

# UNICEF USA: HOST A FILM SCREENING

# Host a Screening of If You Have in your Community

*If You Have* is the untold story of UNICEF, like you've never heard it before, told by those who lived it—and those who are making it happen today. Shot on four continents to celebrate the 75th Anniversary of UNICEF by Academy Award ®- winning director Ben Proudfoot and Breakwater Studios the film includes historical footage from UNICEF Archives not seen in decades and is finally available for the public to view for the first time during World Immunization Week 2022!

# Why Organize a Screening?

Film screenings provide a chance for communities, schools, family and friends to come together to raise awareness, encourage discussion, and inspire action. A film screening may also be organized as part of a fundraiser to raise crucial funds for UNICEF's lifesaving work around the world. All film screening events must be registered at <u>unicefusa.org/</u>fundraisers.

Access the film starting April 25th on our *If You Have* webpage.

# How to Host a Film Screening

# **Choose a Location**

A UNICEF USA film screening can be as small or large as you want. First, think about how many people you would like in attendance. Then, research space with enough capacity to comfortably seat that many people. Below are some suggestions:

- Coffee Shops
- Community centers
- Your own home
- Places of worship
- Spaces in local mission-oriented businesses
- Your office or conference room
- School/college cafeterias, classrooms, or auditoriums

#### When choosing a venue keep in mind:

- If you are using a local facility, is there a fee?
- At what time will the screening take place? Factor in additional time at the beginning and end for setup and breakdown, mingling, food and discussion.
- What quantity of food and beverages will you need?
- Is there convenient and affordable parking available?

- How will you show the film? Do you need a projector, a large television or screen, a sound system?
- Does the facility have its own technology or do you have to bring your own? Tip: You can even cast the video from YouTube onto your TV.
- Will someone be available to provide on-site technical support?

# Make it a Fundraiser

Consider making your fillm screening a fundraiser. You might ask for donations to attend the screening or provide refreshments for a suggested donation.

- Remember to register your event <u>here</u>. You can even choose to have a ticketing page.
- All donations from any events or activities should be processed by UNICEF USA no later than 30 days after the event.
- View more fundraising tips in our <u>Fundraising and</u> <u>Event Guidelines.</u>

# Promote your Event

Think about how you are going to promote your screening. Are you going to send out emails, text messages, post flyers around your community, share it online through social media – or all of these? Consider reaching out to local businesses to help you promote your film screening.

You'll receive additional resources to assist you when you register your event. Reach out to us at <u>hello@</u> <u>unicefusa.org</u> if you have questions on promoting your event.

# **Event Day**

Determine what time you will have to arrive to get everything set up on the day of your film screening.

- Will you need volunteers? How many?
- Are you getting food delivered? Identify in advance where the best place is to lay out food or refreshments.
- You may wish to post promotional signage around

the venue advertising the film and room location as well as promoting the film and any information about UNICEF.

- Print out copies of our *If You Have* one pager for your guests to learn how to take action after the film and make sure you have enough copies for everyone.
- If you plan to hold a discussion after the film screening, prepare your questions with our thought starters below.

And remember, have fun and <u>Share Your Story</u> with us after!

# **Disscussion Questions**

Deepen your audience's engagement with the film by asking a few thought starter questions after the screening.

- Which part of the film resonated with you the most and why?
- Are there any lessons or best-practices learned from the past events highlighted that we could apply to our current context today?
- If there were to be a sequel, what do you think would be most compelling for *If You Have* 2 to focus on?
- Why was UNICEF able to succeed with the Days of Tranquility when others had failed? What lessons from the Days of Tranquility could be applied today?
- What do you hope will happen next for the family that the film followed?

Don't forget! Access the film starting April 25th on our *If You Have* webpage.