

# Steps to planning a canvass with



## 1. Where/when?

- Decide on a **public place** where you can canvass. If the location is not public you will need to seek permission to canvass there. Take foot traffic, time of day, and your intended audience into account when deciding where to canvass. The logical time of day will follow suit!
- If you are going door-to-door, decide which neighbourhood to target and choose a quiet and sheltered meeting spot.

## 2. Make a recruitment plan & post on the organizer hub

- Confirm with your team or point person how you will be invited volunteers to join you in this canvass.
- Track RSVP's in the organizer hub. Contact your point person if you need assistance.

## 3. Confirm attendance

- Call each confirmed RSVP before the event to make sure that they are aware of the meeting place, that they will be dressed for the weather, and have any other relevant information.



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## 4. Canvass for no more than two hours at a time

- On the day of, welcome new team members, and train them if they have not canvassed before.
- Practice your pitches as a group.
- Decide on a meeting time and place to debrief.
- If you decide to split up, confirm contact information.
- **Canvass! Have fun!**

## 5. Debrief and coach!

- Gather sheets or take them home to do data-entry.
- Compare experiences and coach by asking these questions:
  - How did that feel?
  - What worked?
  - What didn't work?
  - What would you do differently next time?

## 6. Decide on next canvass while you are together

- While your experience is fresh, decide on when you will be canvassing next, and adapt based on feedback.
- Save time on the first steps by writing down who can attend the next event.
- Remind everyone to ask their friends and family to come next time!

