

P.O. Box 471 Cooper Station
New York, N.Y. 10003

January 28, 1975

TO ALL ORGANIZERS AND REGIONAL ORGANIZERS

Dear Comrades,

Enclosed is a copy of the spring 1975 YS teams handbook. Regional center organizers will find three extra copies for team members in addition to their own.

All comrades who are working on the teams should read the handbook thoroughly. It is very important that team members bring the handbook with them on the road.

Comradely,
RICK BERMAN
Rick Berman
YSI. National Office

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YOUNG SOCIALIST TEAMS HANDBOOK

SPRING 1975

The YSA is fielding 15 Young Socialist teams this spring. Each team will have three members and will be on the road for eight weeks.

The YSA should use these teams to take the lead in presenting the socialist alternative in the 1976 presidential elections, in gaining support for the struggle against the racist attacks on Boston's Black community and winning new members to the YSA.

CAMPAIGN YOUTH SUPPORT ACTIVITIES

The teams will accompany Peter Camejo, Ed Heisler, and Linda Jenness on their speaking tours to help organize people who attend campaign meetings to work with the YSA in building support for the Camejo-Reid ticket and in other YSA political activity.

The teams and local SWP campaign committees should plan a standard format for the national tour meetings. Banners, a large literature display, fund-collection pledge envelopes, a mimeographed mailing list and other materials should be prepared in advance. A brief fund appeal and the chairperson's remarks should be well-planned. After the campaign speech, the chairperson should announce that the campaign staff will be meeting at the back of the room (or in another room) with people who want to volunteer to work on the campaign.

An on-campus meeting should be planned for people interested in joining the YSA for later that day, or the next day. If possible, an introductory class on socialism should be scheduled a few days after the meeting. Leaflets announcing these classes and meetings should be available at the campaign speech. These tour meetings should be professional and well-organized. Every aspect of recruitment and youth support follow-up work should be planned in advance. One immediate activity that new YSA members and campaign supporters can work on will be organizing meetings for the national YSA speakers who will be touring later this spring.

The team members will be campaigning for socialism in much the same way as candidates. They will speak as campaign representatives at meetings, classes, debates, campaign rallies, picket lines and demonstrations, and individually to thousands of potential campaign supporters and YSA members who buy The Militant and Young Socialist.

The teams will distribute 4000 copies of the SWP campaign Bill of Rights for working people. They will sell campaign buttons and posters, and sign up thousands of initial endorsers of the Camejo-Reid ticket.

Each team will be supplied with a campaign media kit. Whenever possible, the teams should organize press conferences on their arrival in a city. Every campus newspaper should be visited and interviews solicited for candidates or team members. The teams will receive news releases and other communications from the SWP national campaign committee to keep them abreast of the latest campaign developments.

One team member should prepare a campaign speech on the general topic of why students should support a socialist election campaign and why only socialism can solve the current social and economic crisis. In addition, a short 10 or 15 minute talk for high school and college classrooms should be written. Fund collections should be taken at every meeting. All collections go to the team except for collections at national tour meetings. When a team member speaks at a meeting it should be made clear that funds are being solicited for the team and not for the Socialist Workers campaign.

BOSTON WORK

The teams will be campaigning to explain the nature of the racist attacks on school desegregation in Boston and to encourage students to support the pro-busing movement by joining actions called at the Feb.14-16 National Student Conference Against Racism.

The YS teams can play an important national role in this movement. In some areas, student activists will be unfamiliar with the Boston struggle. Discussions held by team members with Black campus leaders, student government leaders and other activists can be a key factor in convincing them to organize local Student Committees or coalitions. Teams should plan to schedule these discussions on every campus they visit.

Campus leaders and faculty members should be asked to en-

dorse national actions. All endorsements should be recorded in the weekly political reports and reported in the weekly phone calls to the National Office.

Teams will be supplied with publicity materials for actions called at the National Student Conference. These materials can be used with The Militant, the Young Socialist, and the Pathfinder pamphlet on the racist offensive against busing, to explain the issues and win new activists to the pro-busing movement.

In many areas it will be possible to have at least one team member attend the Boston conference. This could add authority to discussions with campus activists and leaders. One team member should prepare a speech on the Boston struggle. The speech should provide **background** information on the history of the busing crisis, describe the brutality of the racist offensive, and explain the socialist program and strategy to defeat racism.

SALES

The Young Socialist, The Militant, and the books and pamphlets from Pathfinder Press are the best weapons at the teams' disposal to publicize the SWP election campaign and build support for Boston's Black community. There will be three regular team sales activities:

- 1) Single copy sales of the Young Socialist, with a goal of 100 per week.
- 2) Single copy sales of The Militant, with a goal of 100 per week.
- 3) Subscription sales of The Militant, with a goal of 30 per week.

