

# **“HOW TO HAVE AN UNNATURAL RESOURCES EVENT”**



**JACQUELINE G. PONDER**

# How to Have an Unnatural Resources Event

Written by

Jacqueline G. Ponder

Unnatural Resources Institute, Inc.

1316 Rondo Drive

Greenville, NC 27858

Website: [www.unnaturalresources.org](http://www.unnaturalresources.org)

© 2006 by the Unnatural Resources Institute, Inc. All rights reserved. No part of this publication may be reproduced, stored in a retrieval system, or transmitted in any form or by any means (electronic, mechanical, photocopying, recording, or other wise) without prior written permission from the Unnatural Resources Institute, Inc.

## ACKNOWLEDGEMENTS

We would like to thank all the people who have helped in supporting this project through the past 15 years. We have been very lucky that so many people could see our vision. I would like to thank each one of them again for their efforts to hold me up during the process. If it hadn't been for all the people, who offered their talents, there would have never been an unnatural resources fair let alone an institute.

I would also like to give all my appreciation and thanks to my family for putting up with all the mess in the house from making the projects for examples and storing them for the past 15 years. They also made it possible for me to have examples because they helped me make them. Among the family members there is a shining star, my husband, who came up with so many answers to problems as well as fixing and toting things to the fairs. I wouldn't have been able to get to first base if he hadn't told me how to fix my potato battery, which started this whole thing.

This book is dedicated to all the people who made the development of the unnatural resources fair and institute possible. If it hadn't been for them there would be no reason to write a book for others to follow. We all say thank you to them.

## TABLE OF CONTENTS

OBJECTIVES UNNATURAL RESSOURCES INSTITUTE AND FAIR.....	1
INTRODUCTION TO UNNATURAL RESOURCES .....	2
HISTORY AND DEVELOPMENT OF THE UNNATURAL RESOURCES FAIR .....	3
MESSAGE TO PARENTS, TEACHERS, AND LEADERS .....	5
JUST ABOUT ANY SIZE FAIR OR COMPETITION.....	6
Involving one entire grade level: .....	7
Involving all grades in one school: .....	8
A community of schools in one event: .....	9
A countywide event:.....	9
Random unnatural resources projects:.....	10
THE UNNATURAL RESOURCES FAIR PROJECT.....	11
Things to think about when making the perfect project for competition. ....	11
What subject category are you interested in to make an entry?.....	11
What would be your target group? .....	11
Project development. ....	11
What are you making out of unnatural resources? What type of materials are you going to use? Remember that at least 80% of your materials must be unnatural resources?.....	11
When you are ready for an event, here are some more questions to ask yourself. ....	12
Other things to consider: .....	13
DEVELOPING A FAIR OR EVENT OF ANY SIZE .....	14
Things to ask when considering dates for your event.....	14
Figuring your total space for event. ....	15
How much space is needed for the main sign in area for contestants?.....	15
How much space will you need for the displays after calculation? .....	15
How much space for business displays?.....	15
How much space will they all take up cumulatively?.....	16
Placement of entries?.....	17
Awards for fair or event?.....	17
Certificates?.....	18
Ribbons? .....	18
Trophies? .....	18
Special awards? .....	18
Cash awards?.....	18
What will the total cost be for your event’s awards?.....	19
Where can you get the money to pay for awards?.....	19
Who is going to help coordinate the donations for the event to be sure all bills are paid?.....	19
HOW ABOUT USING MULTIMEDIA .....	20
How much advertising will be needed for your project?.....	20
Annual events? .....	21
JUDGING THE ENTRIES.....	23
Judges for your event?.....	23
What do the judges use for criteria? .....	24
UNNATURAL RESOURCES BUSINESS DISPLAYS.....	25
UNNATURAL RESOURCES EVENT’S TASK LIST .....	27
Preparation.....	27
Promotional activities .....	27
Logistics .....	27
Awards and trophies .....	27
Show supplies for sign in table and judges.....	28
Space requirements.....	28
Business displays in one area or dispersed .....	28
Layout arrangements of tables whether classroom or mall. ....	28
Entry placement – tables or floor .....	28
Personnel .....	28

Events and activities .....	28
Execution.....	29
Review and evaluation .....	29
<b>IDEAS FOR ENTRIES BY CATEGORIES .....</b>	<b>30</b>
Art.....	30
Science .....	30
Math .....	30
Language Arts .....	31
Music.....	31
Home Use.....	31
Physical Education .....	31
Toys.....	32
Tools.....	32
Social Studies/ History .....	32
Miscellaneous.....	32
<b>PICTURES OF PAST ENTRIES .....</b>	<b>33</b>
<b>EXAMPLE FAIR ENTRY FORM.....</b>	<b>35</b>
<b>NOTE FROM FOUNDER .....</b>	<b>36</b>

## OBJECTIVES UNNATURAL RESSOURCES INSTITUTE AND FAIR

- To sustain a creative reuse-recycling spirit among all participants and supporters to develop the best recycling ideas for our unnatural resources.
- To help inspire and maintain open and creative minds toward the unnatural resources world around them.
- To teach us waste awareness in order to improve our habits. Mant of our landfills are full across the country. We will have to use more of our precious land to build more landfills.
- To build community togetherness toward our environment as well as our resources with a city and/or county Unnatural Resources Fair for everyone.
- To inform fair goers through product displays or video demonstrations about local companies which make products from unnatural resources.
- To increase the amount of hands-on learning supplies for educational systems by having students design supplies for their own classes for free (or inexpensively) as part of a learning project. Students who usually complain “I’m bored” can find a lot to create through unnatural resources.
- To communicate recycling awareness through the written words of participants in recycling theme songs, essays, puppet shows plays, etc.
- To develop competitions of all sizes from class or club, through school, community, or county all the way to state for educational fun and waste improvement.
- To involve everyone in the community who likes to create with unnatural resources by showcasing their projects/entries.
- To develop more products for everyone to use and enjoy as well as helping more residents learn more skills.

