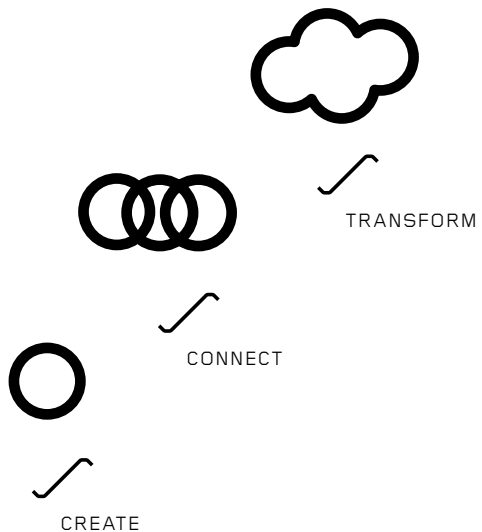
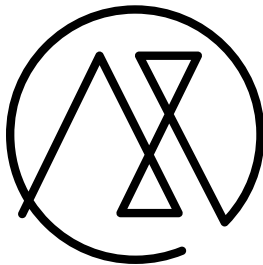


2016 EDITION

How We Organize the Allied Media Conference





Media strategies for a
more just, creative, and
collaborative world.

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Introduction

Allied Media Projects (AMP) produced the first edition of the *How We Organize the AMC* zine in 2013 to tell the story of the conference's participatory organizing process. Each year the AMC is created through the passionate contributions of hundreds of coordinators, presenters, and volunteers. This zine explains how all of that energy comes together in the form of the conference's three major content areas: tracks, practice spaces, and network gatherings.

The practices contained in this zine reflect the collective wisdom of the AMC's network of participants from the past 18 years. These practices continue to evolve each year through an iterative cycle of feedback and learning between AMC participants and organizers. The organizing process is a continuous work in progress.

We have shared the first two editions of the zine hundreds of times in the past three years, both in print and digital form, to an audience eager to adapt various parts of the AMC conference organizing process to their own ends. We've been thrilled to see aspects of the AMC's organizing process show up in other conferences, summits, and learning spaces near and far.

2016 will be the 10th year of the AMC being in our home of Detroit. We're excited to use this zine to build towards an AMC2016 that reflects where we've been and where our network of brilliant media-based organizers is leading us next. Thanks for joining us for the ride!