In addition, the teams will sell single copies and subs for Intercontinental Press and subs for the YS. Wherever possible our press should be placed in campus bookstores. Other activities will include: 1) setting up literature tables; 2) campus forums; 3) getting campus bookstores to order Pathfinder books and pamphlets; 4) visiting campus speakers bureaus to set up engagements for the national and local speakers bureaus.

Militant subscription sales are particularly important on regional campuses where students may not be able to have regular contact with the YSA. As much time should be allotted as necessary to meet the 30 sub per week goal. In addition to dorm sales,

previous teams have had success selling subs from literature tables, at meetings, in cafeterias, to campus groups, in off-campus student housing or door to door in the Black, Chicano, or Puerto Rican community.

RECRUITMENT

All team activities will be aimed at recruiting new at-large YSA members and forming new YSA locals. Everyone interested in our ideas should be asked to join. A new member's only contact with the YSA for some time may be her or his brief contact with the team. When someone asks to join, one or more of the team members should take the time to carefully explain the YSA's program and organizational principles and norms, answering any questions the person may raise.

Our concept of membership in a democratic centralist organization like the YSA is a new experience for most young people and must be clearly explained. Organizing the YSA and Introduction to the YSA (now in preparation) can be very useful in this regard.

The team should be sure to have a thorough discussion with new recruits and prospective members about the YSA's security policy banning the use of illegal drugs by YSA members. It should be clear to new members that there are no exceptions to this policy.

A \$2 initiation fee and \$2 for the first month's dues must be collected from each new member and sent, with their name and address, directly to the National Office before the National Executive Committee can consider their application for membership.

ROLE OF THE REGIONAL CENTER

The team's work is an important part of the regional work in each region. The regional centers will work with the team members in setting up their itineraries, as well as having meetings to plan out the team's sales, campaign activities and other work. Each team should have a list of all regional comrades and contacts in their region. Housing should be set up in advance with these comrades and/or contacts and they should be invited to work with the team while it is in their area. The regional center should also arrange to secure permits for sales, literature tables, or dorm canvassing where they are necessary.

The collaboration between the team and the regional center should continue after the team is on the road. The regional centers will be responsible for following up on all the contacts made by the team. Newly recruited at-large members and locals

should be visited as soon as possible, be kept in frequent contact with and invited to activities in the center.

The team should send regular weekly political reports to the regional center as well as to the YSA National Office and a regular phoning schedule should be arranged with the regional center before the team leaves. Regular reports on the team's activities should be given to the local, so that all comrades will be on top of the team's progress.

In general, the regional organizer will keep the team provided with any new information about the region and can supply them with any materials on regional activities. Material on the spring socialist conferences or campaign activities should be sent to the teams as soon as it is available, as these are events that every contact and comrade in the region should be encouraged to attend. The regional organizer will also want to keep the team informed of events in the center.

ORGANIZATIONAL TASKS

Each team has a designated captain, who in collaboration with the other team members sees that each team functions smoothly and that all the tasks are accomplished. The captain is responsible for sending in a weekly political report to the YSA N.O. and a copy to the regional center. The format for these reports is included in this handbook. A report should be made on each campus that the team visits. Also the captain is responsible for making sure that the weekly financial report is sent to the YSA N.O.

The other essential tasks which should be divided among the team members are listed below.

- 1) The number of YS's, Militants, and IP's sold each day should be recorded.
- 2) The number of Militant subs sold each day must be recorded.
- 3) Daily financial records of all income and expenditures and weekly summaries should be kept.
- 4) Complete daily records of all Pathfinder literature sold should be kept. A full inventory of all Pathfinder titles, YSA and other materials should be made by Friday of each week so the team can order needed books and materials over the phone on Saturday.
- 5) Accurate lists of contacts and campaign endorsers should be kept. They should be sent to the regional center for follow-up.

- 6) One team member should be responsible for writing articles for the Young Socialist and The Militant.

The experience of past teams shows that the best way for the team to function is to work out a division of labor with clearly defined tasks before the team leaves on tour. Daily meetings should be held to collectively assess the team's work and weekly meetings should discuss materials orders from the YSA N.O., itinerary adjustments, etc.