## INTRODUCTION TO UNNATURAL RESOURCES

Through the years our fair developers have coined a new concept called “an unnatural resource.” It means a resource can’t be found in its natural form in nature. Humans have changed it. This includes once used materials or scraps left from manufacturing such as wood, yarns or textile fabrics, plastic, leather, Styrofoam, or metal. These products won’t have an after-life without new ideas for remaking or reusing them. These resources will be heading for the landfill if new ideas aren’t developed.

You might say, these are all the things that everyone is cleaning out of their drawers, garages, attics, and storage rooms--things that no one will buy because they won’t work, are damaged, or look bad. These are the unnatural resources that are in your trash that some one pitched because they didn’t want them anymore. These are unnatural resources. It works the same for businesses. Anything heading for a landfill, can be an unnatural resource.

If you have noticed in the past few years, the do-it-yourself shows on TV are showing people how to take clothing and make it into baskets and rugs. They show people how to bring old unused furniture to life and how to make all kinds of our trash into new treasures. People are putting broken tile tops on old scarred tables and rebuilding lamps from all kinds of left over furnishings. These are all ways to keep potential resources from going into the landfills.

There are rules now that painted wood can’t be burned because of omitting toxic gases into the air. That means it will pile up at the dump. Paint is a preservative. What is under the paint maybe good enough to be painted again or stripped for a new project? (This is an example of what can be used.

One of the advantages of using discarded resources is that a good percentage are reusable for new products or can be given to schools, nonprofit organizations, as well as being reworked for our homes. We just need more practice and incentive to reuse. The unnatural resources program has been developed for just that. It is amazing how contagious the reusing process is when people learn more about it and gain the new skills to deal with it. They will start seeing all the free materials around them to make into their new projects. So let’s get started.

## HISTORY AND DEVELOPMENT OF THE UNNATURAL RESOURCES FAIR

### How the Unnatural Resources Fair Began.

As an elementary school science coordinator several years ago, I was challenged to obtain science equipment for 530 students with parents' donations. One day while straightening the science storage room, I found instructions on how to build a potato battery out of wires, metal strips, potatoes, and a tiny light bulb. I had never made one and the notion intrigued me so I rummaged the area and our garage until I found the supplies. Working all morning that day and not getting the potatoes to turn on my light bulb, I called my husband at work and asked him to come home for lunch and figure out why my potatoes were not lighting the light bulb. I am sure if his secretary had heard our conversation, she would have thought I was crazy. He came home, tested it and told me to go to Radio Shack for a smaller HO train light. So off I went with my tray of potatoes, set them on the counter, and asked the clerk for a light to fit my potato battery. To my surprise, he didn't question my sanity, but just told me to try the two light bulbs he had. A few seconds later, we got the light working. As I was leaving, he commented that lemons would probably work better. This inspired me to go to the bookstore that night to find more ideas for the science department. There I found books with examples using all kinds of recycled items to do the experiments.

From then on, I was challenged to make things out of all kinds of so-called "trash" that people were throwing away. It became such an entertaining challenge that I felt the students would have fun making their own hands-on equipment for their other subjects from discards or scraps that we named unnatural resources. We put on unnatural resource demonstrations in other classes and at all levels throughout the school. Finally, with permission from the principal, we had our first school-wide contest for the projects and inventions, called "The Unnatural Resources Fair." The categories included art, science, math, music, home use, toys, physical education, and miscellaneous. We gave participation ribbons and one trophy.

Since the school fair was such a success, the next month I introduced the idea for a countywide fair sponsored by the Pitt County PTA Council. I took my traveling Unnatural Resources Fair demonstration to the various county schools to explain the fair to students and teachers. With the help of



two very dedicated PTA Council members, Connie Bond and Jan Folsom, the first countywide Unnatural Resources Fair was held May 8, 1993, at the Ayden Arts and Recreation building- (a recycled high school). The participants were from 11 schools. The Pitt County Clean Sweep Organization purchased the 8 trophies and the PTA Council purchased the ribbons. The Greenville Public Works Recycling Division, Pitt County Recycling Department, Proctor and Gamble recycling program, and the J.H. Rose High School composting project set up display booths to dispense information and answer questions. In the schoolyard, volunteers supervised children's games made from unnatural resources. We all felt that the fair was a success, considering that it was totally new concept and put together in a short time.

The next year, the Carolina East Mall manager wanted an environmental event and we just fit the bill. I was excited that our fair was wanted in the mall--a much more central location--and that students had started referring to me as the "Unnatural Resources Lady". This dream of having a fair was really coming true. We added more trophies and ribbons donated by county businesses and small monetary awards from Pitt County Clean Sweep, plus the Mayor's Choice Awards. It had now become an all ages' fair, kindergarten to senior citizens. Everyone in the county could participate. We had donated outdoor banners to advertise the fair. The Pitt County Community Schools organization collected our entry forms so that we had a central office to work from.

The first fair had entry categories for Math, Science, Music, Art, PE, Home Use, and Miscellaneous. We have added through the years more categories such as "Tools", "Social Studies/History" to have civilizations, culture and dress displays, and "Language Arts" so as to encourage essays, poems, puppet shows, plays and stories on the environment and recycling. A logo has been developed to symbolize this important activity. "Pitt County, NC - Home of the Unnatural Resources Fair."

Some teachers are allowing students to choose to make either a Science Fair project or Unnatural Resources Fair project this year because the events are so close together and because not everyone excels in science. All I can say now is that the rest of the story is yet to be written. We hope someday that many counties will have their own fairs and the winners will go on to a future state competition. Who knows-- maybe even on to a National competition?

## MESSAGE TO PARENTS, TEACHERS, AND LEADERS

Your discards are project materials in the world of unnatural resources. They are things that have been used once or are leftover scraps that are headed for the landfill. Your family members may be trying to enter a local unnatural resources fair or club that requires participants to make useable products from these types of materials.

One of the reasons our discards go to the landfills is due to the fact that most residents have no idea how to use them to make a new product. There is nothing wrong with the material except a new idea for their use is needed. The unnatural resources programs are to help develop a new idea to make our resources reusable once again.

