



**CRIAW
ICREF**

CANADIAN RESEARCH INSTITUTE
FOR THE ADVANCEMENT OF WOMEN
INSTITUT CANADIEN DE RECHERCHES
SUR LES FEMMES

P R O P O S A L
for the funding of the
FIFTEENTH ANNUAL CONFERENCE
of the
CANADIAN RESEARCH INSTITUTE
FOR THE ADVANCEMENT OF WOMEN

Copie pour Marcelle.

**PROPOSAL FOR FUNDING OF THE 1991 ANNUAL CONFERENCE
CANADIAN RESEARCH INSTITUTE FOR THE ADVANCEMENT OF WOMEN**

TABLE OF CONTENTS

0.0	EXECUTIVE SUMMARY	2
1.0	ORGANIZATIONAL INFORMATION	3
1.1	Co-sponsoring Organizations	3
1.2	Incorporation	3
1.3	Description of Organizations	4
1.4	Persons Responsible for Conference	5
2.0	BACKGROUND: RATIONALE FOR THE CRIAW CONFERENCE	6
2.1	Uniqueness of the Conference.	6
2.2	Feedback	6
3.0	THEME AND OBJECTIVES OF THE CONFERENCE	7
4.0	PLAN OF ACTION	9
4.1	Conference Dates and Location	9
4.2	Conference Content and Activities	10
4.3	Timetable	11
4.4	Resources Required.	11
5.0	ATTENDANCE	12
5.1	Description of Participants.	12
5.2	Estimated Number of Participants.	13
6.0	PUBLICITY	13
7.0	VOLUNTEERS	13
8.0	EVALUATION	14
8.1	Internal Evaluation	14
8.2	External Evaluation	14
8.3	Follow-up	14
9.0	EXPECTED BENEFITS	14
10.0	MEMBERSHIP AND COMMUNITY SUPPORT	15
11.0	BUDGET	16
10.1	Projected Expenses	16
10.2	Projected Revenue	17
10.3	Budget Summary	18

APPENDIX I: LETTERS OF SUPPORT

ENCLOSURES: CRIAW Brochure
Preliminary 1991 Conference Brochure

0.0 EXECUTIVE SUMMARY

The Canadian Research Institute for the Advancement of Women (CRIAW), a national non-profit organization with a volunteer Board of Directors, and the Misener-Margetts Women's Research Centre and the Women's Program and Resource Centre as programs of Alberta universities, are seeking funding assistance for the 1991 CRIAW Annual Conference. The broad objectives of the conference are:

- * To build bridges and contacts between women's grassroots groups in Canada and similar groups in other parts of the world, with CRIAW as a facilitator.
- * To learn how to do the above in Canada.
- * To continue our on-going process of the redefinition of "development".
- * To participate in building a global feminist network.
- * To continue the process of building bridges between research and the women's community.
- * To develop models of action research.

"GLOBAL VISION/LOCAL ACTION" is CRIAW's fifteenth annual conference. CRIAW's conferences are national in scope, but local in organization and presentation. The 1991 conference, to be held November 8, 9, and 10 in Edmonton, Alberta, will create a "meeting place" for researchers and people active in their community, and provide a forum for making explicit the relationship between the work these women do in their own "space" and the situation of women on a national and global scale.

CRIAW is committed to the practical application of research as a component of the work to be done to achieve equality for women. Past conferences have shown that the exchange between researchers and the women's community and the learning from each other are strong and practical contributors to the basis from which women work in their quest for equality.

Conference expenses have been budgeted at \$129,683.00. The co-sponsors seek general funding for the conference as a whole. In some instances, such as specific workshops, funding for specific components of the program may also be possible.

