HOW TO THROW A BLOCK PARTY

Pre-Game

- ☐ 1. Grab a *Party in a Box* from the Next Steps Center or Main Welcome Desk
- ☐ 2. Fill out your application and hand it in! Be sure to schedule the following with your Campus Pastor or Local Missions:
    - Trailer pick up/ drop off time
    - Proposed event date (and possible rain date)
- ☐ 3. Pray with your group. Begin walking in your neighborhood regularly and pray over your event and the community
- ☐ 4. Review Liberty online training and checklists
- ☐ 5. Go to your neighbors and encourage them to join in. Ask if they'd like to help!
    - Remember to communicate that this is a family friendly environment. No alcohol or profane music please!
- ☐ 6. Check out your add-on selections and choose what's best for your Bock Party!
- ☐ 7. If you live in an HOA or need permission from the city, please seek out what needs to be done. Then send an email to mission@libertylive.church with all documentation of approval or permit.
- ☐ *8.* ***Check-in:*** Meet with Campus Pastor for:
    - General progress
    - Trailer pick up/ drop off time + Driver
    - Add-ons
    - Volunteers (other Liberty Groups assisting + Neighbors)
- ☐ 9. Assign responsibilities (to host group, assisting groups and neighbors) plan an itinerary of at least the following:
    - Trailer pick up/ drop off
    - Trailer and inspection checklist (inspection list is in the Block Party trailer)
    - Food, drinks, utensils, ice
    - Inflatable set up/tear down crew
    - Music and games
    - Add-ons

Pre-Game Continued

- ☐ 10. Spread the word to neighbors and friends! You can advertise your event these four ways:
    - Hang up signs
    - Stick lawn signs
    - Pass out flyers
    - Social media (graphics provided)
        - We recommend at least three weeks in advance
- ☐ 11. Have your Group do a series on engaging neighbors. (Also see online training!)
- ☐ *12.* ***Check-in:*** Review with Campus Pastor, neighbors and volunteers

Game Day!

- ☐ 13. Have Block Party Trailer/ add-ons at event location at least three hours before
- ☐ 14. Have a review meeting with host group and volunteers. Don't forget to pray!
- ☐ 15. Set up (see set up videos and instruction manual in your box)
- ☐ 16. Have fun! Take pictures! How many people showed up?
- ☐ 17. Review trailer and inspection checklists while tearing down
- ☐ 18. Drop off Block Party Trailer at predetermined location. After inspection submit:
    - Pictures
    - Numbers
    - Lawn signs
    - Receipts in zip lock bag
    - Jot down any cool stories to share
        - Please email this information to mission@libertylive.church with your name!

Post-Game

- ☐ *19.* ***Check-in:*** Review and discuss the Block Party with Host Group, neighbors and volunteers. Take notes, share details and life change stories with Campus Pastor
- ☐ 20. ***Follow-up:*** Invite neighbors to Group, then invite them to church!