

# Mayfly Festival 2025 – Partner Application

May 17, 2025

11:00 AM – 3:00 PM

Mingus Park, Coos Bay

Thank you for your interest in being part of the Coos Watershed Mayfly Festival! There are a few different ways that you and your organization can be involved with the event this year:

1. Have a booth at the festival - **deadline to apply: February 28**. CoosWA will approve booths on a rolling basis and finalize booth list by March 6.
2. Participate in a lead-up event (e.g., community presentation or other event) in April or May - **deadline to apply: February 28**.
3. Lead a follow-up event (community presentation or other activity) after May – **deadline April 12**.
4. Help out at the festival as a volunteer (separate form, deadline **April 18**).
5. Contribute educational materials from your organization to be given out at the “Resources/upcoming events” booth at the festival.

## **Coos Watershed Mayfly Festival goals:**

1. Shed light on the connections between community, the environment, and water.
2. Teach (and empower) community members how to be good stewards of our land and water, providing as many specific actions as possible.

## **Coos Watershed Mayfly Festival themes:**

1. Food webs and ecology (e.g., mayflies feed salmon, salmon feed trees, trees feed mayflies)
2. What makes up a watershed? Insects, amphibians, fish, people, etc.
3. Healthy water = healthy people (watershed health = community health)
4. Youth leadership/training the next generation of watershed stewards

**\*\*Any questions about the Mayfly Festival or booth activities should be directed to Kara Kliez ([kklietz@cooswatershed.org](mailto:kklietz@cooswatershed.org)) at the Coos Watershed Association\*\***

## **BOOTH GUIDELINES**

**Activities:** Each booth should include a hands-on, interactive craft, game, or educational activity to engage visitors with watershed topics. Whenever possible, **we encourage having youth lead the activity or help out at the booth as a way of tying into theme #4 above**. Activities may include anything that is educational and watershed-related. Interdisciplinary activities that include art, history, or any other related field are encouraged. For example, booth activities may involve painting/tracing native plant leaves or a matching game in which visitors find/match different life stages of native animals. “How-to” demonstrations are also welcome for those groups that want to show visitors the proper way to plant a rain garden, build a compost or recycling bin, or do some other watershed-friendly activity. Although creating broad connections is beneficial, the Mayfly Festival is intended to shine light on local watershed issues. Booths that highlight global issues in watershed science are welcome, but we do ask that some components of the booth focus on locally important watershed issues or information. The “what lives in Mingus pond/park” question is one that multiple groups can share!

## **Booth rules & guidelines:**

- No sales at activity booths, please—we aim to keep this as an educational event that families can attend without spending money, with the exception of food and CoosWA/Mayfly merch (which raise funds for future Mayfly Festivals).

- If you plan to give things away, plan on having enough supplies for 400+ visitors (we may be able to supplement your supplies—get in touch if you have an idea and need help making it happen).
- Please stay away from advocacy/politics/potentially divisive topics at this event.
- Because this event aims to be family friendly, consider how your booth will attract multiple age groups and be sure to include some information for children.
- To make this event as accessible as possible, please consider language and learning barriers—for instance, if your activity involves steps, have a photo or graphic of each step for visual learners.
- Booth organizers must check in at Mingus Park by 9:30 am at the latest for set-up on May 17.
- Clean-up of your booth will begin at 3 pm. Booths must be completely cleaned up and checked-out by no later than 5 pm.
- There will not be electricity available to booths unless requested on this form.
- All booth/exhibit displays and activities must be conducted inside the space assigned to you. The booth spaces are 10x10 unless otherwise requested.
- Distribution of food or beverage (including water) is not permitted, except small pre-packaged and individually wrapped treats/candy used as prizes.
- Candles/other flammable objects (excluding chafing fuel at booths serving food) may not be utilized.
- Booths may not showcase or use weapons, ammunition, explosives, fireworks, or other objects deemed dangerous, even if the individual possesses a valid concealed weapons permit or other lawful permission to carry a weapon.
- No alcohol is permitted at any time. Individuals found drinking or serving alcohol will be removed from the event and fined accordingly.
- No booth may contain inappropriate material or material that promotes political, religious, or controversial agendas. If you have any questions, please email [cooswa@cooswatershed.org](mailto:cooswa@cooswatershed.org) or call (541) 888-5922.
- The Mayfly Festival Planning Committee, Coos Watershed Association, and City of Coos Bay are not responsible for lost, misplaced, or stolen property.

**What to bring:**

- Table and chairs
- Canopy tent (8x8 or 10x10)
- All necessary supplies for your activity
- Volunteers to help lead your activity/fill in when you need a break
- Food and water for your booth leaders

**By signing below, I acknowledge the following:**

- I have read and agree to the expectations listed above.
- I authorize the use of photos taken of my group during the festival in future Coos Watershed Association newsletters, brochures, media releases, and on the CoosWA website and social media.  
 YES       NO
- I hereby release Coos Watershed Association, City of Coos Bay, and their employees and agents from any liability resulting from injury, damage, or loss or property I/my group may suffer as a result of my participation in this event.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## COOS WATERSHED MAYFLY FESTIVAL APPLICATION

Your name:

Organization name:

1. I am interested in (select all that apply):

Booth at the Mayfly Festival

Lead-up event in April or May

Follow-up event after May 17

Volunteer at the festival (e.g., setup, greeter, booth support) - will need to fill out separate application

o Contribute materials to Resources/Upcoming Events booth at the festival

2. Describe your activity or presentation:

3. How will your booth/activity contribute to the Mayfly Festival goals?

4. Which Mayfly Festival theme(s) will you tie into, and how?

5. What take-aways are you aiming for—what do you hope people learn? And/or, what actions do you hope they will take that will improve the health of our watershed/community?

6. How will your activity be welcoming to all ages and skill levels? Will you be able to provide step-by-step photo instructions of your activity?

*Remaining questions for booth leaders only:*

Do you need electricity?

Yes       No

Do you have volunteers to help with your booth (we recommend at least 2 people per booth to allow for bathroom and lunch breaks, etc.)

Yes       No

Is there anything you need but don't have (canopy, tables, tent weights, etc.).

Other questions, concerns, ideas...???