1.0 ORGANIZATIONAL INFORMATION

1.1 CO-SPONSORING ORGANIZATIONS

The conference for which funding is requested is sponsored by:

The CANADIAN RESEARCH INSTITUTE FOR THE ADVANCEMENT
OF WOMEN/INSTITUTE CANADIEN DE RECHERCES SUR LES
FEMMES (CRIAW/ICREF)

408, 151 Slater

Ottawa, Ontario

K1P 5H3

Telephone: (613) 563-0681

Fax: (613) 563-0682

TDD: (613) 563-1921

with Local Co-Sponsors:

The MISENER-MARGETTS WOMEN'S RESEARCH CENTRE

University of Alberta/Athabasca University

11043 - 90 Avenue

Edmonton, Alberta

T6G 1A6

Telephone: (403) 492-8950

The WOMEN'S PROGRAM AND RESOURCE CENTRE

University of Alberta

11019 - 90 Avenue

Edmonton, Alberta

T6G 2E1

Telephone: (403) 492-3093

1.2 INCORPORATION

CRIAW/ICREF was incorporated federally in 1976. CRIAW is registered with Revenue Canada as a charitable organization (Number: 0470716-59-10). CRIAW's GST registration number is R123269680.

The Misener-Margetts Women's Research Centre is not incorporated as a separate entity. It falls under the joint administration of the University of Alberta and Athabasca University. Donations are considered to be donations to one or the other of the universities and are receiptable as charitable donations. The same arrangements holds true for the Women's Program and Resource Centre as a program of the Faculty of Extension of the University of Alberta.

1.3 DESCRIPTION OF ORGANIZATIONS

The Canadian Research Institute for the Advancement of Women (CRIAW)

Goals and Objectives

CRIAW is a national membership-based, non-profit, charitable organization whose purpose it is to promote, co-ordinate, and disseminate research into all aspects of women's experience.

Broadly speaking, CRIAW's commitment to the advancement of women through feminist research is realized through five program and activity areas:

- * the development of research tools to assist researchers in their work;
- * the communication of research results through publications, conferences, and social policy advocacy participation;
- * the promotion of research through the provision of research grants, prizes, and awards, and Research Associate status for independent researchers;
- * the conduct of research;
- * liaison with its own membership and other research organizations; the provision of networking opportunities for feminist researchers; and the development of regional activities.

Structure

CRIAW's 18-member Board of Directors includes a regional representative from each province and territory and a maximum of six members-at-large. Terms are for three years and are renewable once. The national office and staff are located in Ottawa.

The Misener-Margetts Women's Research Centre

The Misener-Margetts Women's Research Centre is an institution jointly created by Athabasca University and the University of Alberta to facilitate collaboration between academic and community women in the development of feminist research. It was established in 1988 and has held a Feminist Research Forum each fall since its inception, attracting 100 to 150 local women.

The Women's Program and Resource Centre

The Women's Program and Resource Centre is a program of the Faculty of Extension of the University of Alberta. It has an active non-credit women's education program and a large resource centre of documents used by students as well as members of the community at large for personal education and research. Established in 1981, the Centre has organized many conferences and public events in its ten-year history.

1.4 PERSONS RESPONSIBLE FOR THE CONFERENCE

Contact Persons and Committee

Co-Chairpersons: Dr. Marilyn Assheton-Smith and Ms. Agathe Gaulin.

Mailing Address:

CRIAW/ICREF Conference Committee
c/o Misener-Margetts Women's Research Centre
11043- 90 Avenue
Edmonton, Alberta
T6G 1A6
Telephone: (403) 492-8950

CRIAW conferences are always arranged by a local organizing committee. The members of this committee take full responsibility for the development of the conference. The CRIAW national Board oversees the project and provides advice and assistance through the local contact person. In addition, CRIAW's national office provides assistance when necessary.

CRIAW's co-chairperson and local contact person on the Conference Committee is Dr. Marilyn Assheton-Smith. Dr. Assheton-Smith has been a Member-at-Large for three years, a Regional Representative for three years, and President of CRIAW for the year 1989-90. At the present time, she is Past President of CRIAW and a professor in the Department of Education Foundations at the University of Alberta, Edmonton, Alberta. Dr. Assheton-Smith has also been active in local and provincial women's organizations.

Ms. Agathe Gaulin is the other co-chairperson. Ms. Gaulin has been active in local and provincial women's organizations for many years. In addition, she has strong links with and a deep involvement in the francophone community, locally, provincially, and nationally. Ms. Gaulin has held many volunteer and paid positions as a community development worker, and has sat on national Boards of francophone organizations.

The Women's Program and Resource Centre is represented on the committee by its Executive Director, Pat Rasmussen.

