

Town Ambassador's Manual

A Guide to Transforming Your Community



One Small Town IS CHANGING THE WORLD

A comprehensive manual for One Small Town Ambassadors, outlining responsibilities, initial steps to start a One Small Town, project and business development, financial management, impact measurement, and collaborative networking within the Contributionism framework.

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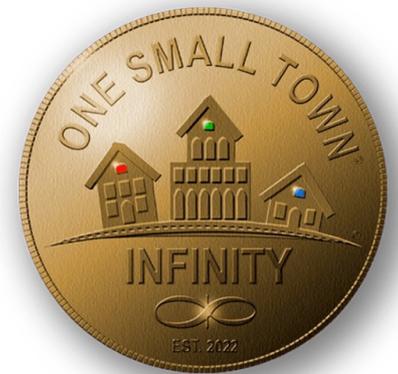
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Introduction

1.1 Purpose of this Manual

Welcome to the One Small Town Ambassador's Manual. This manual provides a starting point, and guide to new Town Ambassadors. Following on from that is the guide for Country Ambassadors.

This comprehensive guide will provide you with as much starting information as you will need to become an effective Town Ambassador and contribute to the One Small Town Initiative's mission of creating positive change in your community.

You will learn about your responsibilities, and tasks, and how to successfully lead your town towards Contributionism.

At the end of the manual are links to additional resources and video content that you should familiarize yourself with before embarking on your journey.

1.2 About the One Small Town Initiative

The One Small Town Initiative is a global movement aimed at transforming towns and communities into self-sustainable, thriving, and harmonious environments.

It promotes the principles of Contributionism, derived from the Ubuntu Philosophy. Where individuals and businesses collaborate for the betterment of the whole community.

The movement is the brainchild of Michael Tellingier, and It is **strongly recommended** that you read the founding book by Michael Tellingier "*Ubuntu Contributionism - a Blueprint for Human Prosperity*". While some concepts and details have evolved since writing, the fundamental philosophy remains the same.

Based on that philosophy, our ultimate goal is to create "One Small Town" as a blueprint of what is possible when people work together and to take this forward to more and more towns.

1.3 The Role of a Town Ambassador

As a Town Ambassador, you will play a crucial role in driving change within your community.

Your responsibilities include engaging with your community, developing and managing projects, fostering local businesses, gathering support and assistance, and ensuring the financial and community success of your town.

This manual will guide you through these responsibilities and provide you with the knowledge and skills needed to excel in your role.



Becoming a Town Ambassador

2.1 Qualifications and Characteristics

To become a Town Ambassador, you should possess certain qualifications and characteristics:

- A strong passion for community development.
- Excellent communication and leadership skills.
- Ability to collaborate with diverse groups of people.
- Resilience and positivity in the face of challenges.
- A deep understanding of your town's unique needs and opportunities.
- Willingness to commit time and effort to this role.
- A good knowledge of written and spoken English
- Sufficient familiarity with the use of Social Media and online IT tools.

2.2 Application Process

The application process typically includes submitting an application, participating in an informal interview/discussion, signing an NDA [Non-disclosure agreement] and developing a 12-month strategic plan.

Successful candidates will be temporarily approved pending approval of the 12-month strategic plan.

Selection is based largely on a candidate's commitment and enthusiasm, their qualifications, and their alignment with the One Small Town Initiative's values.

Pre-Application Process:

- From the Home page navigate to MY PROFILE and apply for the Ambassador role
- Read and absorb the Role Description
- Fill in the CV form
- Fill in a Questionnaire
- Submit Application
- From the Home page navigate to MANAGE MY SKILLS & TALENTS and add your Role Player Qualification filling in a form for each expertise

NOTE: Applications will be reviewed only when all information is uploaded.

Application Consideration:

- Attend scheduled interview
- If successful, you will receive temporary approval
- Sign NDA (Non-Disclosure Agreement)
- Follow the steps outlined in the Town Ambassador Manual
- Develop and submit your 12-month Town Plan

Final Application Review

- Upon approval of the 12-month plan, you will be given permanent approval on condition of pursuing the 12-month plan.

