWM today!

Name: \_\_\_\_\_

Enclosed is my contribution of \$ \_\_\_\_\_

Make checks payable to: National Farm Worker Ministry  
*(NFWM is a 501c3 tax deductible organization)*

Mail to: NATIONAL FARM WORKER MINISTRY  
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