TELEPHONE CALLING

Each team should call the YSA N.O. once a week on a specific day and time. Each team should report the following:

- 1) Where they want their weekly YS bundle sent. The YS will be sent by Greyhound every Tuesday. Five to six days should be allowed for the West Coast, Twin Cities, Denver and Houston teams; three to four days for the Midwest and Southeast; and two days for the East Coast.
- 2) Where they want their Militant bundle sent. The Militant will be mailed every Thursday night to general delivery or a specific address in the city where the team designates. In the case of the West Coast, Twin Cities, Denver and Houston teams at least ten days should be allowed for delivery; five to six days for the Midwest and Southeast; and about three days for the East Coast.
- 3) Any additional material will be sent Greyhound or parcel post. This includes additional Pathfinder titles and YSA and campaign materials.

When picking up packages, each team should check to see that they have received all of them. For example, if two packages are sent they will be marked "1 of 2" and "2 of 2." They will be sent in the name of the team captain.

The phone schedule begins the first week that the team is on the road.

PHONE SCHEDULE

<u>Team</u>	<u>Day</u>	<u>Time (NY time)</u>
Boston	Saturday	9:30 - 10:00 am
New York	Saturday	10:00 - 10:30
Pennsylvania	Saturday	10:30 - 11:00
Washington D.C.	Saturday	11:00 - 11:30
Atlanta	Saturday	11:30 - 12:00 pm
Cleveland	Saturday	12:00 - 12:30
Detroit	Saturday	12:30 - 1:00
Chicago	Saturday	1:00 - 1:30
St. Louis	Saturday	2:00 - 2:30
Houston	Saturday	2:30 - 3:00
Twin Cities	Saturday	3:00 - 3:30
Denver	Saturday	3:30 - 4:00
Seattle-Portland	Saturday	4:00 - 4:30
Los Angeles-San Diego	Saturday	4:30 - 5:00
Berkeley-San Francisco	Saturday	5:00 - 5:30

Note that all times indicated are New York time. The time difference must be accounted for. It is necessary to stick to the schedule to insure that team shipments are sent and arrive on time, as well as for accurate sales records.

SAMPLE BUDGET FOR A REGIONAL TEAM

This budget is an estimate of how an average team is expected to perform. It is based on the experience of previous teams.

Average expenses for a team on the road

<u>Item</u>	<u>Amount</u>
Gas, oil	\$160.00
Subsistence (based on \$25/member/week for eight weeks)	600.00
Misc. (tolls, parking)	<u>50.00</u>
TOTAL	\$810.00

Average income for a team on the road

<u>YS sales</u>	\$200.00
<u>Militant sales</u>	200.00
Pathfinder sales	200.00
Other (<u>IP sales</u> , YSA and campaign material, collections at meet- ings)	<u>75.00</u>
TOTAL	\$675.00

TEAM EXPENSES	\$810.00
TEAM INCOME	<u>675.00</u>
N.O. SUBSIDY	\$135.00

FINANCES

1) The YSA N.O. will provide each team with YSA and SWP campaign materials, a stock of Pathfinder titles, YS's, Militants, and IP's. The income raised by each team along with the cash subsidy provided by the N.O. is the means by which each team will sustain themselves. The teams will keep all the income raised through single copy sales of the YS, The Militant, IP as well as YSA material, Pathfinder titles, contributions, collections, etc. A certain pace should be set and schedules worked out so that this income can be raised beginning with the first week the team is on the road. Each team should be able to raise \$80-\$90 per week. All

money raised over what has been projected will be held by the team until its tour is over.

- 2) The N.O. will subsidize each team up to \$135.00. It will be sent to each team after the N.O. has received each team's itinerary and names of the team members. Any money left at the end of the tour, including money raised over expenses and unused subsidy will be returned to the N.O.
- 3) Each regional center is responsible for obtaining a reliable car and making sure it is in working condition before it leaves. Experience shows that each car should have a standard tune up before leaving. This will indicate any major unknown malfunctions before the team gets on the road. The N.O. cannot be responsible for any car repairs including the initial tune up. If any car repairs are needed, this is the responsibility of the regional center. All cars must be insured for all drivers.
- 4) Each team member will receive weekly subsistence not to exceed \$25.00 to cover meals, laundry, and other personal expenses. This should be paid on a designated day every week.
- 5) Wherever possible the team should arrange to use the kitchen of the people they are staying with to prepare their meals. Experience shows that when the team members purchase food in supermarkets and cook their own meals, they are able to sustain themselves on \$25.00 per week.
- 6) Payment of dues and sustainer must be arranged before each team member leaves.
- 7) Each team should always keep a minimum of \$20.00 in travelers checks to cover unexpected emergencies. These should be kept in a safe place and not used for anything other than emergencies. As soon as any of it is used, it should be replaced.
- 8) The N.O. will send each team a supply of weekly financial report forms. These record all income and expenditures on a daily basis and total for the week. Figures should be recorded precisely and neatly and the forms sent to the N.O. at the end of each week. Money for subscriptions cannot be kept by the team, but must be sent directly to the appropriate business office.
- 9) The sample budget should be plotted on a week by week basis to help the team maintain a solid financial schedule.