To be judged in unnatural resources events, entries must contain at least 80% unnatural resources. They may contain purchased fasteners, paint, glue, etc. If something new is purchased to make the project, it is fine. It just can't represent more than 20% of the materials in the project. The name of the game is recycling and reusing so purchasing is basically out of the picture. This also makes participants learning materials very inexpensive. It also takes time to find just the right discards to make an original product. So please make sure the assignment is given early enough to collect enough material to do the project. Most students have never considered discards as useable materials. The project can be almost anything the participant chooses within the ten categories. (Music, Art, Science, Math, Social Studies/History, Home Use, Language Art, Tools, Toys, Miscellaneous)

Be very patient with the learning process because it is new to almost all residents. Reusing has become almost extinct in the last couple of generations. The 21<sup>st</sup> Century has a big job to re-educate the population in the reuse of our resources. The best place to start teaching this is to the young but all ages can have fun with it. The younger the better so they understand the value of our reused resources and will practice the concept during their lifetimes. Adults have the skills and the knowledge to find and make examples so children can understand where this competition is going. Adults usually have refined skills that children need to watch and apprentice. The ability to use tools is also part of the challenge such as sewing, carving, building, gluing, painting, etc.

## JUST ABOUT ANY SIZE FAIR OR COMPETITION

There are so many ways to begin a creative unnatural resources adventure. You may have a group or club that works well together and would really be interested in the challenge. There may be a class with a creative teacher who would jump at the chance to challenge his or her students. It is a highly intellectual experience. The participants have to use a lot of what they have learned through the years to develop and participate in a fair. A person can't invent without using high level thinking skills.

When we are considering who can participate, there are no age limits in the community. The groups or clubs can be from senior citizens to kindergartners. We have groups that are different, such as the boys and girls clubs, scouts, church groups, college fraternities and sororities, crafting clubs, etc. We divided the ages groups into K-2,3-5,6-8, 9-12, 18 to 25 years, Adult, and Senior Citizens. These groups many times have very different skills and abilities after years of practice. We also like the adults to enter so the younger participants can see those skills. When developing an event, the age groups need to be considered. They can participate in any size from club to county. It could be just a fraternity or sorority competition, etc.

Starting small may be the best in most cases. Most students or adults do not have a clear concept in their mind on how this all works. It is one of those projects that grows and becomes so enjoyable that it becomes a habit to remake things into more useable items. It teaches people to "think outside the box."

Ideas: for working with creative groups.

- The leader of the class or club may wish to tailor the categories to the subjects being taught. Students may want to pick the one they like the most.
- A teacher can use an unnatural resources project for a "show and tell" assignment to be done through the year. As a student finishes his or her project, they can explain it to a class on different days during the year. This would make it easy for most teachers' schedules. It also gives students more variety during the school day and more time to create a very good project.

- The language art teachers can have students write scripts for unnatural resources puppet shows. Then the students can perform them at the school with puppets made from recycled materials. There could be recycling plays, poems, and songs for other groups.
- A school may want to begin with just one grade level doing one or more subjects to get started for a school level fair. Other grades can be added later if the rest of the teachers want to join in the fun.
- Just the Music and Art departments in competition
- Or combined Math and Science departments
- Or combined Social Studies and History departments
- Or any combination depending on ability, space and time can be developed.
- A school group can develop PE equipment out of unnatural resources for the teachers and coaches.
- Another group could make math manipulatives for their school's math class.
- We are sure you could put more.

**Involving one entire grade level:**

A fair for a whole grade level could involve just creative students who wish to participate in a small fair, or it can be an assignment also involving those participants for that grade level who aren't confident on how to do the projects and need a little push. Then there are always the less motivated students who won't do any projects unless they are required. Teachers or club leaders will have to make a professional decision on whether to make the fair optional or mandatory, which is many times the case.

Since there are many areas to work within, most students will enjoy the freedom to choose the areas of their creative projects. Many projects will fit more than one category. Teachers may wish to have students sign up for particular categories, such as Language Art or Math to ensure that these

categories are covered. Most of the time it can be any of the 10 categories and miscellaneous will catch all the rest of the creations participants design.

### **Involving all grades in one school:**

Schools have many different divisions of grade levels, such as: K-2, 3-5, 6-8, K-6, K-8, 6-8, 7-9, and 9-12. Our fair is set up for the age divisions to be K-2, 3-5, 6-8, 9-12, 18-25 years, Adult, Senior Citizens, and Groups (Scouts, Fraternities, etc). We involved anyone how would like to participate now. “Your” fair could include all categories or just a few depending on the collective plans of the teachers in those schools. Then it would grow as the school gains interest in the project. They make the call when these decisions are developed. The schools make the decisions as to whether they will continue with it or not.

Schools also can have the projects done on a grade level plan. For example, the sixth grade group, seventh, and eighth are all judged separately but they are all displayed in the same section and have their own set of awards. There can possibly be one set of awards for the whole school and all grades compete for the same set of awards.

With a full size school program, there will need to be a coordinator to help insure that the fair runs smoothly for the teachers, volunteers, judges, and for awards distribution. The more entries, the more volunteers that are needed to help keep entries organized and work with the judges. It depends on how the event is set up within the school.

The fair could be showcased in the school library or in other useable school spaces such as cafeterias or gymnasiums. Some schools have very wide halls where tables could be set up for viewing entries. Each school is set up differently so this is the principal’s and lead teacher’s call. It is advantageous to hold the fair during a parent and guest night at the school. As is done for a science fair or school performance so everyone can see the entries. Parents almost always like to see what their children and their friends have been making. That is a time when you are almost guaranteed to have a crowd at school.