The AMC Team

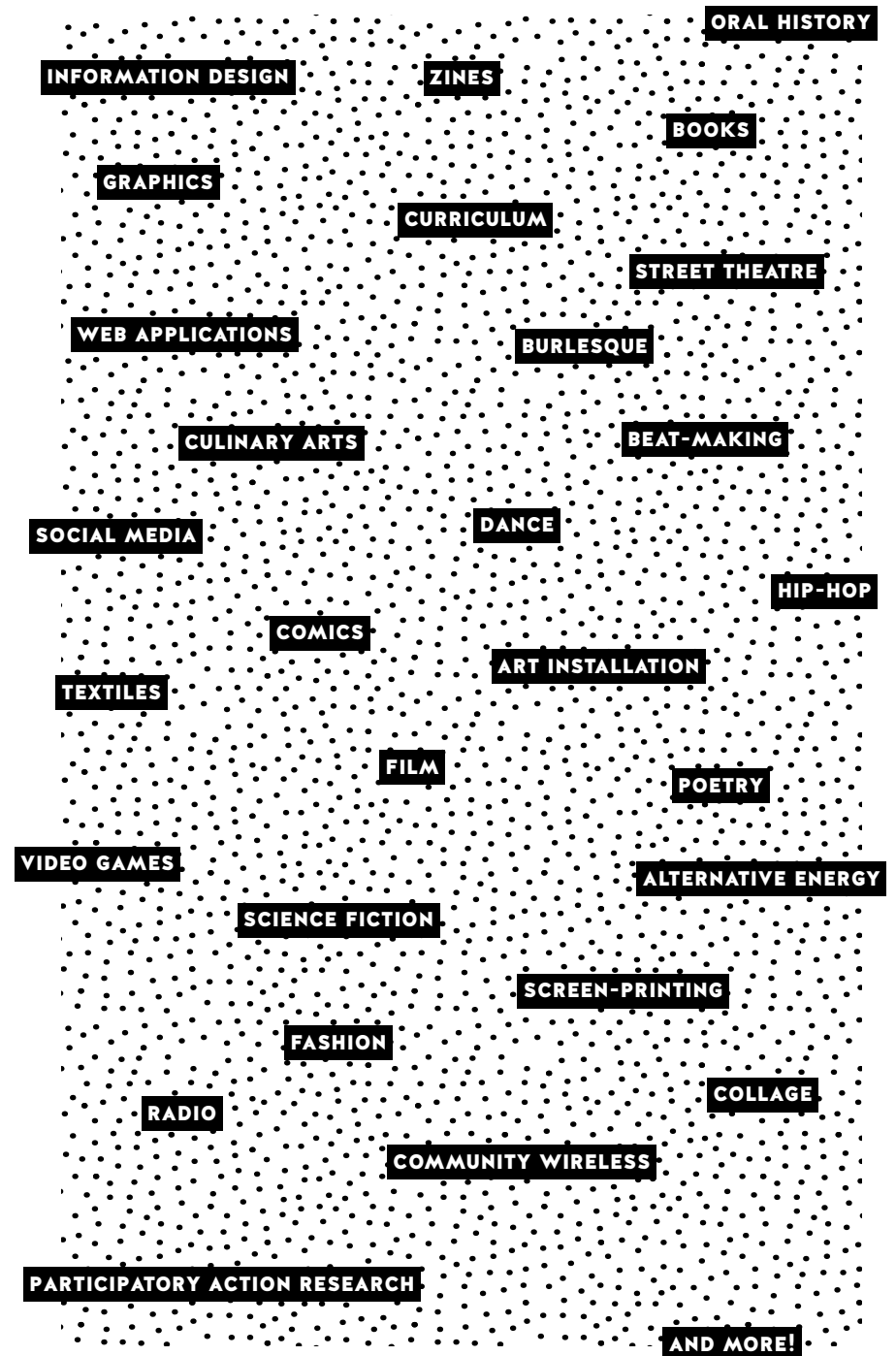
Background

Allied Media Conference: A Brief History

The Allied Media Conference emerges out of 18 years of relationship-building across issues, identities, organizing practices and creative mediums. Since the first conference (then called the Midwest Zine Conference) in 1999, people have been gathering to explore do-it-yourself media. The conference was rebranded as the Underground Publishing Conference for a couple years and then became the Allied Media Conference in 2002. The shift to the Allied Media Conference attracted more people who were interested in using participatory media as a strategy for social justice organizing.



Our definition of “media” has grown over the years to include all the ways in which we communicate with the world.



Media-based Organizing

What holds together all of the content areas of the AMC is a shared interest in what we call “Media-Based Organizing.”



Media-based organizing is any collaborative process that uses media, art, or technology to address the roots of problems and advances holistic solutions towards a more just and creative world.

Network Building Beyond the AMC

Since our move to Detroit in 2007, Allied Media Projects has supported media-based education and organizing efforts beyond the annual Allied Media Conference. We worked as part of the Detroit Digital Justice Coalition (DDJC) from 2009 - 2014 to implement a city-wide media arts and technology called “Detroit Future” through which we trained hundreds of Detroit community leaders in media-based organizing skills. Some of the results of this initiative are documented in the Detroit Future Media Guide to Digital Literacy, published in 2014 by AMP.

In 2014, AMP launched our Sponsored Projects program which provides a range of supportive services to projects that align with our mission of cultivating media strategies for a more just, creative, and collaborative world. At the time of this publication, AMP has more than 30 Sponsored Projects operating under our organizational umbrella.



AMP Principles

Embedded into every conference organizing cycle are a set of principles, which AMP has distilled from our network after years of listening.

- ▶ We are making an honest attempt to solve the most significant problems of our day.
- ▶ We are building a network of people and projects that are developing long-term solutions based on the immediate confrontation of our most pressing problems.
- ▶ Wherever there is a problem, there are already people acting on the problem in some fashion. Understanding those actions is the starting point for developing effective strategies to resolve the problem, so we focus on the solutions, not the problems.
- ▶ We emphasize our own power and legitimacy.
- ▶ We presume our power, not our powerlessness.
- ▶ We spend more time building than attacking.
- ▶ We focus on strategies rather than issues.
- ▶ The strongest solutions happen through the process, not in a moment at the end of the process.
- ▶ The most effective strategies for us are the ones that work in situations of scarce resources and intersecting systems of oppression because those solutions tend to be the most holistic and sustainable.
- ▶ Place is important. For the AMC, Detroit is important as a source of innovative, collaborative, low-resource solutions. Detroit gives the conference a sense of place, just as each of the conference participants bring their own sense of place with them to the conference.
- ▶ We encourage people to engage with their whole selves, not just with one part of their identity.
- ▶ We begin by listening.

The AMC Advisory Board

In 2015 we launched an AMC Advisory Board, made up of nine diverse and long-time AMC participants. These advisors have made a year-long commitment to help shape AMC 2016 and explore big questions facing the conference regarding scale, complexity, intersectionality, and community cultivation. The Advisory Board will review content area and session proposals and help welcome and orient first-time AMC participants during the conference.

The 2015-2016 Advisory Board consists of: ill/Invincible Weaver, Nandi Comer, Moya Bailey, Andrea Ritchie, Emani Love, Emily Lawsin, Tawana Petty, Tula Lawsin, Una Lee and Evan Bissell.

Tracks, Practice Spaces, and Network Gatherings at the AMC

The Allied Media Conference is created each year through a participatory conference organizing process. Through an open proposal process in the early fall, we select the thematic focus areas of the following year's conference. These focus areas take the form of tracks, practice spaces, or network gatherings (TPSNG). Each TPSNG is coordinated by a team of between three and six people. These teams envision, curate, and raise resources to cultivate the tracks, practice spaces, and network gatherings for each AMC.



A Track is a series of sessions connected by a shared theme.

A Practice Space is a hands-on open studio space dedicated to a creative practice such as dance, screen-printing, or technology-building that spans the four days of the conference.

A Network Gathering is a day-long mini-conference convened by a local or national network on the Thursday of the AMC weekend. A network gathering is an opportunity to convene a network for focused work and strategy-development within the AMC. A typical network gathering is between 20 and 75 people, however some are larger.