These three women also represent the Misener-Margetts Women's Research Centre of which they are long-standing members.

The total committee consists of twelve women, representing the University of Alberta, Athabasca University, the Alberta Advisory Council on Women's Issues, and community women, including representatives from women's organizations, the francophone community, labour, and the immigrant women's community.

2.0 BACKGROUND: RATIONALE FOR CRIAW CONFERENCE

The conference for which funding is requested is CRIAW's fifteenth annual conference.

2.1 **UNIQUENESS OF THE CONFERENCE**

A major purpose of CRIAW conferences is to bring together the research concerns of academic and community women. These two groups, or "solitudes" as they have been called, all too often do their research work and action in isolation from each other. Opportunities for bridging and integrating are few, usually taking place between individuals or through local organizations such as the co-sponsoring Misener-Margetts Women's Research Centre. One of CRIAW's major roles is to provide a national forum for such bridging and integrating. As such, each annual conference is a unique opportunity for Canadian women from all provinces and territories to come together to exchange and share diverse research interests and concerns around a certain theme.

CRIAW conferences are national in scope, but local in organization and presentation. The conference planned to be held in Edmonton, Alberta, in November 1991, makes that particular uniqueness explicit in its theme: '**GLOBAL VISION/LOCAL ACTION**', by creating a "meeting place" for researchers and people active in their community. The conference will provide a forum for making explicit the relationships between the work these women do in their own "space" and the situation of women on a national and global scale.

CRIAW is committed to the practical application of research as a component of the work to be done to achieve equality for women. The applied aspect of the conference is discussed more extensively in Section 3.0: Theme and Objectives of the Conference.

2.2 **FEEDBACK**

CRIAW conferences are well-known for creating an ambience in which researchers and community workers can meet, talk, and recognize their differences and commonalities.

The 1990 CRIAW conference was held in Charlottetown, Prince Edward Island, with the title: "The More We Get Together". Its theme addressed women with and without disabilities. The following are examples of comments received by CRIAW about this conference:

"On behalf of the DisAbled Women's Network of Canada I am pleased to send CRIAW our letter of appreciation.... CRIAW is to be congratulated and recognized as the first national women's group to have the theme of women with disabilities and their issues." (DAWN Canada)

"Congratulations on a wonderful conference, impeccably organized. I, for one, had a great time, learned a lot and made useful contacts.... I felt that this conference really broke ground in extending the definition of research and of CRIAW. The cross-fertilization was wonderful". (Individual participant)

"It was very overpowering to, at last, see the women's community reaching out. As women with disabilities, we still have a long way to go to bridge the gaps and keep our issues on the national agenda of women's groups. However, your conference provided a wonderful example for others to follow. It was a remarkable opportunity which I see as a landmark in the women's community.... I was impressed with how well organized the conference was, with the quality and scope of the workshops and presentations and, in particular, I was excited at the support systems which you had put in place." (Disabled Persons' Unit, Health and Welfare Canada)

"The conference was an historic event in the Canadian women's movement.... I learned so much that I am still trying to digest much of it." (Chair, Department of Sociology, University of Lethbridge)

These comments and comments from preceding conferences show that CRIAW conferences serve, and meet, the need for a regular exchange between academic researchers and community researchers/workers as well as people affected by the research or action. By providing the opportunity for doing so, CRIAW contributes significantly to the promotion of women's equality.

3.0 THEME AND OBJECTIVES OF THE CONFERENCE

The Edmonton conference is the first part in a two-stage plan, with the second stage following in 1992 in Toronto. The objectives for the 1991 Edmonton component have been articulated as follows:

- * To build bridges and contacts between women's grassroots groups in Canada and similar groups in other parts of the world, with CRIAW as a facilitator.
- * To learn how to do the above within Canada.
- * To continue our on-going process of the redefinition of "development".
- * To participate in building a global feminist network.
- * To continue the process of building bridges between research and the women's community.
- * To develop models of action research.

