

CPA ROADSHOWS – How to Organise for CPA Branches

Increasing awareness of the Commonwealth Parliamentary Association (CPA) amongst schools, colleges and universities to inspire the next generation

Thank you for your enquiry regarding the newly launched CPA Roadshows.

CPA Roadshow

With the Commonwealth's 53 member countries having a combined population of more than 2.4 billion, of which more than 60% are under 30 years of age, the Commonwealth Parliamentary Association (CPA) has launched this key initiative to strengthen its outreach to the Commonwealth's young people.

The goal of the CPA Roadshow is to increase awareness of the important work done by the CPA in promoting democratic governance across the Commonwealth and to connect Parliamentarians with their young people in schools, colleges and universities to inspire the next generation of 'Young Leaders'. This is a hugely important endeavour. As the CPA reaches its 108th year it is proud to have initiated and to lead on this project.

The CPA will be encouraging Branches and Regions to let us know where and when they can facilitate the CPA Roadshow, as future events will ideally be linked to locations where CPA programmes, conferences and activities are already taking place.

Of course, the CPA would also like to encourage Branches to proceed with CPA Roadshows in situations where the CPA Secretariat staff cannot always be present on the ground to support the event.

What does a CPA Roadshow involve?

The CPA Roadshows involves the following:

- a visit to a 'local' school, college or university by CPA Members accompanied by the CPA Secretariat or the local CPA Branch officials. The CPA Roadshows could also involve a visit to your Parliament or Legislature by a group of school and college students for a specific CPA presentation.
- a short presentation by a visiting CPA Member/CPA delegation/CPA Secretariat staff about the CPA and the wider Commonwealth, set within a 'local' context.
- possible additional presentation from 'local' Members of Parliament or Parliamentary staff about the 'local' Parliament or Legislature.
- opportunity for 'question and answer' session with school, college or university students and staff about democratic governance, parliamentary democracy and other related subjects.
- photo opportunity at the event and possible local media involvement.
- dissemination of information and materials about the CPA to students and teachers.

Where are CPA Roadshows taking place?

CPA Roadshows can take place in all of the nine Regions of the Commonwealth Parliamentary Association (CPA) – Africa; Asia; Australia; British Isles and Mediterranean; Canada; Caribbean, Americas and Atlantic; India; Pacific and New Zealand; South East Asia.

CPA Roadshows are organised by the CPA Secretariat with the local CPA Branch in conjunction with CPA conferences, programmes and events in different countries and territories across the CPA. CPA Branches also have the opportunity to organise their own CPA Roadshows in their own jurisdictions; a *small* bursary scheme is available to do so. CPA Branches organising their own CPA Roadshow events are encouraged to apply to the CPA Headquarters Secretariat for this bursary to assist with funding their event. Please contact the CPA Headquarters Secretariat for more details and an application form.

The CPA Secretariat will keep a record of all of the CPA Roadshows taking place throughout the year and publish details on the CPA website www.cpahq.org so that CPA Branches can see where events have taken place.

What do you need to do to organise a CPA Roadshow?

If your CPA Branch is looking to organise a CPA Roadshow event then please contact the CPA Headquarters Secretariat for further assistance on hq.sec@cpahq.org.

The CPA Headquarters Secretariat will be able to provide a CPA Roadshows toolkit for the event which includes:

- CPA Presentation slides and Speakers Notes
- Leaflets about the CPA to give to students and teachers
- Leaflets with key facts about the Commonwealth
- CPA Roadshows quiz for students to complete
- CPA Roadshows Evaluation forms for students/teachers to complete
- CPA Merchandise including pens, bags, key rings etc.
- CPA Template press release for CPA Roadshows (for CPA Branches to complete for local media)

Presentation materials will be in English for all CPA Roadshows as the official language of the Commonwealth – however CPA Branches are able to offer the presentations to students and translate any materials into the local language if this would be preferred.

For all CPA Roadshows, please ensure that photographs are taken, evaluation forms are completed by students and staff and the details of who attended the event are recorded.

What do we need to do after a CPA Roadshows has taken place?

After a CPA Roadshow has taken place please provide the following to the CPA Secretariat:

- A short report of the event including the names of the schools, colleges or universities involved; how many students attended; the names of the CPA Members who attended and presented; any quotes or comments from the teachers/students about the event.
- Images of the event showing the students and CPA Members (high resolution images is possible at 300 dpi)
- Evaluation forms from the CPA Roadshows should be returned to the CPA Secretariat

What will be the outcomes of the CPA Roadshows?

CPA Roadshows reports, photos and feedback will feature on CPA Communications channels – the CPA website www.cpahq.org, social media (Twitter, Facebook, Flickr) and in CPA publications.

The CPA Roadshows help to increase awareness of parliament and democracy and increase the engagement of the CPA amongst the young people of the Commonwealth.

The CPA uses the information gathered from young people about the issues they have raised about society and democracy to help to inform future CPA programmes so that they are relevant to youth issues and they connect and promote Parliamentary democracy that is inclusive for all.

The CPA Roadshows are also a possible source of future candidates for CPA Programmes including the Commonwealth Youth Parliament, regional Commonwealth Youth Parliaments and the CPA Parliamentary Leadership Programme.