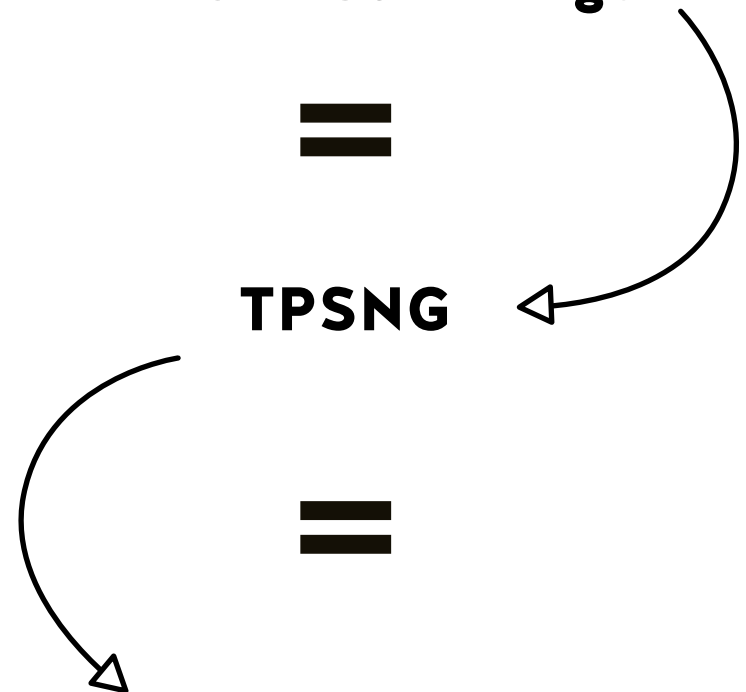
Tracks, Practice Spaces, & Network Gatherings

=

TPSNG

=

**PRONUNCIATION:
tip'sing**



The AMC Organizing Cycle

Here are some of the most important milestones in our organizing cycle. Through each season, AMC staff are available to support.

Fall, between September and November...

- ▶ Tracks, practice spaces, and network gatherings (TPSNGs) are proposed, reviewed, and selected.
- ▶ TPSNG coordinators decide who will attend the coordinators planning weekend in January, hosted by AMP.

Winter, between December and February...

- ▶ Each TPSNG finalizes the members of their coordinating team.
- ▶ TPSNG coordinators gather at the coordinators meeting in January in Detroit.
- ▶ Coordinators finalize their TPSNG descriptions, logos and calls for participation.
- ▶ All TPSNGs distribute a “Call for Participation” detailing the sessions they are looking for or other ways to get involved in their content area.
- ▶ The AMC session proposal process launches.
- ▶ Network gathering coordinators determine who will be invited to participate and how many participants may be included.
- ▶ Network gathering coordinators work with AMC staff to select facilities to be used, and plan for specific logistics.
- ▶ Track and practice space coordinators review session proposals and make recommendations to AMC staff regarding final selections.
- ▶ All TPSNG coordinators launch promotional and fundraising campaigns for their content areas.

Spring, between March and May...

- ▶ AMC staff work with TPSNG coordinators to refine and finalize their content.
- ▶ TPSNG coordinators (with support of AMC staff) assist presenters with securing their registration, travel, and housing arrangements for the AMC.
- ▶ The conference schedule and session logistics are finalized.

Summer, between June and August...

- ▶ The AMC happens!!
- ▶ AMC staff conduct a post-AMC participant and coordinator survey.
- ▶ TPSNG coordinators debrief their AMC experience and share lessons and documentation from the AMC with their communities.
- ▶ AMC staff consolidate lessons and publicly share reflections on the conference.
- ▶ AMC staff plan for improvements on the design of the coming year’s conference.

Coordinating a TPSNG

Each TPSNG coordinating team needs a minimum of three coordinators with at least one person having participated in a previous AMC.

The work hours needed from each coordinator are variable and may be more like two hours per week earlier in the year and as much as 15 or 20 hours in the final weeks leading up to the AMC. The work may include: recruiting participants and session presenters, fundraising to help get them to the AMC, and documenting and evaluating your process.

Representatives from each of the selected TPSNG coordination teams come together in Detroit for a planning meeting in January (bundle up—it will be cold!). The meeting lays the foundation for the next six months of AMC organizing. At the coordinators meeting, each team develops a “Call for Participation” that demonstrates how people can participate in their TPSNG and what types of session proposals they are looking for. Network gatherings will set goals, determine if their gathering will be open to the general public or invitation-only, and will begin to develop an agenda for their convening. All TPSNGs will create a fundraising plan that helps ensure the people who most need to be at the AMC can make it there.

AMC staff will advise on the development of vision, content, and fundraising strategies of the TPSNGs. We will do everything we can to facilitate connections between coordinators, potential participants, and potential funders.

Have you had a powerful experience as an AMC attendee, presenter or volunteer?

Coordinating a track, practice space or network gathering (TPSNG) is an opportunity to take your AMC involvement to the next level.

In this section, we will go into detail about the responsibilities you will have as a coordinator and the different roles that make up a successful TPSNG coordinating team.