### **A community of schools in one event:**

A community-wide fair or event has to have a coordinator; to keep the event organized so everything runs smoothly. This person will need to be available throughout the event for volunteers, judges and contestants. It is a very fulfilling job especially when handing out all the awards to the happy participants. Each school needs to have its own event coordinator to work with the teachers and parents to make sure the entries meet safety requirements for display area and are delivered to the event on the designated time. Please make sure the projects are safe for any viewer who might bump into them accidentally or carry them for placement in the show. We have to be sure they won't cut anyone if made from glass, wire, metal etc. If injury is a possibility, the entries should be encased in some way so they can't be touched. If someone gets hurt at an event, all future events could be canceled.

### **A countywide event:**

A countywide fair or event must have a coordinator or group of coordinators in order to make sure the event runs smoothly. These volunteers need to schedule their time so that enough volunteers are on site during the fair if each volunteer doesn't want to be there all the time. Volunteers are very important at any level to make sure everything is in the right places and stays in the right places so the judges will be able to find all entries. If entries get moved the judges will not know where to look for the names on the charts. We also need volunteers to help watch the entries so they are not touched during the show. People tend to want to pick some of them up to see how they are made. Our fair volunteers post "Please don't touch" signs on the tables.

The coordinators may help find and appoint helpers to ask for donations for awards, order and pick up awards, and find volunteers when necessary during the fair. Depending on the size of the show in numbers of entries, the number of volunteers and judges vary. Judging is during an allotted time frame. If there are over 100 entries in one category, there might need to be more than one judge to share responsibility. The awards and fair necessities need to be ordered weeks in advance. The coordinators and volunteers of those items will be finished with that job way before the fair.

Be sure to work with a reputable and punctual trophy shop. There is no excuse for a fair to not have awards at the time of presentation.

Backtracking to get awards to the contestants is a very time consuming and frustrating way to run a countywide show: basically impossible. As Unnatural Resources Fair founder, I know how hard it is to get awards and entries that are left at the county shows back to the contestants. It would be even harder if I had to find all two or three hundred contestants or more.

There must be a rule for disposing of those entries not picked up by a certain time after the fair because the schools, malls and public buildings do not want them left after clean up. There is always someone who has forgotten the time to pick up his or her entry due to some unforeseen problem. Many times volunteers and teachers who happen to be there have volunteered to get the projects back to people they know. Leaving an unclaimed mess in a public building will make it almost impossible to have another event in the future. Janitors in schools would also like the contestants to be courteous about their time also.

### **Random Unnatural Resources projects:**

The size of the group may start out very small and grow from interest. Different groups of students every semester can be assigned an unnatural resource project. It doesn't have to be a lot of students. It can be a unique show and tell demonstration by groups of creative students who are showing projects to their class or taking projects to other classes in the school to recruit more participants in a future event. Students really enjoy showcasing their work among their peers.

They can put their show on with costumes made from unnatural resources. Some groups may prefer to do their projects during the fall and others during the spring. It doesn't make a difference because showing how to save our resources can be done all year round.

School environmental clubs can develop unnatural resources programs and everyone can participate for awards. Awards can be anything. They can be anything from hand-made ribbons to computer-generated creations as well as trophies made from unnatural resources or store bought trophies and ribbons. Think outside the box.

After reading this, let your imaginations run wild and see where they take you. That is what this whole concept is about, creativity and imaginative freedom. People with imaginative freedom are the winners.

## THE UNNATURAL RESOURCES FAIR PROJECT

### **Things to think about when making the perfect project for competition.**

What subject category are you interested in to make an entry?

Art

Physical Education

Math

Tools

Music

Toys

Social Studies/History

Language Arts

Science

Miscellaneous

Starting with page 30 you will find ideas for entries by category and page 33 for pictures of past entries.

What would be your target group?

Would you like to target a particular age group in the classes or clubs, schools, community, or county level fairs? Which age group would you start with? Circle one

Grades K-2, Grades 3-5, Grades 6-8, Grades 9-12, Young Adults 18-25, Adults, Senior Citizens, Group Entries.

### **Project development.**

What category have you chosen to build your project?

What age will be able to use it? Can all ages enjoy it or is it for a specific age?

What are you making out of unnatural resources? What type of materials are you going to use? Remember that at least 80% of your materials must be unnatural resources?

What are the size restrictions set by the organizer? For example: No bigger than a refrigerator because it has to fit through doors.



What are the dimensions of your entry? This means height, width, and length. They need to know to make room for it on tables or floor space.

What kind of material am I going to have to use to put my project together and decorate it? (Paint, glue, fasteners, etc?) Is that material going to be more than 20% of the whole project? Less than 80% unnatural resources will disqualify the project for judging.

Does your project require electricity? If so, please note in the rules for the competition if electrical outlets will be available. If the rules don't allow for it, make sure your project is battery operated.

How should the project be displayed to show off its best assets to the event judges? This is very important in most cases. You might need some suggestions for first impressions.

Always use safety precautions when making the project. None of the event planners want a participant hurt during the process. Make sure your project can't hurt anyone else if bumped into or touched in anyway. Things like these can cause events to be discontinued in the future for everyone.

**When you are ready for an event, here are some more questions to ask yourself.**

What is the entry form deadline?

What are the delivery and pick up dates?

Who is in charge of my category and age group at the fair for our school or are my parents supposed to deliver it?

Who is taking my project to the event and who is picking it up?

What time should the projects be taken to the fair?

What time of day are they supposed to be picked up?

Is it packaged for transport so it will be delivered in one piece?

**Other things to consider:**

Is this project going to be an original that can't be reproduced because of resource unavailability or can it be reproduced to save more of our unnatural resources? This way you could make more if others wanted to buy your new product after the show and become an entrepreneur.

For show and tell class, you might like to keep a journal on how you found your materials. How the project was made, as well as, what references you used such as books, magazines, TV programs, video, etc. that helped you make your decision on what you were going to create for your project. You might also include a list of other thoughts that helped you create your original idea or a list of things: charts, doodles, pictures, inventions, ideas, and drawings. You might discuss how some materials worked and others didn't.

Because the fair is a competition, items can not be sold during the show. But that doesn't mean that our show products are not valuable enough to sell after the show or make more copies of the same invention. We are hoping that some of our participants will become entrepreneurs of the future.

