JOSÉ LUIS GRANADOS CEJA TOUR 2023: suggested ‘punch list’

1. Identify city and contact person (to communicate to logistics team and participate in monthly Tour zoom check-ins) Sundays 11:00 AM EST. ( 9/10, 9/24, 10/1, 10/8 )
2. Form a committee to share the planning work (unity building)
3. Set date/s and locations for events (public and private) include LR and possibly other orgs. (East Coast: Oct 12-24 tentative / West Coast Nov 10-19 tentative)
4. City Outreach:
   1. Identify supporters and ‘sponsors’ (individuals and/or organizations)
   2. Contact other orgs to mobilize attendance (Progressive, Labor, Electoral, Academics, Latino)
   3. Possibly include Cultural participation
   4. Identify Media (social media and interviews with print, radio and blogs)
   5. Fundraising (check for University Honorariums)
5. Event Logistics:
   1. Location (with parking and public transportation access) donated or reduced cost
   2. Agenda topic and style of event (lecture/ townhall/ Q and A /coffee/meal)
   3. Cultural components (before/during/after)
   4. Sign-in, handouts
   5. Sound/Record/documentation/ translation?/IT
   6. Identify next step “asks” of attendees (MSP + local involvement)
   7. Donations
6. Responsibilities for Jose in your location:
   1. Travel details (method and times to events and to next city/area)
   2. Overnight lodging
   3. Food/meal plans
   4. Meetings (public and private events + small group meets)
   5. Scheduled ‘downtime’/ sightseeing

Tour contacts:

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