2.3 Training and Onboarding

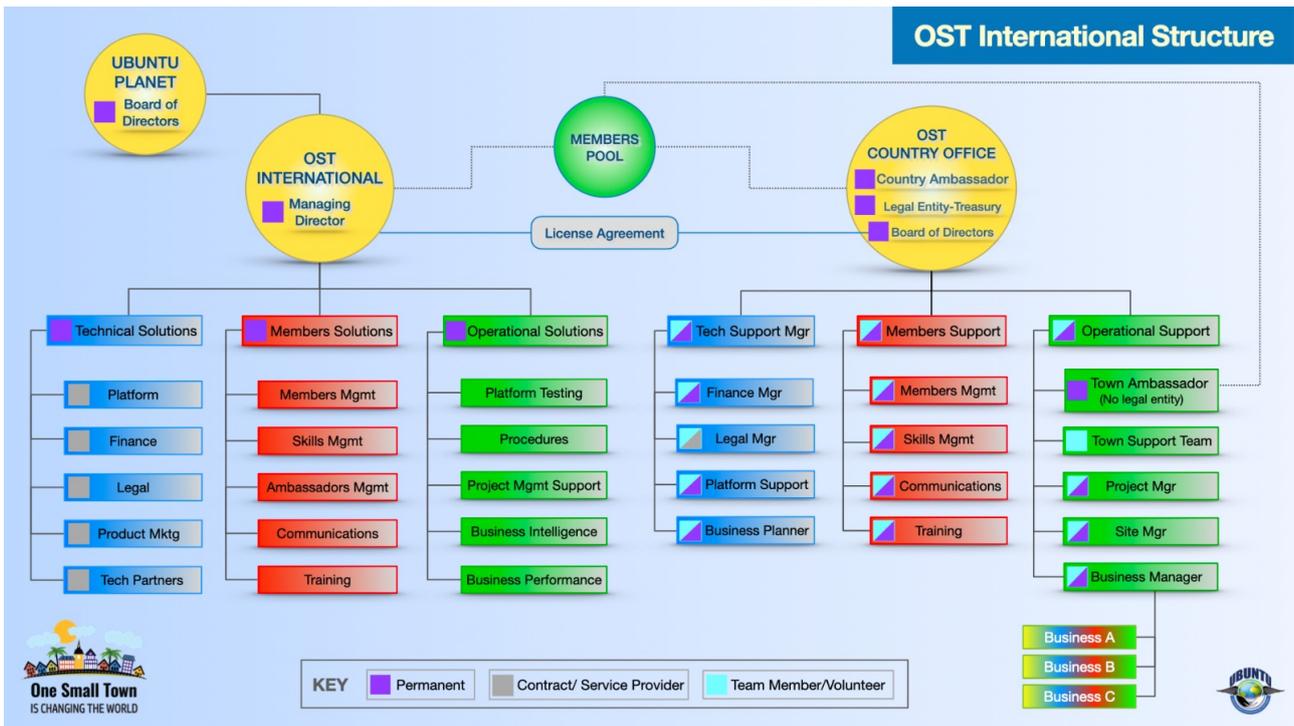
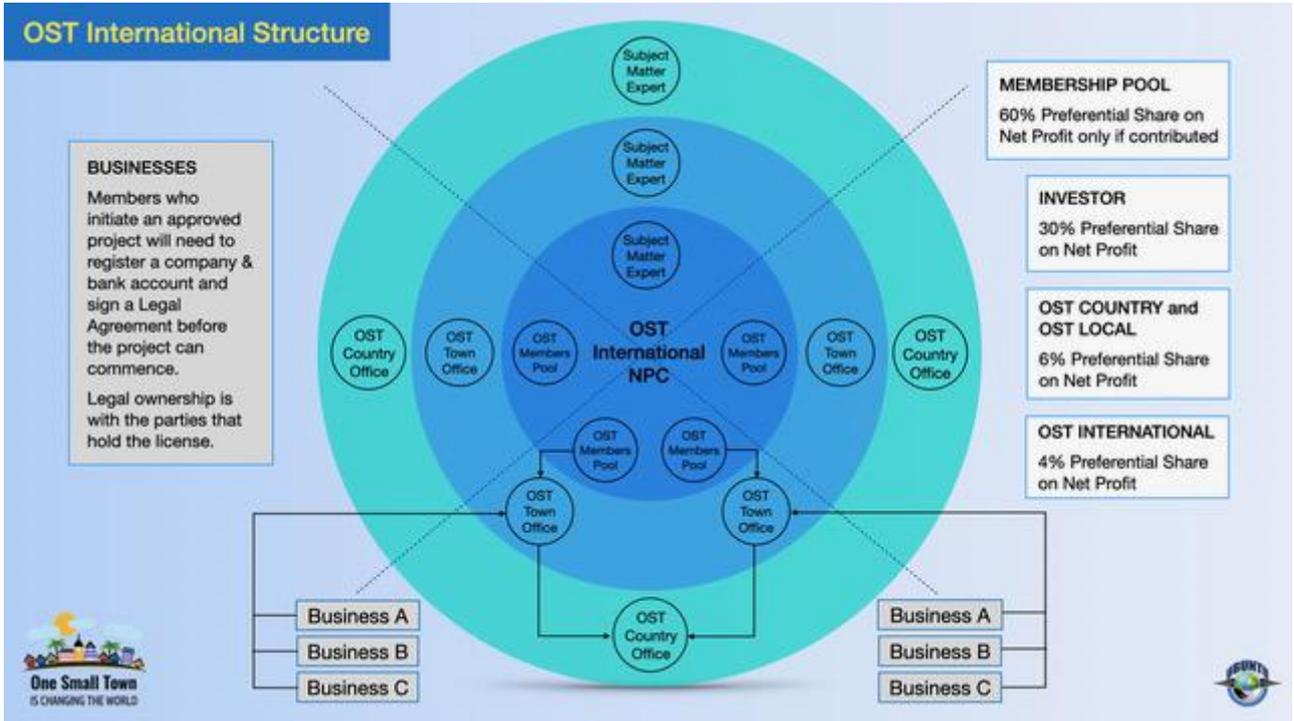
Once selected, you'll receive ongoing updates and guidance to assist you in your role as a Town Ambassador.

This guidance from the core team, which includes your Country Ambassador in the first instance, will cover topics around the principles of Contributionism, project management, fundraising & profit allocation, token management, developing businesses, and community engagement.

You'll also be introduced to the core team and fellow Town Ambassadors who can share their experiences and insights.

Organizational Structure

An organizational structure *does* exist in the One Small Town model and a detailed version will be made available to you. The reporting and responsibility structure will follow the summary diagram below.



Responsibilities and Tasks

As a Town Ambassador, your responsibilities are multifaceted. Here's an overview of your key tasks:

3.1 Community Engagement

- Promotion and onboarding of new members.
- Building relationships with community influencers.
- Identifying local concerns and needs.
- Hosting town meetings and discussions.