The title of the Edmonton conference: "**GLOBAL VISION/LOCAL ACTION**", has been selected to convey three ideas. First, we want to remind our participants of the constant linkage between our theorizing, our large-scale conceptualizations, and the day-in and day-out actions of each of us in our home communities and places of work. Our diversities, our differences, are "local", aspects of our immediate experience and realities; our commonalities are "global" as we seek to understand our situation as women and create positive change not only for women but for all people between their local action and research as it is influenced by, and potentially has an impact on, events in larger contexts, be they with respect to the province, the country, or the world. Thirdly, we want to provide a forum for participants to identify paths for action in the situation they are researching or in the community work in which they are involved.

Thus, we see the conference as a "meeting place" for CRIAW as a country-wide organization, but a meeting place open to participants in and outside of that organization. In this "meeting", each of us is encouraged to carry a strong sense of our "place", for example, our ethnicity, or our regional location in Canada. Each is encouraged to, from that standpoint, develop relationships among the people doing the research and the people affected by the issues being researched (who are often the same people as those doing the research), and to see the links or inter-relationships among the many issues we research.

The actual methods for achieving this atmosphere of going beyond the conventional parameters of research, or mutual learning, and of collaboration between members of the academic community and community members/workers are embedded in the process designed. This process involves, for example, a clear articulation in promotional materials of the principles underlying the theme and of the objectives of the conference, working with key-note speakers to ensure that principles and objectives are expressed, and working with chairpersons of sessions and plenaries who will be asked to ensure that the concepts are kept in front of participants.

CRIAW is acutely aware of its role in strengthening work on women's equality. Since its inception, CRIAW has been committed to encouraging and providing links between the various communities working on social justice issues: academics, community researchers and workers, and the people researched or affected by the action. All too often, the two "solitudes" act in isolation and do not sufficiently inform each other. Academic work has been produced and action has taken place which has not sufficiently taken into consideration the reality and experience of women researched or affected. Because of time constraints, action has sometimes been designed and implemented without the benefit of relevant theory or research findings. Similarly, research has been done and action has been taken without sufficient regard for the context of the larger scope, be that nationally, internationally, or globally.

These are but a few illustrations of gaps which influence our collective effectiveness in working toward positive change. Simply put, organizational change (strengthening of organizations working on women's equality issues and

work within mainstream organizations to achieve women's full and equal participation) and institutional change (the changes needed in society's institutions and systems, again to achieve women's full and equal participation) will be facilitated by the multi-faceted linking envisioned by CRIAW for the 1991 conference.

Discussion at CRIAW's conferences is based on applied research which has applicability to and implications for women's lives. Much of the research presented is action research. All of CRIAW's conferences have reflected CRIAW's intent that the exploration at such conferences lead to action and change in the direction of an increasingly greater degree of equality for women. Such change may take place, for example, in someone's personal life, in the work environment, or at the the federal or provincial legislative level.

CRIAW's philosophy includes a conviction that, to achieve equality for women, we must overcome several limitations imposed by artificial parameters such as budget years, specialization, and geographically limited interests. This conference is a step in that direction. In order to achieve maximum success, our research must reflect the reality and experience of women, and action must be informed by research and research findings. This is the very practical contribution CRIAW makes to the issue of achieving equality for women.

4.0 PLAN OF ACTION

4.1 CONFERENCE DATES AND LOCATION

The conference is scheduled for November 8, 9, and 10, 1991, in Edmonton, Alberta.

The CRIAW conference is held in a different province or territory each year to make it maximally accessible as a resource across the country. In 1990, the conference was held in Charlottetown, P.E.I. Examples of other cities hosting the conference in past years are: Yellowknife, N.W.T.; Quebec City, Quebec; Winnipeg, Manitoba; Saskatoon, Saskatchewan; Montreal, Quebec; and Vancouver, B.C. Edmonton hosted the conference in the late 1970's, in the early days of CRIAW's existence.

Edmonton has been selected as the site for the 1991 conference for several reasons, the combination of which makes for a powerful basis for success. From an organizational perspective, Edmonton is ideal since a number of competent women with a strong research base and a base in the women's community have been and are prepared to make the commitment to organize the conference. The Edmonton women's community combines strong interests in women's research and action as these interests relate to the promotion of women's equality. The Edmonton women's community itself presents a micro-cosm of Canadian women across the country.