These are all questions you need to ask yourself as you move toward the event or someone else's event. Actually these are questions to ask yourself if you are just making things to sell yourself.

## DEVELOPING A FAIR OR EVENT OF ANY SIZE

### **Things to ask when considering dates for your event.**

What other community events are planned for your dates? Your community usually has an event schedule for things coming to town for its citizens to enjoy through colleges, tourism, annual community events, and sports. Make sure the date you choose won't interfere with these.

Look on your latest school calendar to see where all the holidays, teacher workdays and vacations fall. These can affect your plans drastically. There will be no one there to put on your event or bring the entries in for display.

Next look and see where all the school competitions fall on the calendar such as the science fair, history fair, art competitions, orchestra competitions, etc. These are all reasons why the teachers can't participate. Make sure you don't try and put your event on the end-of-grade test week either.

After getting all this on the board, analyze it carefully to see where your event will fit most comfortably for all involved. I know that the people who are coordinating the event have "can't do" days also. This is a very critical part of the process of setting up an event. There have been five events on the same days during original fairs, which will usually help create a fair that has poor attendance and few volunteers. Be sure that your days are the best days for volunteers or you will be a lot busier than you thought. Many hands make for light work, they say.

If you do this carefully, you will have fewer problems working out the rest of the "set up" for the fair. The advantage of a good time slot is more people are able to volunteer, more entries coming in, as well as more people visit the event. It can be successful but not as successful if the right date is picked. Many events have to know their dates close to a year in advance. Our best advice is to start planning early so that our event is on the calendar first and so others will have to schedule around your event. It will make it a lot easier.

### **Figuring your total space for event.**

What sizes are the entries? Each entry should have height, width, and length on their forms. They can be in inches or feet. The ones in feet can take up a whole table.

Are you going to arrange the groups in categories or age groups?

How many tall displays do you have that my have to be against the walls?

Are they too big to put on a table so must sit on the floor?

Do you have the fire marshal's layout? In other words, not in front of exits or in front of shop doors so people can't moved in and out freely.

### **How much space is needed for the main sign in area for contestants?**

Space for new entry cards and those that are being filled out and ready by those who had to get their forms on sight. Many call to RSVP in time but just can't pick up an entry form.

Space for secretarial equipment.

Direction signs and sample awards. Contestants always want to see what they might win at the event.

A literature area about other projects made from unnatural resources.

Announcement signs. Event advertising materials (logos) and a place to purchase them should be placed on the tables.

### **How much space will you need for the displays after calculation?**

Do you need 20 tables or 50 tables?

### **How much space for business displays?**

Their product examples

The take home materials

## **How much space will they all take up cumulatively?**

On the entry form cards there should be a space for the size of the entry. There should be a place for the entry's height, width, and length. This will give you some idea where it can be placed, whether on a table or on the floor. (See example)

We had a rule with the original fair that all entries couldn't be any larger than a refrigerator because we had to get them through the mall doors. If you have an outdoor display area, the size probably could have no limit. Participants would just have to be able to move them into the fair and out. These are the things that the organizers are going to have to figure for themselves in finding space for the items and knowing how many tables they will need to display the projects.

Having three schools or thirty makes a great difference on how much space will be used. Our fair has needed about 40 tables but we may need more in the future. Some entries are free standing. When you have a lot of free standing things, they have to be placed for fire safety. Area managers or principals can explain their building's fire safety codes. There has to be room for people to move between projects without problems. Malls like the customers to be able to access the shop doors between the tables on both sides of the mall. In other words, they can't be piled wall to wall into a mall. They have to be placed in a safe pattern. Malls have rules that the coordinator needs to find out before planning an event. They have to follow the city fire code rules. There is always someone who has more rules that people have to abide by. Check with the mall manager or the event-planning manager.

When the entry cards are sent in, the number of entries and sizes can be approximated for showcasing in area and on table space so tables can be reserved. As the fair gets closer, you may find you need more or less tables than you originally estimated. If you are putting it on in a school cafeteria, the table space is already figured. Many of those tables could be stationary. (Table skirts usually are not included in the price of the tables that are rented. You have to order them separately. Most of them go  $\frac{3}{4}$  of the way around the table. If your tables are going down the middle of a hallway, you need to order extra table covers to go all the way around when not against the wall. (Chairs usually sit behind them or they are against the wall.)

The exact space needed won't be known until the entries are delivered to the event by the parents, teachers and residents. Always expect a few less than the cards turned in. People forget when to bring them or the project has not been completed or been damaged before the event starts. If they bring them in late, there needs to be a rule. We told people if they got them registered and on the table before 10:00am on Saturday the day of judging it would be fine if time allowed. We were not to disturb the judges who started at 10:00am. This allowed the very few who's parent or teachers who forgot something or a project had to dry on "set up" day could enter. These are judgement calls for the coordinators.

### **Placement of entries?**

When you have numerous categories of entries and ages, there are different ways to work with them. You can group the displays according to categories or by age groups. Some people like the tables to have all one age in the same area. Others like the fair to be arranged so that all one category with all age groups are in the same area. This has to be decided before the fair in order to complete the table arrangement. Before entries arrive, have table makers so they can find their space when they arrive. It will make it more do-it-yourself when it comes to placing the entries on the tables. You just have to direct them to the area you want them to put it. A volunteer can be in that area to give more assistance.

You also have to ensure the safety of the pieces. If some entries need to be watched more than others are, the tables should be arranged in that way. Sometimes there are more fragile things to be arranged and other times there are more valuable things to display. This has to be considered by the coordinator managing the fair. These challenges do need to be acknowledged at a big event when doing the setting up.

### **Awards for fair or event?**

How many awards will you need?

Who will present the awards?

What types of awards are going to be given by your awards committee for this event?

Certificates?

Purchased or computer generated-suitable for framing.

Ribbons?

If ribbons, what type and how many places?

Basic ribbons with 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, etc. place on them.  
Printed ribbons with the name of the fair on them. Bow type ribbons with fair seals that look very fancy but are more expensive.

If printed, how long does it take for them to be specially made?