3.2 Vision and Planning

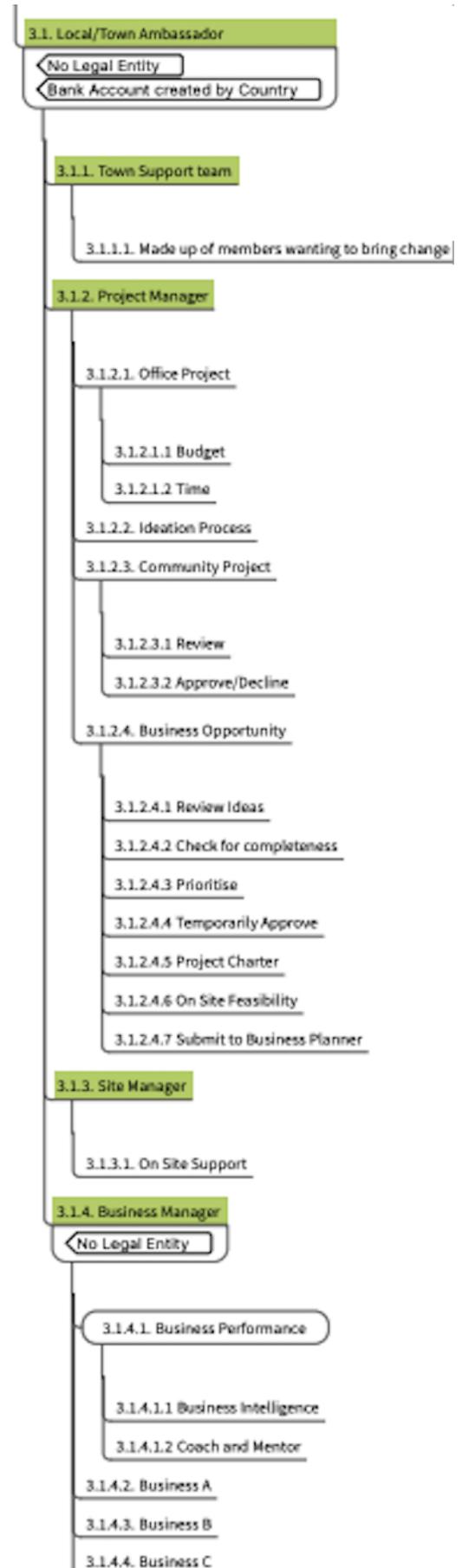
- Defining a clear 12-month vision for your town's future.
- Developing a strategic plan for community development.
- Setting achievable goals and milestones.
- Submit your plan to the OST International team for approval.
- Your ambassador position will be confirmed once your plan is approved.

3.3 Project Management

- Identifying and prioritizing community projects.
- Assembling project teams and project managers.
- Managing project budgets and timelines.

3.4 Business Development

- Encouraging Entrepreneurship.
- Identifying business opportunities.
- Providing support to local businesses.



3.5 Fundraising and Finance

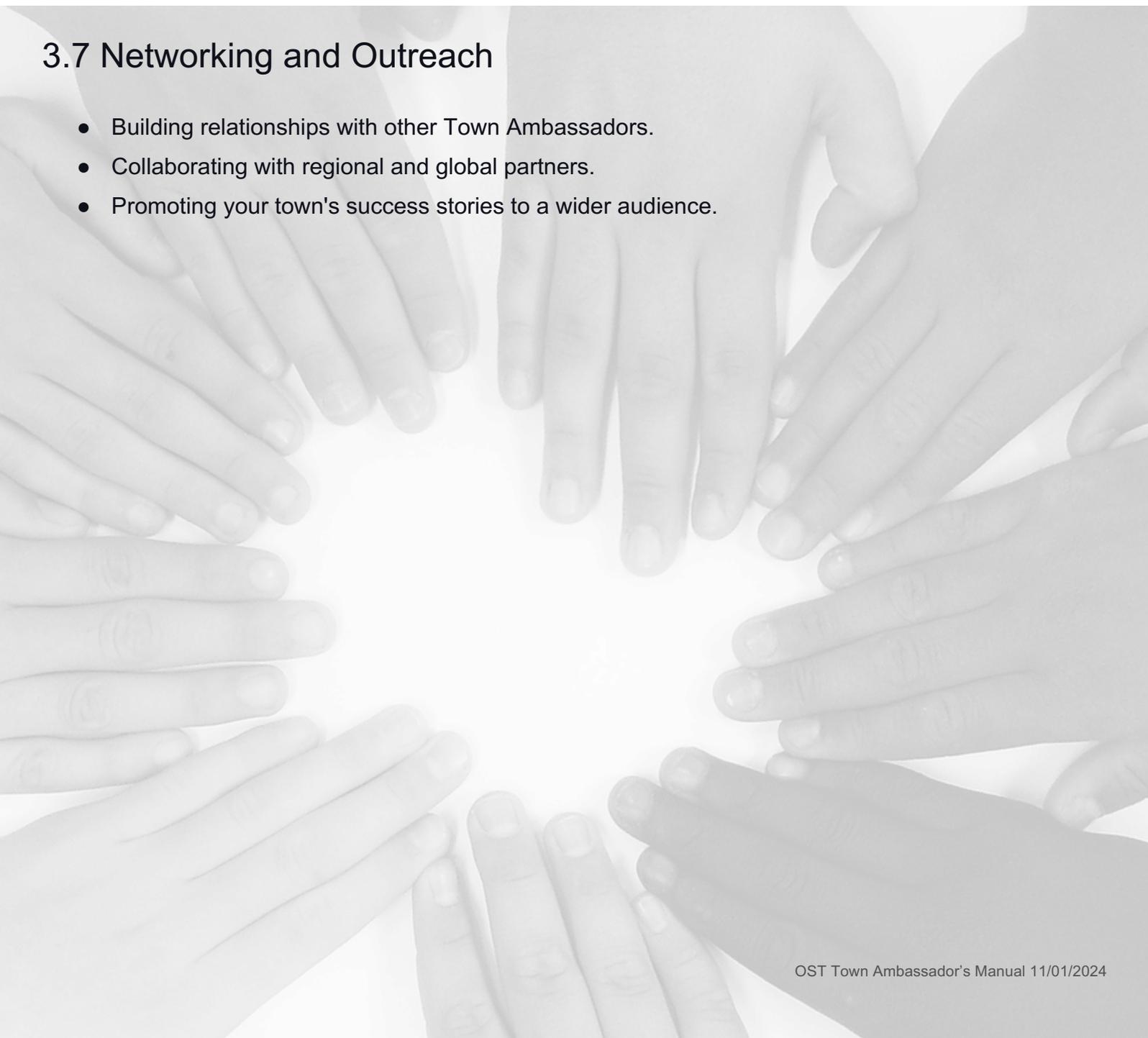
- Securing funding for projects and initiatives.
- Managing the financial aspects of your town's initiatives.
- Ensuring transparency and accountability.