Q-U-E-S-T-I-O-N-S

Big Questions for Your TPSNG Coordinating Team

So your TPSNG has been accepted to the AMC! Your team arrives at the January coordinators meeting in Detroit. Here are some big questions we will be thinking about:

- How will this TPSNG connect to and strengthen the work that our coordinating team members are already doing?
- Think about the topic or issues that your TPSNG is addressing. Is there a history of these topics or issues being at the AMC? If not, how can we set a good framework for introducing it? Or how can we build upon what has been presented at the AMC in the past?
- Is our TPSNG's description, title and "Call for Participation" clear and easy to understand for a wide audience?
- What are we hoping to learn through the experience of coordinating our TPSNG?
- What are the indicators of success for our TPSNG?
- What challenges do we anticipate? Can we prepare solutions in advance?
- How will we document our organizing process to share with future coordinators? How will we share the best practices and lessons we learn? How will we share the outcomes of our work after the AMC is over?



Roles Within the TPSNG Coordinating Team

Here are some of the important roles that may align with the various personality types and skillsets of your coordinating team members.

The Wrangler

- ▶ Keep communication flowing among coordinators.
- ▶ Keep track of deadlines and tasks.
- ▶ Be the point person with AMC staff.
- ▶ Organize and schedule regular coordinator meetings.
- ▶ Develop and manage coordination tools (such as spreadsheets, to-do lists, listservs, etc.).
- ▶ Facilitate group brainstorming and problem-solving.

FACILITATE

COORDINATE

ORGANIZE

SYNTHESIZE

The Communications Maven

PROMOTE

- ▶ Lead the session recruitment process (for tracks & practice spaces) or promote participation in a network gathering.

MOBILIZE

- ▶ Develop your brand: draft the description and design a logo.

EXCITE

- ▶ Promote a fundraiser.
- ▶ Create and manage social media campaigns.

CLARIFY

- ▶ Edit the outlines and descriptions of sessions.

The Fundraiser Whisperer

STRATEGIZE

- ▶ Remind everyone that it's okay to ask the world for the resources we need.
- ▶ Lead fundraising strategy brainstorms with the team, and plan for their implementation.

IMAGINE

- ▶ Research fundraising tactics that have worked in the past.

MOTIVATE

- ▶ Create and manage the budget.
- ▶ Create a system for deciding how funds raised will be distributed, then manage that system.

ASK

- ▶ Coordinate the collection of receipts and documentation necessary for your AMC mini-grant.
- ▶ Keep the whole team engaged and excited about fundraising efforts.

Everyone together now!

- ▶ Actively participate in shaping the vision of your TPSNG.
- ▶ Be realistic about your capacity and communicate directly when you need support.
- ▶ Delegate when you can't get it done yourself.
- ▶ Remain aware and respectful of all deadlines.
- ▶ Communicate with AMC staff when you have questions or concerns.
- ▶ Promote your TPSNG's "Call for Participation", fundraising efforts and other updates far and wide!

COLLABORATE

RECRUIT

DOCUMENT

FOLLOW THROUGH

Fundraising for Your TPSNG

Grassroots fundraising is resourceful and inventive. It allows us to build relationships within and beyond our communities while growing our financial resources. Each track, practice space, and network gathering (TPSNG) coordinating team will come up with their own strategy for raising funds and making decisions for how they will distribute the funds raised.

The ultimate goal of fundraising is to make the AMC more accessible to people who are essential to the awesomeness of your TPSNG but who need some level of financial support in order to attend.

What fundraising support and resources does the AMC provide for TPSNGs?

A \$550 mini-grant to seed your fundraising efforts.

Complimentary registration for your confirmed coordinating team (up to six people).

A limited amount of housing, travel, and registration scholarships for presenters.

A complimentary airport shuttle for coordinators and presenters during the AMC.

To the best of our ability, necessary a/v and supplies for each TPSNG at the AMC.

In developing your fundraising plan, you should identify:

- ▶ What you will do with funds raised.
- ▶ What is the amount you can raise between February and June.
- ▶ Who are the funders, supporters, sponsors, or others who can help you reach your goals.

Here's a list of things coordinators have fundraised for in the past:

- ▶ Travel stipends for coordinators, volunteers, and/or presenters.
- ▶ Housing stipends for coordinators, volunteers, and/or presenters.
- ▶ Travel and housing costs for children or for personal attendants of participants with disabilities.
- ▶ Food for mealtime meet-ups at the AMC.
- ▶ Childcare costs for presenters or coordinators who have to leave their kids at home in order to attend the AMC.
- ▶ Stipends for coordinators to offset the number of volunteer hours spent organizing their TPSNG.
- ▶ Up-front costs related to fundraising (supplies, performance fees, venue fees, etc.)

Ideas for grassroots fundraising efforts:

- ▶ Dance parties
- ▶ Online crowdfunding campaigns
- ▶ Fee-based community workshops (using whatever skillsets your team has to offer)
- ▶ Grants
- ▶ Spelling bees
- ▶ Dinners
- ▶ Merchandise (t-shirts, bags, prints, books, zines, CDs, herbal remedy packs)
- ▶ Selling individual services (website design, nail painting, tattoos, reiki)
- ▶ Restaurant/establishment “takeovers” or “cash mobs” (your group gets a percentage of sales for a night)
- ▶ Garage sales



“People are buying into a community or an idea that they support and they should understand how their money furthers that goal as well as see some evidence of their gift beyond getting you and your crew to AMC.

This is not the time to be coy or passive. Get your friends who have no shame, who really feel comfortable making the hard sell, even if they may only be tangentially connected to the project, to do the asking.

We are not in a world of something for nothing and people are more likely to give if they feel an exchange is taking place.”