Trophies?

If you award trophies, how many levels in each winning category will receive trophies: Anyone with a first place or the best in show for that category? Decide how many trophies you want to award.

Special awards?

Will you award mayors' and county managers' ribbons, School Board ribbons, etc?

Companies or individuals may want to sponsor special awards that use some type of unnatural resource for an answer to a special waste problem.

These awards can be made from unnatural resources, etc. Someone just has to be able to create them.

Cash Awards?

What is the dollar value of each?

How will they be presented?

Are you presenting a check during the program?  
Is the check going to be presented in an enclosed envelope?  
Is the check going to be sent to the winner addresses after the show?

**What will the total cost be for your event's awards?**

Does the total cost have to be paid before the fair or is there a thirty-day grace period to have all your expenses for (awards, tables, etc.) covered?

**Where can you get the money to pay for awards?**

Recycling department donations.  
Grants  
Local government  
Trusts  
Business donations  
Individual donations  
Savings from previous annual events  
Raffles, auctions and dinners, or any other moneymaking event

**Who is going to help coordinate the donations for the event to be sure all bills are paid?**

These volunteers will be needed to be on board very early in the setting up process of the event. How many people you need working on getting donations depends entirely on how big the fair is and how much money must be spent. Some recycling offices or school PTA's will donate funds, but if expenses are very big other means of donations are needed. Funding depends on the situation and the community.



## HOW ABOUT USING MULTIMEDIA

### **How much advertising will be needed for your project?**

This will depend on the size of your event. It also depends on your advertising budget. If you do have money to advertise it makes it nicer, but most events like these do not. There are many ways to get your word out free but research for a nonprofit event has to be done in your area. It can be connected with other recycling projects or added to community event calendars and in small town newspapers in county towns if it is a big fair. Look around and talk to media people and see what the situation is in your area for advertising.

If it is **class or club size** there might be a way to put a notice of it in the school newspaper or a flier going to parents. The students can plan all that with the teacher or club leader. It depends on if anyone seeing it besides just the class or club. This would be a nice computer learning experience when making the notices or invitations to the showing.

If your showing is **school size** there might be invitations in the school newsletter to parents or an announcement in the community newspaper. School wall posters announcing it could be made so school personnel, parents and guests won't forget to come. To be sure you get it in on time, dates for the deadlines of school newsletters need to be located and scheduled.

If you are putting on an event **involving several schools in the community** there might be a lot more advertising such as fliers delivered to libraries and parents, announcements on the radio, a few seconds or minutes spot on the TV when people are most likely to be watching. That is during the news in the morning or evening.

In my 14 years of experience, I have noticed there are a lot of people who watch the news very early in the morning while getting ready for work and school. At first that was very surprising to me until I realized even our TV was on around 6:00am in the morning.

These radio and TV spots for any size show can be very short. They are like the short ads on TV. There are fifteen second ones or longer depending on the generosity of the station. Preparing these very short

scripts requires writers to just think about the most important facts that the group wants to get across. The type of event, name, place, and time. After that the seconds can be descriptive for time allotted. If the announcement is not written in that sequence for short clips, there won't be time to get the important facts on the air. They are filmed in 15-second takes. They have 15-second, 30-second, 45-second; 1-minute, 3-minute, 5-minute, and 10-minute shots. Usually the donated spots to nonprofits are 3 minutes or less for local national stations. Written script needs to be very tight to get what is needed said including the announcer's questions.

With a script you need to make a list of questions for the announcer to ask you to match your script. This way they can ask you the questions that you want to answer. Announcers don't know anything about your topic until you meet them a few minutes before the show. They are taking the script from your lead.

If your fair is involving the whole community or county including all ages of residents entering projects, then the media can be wide spread. It can be written up in magazines, newspapers, on TV and radio, announced in other programs and fliers. All of this should be started at least six months ahead to know what the media deadlines are.

Types of people you will need are those who like to write articles or want to be on television at dawn. Those who like to work with handouts, announcements and fliers should be included in your list of volunteers. Those who like to make posters and signs. One person can develop it all but it would be a lot easier with more and the information will be spread farther. The more people who spread the word the more successful your event will be.

### **Annual Events?**

If you plan to have more unnatural resources event, media must for be kept in mind for the future. Save as much memorabilia as possible making things easier the next time. What kinds of things would you write about the previous unnatural resources event that would inspire residents to have one again the following year?

What kinds of things would you change to improve the next event or fair? Write them during or within a few days after the event because they are easily forgotten in the near future.

What kind of pictures do you have to put in your fliers, brochures, or newspapers, etc to advertise entries? Pictures are very important to have after the fair. That way people can see what you are talking about. Unnatural Resource use is very hard to explain if people can't visualize what you are talking about.

Save all lists of your volunteer, judges and contestant who have participated in putting it on so you can ask them what they would do to improve the next one. The more input the better it will be. The contestant entry forms will also include all the materials used for the projects.

Always assume someone is going to have another event. If that is not considered, everything will be thrown away before they know they need it for the following year.

## **JUDGING THE ENTRIES**

### **Judges for your event?**

It depends on the size of your event. As founder and chairman, I didn't judge. This kept me an arms length way from the "why did you give me 'that' place ribbon?" questions for days after the fair. The contestants always knew that I was the leader so I was supposed to know all the answers to their questions. I would say that they would have to ask their judge why.

Depending on how many entries that you have, spread the work, attempting to get judges for each category. Since the judging is partially subjective in many cases, it is nice to have judges in the fields.

As coordinator, after the judging you need to solve all problems with lost ribbons and things but not what place the winners received. The coordinator is the problem solver and has to adjust things to make event go very smoothly. Always have a few extra ribbons so they can be used to solve ribbon problems, such as lost ribbons, etc.

