



Day of Camp Darfur CHECKLIST

- Provide Camp Darfur team members with a name and phone number for a contact,** specific location of Camp Darfur and address.
- Confirm Parking Arrangement** for Camp Darfur team members
- 6-8 volunteers for set up**
- 6-8 volunteers for breakdown**
- At the camp site: sand bags or hammer/mallet, safety pins, permanent markers to write on tents, tables, duct tape, pens for actions (if using petitions/letters)
- Volunteers signed up throughout the day to be at the Camp, encourage action, answer questions, peer educate
- Are you have other activities – art, petitions, etc
- Print:** Flyers or Posters about evening program or arranged speakers (location and time). Have these at the Camp and around campus/community.
- Print:** Action items
- Print:** Sign up sheet for your group,
- Print:** Camp Darfur Booklet
- DVD players and/or computers if you want to use DVDs inside the tents (for inside Camp Darfurs)
- Confirm with speakers: time, location, and parking instructions
- Confirm with professors and teachers when they will be attending so CD team member can be present for quick intro to camp along with local host group representative
- If CD team members are giving a presentation, confirm the room and AV equipment reservation