**MOYA BAILEY + ZACHARI CURTIS, ON FUNDRAISING
FOR COMMUNITY PARTICIPATION IN AN AMC
PRACTICE SPACE**

Examples of Successful Fundraising Plans

Many successful fundraising events have occurred over the years. Here are some of the classics:

The DIY spa (2014)

The coordination team of the 2014 “Liberations Technologies” track put together a series of DIY Spas to raise travel funds for presenters.

- ▶ Funds from a mini-grant from the AMC were used to purchase supplies for DIY salons including nail supplies, tarot cards, snacks, drinks, mirrors, lotions, oils, and other essentials.
- ▶ They secured a space for the DIY Spa events, designed and printed flyers, mixed special drinks and snacks. Salon services were sold with sliding scale pricing.
- ▶ To increase funds, they bought bottles, herbs, flower essences and constructed a magical recipe of healing powers. They printed special labels and these healing potions were sold at events.

The Philadelphia epic event (2011)

Philly Stands Up! (PSU) threw “The Hunger,” a fundraising effort to bring folks from all over North America to participate in the “Growing Safer Communities” track.

- ▶ A \$500 mini-grant from the AMC paid for the space rental and DJs, and members of PSU fronted another \$500 to cover drinks, promotional materials, and supplies.
- ▶ In a month of outreach, they solicited donations from more than 30 contributors. Their art, gift cards, and offers of skills peppered the walls of the “gallery.”
- ▶ By 9PM, the space had filled up because no one wanted to miss

Life’s a Drag, the Attic Youth Center’s notorious Drag Troupe. When the performance ended at 10PM, the art auction closed and DJ Precolumbian kicked off the dance party.

- ▶ Bar favorites included both local brews and cheap beer, liquors that had been infused for weeks with local herbs and a whole table of snacks and nonalcoholic beverages.
- ▶ It was important that this space was youth friendly and large enough that guests had more social options than just drinking or dancing.
- ▶ They made sure to have printed and posted statements declaring, “This a Safe(r) Space” and had clearly marked “Mediators” on hand (looking good in neon arm bands) who stayed sober and were around to help navigate any conflict.
- ▶ Over 200 attendees came out to party and support. The \$2,700 they raised helped bring magnificent people to Detroit.

Immune power packs for the Healing Justice Practice Space (2011 & 2012)

The Healing Justice Practice Space (HJPS) worked with an herbalist to develop Immune Power Packs, filled with natural remedies for overworked activists.

- ▶ The HJPS spent their AMC mini-grant covering the supplies for the Power Packs.
- ▶ They advertised by writing an article for the AMC website and advertising to their networks as well as potential attendees to the AMC.
- ▶ They sold most of them through the online AMP Store (store.alliedmedia.org), and sold the remaining items at the AMC.
- ▶ As a result of the fundraising, all HJPS coordinators and volunteers who required travel stipends were able to receive support, and a leftover balance of funds was carried forward for 2013 fundraising efforts.
- ▶ Support and a leftover balance of funds was carried forward for 2013 fundraising efforts.

Crowdfunding for Detroit Future Youth (2012)

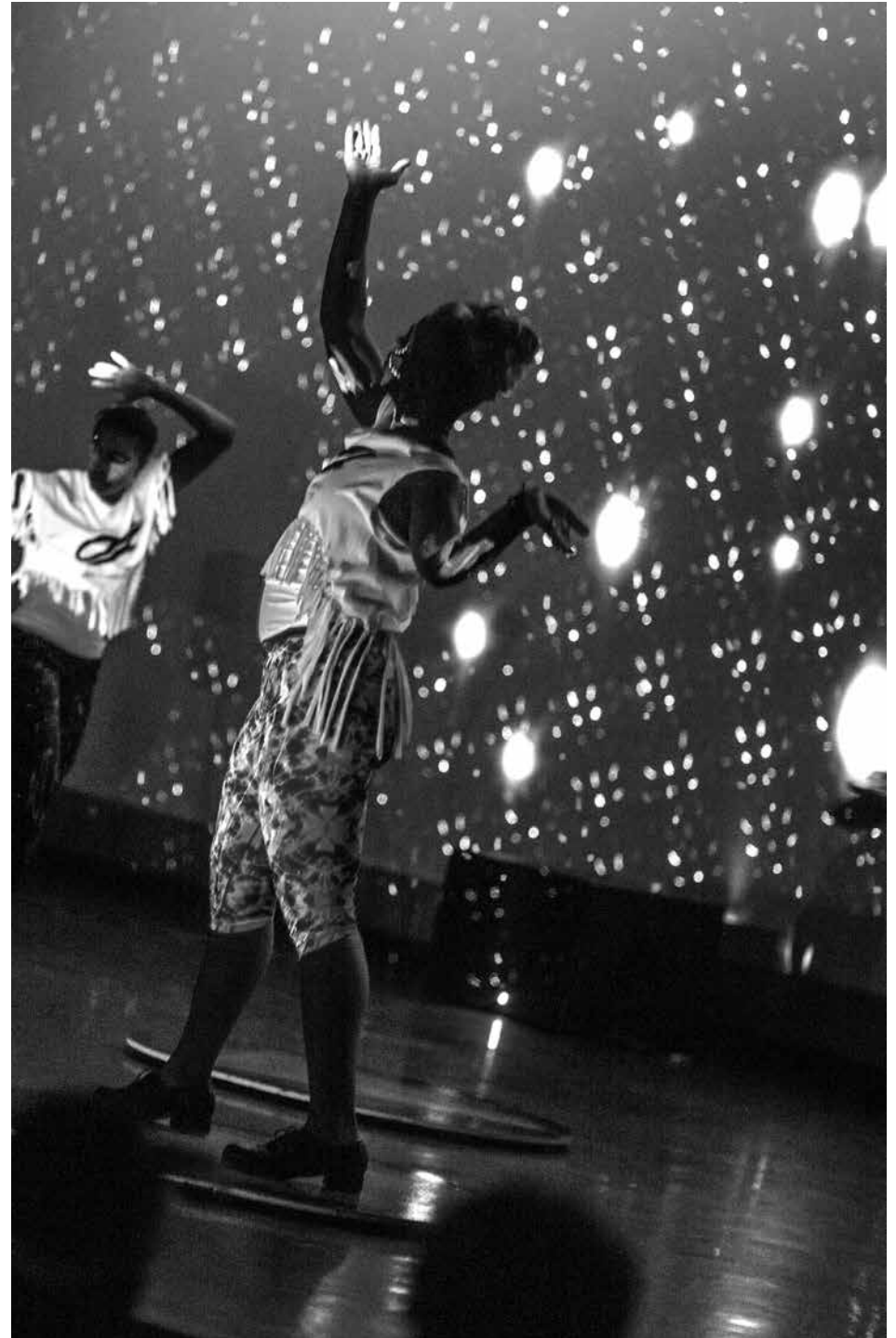
Detroit Future Youth led a successful crowdfunding campaign with 109 donors online through IndieGoGo.