3.6 Reporting and Documentation

- Keeping records of projects and financial transactions.
- Preparing regular progress reports.
- Documenting the impact of your initiatives.

3.7 Networking and Outreach

- Building relationships with other Town Ambassadors.
- Collaborating with regional and global partners.
- Promoting your town's success stories to a wider audience.



Starting a One Small Town!

4.1 Building Support

To start a One Small Town, you must build support within your community. This involves:

- Building a Town Support Team [TST].
- Hosting town meetings to introduce the concept.
- Identifying and engaging key community participants.
- Addressing concerns and doubts effectively.

4.2 Setting the Vision

Work with TST along with your community to define a compelling vision for your town's future. Consider factors like sustainability, economic growth, available resources skills and tools, and social well-being.

4.3 Strategic Planning

Develop a strategic 12-month plan that outlines the steps and initiatives needed to achieve your town's vision. Using the member contributions, and resources available to you.

Ensure that your 12-month plan is inclusive and addresses various aspects of community development. Document it and share it with the Country Ambassador for input.

4.4 Legal and Administrative Considerations

Understand the legal and administrative requirements for implementing your initiatives. This may involve laws and legislation, permits, and regulatory compliance.

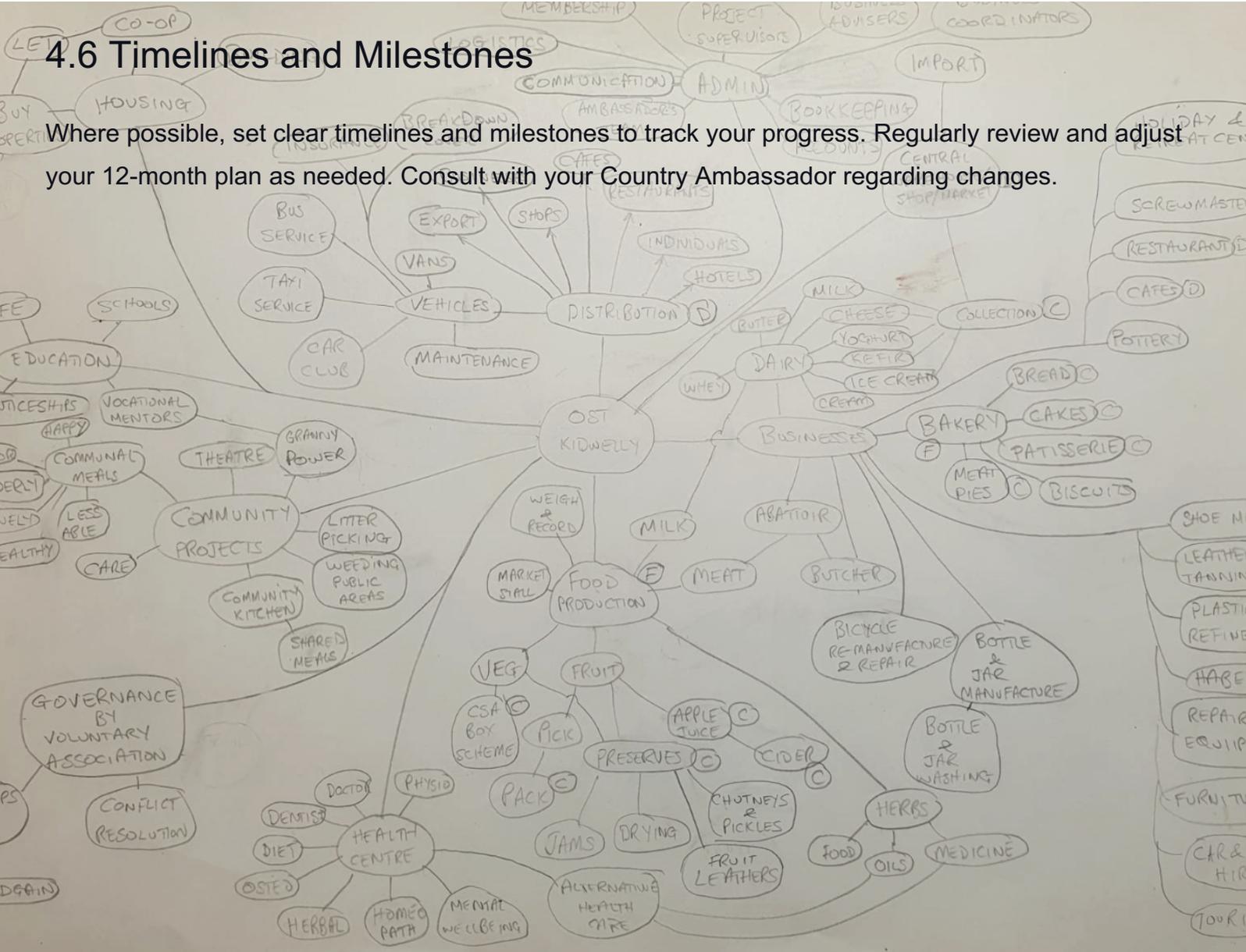
For each community or business initiative that you decide to implement, allocate team members to understand regulations, permits and laws that apply to each initiative before starting.

