

PARTICIPATION OPTION 4

OUTDOOR LIBERTY TREE INTERACTIVE EXHIBIT/DISPLAY



 PLANNING	 CELEBRATION DAY	 ARCHIVING
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JULY 4, 2026

2023



	July	Create a project team (PT). This team will plan your project and make it happen.
		PT: Begin a preliminary discussion about the project. <i>Remember to allow at least 6 months prior to July 4, 2026 for the public to write their responses to the question "What does Liberty mean to me?" You should have your outdoor interactive up by the beginning of January 2026.</i>
		PT: Answer the questions on the Discussion Questions sheet. <i>Refer to the sheet.</i>
		PT: Define the scope of your project. Will you use existing trees, or purchase special trees for your project? Will it be one specific tree, or multiple trees? If purchasing special trees, consider a variety of tree that grows well in your area.
		PT: Ask: Will the outdoor interactive be exposed to wind, rain, snow, and sun? How will you protect it so that the public response tags will not get blown off, destroyed, or faded while it is on display?
	July-Dec	PT: Begin discussions about how your project will be funded. You may choose to apply for grants that would fit your project. If needed, begin searching for grants.
		<p>PT: Begin thinking about the response tags on which the public will write their answer to the question, "What does Liberty mean to me?" What shape will your tags be? Will they be all one color or multiple colors? Will they be a simple rectangle, or a shape such as the Liberty Bell, or a leaf? What will you use to hang your response tags on the exhibit/display? Will you use a hanger of some sort, yarn or ribbon, or hooks?</p> <p>Will the public hang their own response tags, or will they put them in a secure container to be added to the interactive by staff or a volunteer on a daily, weekly, or monthly basis?</p> <p>What will be used to write on the tags? Pencil, pen, or markers/Sharpies?</p> <p>Designate one or two people who will routinely (daily, weekly) check the response tags for any offensive, obscene, or inappropriate responses. These will be removed and thrown out.</p>
		PT: Set an opening date for your interactive. You should allow at least six months prior to July 4, 2026 for your display to be open to the public to write their responses on the tags.

		<p>PT: Begin thinking about the overall layout of your interactive. You will likely wish to add text panels with a graphic with information about the Declaration of Independence, some quotes about Liberty, or other text panels. Remember to include a description of what your project is, why you are doing it, what role the public plays in the interactive exhibit/display, and clear instructions of what you want the public to do with their response tags.</p> <p>Assign someone the task of writing the text for these panels. What will you construct these panels out of, and who will do the construction?</p>
		<p>PT: If you needed funding and have applied for grants, you should have received notification if you have been awarded the grant funds you applied for. If you need funding and have been unsuccessful in getting that funding through grants, consider partnering with another institution or agency who may be able to help you. Perhaps you can work with the local school district, a college, or a university in your area.</p>
2024 		
	Jan-June	<p>PT: If grant funding has fallen through, contact other resources and/or form partnerships with other facilities or agencies that could share expenses. <i>Remember, this is a community project, so don't be afraid to reach out to others in your community to help.</i></p>
		<p>PT: Begin preparing a list of supplies that you will need for your project.</p>
		<p>PT: Think of ways to involve the community. Perhaps your local school's art class can have a contest for the shape/design of your response tags or for the design of the text/quote panels.</p>
	July-Dec	<p>PT: If your exhibit/display will be exposed to the elements (wind, rain, snow, sun) you might consider laminating the response tags before you set them out for the public. Markers/Sharpies can be used to write on the laminated tags.</p>
		<p>PT: Now is the time to start purchasing items you will need to make your project happen. Will you need any of the following items: card stock for response tags, materials to hang the tags, paint, wood, or other materials for text panels and/or stands?</p>
2025 		
		<p><i>Congratulations! You are 1/2 way there. Great job! Keep going strong!</i></p>
	Jan-Feb	<p>PT: Think about advertising. How will you advertise your project in the community? Will you make a flyer to distribute in the community? Whatever choice you make (flyer, radio, TV), plan to begin advertising at least two weeks in advance of the opening of your exhibit/display. Keep in mind that not only do you want members of the community to participate, but also any visitors to your community. Perhaps you can work with the local schools to have a contest for the flyer design.</p>
	Mar-April	<p>PT: Revisit the planning for activities for the actual celebration date of July 4, 2026. What can you plan on celebration day, and how can you incorporate your Liberty Tree exhibit/display into those celebrations? <i>You are limited only by your</i></p>

		<i>imagination</i> . Smaller communities could have a community picnic, a parade, or fireworks (if permitted). You may like to keep a tally of how many response tags are hanging on the tree and announce the final total at the celebration. You may wish to read some of the responses as well.
		PT: One option would be to document the progress of the project in photos and include a photo display as part of the celebration on July 4, 2026.
	May-June	PT: Finalize any portions of the construction/installation of your Liberty Tree project. You should have completed and ready for opening in January 2026.
	July-Sept	PT: Complete any items needed for your project.
		PT: Complete the discussion on the July 4, 2026 celebration activities.
	Oct-Nov	PT: Make final preparations for your project. At this time, your response tags should be ready to go, you should know how they will be attached to the tree, you should have any additional items (text panels, information about the project, who was involved in the project, any quotes about Liberty that you have found, all the writing materials) ready to set up in January.
	December	PT: Complete any last-minute advertising items and begin advertising on December 15 th .
2026 		
	January	Grand opening of your interactive Liberty tree exhibit/display.
		<i>Congratulations! Your exhibit/display is up, and the public is recording their answers to the question, "What does Liberty mean to me?"</i>
	February	PT: How have you done with response tags? Are people filling them out and hanging them on the tree(s)? Do any of them need to be redone/replaced due to wear and tear or exposure to the elements? If so, duplicate the responses and hang the new response tags on the tree to replace the ones that are worn out or tattered.
	March	If you find that you are receiving a lot of responses and your tree is getting full, consider using an additional tree.
	April	<p>PT: Set the date for when you will conclude your Liberty Tree project or close your project. You may wish to leave it up for several weeks after July 4, 2026 to allow members of your community to view and read the response tags that hang on your Liberty Tree.</p> <p><i>Once your project is over, remember to box up the response tags and send them to the Farm and Ranch Heritage Museum for entry in a database documenting all the responses collected from across New Mexico. Once completed, the results of this database will be shared with participating</i></p>
	May	PT: Finalize any events/activities planned for July 4, 2026.
	June	PT: Complete all components of planned events/activities on July 4, 2026.



July 4, 2026 Celebration Day!



Congratulations! You did it! Have a wonderful celebration.



Once the exhibit/display is down, gather all the tags and mail them to the New Mexico Farm and Ranch Heritage Museum. These tags will be entered into a database of responses collected from all over New Mexico, tallied to see which were the top ten responses, and archived as a memory of the 250th celebration of the signing of the Declaration of Independence.