



**GAY CAMPING FRIENDS**

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# “GCF Local” – Program Guidelines

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## About GCF Local

This program allows individuals (“Local Ambassadors”) who would like to organize small-scale events on behalf of Gay Camping Friends the ability to do so.

GCF Local allows Gay Camping Friends members the ability to meet each other for fun outdoor or related excursions at the local level. While large camping events may seem to be the most obvious avenue for group events, it is very difficult to find camping infrastructure in favorable months for large groups. GCF Local enables more people the ability to meet and interact with less travel or time commitment needed.

## Local Ambassador(s)

### About Local Ambassador(s)

The Local Ambassador(s) are the primary organizer or host of a GCF Local event. Local Ambassador(s) are volunteers and their motivation to organize the event is to help give Gay Camping Friends members an avenue by which to meet at the local level.

### Expectations

- Local Ambassador(s) must attend the event or assign an approved alternate who can attend.
- Events with known attendee limits should require a ticket to attend and tickets may need to be verified.
- Local Ambassador(s) may need to receive shirts by mail to distribute to select attendees.
- Unless otherwise arranged, Local Ambassador(s) are not expected to collect, handle, or distribute money.
- Local Ambassador(s) should have a First Aid Kit available for all events.
- Local Ambassador(s) should be familiar with the event venue or activity.

### Attendee Topics

The Local Ambassador(s) should greet the group and address the following topics:

- Attendees should sign a waiver of liability for GCF and Local Ambassador(s).
- Attendees should be thanked on behalf of the Local Ambassador(s) and on behalf of Gay Camping Friends for coming to the event.



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- Attendees should be given a verbal reminder of the itinerary including a description of any potential dangers or risks.
- Attendees should be reminded that while the Local Ambassador(s) and Gay Camping Friends have helped get everyone together, that neither the Local Ambassador(s) nor Gay Camping Friends are responsible for any injuries or loss that occurs because of the event.
- Attendees should be reminded that they are participating with full knowledge and acceptance of any risk involved.
- Attendees should be reminded that [gaycampingfriends.com](http://gaycampingfriends.com) has a Gay Friendly Campground Directory and has T-Shirts for sale.

## Event Organization

### Guidelines

Events should adhere to the following guidelines:

- Event should be able to support at least 40 attendees (ideal size is 20-40).
- Duration should be at least 2 hours.
- Event should be reasonably safe.
- Event must be approved by GCF.

Events must be considered "Outdoors" related events which includes but is not limited to the following:

- |                     |                     |                  |
|---------------------|---------------------|------------------|
| • Hiking            | • Kayaking/Canoeing | • Run/5K         |
| • Beach Meet Up     | • Fishing           | • Bicycling      |
| • Camping Excursion | • Mountain Climbing | • Bar/Restaurant |
| • River Floating    | • Picnic/Barbeque   | • Picnic         |

### Starting the Process

To begin the process of organizing a GCF Local event, the Local Ambassador(s) should prepare the following information and email it to [info@gaycampingfriends.com](mailto:info@gaycampingfriends.com) to begin the approval and organization process:

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|--|---|
| • Local Ambassador(s) Name and Contact Information | • Potential Individual Costs (Park Fees, Kayak Rental Cost, etc.) |
| • Event Type                                       | • Event Difficulty Level  |
| • Event Location                                   | • Event Expected Duration   |
| • Event Date(s)                                    | • Event Expected Itinerary  |
| • Maximum Attendee Count                           | • Event Description   |



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## **Gay Camping Friends Expectations**

Gay Camping Friends will promote the GCF Local event and assist in organization. Gay Camping Friends will generally perform the following actions:

- Create an online event page.
- Create event page language.
- Organize any online ticketing.
- Promote the event through posts or references to GCF Local.
- Distribute funds received through ticketing to necessary entities.
- Communicate rules regarding cancellation and refunds.

## **Guidelines Adherence**

These guidelines do not represent a contract and are meant to outline actions and conventions that can result in a successful event.

It is expected that the guidelines set forth will be adhered to. If any guidelines are undesirable or inapplicable for a certain event, all guidelines are negotiable by email to [info@gaycampingfriends.com](mailto:info@gaycampingfriends.com).