4.5 Funding and Resources

Identify potential funding sources, including grants, donations, crowdfunding and community investments. Create a budget to allocate resources efficiently.

4.6 Timelines and Milestones

Where possible, set clear timelines and milestones to track your progress. Regularly review and adjust your 12-month plan as needed. Consult with your Country Ambassador regarding changes.



Community Projects

5.1 Identifying Needs

Engage with your community to identify pressing needs and opportunities for improvement. Conduct informal, or even formal surveys, focus groups, and consultations to gather input.

5.2 Project Selection

Choose projects that align with your town's vision and address identified needs. Consider projects in areas such as infrastructure, education, healthcare, environment, and social welfare. Begin with affordable plans that are quick and effective. Opt for initiatives that provide visible and/or tangible benefits to the members.

5.3 Planning and Execution

Once you've selected projects, create detailed project plans. Define project scopes, objectives, budgets, and timelines. Assemble project teams with the necessary skills and expertise. Select project managers, or Coordinators to oversee a cluster of projects within an area.

5.4 Project Evaluation and Improvement

Regularly assess the progress and impact of your projects. Solicit feedback from the community and make adjustments as needed to ensure project success.

5.5 Involving the Community

Engage the community in project ideation and implementation. Encourage volunteerism, contributionism, and participation to foster a sense of ownership and pride in the initiatives.

5.6 Sustainable Practices

Integrate sustainability principles into your projects. Consider environmentally friendly practices, resource efficiency, and long-term viability.

Creating Businesses

6.1 Identifying Opportunities

Identify potential business opportunities that align with your town's needs and resources. Consider sectors like agriculture, tourism, technology, and local crafts.

Support aspiring entrepreneurs in developing solid business plans. Provide guidance on market research, financing, and operations.

6.2 Business Planning

One of the key pillars of the One Small Town Initiative is the encouragement and support of local businesses. Effective business planning ensures the sustainability and growth of enterprises within the community. Here are the areas to focus on:

- Entrepreneurial Engagement
- Business Plan Development
- Platform Integration
- Financial Support and Funding Options
- Business Development Assistance
- Monitoring and Ongoing Support
- Community Integration
- Training and Development

Business planning within the One Small Town Initiative is not only about creating economic opportunities but also about fostering a sustainable and interconnected local economy.

By providing entrepreneurs with the necessary tools, support, and collaborative platforms, the initiative aims to create a thriving business ecosystem that contributes to the overall well-being of the community.

6.3 Funding and Investment

Help entrepreneurs secure financing, resources, and tools for their businesses.

Explore options like microloans, crowdfunding, community investment funds, or local members' backing.
Explore Infinity Token acquisition as funding.

Investor Token Funding

It is important to consider an Investor Token as an investment opportunity.

Projects and businesses may be funded first by your local community, which then becomes part of the 30% investor's ownership group - based on the revenue profit split outlined later in this section.

To initiate this, firstly ensure you have a comprehensive plan regarding the community business. Ensure it covers important areas required in a business plan regarding staff, responsibilities, aims, legalities, markets, costs and other aspects.

Community members then have the option to purchase specialist Investor tokens for this community business directly from the One Small Town Platform. The funds raised from this will be used to start the business.

The 30% business ownership part of the model will be retained by those members who invested, and dividends will be paid out according to the amounts invested.

The revenue split for this model has been added to the section below on "Profit Splits with One Small Town".

Other levels of investment to consider beyond this are single larger investors (30% ownership), or wholly community-owned (90% community ownership), using funds from other community businesses.

6.4 Operational Management

Assist businesses in setting up and managing their operations. Offer mentorship and guidance to ensure their success. Assist in overcoming hurdles and barriers, and inspire progress.

6.5 Collaboration and Partnerships

Encourage collaboration among local businesses. Promote the idea of sourcing products and services locally to boost the town's economy.

6.6 Profit Splits with One Small Town

Define profit-sharing arrangements with businesses that align with the Contributionism principles. A portion of the profits can be reinvested into community projects and initiatives. Establish clear agreements to ensure transparency and fairness.

Familiarize yourself with the basic profit model from One Small Town and implement this model where it fits - see the below outline.