In addition, Edmonton is a major city with good connections by air and excellent conference facilities. The city is well known in sports and business circles. It is, however, less known nationally as a city actively working on social justice issues and alive with a strong, active women's movement. A CRIAW conference hosted in Edmonton will contribute to Edmonton's visibility as a diverse and concerned city in Western Canada.

The conference will take place at the Westin Hotel.

4.2 CONFERENCE CONTENT AND ACTIVITIES

Opening Session

Participants will sit at "theme tables" and share their research/action interests on the theme of '**GLOBAL VISION/LOCAL ACTION**'.

An informal "social evening" to enable participants to connect and to build a sense of community is also under consideration.

Key-Note Addresses

A prominent unilingual francophone woman from Quebec has agreed to speak with women about a women's vision of a Canadian Constitution. Claire Bonenfant is past president of the Quebec Advisory Council on the Status of Women. Other key resource persons will be invited by have not yet been designated.

Sessions

Concurrent sessions will be held in which participants present research and action in different formats. Some examples of formats are: presentation of papers, workshops, theatre, and round-tables.

Plenary sessions are planned with invited key-note speakers. Plans include a panel which would consist of representatives from CRIAW, Match International, and two or three representatives from "third world" organizations. The title of the panel is "Spinning Local Thread/ Weaving Global Feminism".

A round-table which would include women from organizations in the "Third World" is also under consideration. This would be a regular session during the conference under the title: "Global Perspectives on Changing Local Communities: Sharing Experiences".

A call for presentations was sent out early this year. A number of proposals has been received and accepted. Some examples of proposed topics are: feminist therapy, health, women's studies teaching and learning, women in minority racial and cultural contexts in Canada, women in other countries - especially "developing" countries, and women and constitutional/legal developments in Canada. The organizing committee makes selections, using criteria such as

relevance to the theme of the conference, diversity of topics, and practical applicability.

Other Components

A banquet is planned as part of the conference. The National Film Board of Canada will show the English premiere of the francophone film "Remous" (no English title available yet - the word means "whirlpool"), made by Sylvie Van Brabant. Local and provincial women's groups in Alberta will be invited to display at the conference. "Drop-in" places will be set aside for people wishing to pursue shared interests.

The CRIAW Annual General Meeting will also be held during the weekend.

4.3 TIMETABLE

The conference is scheduled for November 8, 9, and 10, 1991. The Opening Session will take place on Friday, November 8, and the banquet on Saturday night. All activities will take place between Friday evening at 6:00 p.m. and Sunday afternoon at 4:00 p.m.

4.4 RESOURCES REQUIRED

Key-Note Speakers

- . One key-note speaker from Montreal, Quebec (confirmed)
- . Other key-note speakers (not yet designated)
- . Travel expenses, accommodation and meals, and honoraria are involved.

Presenters and Participants

- . Funds to assist in defraying travel costs, especially for women representing groups, students, unemployed, and coming from far away.

Video Production

- . Production of a video on feminist action research, for community use: video-taping of conference component of video.

Facilities and Food

- . Hotel: meeting rooms
- . Banquet, meals, coffee breaks, etc.

Equipment

- . Rental of, for example, A-V equipment, flipcharts, etc.

Translation, Simultaneous Translation, and Sign Language

- . Translation of print materials
- . Simultaneous translation of key-notes and selected presentations
- . American Sign Language for hearing impaired
- . Fees and associated expenses are involved.

Print materials and publicity

- . Brochure, posters
- . Media campaign
- . Conference program/kit
- . Proceedings

Ambience

- . Theatre and entertainment
- . Displays
- . "Drop-in" rooms

Childcare

- . Facilities
- . Workers
- . Fees and associated expenses are involved.

Staffing

- . Clerical: Part-time (6 hours/week) - as soon as possible
- . Co-ordinator: Half-time (May 1 - August 31, 1991) and full-time (September 1 - December 31, 1991) to organize conference and do follow-up work such as completion of reports, proceedings of conference, etc.

Administration

- . Postage, stationery, telephone, duplicating, etc.

5.0 ATTENDANCE

5.1 DESCRIPTION OF PARTICIPANTS

We expect to attract participation from across Canada, including all provinces and both territories.

Most, although not all, participants will be women working with universities, community women, and women working government departments and

agencies. University women will include academic staff and students. Community women will include some with very low incomes.

