**How to Organize Your Vigil**

**What to think about as you plan your vigil**

* **Outreach**:  Decide who you will invite/include in the event? Will this be an event with your own small network or will you be reaching out to other organizations/groups in your community? You will need to have a handle on the expected number of people when you select your venue and speakers.
* **Timing**:  Choose a time that works best for you and your group. Any time on Tuesday, March 15th works.
* **In-person or virtual**: This is your choice based on what works best for you and your group.
* **Location**: You can have a vigil in your living room, your backyard, in a town square, in a public park, on a school campus or wherever it works best for you. BUT–if you are planning to have your event in a public space, you will need to make sure to secure the proper permits from the entity that controls the space. Before advertising your event or making plans, get your permit.
* **Speakers**:  The organizers of this event will determine what the event will look like. It can be as simple as gathering a group together to read a statement about the lawsuit (we will provide a draft statement in the toolkit) and then commit to taking action to support the funding Pennsylvania students need and deserve. Or you can arrange to have speakers  who you want to speak/share during the event.  Students and families have provided compelling stories during our events, sharing their firsthand experiences with underfunded schools.  School leaders are in the trenches and can provide insights into the daily struggle of school funding.  Community members can speak to the value and importance of quality of schools in your community and can be vocal advocates and compassionate partners.
* **Tell us your plans:** Once you have a time and location, email Sandra Miller or Haley Kulp so that we can add your event to the Thorough and Efficient website.
* **Document the event:** Make sure that you have a plan for taking photos that you can share with us via email and on social media if you use Facebook, Twitter or Instagram. Our hashtags are #EdVigil and #FundOurSchoolsPA. We want to make sure lawmakers in Harrisburg and people in our communities know about these events to raise awareness of the need for Harrisburg to fund our schools this budget season.