Investor-funded/owned business - Net profit allocation

10% to the OST Offices

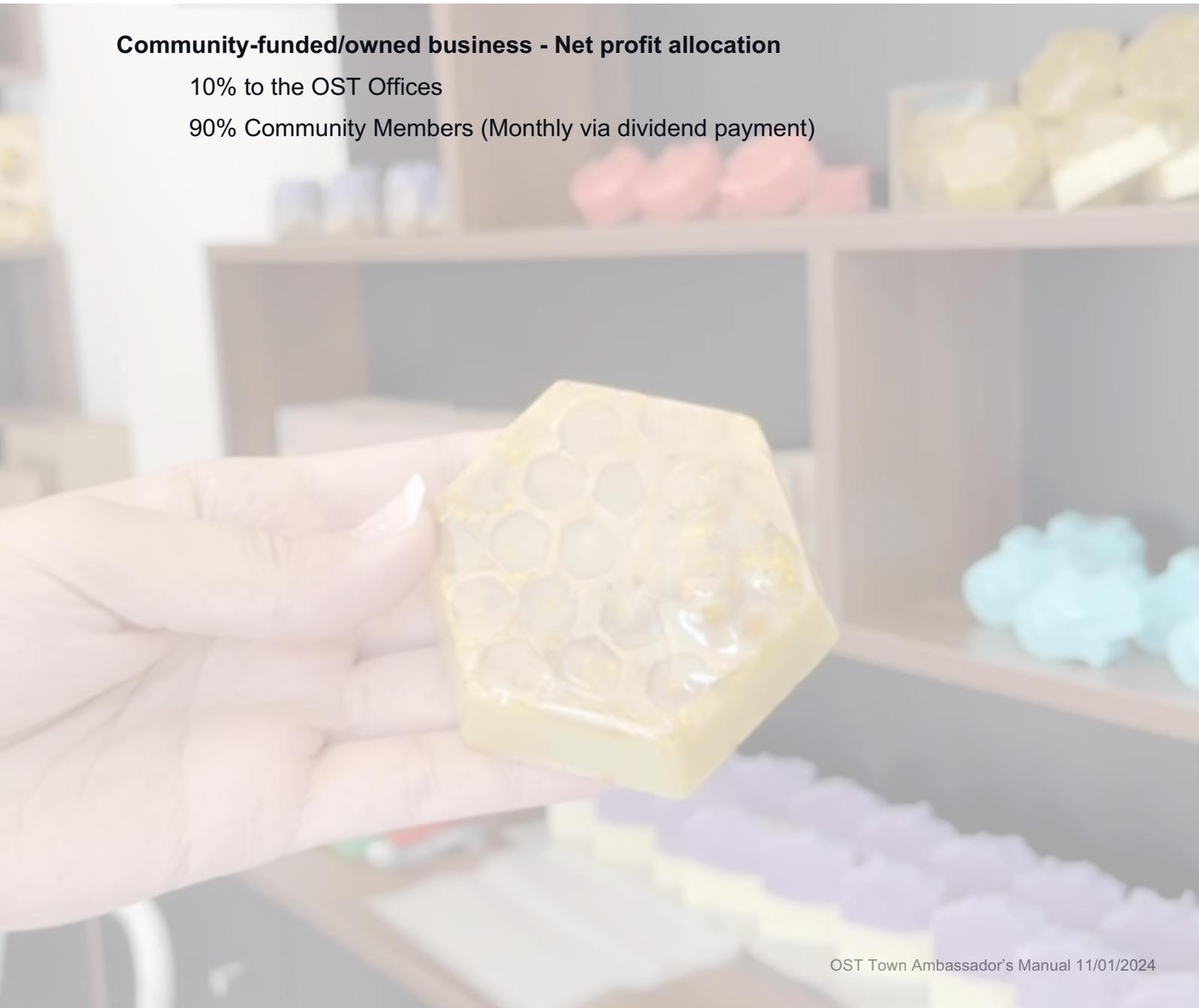
30% Business Investor/Owner (or via specific investor tokens for that business)

60% Community Members (Monthly via dividend payment)

Community-funded/owned business - Net profit allocation

10% to the OST Offices

90% Community Members (Monthly via dividend payment)



OST Platform Management

Below is a section on how community projects are uploaded to the One Small Town Platform, how business plans are uploaded, and how contribution hours are managed and totalled for each member using their digital wallet.

7.1 One Small Town Platform – Basics

The One Small Town Platform plays a central and fundamental role in managing every aspect of a One Small Town and all its activities.

Below is an outline of the basic functions available to an Ambassador within the One Small Town Ambassador admin pages:

Dashboard Overview:

Access to a personalized dashboard providing an overview of ongoing projects, business initiatives, and community activities.

Quick access to important announcements and notifications.

Community Engagement:

Manage and schedule town meetings, discussions, and events.

View and respond to community feedback and inquiries.

Project Management:

Create and submit new project proposals.

Track the progress of existing projects, including timelines and budgets.

Assign project team members and roles.

Monitor project expenses and revenues.

Review and validate community contributions to projects.

Business Development:

Upload and manage business plans submitted by local entrepreneurs.

Promote and support local businesses.

Encourage collaboration and partnerships among businesses.

Monitor and report on the performance of local businesses.

Financial Management:

Access budgeting and financial planning tools.

Review financial records for projects and initiatives.

Generate financial reports for transparency and accountability.

Manage funding sources and allocations.

Community Contributions:

Review and validate contribution hours logged by community members.

Maintain transparency in contribution tracking.
 Allocate contribution rewards or benefits as appropriate.
 Resolve any disputes related to contributions.

Data Analytics and Reporting:

Access data analytics tools to measure the impact of projects and initiatives.
 Generate reports on project progress, financial status, and community engagement.
 Use data to make informed decisions and improvements.

Platform Communication:

Send announcements and updates to community members.
 Communicate with other Town Ambassadors and the OST International team.
 Maintain an active and engaged online presence.

Documentation and Knowledge Sharing:

Upload and manage documents related to projects, business plans, and community activities.
 Share best practices and success stories with other Ambassadors.
 Access training resources and guides.

Profile Management:

Update personal information and contact details.
 Manage login credentials and security settings.
 Access support and assistance from the OST International team.

Community Directory:

Access a directory of community members, including their roles and contributions.
 Facilitate networking and collaboration among community members.

Help and Support:

Access a comprehensive help and support section with FAQs, tutorials, and contact information for technical assistance.

The above range of functions empowers Ambassadors to efficiently manage their responsibilities, facilitate community development, and contribute to the overall success of the One Small Town Initiative. The platform is constantly being developed and updated, so be sure to keep up to date with the latest changes and additions.

7.2. Managing OST Members and Activities

Below is an outline of how Ambassadors onboard members, including gathering information about their location, and skillset, and assigning member levels:

Member Registration: Ambassadors can invite community members to register on the One Small Town Platform.

Profile Creation: Members create their profiles, providing essential information:

- Full name
- Contact details
- Location (address, town, and region)
- Personal bio or introduction

NOTE: Photo Identification is required to avoid mistake, duplication, or fraudulent intent

Skillset and Interests: Members specify their skills, interests, and areas of expertise, which can be helpful for project and business matching.

