HOW TO ORGANIZE A TREE PLANTING EVENT

FIND A LOCAL PARTNER!
Connect with a local environmental organization, such as park committees or watersheds, so you're not flying solo.

GET FUNDING!
Planting trees and caring for them will cost something. Start a fundraiser to cover basic costs.

GET ORGANIZED!
Gather the things on the checklist below. Have a time and spot for everyone to meet. Share a schedule with everyone involved.

SPREAD THE WORD!
Invite family and friends to plant trees with you! Create an online event, share through social media, and get your community out.

PLANTING DAY SCHEDULE

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
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<tbody>
<tr>
<td>9:00 - 9:30</td>
<td>ARRIVE, GET SETTLED IN</td>
</tr>
<tr>
<td>9:30 - 10:00</td>
<td>LEARN HOW TO PLANT</td>
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<tr>
<td>10:00 - 12:30</td>
<td>GET PLANTING!</td>
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<tr>
<td>12:30 - 13:00</td>
<td>LUNCH</td>
</tr>
<tr>
<td>13:00</td>
<td>CLEAN UP, HEAD BACK</td>
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CHECKLIST

- TRANSPORT
- GLOVES
- RAIN GEAR
- BOOTS
- LUNCH
- HAT
- SUNSCREEN
- GOOD ATTITUDE!
PLANTING PARTNERS NEAR YOU!
A local partner will help you with the details, such as which tree species to plant, where to get them, and the best time to plant. They'll also tell you how to plant the trees correctly! Not sure where to start? Try these!

**WATERSHED**
Is there a river nearby? Get the name of your local watershed and reach out to see how they can help!

**STATE PARK**
Contact a nearby state park and ask if they are in need of more trees or can approve land use for tree planting.

**PARKS DEPARTMENT**
Call your local town or council to get connected to the Parks department. Check if they have any tree plantings coming up.

**LOCAL ORGANIZATIONS**
Do some research to see what eco groups are in your area. Ask if they want to collaborate on the event.

WHERE TO BUY TREES!
If planting partners won't be supplying the trees, buy them from a local plant nursery or garden store!

LOCATION! LOCATION!
Before the event, send out the directions. Have a meeting location that's clearly marked.

FOOD & DRINKS!
If you are providing food, make sure you have snacks and water too! Don't forget a bathroom!

HAVE FUN WITH IT!
Share why you're doing this for your community and how important it is. Make it a fun day to remember!

IT'S ALL IN THE DETAILS!