- ▶ Organizers spent part of their \$500 AMC mini-grant to create promotional media (video, posters, icons, etc.) for their campaign.
- ▶ Five people coordinated this effort, with dozens more promoting the campaign.
- ▶ Detroit Future Youth offered “perks” for donors ranging from participation in a skate party (\$5), to a “DFY Curriculum Mixtape” (\$500). Through donations, they surpassed their \$5000 goal.

Philadelphia spelling bee (2009, 2010, and 2011)

This took place in conjunction with the Philadelphia delegation’s fundraising efforts.

- ▶ Three coordinators planned the event. They charged a \$5 entry fee to the spelling bee. Prizes were donated.
- ▶ They spent \$100 on food and drink, and got an additional \$100 in food and drink donated.
- ▶ Approximately 150 people attended.
- ▶ From entry fees and refreshment sales they grossed \$1,000, leaving about \$900 in funds raised after costs.
- ▶ Special touches: Hand-engraved plaque prizes for the winners!



Developing Content for AMC Tracks & Practice Spaces

Tracks and practice spaces are made up of sessions. There are several different types of sessions.



Types of AMC Sessions

The Allied Media Conference includes various session types as a way to diversify how we're sharing information throughout the conference weekend. No matter the type, all AMC sessions should be engaging and dynamic spaces joined by the common thread of "media-based organizing." Most sessions are 90 minutes.

Hands-on workshop: a session that engages multiple senses in the learning process and allows participants to construct their own knowledge. They may use a mixture of: direct instruction, discussion, small group work, multimedia sharing, games, and making things.

Mealtime meet-up: a focused discussion amongst a specific group with a shared identity or interest. One-hour meet-ups are held during lunch, two-hour meet-ups happen over dinner time.

Strategy session: a gathering of collective brain power around hard questions that generates possible solutions and clear next steps.