Contributions History: Ambassadors track and record the contributions made by each member, including the type of contribution (e.g., volunteering, project work, business involvement), date, and duration.

Each 3-hour contribution entitles the member to one Infinity token. You will need to become familiar with how the Infinity Token works, the value of which is based on the “sweat equity” of the entire membership of One Small Town. [Read the full white paper on the Infinity Token.](#)

Member Level Assignment: Based on their level of engagement, contributions, and expertise, members can be assigned different roles within the community, such as basic participants, project managers, community coordinators, business owners, and/or business experts or mentors.

Location Mapping: Ambassadors use member location information to map the geographical distribution of community members. This can be achieved outside the platform using various forms of software.

Skillset Database: Skillset information is compiled into a database, making it easier for Ambassadors to match members with projects or business opportunities that align with their skills and interests.

Community Engagement: Ambassadors encourage members to actively participate in community activities, such as meetings, discussions, and projects.

Members are informed about upcoming events and opportunities based on their profiles and interests.

Recognition and Rewards: Contribution hours and member levels may influence the recognition and rewards given to members, such as access to special events, discounts, or leadership roles.

Communication and Networking: Ambassadors facilitate communication and networking among members with similar interests or skills.

Online forums, discussion groups, or social events can be organized to encourage interaction.

Data Privacy and Security: Ambassadors ensure that member data is kept secure and used only for community-building purposes, respecting privacy preferences.

Progress Tracking: Ambassadors periodically review member profiles to assess their contributions and engagement levels.

This information helps in recognizing and promoting active members within the community.

Support and Assistance: Ambassadors provide support to members who may need help navigating the platform, updating their profiles, or understanding how their contributions are tracked and recognized.

Onboarding and managing member profiles are essential steps in building a vibrant and engaged community within the One Small Town Initiative, ensuring that members' skills and contributions are effectively utilized for the betterment of the town.

7.3 Uploading Business & Community Projects

The One Small Town Platform serves as a central hub for coordinating and tracking proposed business and community projects. Here's how to upload projects:

a. Project Proposal: Create a detailed project proposal including objectives, scope, budget, and timeline.

b. Platform Access: Log in to the One Small Town Platform with your Ambassador credentials.

c. Project Submission: Navigate to the "Upload Business / Community Projects" section on the platform and submit your project proposal. Provide all required information.

d. Review and Approval: The platform administrators will review your project proposal for alignment with Contributionism principles and feasibility.

e. Project Activation: Upon approval, your project will be activated on the platform, and you'll receive a notification.



7.4 Uploading Business Plans

Encouraging local businesses is a vital part of the One Small Town Initiative. Here's how to upload business plans:

a. Business Plan Creation: Work with local entrepreneurs to create a comprehensive business plan, including market analysis, financial projections, and sustainability strategies.

b. Platform Access: Access the One Small Town Platform using your Ambassador credentials.

c. Business Plan Submission: Navigate to the "Upload Business / Community Projects" section on the platform and submit the business plan. Ensure all necessary details are provided.

d. Review and Approval: The platform administrators will review the business plan for alignment with community goals and potential impact.

e. Business Activation: Once approved, the business plan will be activated on the platform, and the entrepreneur will receive a notification.

7.5 Managing Contribution Hours and Digital Wallets

Contribution hours are a fundamental aspect of the One Small Town Initiative, allowing members to track and reward their contributions. Here's how it works:

- a. Member Registration:** Ambassadors and community members must register on the One Small Town Platform to participate.
- b. Contributions Logging:** Members log their contributions, whether through project work, volunteering, or other community activities, on the platform. Each contribution is tagged with a date, description, and duration.
- c. Digital Wallets:** The platform automatically tracks each member's contributions and stores them in their digital wallet.
- d. Contribution Validation:** Ambassadors or designated administrators verify and validate contributions to ensure accuracy and fairness.
- e. Totalling Contribution Hours:** The platform aggregates the contribution hours for each member over time.
- f. Rewards and Recognition:** Contribution hours can be used to reward and recognize members for their efforts, fostering a sense of pride and motivation within the community.
- g. Redeeming Hours:** Members can redeem their accumulated contribution hours for various community benefits, such as access to services, discounts, or special privileges.
- h. Transparency:** The One Small Town Platform provides transparency regarding each member's contribution hours, ensuring accountability and fairness.

By managing contribution hours through the digital wallet system on the One Small Town Platform, the initiative promotes a culture of active participation, collaboration, and a stronger sense of community ownership.

Funding and Financial Management

8.1 Fundraising Strategies

Diversify your fundraising strategies to secure resources for community projects and initiatives. Explore options like grants, donations, sponsorships, community fundraising events, crowdfunding or community Infinity Token funding.

8.2 Budgeting and Financial Planning

Develop detailed budgets for projects and initiatives. Track income and expenses meticulously to ensure financial stability and accountability. Consult with the core team to ascertain willing investors.

8.3 Managing Grants and Donations

Properly manage funds received from grants and donations. Adhere to reporting requirements, and ensure funds are used as intended.

8.4 Transparency and Accountability

Maintain transparency in financial matters. Regularly communicate financial updates to the community, donors, and partners. Implement rigorous financial controls and audits to ensure accountability.

8.5 Financial Responsibility

As the Ambassador, you are responsible for financial aspects and the town treasury. Therefore you may be required to sign a Legal agreement with the Country Office in order that you hold the necessary authority for financial allocation and can be held accountable for the responsible use of town funds.



Measuring Impact

9.1 Key Performance Indicators (KPIs)

Define clear KPIs for your town's initiatives. These could include metrics related to member signups, economic growth, social well-being, environmental sustainability, and community engagement.

9.2 Data Collection and Analysis

Gather data to measure the impact of your projects and initiatives. Analyze this data to make informed decisions and improvements.

