



## **TIPS FOR HOSTING A LARGE GREEN CLEANING PARTY**

Holding a Women's Voices for the Earth (WVE) Green Cleaning party is a great opportunity to get folks from your school, faith group, or organization together to learn about an important public health issue, take positive action, and of course, have fun! These tips will serve as a companion to your party host kit, and will help you plan an event to accommodate a large group.

### **Places and Spaces**

Public libraries, faith facilities, citizen centers, or local community houses are great, affordable (often free) spaces to host an event. Here are some things to keep in mind when choosing a spot:

- Choose a space that has an accessible sink, as many of the recipes call for water. Also, look for a space with plenty of tables -- you'll want to have enough space for your party guests to mix their ingredients. If space is limited and you have lots of guests, have people mix their products in rounds. Guests can mingle and chat while they wait their turn to make products.
- Reserve some table space to display educational and advocacy materials. You can download fact sheets to display or distribute at [www.womenandenvironment.org/greenclean/onlineextras](http://www.womenandenvironment.org/greenclean/onlineextras)
- Choose a space that has a TV and DVD player or computer to show the Green Cleaning Party Kit DVD. To ensure things run smoothly, test your DVD player or stream the videos beforehand so that you can troubleshoot any technical difficulties before guests arrive.

### **Getting Your Supplies**

- First determine which recipes you want to make at your party. You may want to test-pilot small batches at home first to help you decide which ones to make with the larger group.
- Use the supply list guide in the green cleaning party kit to determine how much of the various ingredients you need.
- Be sure to download and make copies of the recipe cards and fact sheets from the website before your event.
- Consider writing or printing the recipes you want to make on posterboard and hanging them up on a wall for everyone to see.
- Have plenty of bowls, spoons and measuring cups for mixing. Alternatively, you can ask people who are attending to bring a bowl, mixing spoon and measuring cup of their own.

- Ensure you have enough containers for folks to take home their newly made cleaners. Collect glass jars from home – or encourage your guests to bring clean jars with them. If you are making the all-purpose spray cleaner, guests can bring spray bottles from home. You may also want to contact a hardware store, or janitorial supply company to purchase empty spray bottles in bulk.
- If you decide to bring all the ingredients, mixing supplies, and containers, consider asking your guests to donate a few dollars to help cover your expenses. If you find that you have excess donations, you can send the rest as a gift to Women’s Voices for the Earth! You can use the reply envelope enclosed in your kit to mail the gift.

### **Encourage your Guests Take Action!**

This is a great opportunity to raise awareness about safe cleaning products. Here are some ideas:

- Set up a computer with internet access and have your guests sign WVE’s online petition asking companies to remove harmful ingredients from their products and to list the ingredients they use on the package labels.
- Set up a calling station and make toll-free phone calls to the five leading cleaning product manufacturers, asking them to remove harmful ingredients from their products and to list the ingredients they use on the package labels. Print up copies of the sample script from the green cleaning party kit for your guests to follow.
- Set up a table where people can call or write letters to their legislators. Provide your guests with contact information for their congresspeople, along with paper, pens, and stamped envelopes to write letters, and the sample script from the green cleaning party kit so they can make calls.
- Encourage your guests to host their own green cleaning parties in their homes with friends. Tell them how they can get the kit online. (The website is listed on all the recipe cards, so make sure you have enough copies to send home with everyone.)
- If you need more information, please contact Women’s Voices for the Earth at [wve@womenandenvironment.org](mailto:wve@womenandenvironment.org) or 406-543-3747.

### **Local media outlets love covering green cleaning parties!**

Contact Sian Wu at WVE’s PR firm Resource Media ([sian@resource-media.org](mailto:sian@resource-media.org) or 206-374-7795 x102) for help in contacting your local paper, TV station or radio station if you’d like them to do a story on your green cleaning party and help get the word out to others. If you know a reporter that is interested in covering your event, make sure to let Sian know, so that WVE can keep track of media stories.