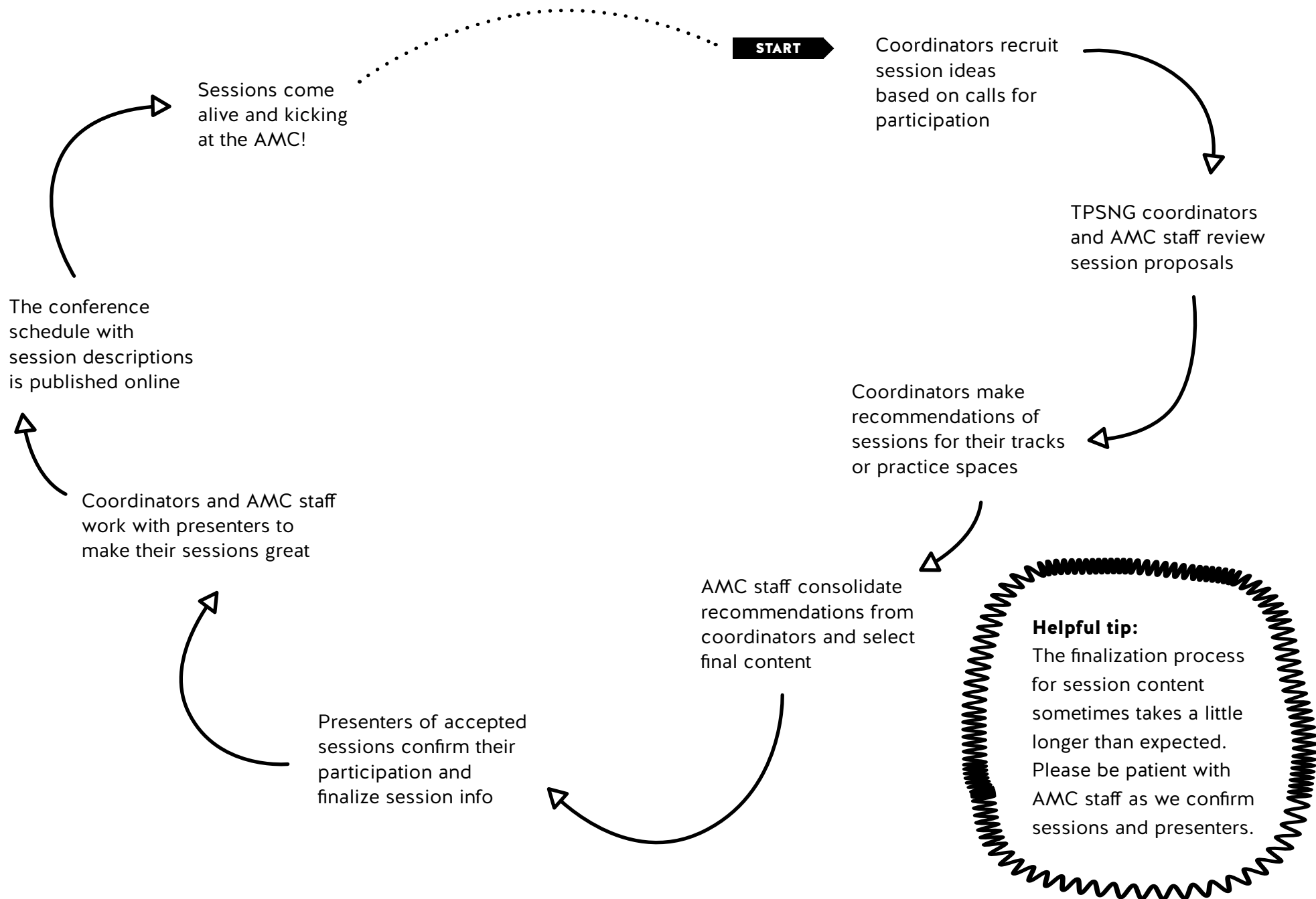
Panel: featuring three or more presenters and a strong moderator/facilitator sharing critical knowledge and expertise on a given subject matter, with ample Q&A time with participants.

Tour and field-trip: a three-hour session that takes participants off campus to learn from the history and current realities of Detroit.

Film screening or performance: a session that shares a piece of media or performance and provides the opportunity for participants to ask questions during or afterwards.

Practice space station: an ongoing, hands-on activity or skill-share that takes place within a practice space throughout a full day of the conference.

Life Cycle of a Session



Recruiting AMC Session Proposals

Create an irresistible “Call for Participation.” Each track and practice space creates a “Call for Participation” inviting sessions proposals. Your call should include a description of your track or practice space (ideally with a hot logo), some examples of the kinds of sessions and presenters you are looking for, and contact information for the person on your team who is available to answer questions.

Spread the word. Post your “Call for Participation” on email listservs, websites, and all manner of social media. Create an online platform for publishing ongoing updates - such as a Tumblr or Facebook event. Attend community events and talk to people one-on-one, or host informal info sessions. Ask friends to share your call with others who they think would be interested.

Target your outreach. Make a list of people who you’d like to formally invite to submit a session proposal and send them a personalized invitation. You can include a specific suggestion for how you envision them participating. Be prepared for some ambivalence and maybe even some “no thank yous”. But be persistent!

Be clear about the process. Make sure that potential presenters know that their session will need to be proposed and reviewed before it is officially accepted to the AMC.

Offer support. One of the things that makes the AMC great is the wide range of backgrounds and skillsets of the presenters. Many are first-timers who may have never presented at a conference before. Be available to answer questions and provide critical feedback that will set rookie presenters up for success.

Be open to new ideas. So much of the AMC is born from things that evolved from other things. Remain inventive and flexible in supporting and encouraging “outside of the box” session ideas.



Helpful tip:

Increase the effectiveness of personalized invites by being clear with the person about why you think their work is awesome and how you envision them participating in the AMC. Propose some specific ideas and let them know the amount of time they would have to work with.

The Session Proposal Review Process

Session proposal review takes place in early March. Specific instructions will be distributed to coordinating teams at this time. Here is a summary of the session proposal process for coordinators of tracks and practice spaces.

Once final decisions are confirmed, AMC staff will send out acceptance emails with scholarship offers (if applicable), as well as rejection emails. AMC staff will connect presenters of accepted sessions with the respective coordinators of the track and practice space in which their session will be presented.



“AMC participants are brilliant. Don’t forget that - don’t be full of your own answers and stories, leave as much space as possible to fill up from them. Be in an exchange.”

**ADRIENNE MAREE BROWN,
FACILITATOR EXTRAORDINAIRE AND
FREQUENT PRESENTER**

The AMC is looking for sessions that:

- ▶ Are accessible for people of diverse abilities, experiences, ages, and backgrounds.
- ▶ Offer a range of learning opportunities, from beginner to advanced.
- ▶ Explore media-based organizing ideas, projects, and practices.
- ▶ Align with the Allied Media Projects Network Principles (see page 12).
- ▶ Help fulfill the visions of the AMC’s tracks and practice spaces.

