



## ***Rising Up Strong: A Culture of Love & Belonging*** **2019 Luncheon Benefit**

**Keynote Speaker: National Teacher of the Year Mandy Manning**

### **Table Host Packet**

We are Rising Up Strong in 2019! Thank you for participating in building a just and nonviolent world as we rise up against the racist, sexist and exclusionary obstacles and challenges brought by the Trump administration nurture a culture of love and belonging. At the luncheon, Peace and Justice Action League of Spokane (PJALS) members, donors, and new friends will get the opportunity to connect with like-minded peers and be part of a movement for peace and justice. You'll hear firsthand how we can work together to expose and transform systems of hate, violence, exclusion and oppression to build a just and nonviolent world and create a culture of love and belonging.

**As a luncheon table host, bring 7 friends with you to Peace and Justice Action League of Spokane's benefit luncheon. There is no cost to attend – guests will have the opportunity to donate to PJALS.** This benefit is PJALS' largest fundraising event! It's easy, and the work you do will mean we can rise up strong – together!

This packet contains information about the luncheon along with a table host description, timeline, and simple worksheet for table hosts and their guests. It should have everything you need, though you can also contact PJALS Development Coordinator Farand Gunnels at 509-838-7870 or [fgunnels@pjals.org](mailto:fgunnels@pjals.org) with any questions.

### **Event Details**

**When:** Wednesday, May 8  
11:30 AM-1:00 PM

**Where:** Spokane Valley Event Center  
(University and Sprague)  
10514 E Sprague Ave  
Spokane Valley WA

**Cost:** No cost to attend, with an  
opportunity to donate to PJALS

**Keynote Speaker - Mandy Manning**  
2018 Washington State Teacher of the Year  
2018 National Teacher of the Year  
Bio at [www.pjals.org/2019luncheon](http://www.pjals.org/2019luncheon)

### **About the Event:**

This no-cost-to-attend lunchtime benefit has become a successful fundraising format for Peace & Justice Action League of Spokane (PJALS). Its success is due to remarkable and supportive table hosts LIKE YOU and their generous guests. This year will mark PJALS' 4th year hosting this exciting and educational event.

Our goal is to engage 400 members and individuals throughout Spokane and surrounding communities in our essential work for peace and justice and to better acquaint members with the intersectional lens of our analysis —looking at race, class, and gender as we examine community impact of the issues we work on.

We want to engage PJALS members more deeply in our growth as an organization, so we are engaging people like you as table hosts! Thank you!

# Table Host Responsibilities

Your main responsibility as a table host is simple: just invite and confirm 7 friends, neighbors, co-workers, or family members who care about justice, to join you for PJALS' Wednesday, May 8th free luncheon benefit.

Here are some more specific steps:

## Before the Event:

- Fill a table of eight (including yourself!) for our Rising Up Strong: A Culture of Love & Belonging luncheon.
  - Invite them by phone, email, or in person—using the example in this packet or your original ask
  - Confirm their attendance by phone or email follow-up
  - Submit your completed Guest List form, located on the last page, to PJALS **no later than Monday, April 22nd**

## During the Event:

- Arrive at the event at or before 11:30 AM to greet your guests, pick up name tags, and settle in at your table.
- Pass out pledge cards, envelopes, & pens during the opportunity to give.
- Set an example by enjoying the event, listening, answering questions (or referring your guests and their questions to our staff and volunteers), and filling out your pledge card during the opportunity to give.
- Collect completed pledge cards and deliver them to PJALS event staff in the envelope provided.

## After the Event:

- Call your guests within two days to thank them, get their impressions of the event, and listen to their feedback—contact us with anything you think is pertinent! *Do not ask guests for money a second time, please.*

## Important Dates:

**Monday, April 22: Deadline** for Guest Lists (See worksheet below)

**Wednesday, May 1:** One week! Remind guests.

**Wednesday, May 8:** Day of event, see you at 11:30!

# Talking Points & Invitation Examples

As a table host, you're probably already involved in a piece of PJALS' work and aware of the mission and the current priorities of the organization -- however, if you need a refresher or ideas for engaging prospective guests, visit [pjals.org/issues](http://pjals.org/issues).

## By Phone:

1. Hello \_\_\_\_\_! [catch up with your friend]
2. Request:
  - You may already know I'm involved with the Peace & Justice Action League of Spokane
  - I know we've talked before about our shared interest in the issue and concerns that Peace & Justice Action League of Spokane focuses on (pull out details from your life, or from the website)
  - Peace & Justice Action League of Spokane and its members work diligently to build a just and nonviolent world. As a supporter of this organization, I'm hosting at table at a Peace & Justice Action League of Spokane's lunchtime benefit *Rising Up Strong: A Culture of Love & Belonging* with the 2018 Washington State – and National – Teacher of the Year, Mandy Manning, as the keynote speaker! It's a great opportunity to connect with like-minded peers and become part of a growing movement in building peace and fairness. There is no cost to attend and there will be an opportunity to support the organization during the event. I'd love to have you join me in support!
3. This is a benefit event and here are some of the details:
  - Date: Wednesday, May 8, 11:30 AM-1:00 PM
  - Location: Spokane Valley Event Center, 10514 E Sprague Ave, Spokane Valley WA (just east of University Rd between Appleway and Sprague)
  - Extremely quick and easy to get to with lots of free parking available

## By Email:

Dear \_\_\_\_\_,

I am serving as a Table Host for the Peace & Justice Action League of Spokane's *Rising Up Strong: A Culture of Love & Belonging* luncheon benefit and I would love for you to join me at my table.

(Share your personal connection to PJALS and why you support.)

The lunchtime event will be held on **Wednesday, May 8, 2019 at the Spokane Valley Event Center, which is located at 10514 E Sprague Ave in Spokane Valley (just east of University Rd between Appleway and Sprague) from 11:30 AM-1:00 PM.** The location is quick and easy to get to with lots of free parking.

This will be a great opportunity to learn more about the amazing work Peace and Justice Action League of Spokane is doing, discover ways to get involved, and hear from the 2018 Washington State – and National – Teacher of the Year, Mandy Manning!

There's no cost to attend this luncheon benefit, though you will be given an opportunity to support the outstanding work and efforts of Peace and Justice Action League of Spokane, so please bring your giving spirit. I hope you will join me at my table! Please RSVP to me before Monday, April 22 and let me know your meal preference of meat, vegetarian, vegan, gluten-free and/or any allergies.

[Salutation], [YOU]

# Rising Up Strong: A Culture of Love & Belonging Guest List

**Due Monday, April 22, 2019!**

Table Host Name: \_\_\_\_\_

**A table only seats 8 people.** If you end up confirming more than 7 guests in addition to yourself, include them and we can help seat them at an adjacent table.

Name of Guest	Email	Phone Number	Meal Preference: <i>meat, vegetarian, vegan, and/or gluten-free</i>
1. Table Host (Listed above)			
2.			
3.			
4.			
5.			
6.			
7.			
8.			

To return your final list, scan/photograph this sheet and send to Farand Gunnels at [fgunnels@pjals.org](mailto:fgunnels@pjals.org), or print and return to PJALS office.