There needs to be some rules about ribbons and trophies. If an entry is not made by more than one person, there is no problem with more than one ribbon. If several contestants make a winning entry, there needs to be a rule as well as another rule for trophies. Such as, the combined contestants making one project can each have a ribbon. The group can only have one trophy for the entry if it is a trophy winner. This way everyone gets to have a ribbon to take home for his or her work. If they want more than one trophy for the entry designers, then they would have to make arrangements to buy it from the leader if there were extras made or get one at the trophy shop at their own expense. That solved most of the problems.

## What do the judges use for criteria?

The rules have to apply to ten categories. Art and music might not have the same judging rules in a just one-category project. You could judge tone, and note range, etc. but that wouldn't apply to the arts, texture, color, etc.

Judging is generally subjective. However all entries must meet basic requirements, in other words:

- Made from at least 80% unnatural resources
- Within the size limits
- Electrical entries need to be battery operated if at all possible due to lack of outlets in some places. Lamps possible exception.
- Entry cards properly completed with materials and name
- Entries within any category must be judged using the same criteria!
- Applicable to the age grouping created
- Usability of project created
- Entry set up properly-labeled and safely placed
- Thought and Expression
- Creativity
- Presentation
- Usefulness or Purpose

Since these are unique one of a kind items; there are few precedents for judging, such as a junkyard dog made out of disposed metal items such as computer parts, lawn chairs, etc. and all shaped and sprayed silver until it looks like a dog barking. It is hard to judge many of the things such as cat entertainment centers from plastic buckets, carpet scraps, rope and wood scrap. There are pictures made from dryer lint and old make up. Shoes made into people. Frogs and picture frames from car parts. Books for judging this kind of item are in the process, so these guidelines are what we use for criteria?

## **UNNATURAL RESOURCES BUSINESS DISPLAYS**

Businesses that make products from unnatural resources need places to display their new items. The Unnatural Resources Fair or event is a great place to showcase them and to tell people how to get their products.

Working with businesses can really help your group. If you invite them to put up company displays, they might help you with some of your awards. They might buy booth space in order to help you with event costs. Since they have to have people run the booths, it may give you more volunteers to help watch tables to keep people from touching entries or direct visitors, contestants, and judges during the event. One or two businesses can do a lot more than you might think. If you are lucky enough to have many businesses, count yourselves very fortunate.

Most visitors that come to unnatural resources fairs are interested in knowing where to get the unnatural resources products they have been hearing about for years, as well as, seeing their friends compete or prizes. If you have a program to handout, it could be very helpful for both businesses and fair coordinators. Businesses could put ads in your program that would in turn help pay for the awards. The program could also help the viewer of the event understand what it is all about.

Recycling collection companies may want to set up trucks for people to bring their items as they visit the event. This would start becoming a multi-tasking event. There might even be a composting company that would also like to set up an information booth in the area parking lot. Education is the purpose of this event. The more education the better.

Again, depending on size of the event, date should be secured 6 months to a year in advance. Many fairs are scheduled the month after the last annual fair. This gets your place secured and gives the volunteers time to get the date on all of the community calendars. The fliers can be developed and printed, and media scheduling can be done, such as magazine articles deadlines if the fair is a large one early enough for people to help you get the word out. This way you will be able to get the best radio and television spots.

Businesses need a lot of time to get ready. They have business meeting, conferences, and conventions to plan for their employees to attend. Many communities have large numbers of events competing for the best time slots. Scheduling early will help to keep your event from being scheduled on someone else's time slot. During the original fair's years, there have been times five events were scheduled on the same date. Depending on the events whether your unnatural resources event will be a success. If other events require lots of volunteers and are very popular, your event will have low attendance and few volunteers to help. The right date makes a big difference in success.

Participants and companies have to be taught what the event is all about and how to participate. They will have to locate all their materials so they can make their booth set-ups and unnatural resources entry. This all takes time. If there is an event in school in the spring, start talking about it in the fall so students can let the creativity and imagination build. Projects will be much better and more people will understand what is going on. Have some show and tell time in your class as you show students examples of what is expected.

## UNNATURAL RESOURCES EVENT'S TASK LIST

### Preparation

Find Coordinator  
Decide how large the event will be  
Who will be the audience?  
Find place and most complementary date

**Depending on the size of your event which of these tasks you will use.  
Just remember not to forget those task that will help have another the  
next season so that you will be prepared if you want to be.**

### Promotional Activities

Newspaper Articles  
Distribute Flyers to Schools  
Posters  
Newsletters  
TV Appearances  
Min-Shows  
Web Site Update  
Business Support and Displays  
Flyers  
    Design  
    Printing

### Logistics

Entry forms- small events  
    Computer generated with date of collection

Entry Forms- large events  
    Design  
    Printing  
    Distribution  
    Collection

### Awards and Trophies

Identify (List) Possible Supporters  
Letters to Possible Supporters  
Contact Possible Contributors



Collect Funds  
Order Ribbons and Trophies  
Pickup Ribbons and Trophies

### **Show supplies for sign in table and judges**

Pens, pencils, clipboards, paper, tape, etc

### **Space Requirements**

Estimate number of entries by category and group for number of tables needed

Plan table distribution

Order tables (skirts extra)

Skirts should be on main tables to use for unseen item. (Most table skirts only cover 2 ends and one side because chairs are set on one side.)

### **Business Displays in one area or dispersed**

### **Layout Arrangements of tables whether classroom or mall.**

### **Entry Placement – Tables or floor**

### **Personnel**

Identify Volunteers  
Setup Crew  
Entry Judges  
Table Sitters  
Photographer  
Clean-up Crew

Assignment schedules

### **Events and Activities**

Identify events and activities

Develop Timetables for events-  
Putting on puppet shows to bands

## **Execution**

Judging  
Categories / Groups  
Municipal Awards  
Cash Prizes  
Award Prizes  
Photo Opportunities

## **Review and Evaluation**

Teacher and leader evaluations of the event  
Student and participant evaluation surveys

### **Don't let this task list scare you.**

This looks like a lot but everything depends on the size. If you only have a class of 28 students, only a little of some items will be done. Teachers have been doing these kinds of projects with their students during the rest of the year for other reasons. They are professional hands at it. Only if you have a complete countywide event would you have to have this entire task list working smoothly with many volunteers.