Track coordinators:

You will have a one-week review period where you may add comments and engage in collective feedback of session proposals. Your team of coordinators will create a list of “Top 10” sessions and a maximum of three mealtime meet-ups that you recommend to be included in the AMC.

Helpful tip:

Session review is a good way to engage members of your coordinating team who want to help out but don't have capacity to play a major role. A thorough session review of one content area requires up to five hours per person.

Practice space coordinators:

You will have a one-week period to review proposals for stations to be held in your practice space. During the one-week review period you may add comments, engage in collective feedback of your proposals, and recommend which stations and presenters should be included in your practice space. AMC staff will take your recommendations and reconcile them with our final selections. AMC staff will take into account the physical limits of available space, other planned activities, and the budgetary feasibility of the stations proposed.



IMPORTANT:

AMC staff will make final decisions of which sessions will be included in the AMC. If AMC staff decide to not accept a session that was recommended by a coordinating team, we will explain our reasons and engage in dialogue with that team about the session.

SESSION SCHEDULING

The AMC scheduling process is a bit like solving one gigantic Rubik's Cube. We project there may be close to 300 sessions at the next AMC. When crafting the final schedule, we have to consider: presenter availability, diversity of content within each session block, anticipated audiences for concurrent sessions, and available room sizes. We also consider the overall flow of sessions within a track or practice space, and throughout the conference as a whole.

How TPSNG **Coordinators Support** **AMC Presenters**

Your role as a TPSNG coordinator is to provide support to your presenters and to help answer questions regarding the workshops they will be presenting and the logistics of participating in the Allied Media Conference.

Session Planning

TPSNG coordinators should support presenters in thinking critically about their workshop outlines and making sure their session content is interesting and accessible. All presenters will need to attend a webinar sharing best practices for presenting at the AMC. TPSNG coordinators should give presenters a head start by sharing a digital version of the AMC “Presenter Guidelines” zine.

Context

What are the goals of your TPSNG? Share your big-picture questions with presenters so that they can develop the most relevant workshops. Let them know, beyond the AMC, how the conversation will continue. If your team has the capacity, consider hosting a lunch or dinnertime meetup for the presenters of your TPSNG. It’s a great opportunity to gather your group, exchange feedback and collectively envision your work beyond the AMC weekend.

A/V and Supplies

The AMC provides laptops, Mac adaptors, projection screens, markers, paper, glue, tape, and pens in each session room. Other supplies can be requested on the proposal form. We will do our best to provide the supplies you need, within reason. If presenters are requesting resources we don’t have, we will let you know and ask that you work with them to brainstorm alternatives or fundraising plans to cover the costs of providing these supplies.

Travel and Ground Transportation

Each year, the AMC provides a limited number of travel scholarships to support presenters. The amount of funding available for travel scholarships changes each year based on the amount of funds we raise. Most presenters self-fund a portion of their travel costs or use funds raised by TPSNG coordinators.

If you are flying in, the AMC provides a complimentary, wheelchair-accessible shuttle to and from Detroit Metro Airport for all presenters and coordinators. We also provide wheelchair accessible shuttles to and from the various facilities used throughout the Allied Media Conference.

Planning a Network Gathering at the AMC

Agenda Planning & Participant Recruitment for Your Network Gathering



As a network gathering (NG) coordinator, you will need to answer the following questions in order to plan for a day that accomplishes the mission of your convening and connects your network gathering agenda to the rest of the AMC.

To anchor your network gathering agenda, brainstorm the most essential takeaways of your NG and work backwards from there. For example, if you want to be able to say at the end of the day, “40 youth-of-color from across the continent built a trans-local media-based strategy for sharing liberatory education practices” then that end-goal should guide all of your planning efforts – from your outreach strategy to your facilitation plan, and the specific activities of the day.

Most of the work of planning of your network gathering will be self-organized amongst the members of your team. Be sure to create an organizing timeline for yourselves that makes space to find answers to all of the questions above.

Q-U-E-S-T-I-O-N-S

When planning your network gathering, ask yourself:

- Why is it important to hold this NG at the AMC?
- What can we healthfully accomplish between 10AM - 5PM on the day of the NG?
- Who will be the primary facilitators of the NG?
- How many people can we responsibly facilitate?
- How will media-based organizing play a central role?
- What new information will participants leave with?
- How will NG participants show up throughout the AMC, from Friday-Sunday?



Managing Your Network Gathering Participant Registration

Network gatherings may be for a pre-selected group of participants, or they may be open to anyone, or you may ask prospective participants to complete an application.

All Network Gathering participants must register for the AMC.

If your NG is closed to the public, please let us know. You will need to ensure that participants on your list register in our system as participants of your NG.

If your NG is open, please let us know once you've reached capacity and we will remove it from the AMC's participant registration form. If you choose to leave your gathering open, please plan on receiving walk-up participants and communicating with us when you've reached capacity.

We will work with network gathering coordinators to support your registration management.



Help Us Sustain and Grow the Allied Media Conference!

Become a sustainer: alliedmedia.org/sustain

Major Support of the Allied Media Conference is Provided by:

The Ford Foundation
 The Nathan Cummings Foundation
 John S. and James L. Knight Foundation
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For more information on our current organizing process, past sponsors, and an archive of past AMCs, visit www.alliedmedia.org/amc.

This zine has been compiled and edited by Morgan M. Willis, Jenny Lee, Muna Danish, and Mike Medow.

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