WHAT TO BRING

Each team member should have:

1) a small suitcase or knapsack packed lightly with essentials only; 2) a good, warm sleeping bag; 3) sufficient identification; 4) writing supplies; 5) at least one prepared talk; 6) personal items (shampoo, aspirin, etc.)

Each team should have:

1) a portable typewriter; 2) a camera (black/white-Tri-X film only); 3) a cassette tape recorder, if possible; 4) a supply of thumbtacks, string, masking tape, magic markers; 5) a compact table for literature display; 6) a small metal cashbox with a key; 7) ledger book for financial records; 8) a plastic tarp or covering for books and boxes in case of rain; 9) good road maps.

These supplies should be made available to the team by the regional center. If anything must be bought such as a cashbox, the regional center should pay for it and can use it when the team returns.

Each car should have:

1) insurance for all drivers; 2) registration and valid license plates; 3) working jack and spare tire.

EMERGENCIES

In case of emergency call the YSA National Office in New York, as well as the regional center. Below are some important phone numbers you may need in an emergency.

YSA National Office	(212) 989-7570
Militant Business Office	(212) 929-3486
Rick Berman (at home)	(212) 254-0661
Ilona Gersh (at home)	(212) 477-0563

ADDITIONAL POINTS

1) Team members should write articles for the YS and The Militant on events and struggles taking place on a particular campus. News clippings and other related materials should accompany the articles. Photos and/or negatives should be sent to the N.O. along with the articles, if possible. Action shots of the team selling the press are extremely useful for team coverage in the YS and The Mili-

- tant. (Note: color photos are not generally usable.)
- 2) Students who are interested in international politics should be encouraged to buy subs to Intercontinental Press. Send subs with checks or money orders to IP, P.O. Box 116 Village Station, N.Y., N.Y. 10014. Each team member will receive IP free for the duration of the team.
 - 3) All Militant subs should be sent directly to The Militant Business Office, 14 Charles Lane, N.Y., N.Y. 10014. All YS subs should be sent to the Young Socialist, P.O. Box 471 Cooper Station, N.Y., N.Y. 10003. Be sure to send checks or money orders covering the amount for the subs sold.
 - 4) The team should try to place the YS and The Militant in campus bookstores. The YS and The Militant cost 12½¢ per copy.
 - 5) Each team has a supply of Pathfinder newsprint catalogs and a Pathfinder representative sales kit. At each campus the team should try to get the campus bookstore to take an order. After the team returns, the sales kit should be sent back to Pathfinder immediately. The address is 410 West St., N.Y., N.Y. 10014.
 - 6) Each team should visit the campus speakers bureaus or the group or committee that is in charge of bringing speakers onto campus with literature from both the national and regional speakers bureaus.
 - 7) Team members can tell friends or relatives that they may write to you in care of the YSA N.O. and the letters will be forwarded to you. Team members should not put a general forward order on their mail, as the YSA then must pay for second class and junk mail.
 - 8) Be sure to schedule one day off from political activity each week.
 - 9) If the team is faced with any serious legal problems be sure to call the regional center and the N.O. You should seek the intervention of local comrades or sympathizers who can contact local groups to support your right to canvass, etc. If you are told to leave a dorm or campus by a campus or city official, you should leave making it clear that you will check it out with the student government, the Dean of Students, etc. Avoid being arrested in all cases. Many legal problems can be avoided by proper advance work to get official permits for sales and canvassing.

OUTLINE FOR WEEKLY POLITICAL REPORT (reports should be typed)

Name of school

City

Dates visited

Type of school

Size of school

Briefly describe the activities and politics of the organizations on campus

General mood on campus; response of students to team

Briefly describe activities of team:

Young Socialist sales

Militant sales

Militant subs

Other press sales and/or subs sold

SWP campaign activities

recruitment to the YSA

SWP campaign endorsers

Boston work

Boston endorsers

Meetings or forums held

Involving at-largers and contacts in team activities

Sales of Pathfinder literature

Distribution of YSA material

Pathfinder promotional work

Contacts with speakers bureaus

Engagements with honoraria

Radio, TV, newspaper interviews (enclose clippings)

Describe any key contacts with addresses and phone numbers; also indicate if they endorsed the SWP candidates

Any general comments on the progress of the team

Any significant incidents, anecdotes, statistics that could be used in articles on the teams

Any problems