9.3 Reporting and Sharing Success Stories

Regularly report on the progress and success of your initiatives. Share success stories with the community to inspire participation and support.

9.4 Adjusting Strategies for Maximum Impact

Use the data and feedback collected to adjust your strategies as needed. Continuously seek ways to enhance the effectiveness of your efforts.

Building a Network of Coordinators

10.1 Collaborative Initiatives

Collaborate with other Town Ambassadors to share knowledge, experiences, and best practices. Joint initiatives can amplify the impact of your efforts.

10.2 Sharing Best Practices

Create a platform for Coordinators and other team members to share their successful strategies and lessons learned. This knowledge exchange can benefit all participating towns.

10.3 Regional and Global Connections

Explore opportunities to connect with Ambassadors from other regions and even on a global scale. Together, you can learn from each other and address common challenges.



Challenges and Solutions

11.1 Common Challenges

Identify and anticipate common challenges in community development, such as resistance to change, limited resources, and bureaucratic hurdles.

11.2 Problem-Solving Strategies

Develop problem-solving strategies and contingency plans to address challenges effectively. Seek advice and support from your network of Ambassadors.

11.3 Seeking Support and Guidance

Don't hesitate to seek support and guidance from the One Small Town country and international team. They can provide valuable resources, expertise, and assistance in overcoming challenges.



Conclusion & Next Steps

12.1 Celebrating Successes

Celebrate your town's successes and milestones. Recognize and appreciate the hard work and dedication of your community members and fellow Ambassadors.

12.2 The Ongoing Journey

Remember that the journey toward creating your “One Small Town” is ongoing. Continue to work towards your vision, adapt to changing circumstances, remain ever-positive, and always seek ways to overcome challenges and maintain momentum.

12.3 Inspiring Change

As a Town Ambassador, you have the power to inspire positive change in your community. Your dedication to Contributionism and community development can set an example for others to follow. Keep pushing forward, and together, we can create a better future for all.

Start Your Next Steps...

Now that you have a comprehensive understanding of your role as a Town Ambassador and the responsibilities involved, let's outline the initial steps to get started:

Build a Town Support Team [TST]: Recruit and assemble a dedicated team of individuals who share your passion for community development. Their skills and expertise will complement yours and help distribute the workload.

Community Assessment: Conduct a thorough assessment of your town's current state. Identify key partners, assets, and challenges. Engage in dialogue with community members to understand their needs and aspirations.

Vision Development: Collaborate with your TST and the community to define a clear and compelling 12-month vision for your town's future. Ensure it aligns with Contributionism principles and addresses the identified needs. This plan will need to be approved by your Country Ambassador.

Strategic Planning: Develop an initial 12-month strategic plan that outlines the first set of projects and initiatives. Prioritize them based on their impact and feasibility. Create a timeline for implementation. This plan is crucial and will be used as a central document between you and your Country Ambassador.

Community Engagement: Start hosting town meetings and gatherings to introduce the One Small Town concept and your vision. Use the presentation resources available. Begin building relationships with key community partners, and actively listen to their input and concerns.

Networking: Connect with other Town Ambassadors in your region or globally. Their experiences and insights can be invaluable as you embark on your journey.

Funding Exploration: Begin exploring potential funding sources for your initial projects. This may include grants, local businesses, or crowdfunding campaigns.

Legal and Administrative Considerations: Familiarize yourself with the legal and administrative requirements for your projects. Start the necessary paperwork and applications, such as permits or licenses.

Project Selection: Based on community input and priorities, select the first set of projects to initiate. Ensure these projects align with your town's vision and are feasible within your initial budget.

Project Planning: Develop detailed project plans for each selected initiative. Define roles and responsibilities within your TST and establish timelines for implementation.

Community Involvement: Begin involving the community in project implementation. Encourage volunteerism and participation to create a sense of ownership and collective responsibility.

Financial Planning: Create a budget for your initial projects and allocate resources efficiently. Ensure transparency in financial matters from the outset.

Documentation: Start documenting your progress, including project plans, financial records, and community engagement efforts. This documentation will be crucial for reporting and future evaluations.

Communication: Establish communication channels to keep the community informed about your progress and upcoming initiatives. Use social media, local news mediums, and community meetings to disseminate information.

Celebrate Small Wins: Recognize and celebrate small achievements and milestones. Positive reinforcement can inspire greater community engagement and enthusiasm.

Unity within Community...

Remember that this is just the beginning of your journey as a Town Ambassador. Stay committed, adaptable, and open to feedback from the community. Your dedication and efforts will pave the way for positive change and contribute to the ultimate goal of creating a One Small Town that serves as an inspiring model for others.

The Country Ambassadors guide is useful for you to read and understand so you know what your Country Ambassador's duties are - and what support they can offer you.

For those looking to increase your involvement in One Small Town, you may want to understand what a Country Ambassador role entails if you wish to apply.

Resources & Further Reading

Website - <http://onesmalltown.org>

Website FAQ [Video Library](#)

Facebook - <https://www.facebook.com/onesmalltowninternational>

Platform Support email - supportplatform@onesmalltown.org

Country Ambassadors - country@onesmalltown.org (eg england@onesmalltown.org)
(<https://www.onesmalltown.org/country-ambassadors/country-ambassador>)

Telegram - [One Small Town \(Global\)](#)

LinkedIn - [One Small Town International](#)

Infinity Token: [White Paper](#)

Book - *"Ubuntu Contributionism – A Blueprint For Human Prosperity"* [Available on Amazon](#) in different languages.



One Small Town
IS CHANGING THE WORLD

Version Changelog:

- V 2.1 - Amended some words where appropriate to *shareholders, participants* and *contributors*
- V 2.0 - First publicly available version of One Small Town, Town Ambassadors Manual
- V 1.0 - Initial Draft not available.