



Boundary Forest Watershed Stewardship Society (BFWSS)
New Forest Act Campaign www.boundaryforest.org
boundaryforest@gmail.com

HOST TOOLKIT – 2026 NFA ROADSHOW

Thank you for your interest in hosting a stop on the 2026 New Forest Act Roadshow. This guide outlines roles, responsibilities, and expectations so the event is smooth, clear, and productive for everyone involved.

★ Purpose of the Roadshow

The Roadshow is a **public education presentation**. Its goal is to provide communities with plain-language explanations of BC forestry and the NFA legislative model. There is **no activism component**. Hosts are not expected to mobilize, recruit, or run campaigns.

★ What the Host Handles (Your Role)

✓ 1. Venue + equipment

A library room, community hall, council chamber, school auditorium, or similar space. The AV equipment – projector, screen, podium, microphones.

✓ 2. Promotion

You distribute posters or digital notices to your networks. We provide the artwork. You simply share it.

✓ 3. Audience

You bring the people. We bring the content.

✓ 4. Event Management

You open the room, introduce Jennifer, moderate Q&A, and close the event.



✓ 5. Optional: brief local context

A statement from a local resident, councillor, or expert (optional).

☆ What We Handle (Our Role)

✓ 1. Presentation

A clear, structured talk explaining BC forestry and the New Forest Act framework.

✓ 2. All content

Slides, visuals, data, and educational materials.

✓ 3. Q&A

Jennifer answers audience questions directly and openly.

✓ 4. No organizing of

Rallies, events, or politics. No recruitment. We keep the NFA event strictly educational.

☆ What the Roadshow Is Not

To avoid misunderstandings:

- Not a protest or a rally
- Not a movement-building effort
- Not partisan
- Not ideological
- Not a public mobilization project

This is a **presentation + Q&A**. That's it.



Boundary Forest Watershed Stewardship Society (BFWSS)
New Forest Act Campaign www.boundaryforest.org
boundaryforest@gmail.com

☆ How to Host a Roadshow Event

Step 1 — Contact us

Send an email to boundaryforest@gmail.com with:

- Your location
- Preferred date (range)
- Venue capacity
- Your organization or group

Step 2 — Confirm logistics

We handle the backend scheduling. You handle the room.

Step 3 — Receive materials

We send:

- Promotional poster
- Event description
- Suggested social media text

Step 4 — Host the event

Book the venue. Open the room, introduce Jennifer, moderate Q&A, close the event.

☆ Fees, Costs & Fundraising

Hosting a Roadshow presentation should be **simple, affordable, and predictable**. Here's how the financial side works.

1. Should communities charge admission?

Optional. Some hosts prefer a free event; others charge \$5–\$20 to cover venue costs or support the Roadshow. Either approach works.



Boundary Forest Watershed Stewardship Society (BFWSS)
New Forest Act Campaign www.boundaryforest.org
boundaryforest@gmail.com

Recommendation:

- If your community expects 20–50 people, a small ticket price is normal and helps cover your venue rental and the costs of the NFA campaign.
- If your venue is donated, you can either offer admission free or treat it as a fundraising opportunity for the NFA campaign.
- We will discuss this and work out an agreement ahead of time.

2. Who pays for the venue and receives the money?

To keep everything clean and compliant:

- **Venue + equipment fees** (if any) are paid by the local host.
- **All funds** from tickets or donations go **to BFWSS** to support the New Forest Act Roadshow budget, *unless* you need some of the money to cover the venue fees – we will discuss this and form an agreement ahead of time.

This ensures:

- Hosts are not holding money long-term
- All funds are tracked under one non-profit account
- You're covered for audits, reporting, and transparency

Payment methods BFWSS can accept:

- e-transfer
- online donation link
- cheque mailed to BFWSS
- cash

Please note: BFWSS is a registered non-profit society in BC, not a registered charity. We cannot issue charitable tax receipts.



Boundary Forest Watershed Stewardship Society (BFWSS)
New Forest Act Campaign www.boundaryforest.org
boundaryforest@gmail.com

3. Honorarium (optional)

Local hosts *may* choose to offer a speaker honorarium. This is optional and depends entirely on your community's resources.

Suggested range: **\$150–\$300**

If a host wishes to offer this, they simply note it when scheduling.

4. Suggested fundraising ask at the event

Some hosts prefer not to charge admission but like to make a simple ask at the end.

We provide a **30-second script** for your host to read:

“If you believe this work matters and want to help the Roadshow reach more communities, you can donate at boundaryforest.org/donate. Every contribution helps bring this conversation across the province.”

5. Who pays for travel?

The NFA campaign covers all **travel, accommodation, and presentation costs** from the **Roadshow budget**, *not* the host.

If a community wishes to contribute to travel costs, that is welcome and appreciated. All contributions go directly to BFWSS.

6. If a community wants to fundraise more seriously

Some hosts or allied groups *will* want to fundraise in a bigger way. To keep everything clean and manageable, we offer **three options**:

Option A — Pass-the-Hat Style Donation Basket

Simple, no paperwork, all contributions go to BFWSS.



Boundary Forest Watershed Stewardship Society (BFWSS)
New Forest Act Campaign www.boundaryforest.org
boundaryforest@gmail.com

Option B — Community Matching Gift

A local business or supporter offers to match all donations up to a limit (e.g., \$500). This is extremely effective and easy to set up.

Option C — Pre-Event Online Campaign

We create a **mini-campaign page** for your community (e.g. “Support the NFA presentation in Nelson”). Your networks donate ahead of the event. **Hosts never manage the money.** BFWSS manages everything centrally.

7. What the campaign provides

- digital poster template
- sample social media posts
- sample press release
- intro script
- fundraising script
- link for donations
- event checklist

Hosts simply “plug in” and go.

★ Thank You

Your role is essential. By hosting a Roadshow presentation, you help bring clarity to BC’s forestry crisis and expand the public’s understanding of how we fix it.

Jennifer Houghton, Campaign Director
New Forest Act Campaign
Boundary Forest Watershed Stewardship Society
www.boundaryforest.org
boundaryforest@gmail.com