## IDEAS FOR ENTRIES BY CATEGORIES

These are examples of entries made with unnatural resources over the past 12 years. They will give you an idea of how diversified an unnatural resources event can be.

### **Art**

- Wire for sculpture and designs
- Papier-mâché
- Paper sculptures and origami
- Jewelry
- Decoupage
- Mosaics with all kinds of materials
- Personified and animated unnatural resources
- Picture painted in old make-up
- Artistic robots
- Sculptures
- Etc.

### **Science**

- Balances
- Telescopes
- Bird feeders
- Displacement weights
- Working robots
- Squirrel feeders
- Bat houses
- Animal habitats
- Planters
- Science games

### **Math**

- Math manipulatives
- Math games
- Geo boards
- Abacuses
- Math models
  - Cones
  - Spheres

Squares  
Rhombuses  
Parallelogram  
Hexagon

### **Language Arts**

Unnatural resources puppet shows  
Essays on recycling  
Plays with recycling themes  
Poems on recycling our resources  
Recycling songs

### **Music**

Wind chimes  
Drums  
Shakers  
Xylophones from metal and boards  
Rhythm sticks  
Flutes  
Bells  
Kazoos

### **Home Use**

Quilted items as well as full quilts  
Clothing  
Trays made from broken tile to wine corks  
Candle holders  
Vases  
Clocks  
Lamps from almost anything  
Furniture  
Holiday decorations

### **Physical Education**

Weights  
Balance beams  
Indoor golf practice equipment  
Balls from rubber bands, etc

Catching items such as beanbags or scrap yarn balls.  
Rackets  
Jump ropes  
Relay game equipment  
Catcher

## **Toys**

Dolls from most anything  
Doll houses  
Playhouses  
Games  
Cars  
Beach sand castle shaping equipment  
Travel games  
Card games

## **Tools**

Body tool holders  
Building tool holders  
Material holders  
Garden equipment  
Tools needed to perform a task.  
Mobile carriers  
Mobile sprinklers

## **Social Studies/ History**

Culture scenes  
Ancient civilization scenes  
Dress of cultures  
Resources reused in certain countries.

## **Miscellaneous**

Dog and cat toys and houses  
Cat entertainment centers  
Outdoor equipment

## PICTURES OF PAST ENTRIES



Charcoal Lighter from Coffee Cans



Jewelry Box from Wood Scrap



Frog from Engine Parts



Bull Fighter from Telephone Wire



Paddle Boat from Wood Scrap



Kitty from Yarn Scrap



Oil Can Lid Carving



Dinosaur from old bread ties



Sprinkler Stand from scrap PVC pipe



Light Bulb Planter



Functional Cleaning Robot



abacus

# EXAMPLE FAIR ENTRY FORM

<b>“Unnatural” Resources Fair Entry Form</b>				
Name: <input style="width: 100%;" type="text"/>				
Address: <input style="width: 100%;" type="text"/>				
Phone: <input style="width: 100%;" type="text"/>				
Group Name or School: <input style="width: 100%;" type="text"/>				
Name/Title of Entry: <input style="width: 100%;" type="text"/>				
Grade	Age Group	Category		
<input type="checkbox"/> K - 2	<input type="checkbox"/> 18 - 25	<input type="checkbox"/> Toys	<input type="checkbox"/> Lang. Arts	<input type="checkbox"/> Exercise Equipment
<input type="checkbox"/> 3 - 5	<input type="checkbox"/> Adult	<input type="checkbox"/> Math	<input type="checkbox"/> Home Use	<input type="checkbox"/> Miscellaneous
<input type="checkbox"/> 6 - 8	<input type="checkbox"/> Senior Citizen	<input type="checkbox"/> Science	<input type="checkbox"/> Music	<input type="checkbox"/> Robots
<input type="checkbox"/> 9 - 12		<input type="checkbox"/> Art	<input type="checkbox"/> Tools	<input type="checkbox"/> Social Studies/History
<b>Estimated Size:</b>	<b>Materials:</b>		<b>Please Return Entry Form to:</b>	
L: <input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>		<b><i>Insert Return Address Here</i></b>	
W: <input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>		Entry form <b>MUST</b> be returned by	
H: <input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>		<b><i>Insert Date Here</i></b>	
<i>Entries cannot be larger than a refrigerator</i>				

Cut Here

<b>Please Attach This Portion to Your Entry</b>				
Name: <input style="width: 100%;" type="text"/>				
Address: <input style="width: 100%;" type="text"/>				
Phone: <input style="width: 100%;" type="text"/>				
Group Name or School: <input style="width: 100%;" type="text"/>				
Name/Title of Entry: <input style="width: 100%;" type="text"/>				
Grade	Age Group	Category		
<input type="checkbox"/> K - 2	<input type="checkbox"/> 18 - 25	<input type="checkbox"/> Toys	<input type="checkbox"/> Lang. Arts	<input type="checkbox"/> Exercise Equipment
<input type="checkbox"/> 3 - 5	<input type="checkbox"/> Adult	<input type="checkbox"/> Math	<input type="checkbox"/> Home Use	<input type="checkbox"/> Miscellaneous
<input type="checkbox"/> 6 - 8	<input type="checkbox"/> Senior Citizen	<input type="checkbox"/> Science	<input type="checkbox"/> Music	<input type="checkbox"/> Robots
<input type="checkbox"/> 9 - 12		<input type="checkbox"/> Art	<input type="checkbox"/> Tools	<input type="checkbox"/> Social Studies/History



## NOTE FROM FOUNDER

We hope those who have ventured to acquire a “How to Have an Unnatural Resources Event Workbook “ will start to imaging what it would be like for them to have one. I hope you invite the Unnatural Resources Institute to come and see it and share your contestant’s new ideas for their discards.

As founder, I hope you get all the enjoyment I have had through the years with your students and other participants. Seeing all those happy people who had won ribbons and trophies, some for the first time in their lives for their own delightful creations, was well worth the work we all did to put on the events.

## NOTES