Special effort will be made to promote the conference among francophones, women with disabilities, Aboriginal women, and women representing visible minority groups. We also intend to encourage regional and ethnic diversity. The composition of the conference committee reflects a conscious effort to include representatives of the above groups in the planning and implementation of the project.

5.2 **ESTIMATED NUMBER OF PARTICIPANTS**

The conference is expected to draw some 400 participants, roughly divided into 200 from Edmonton and 200 from elsewhere, including many from outside of Alberta. The facilities are capable of accommodating up to 650 participants.

6.0 **PUBLICITY**

Preliminary publicity commenced at the 1990 CRIAW conference in Charlottetown, P.E.I., and through the CRIAW Newsletter.

A first brochure was disseminated in the second half of April 1991 (enclosed), to be followed by a national publicity campaign in September which will make use of print and electronic media, as well as CRIAW's membership and women's organizations throughout the country.

The publicity plan provides for an intense contacting of local Edmonton media in October 1991.

7.0 **VOLUNTEERS**

The local conference committee consists of twelve women. The local committee's composition was described earlier in 1.4. In addition, volunteer work for the conference is done by the 18 members of CRIAW's national Board.

Key-note speakers, presenters, workshop leaders, and chairpersons or moderators generously volunteer their time and knowledge, both prior to and at the conference.

We also anticipate volunteer support from community women with respect to the logistics of the actual conference, and already have indications that this will be forthcoming.

8.0 EVALUATION

8.1 INTERNAL EVALUATION

The conference committee will meet during the week after the conference for a debriefing session and overall evaluation. The planning process as well as the conference itself will be addressed.

8.2 EXTERNAL EVALUATION

Conference participants will be provided with an evaluation form in their conference kits. The conference co-ordinator is expected to compile and summarize these evaluations. These summaries will be discussed at a post-conference meeting of the conference committee.

8.3 FOLLOW-UP

A summary report will be prepared, based on results of the internal and external evaluation. This report will be sent to CRIAW National for the use of future conference planning committees.

9.0 EXPECTED BENEFITS

We anticipate benefits of the conference to a number of constituencies:

To the women's community - increased awareness of the necessity to incorporate applied research into action planning toward change and improvement in all spheres of life relevant to women's equality; increased and more finely-tuned tools to apply in the work toward equality.

To the post-secondary education community - increased awareness of the importance of relating academic research and knowledge to women's work in the community - that is, increased appreciation for the necessity to conduct "applied research" in itself or as a natural consequence of theoretical work; an understanding that this approach is vital as an academic contribution to work on women's equality. Policy research is a prime example of such an approach, in that policies are guidelines for action at all levels of government (public policy), within women's organizations (to ensure effectiveness and growth), and at the individual level (for example, in one's personal life, as a participant in the work force, as a citizen of a municipality or province, or of Canada).

To the City of Edmonton - an occasion to show the province and the country that Edmonton is not only a city known for its sports, but deserves recognition for its role as a significant contributor to work on social justice and equality. Over 400 participants are expected to participate, with at least half of these coming from outside of Edmonton.

To the Province of Alberta, and Canada - the vision and views about the Constitution of francophone and anglophone women as they meet to talk about the future of federalism and their country, as a contribution to the strengthening of Alberta and Canada in our collective quest for sexual, cultural, economic, and regional equality.

10.0 **MEMBERSHIP AND COMMUNITY SUPPORT**

Members of the co-sponsoring organizations - CRIAW (local committee, and national Board and staff), the Misener-Margetts Women's Research Centre, and the Women's Program and Resource Centre as well as members of women's organizations and individual women are actively involved in the planning and organizing of the conference, as well as in fundraising for the event. (See 1.4 for a description of the conference committee.)

The conference committee has received letters of support (see Appendix I) and continues to seek further support and endorsement.

Support in kind has already been offered to CRIAW by the two co-sponsoring local organizations and by the Alberta Advisory Council on Women's Issues. Discussions are in progress with other organizations.

11.0 BUDGET

11.1 PROJECTED EXPENSES

Staffing

- Clerical Work 40 wks @ 8 hours @\$10.00/hr (February 1-November 30, 1991)	\$ 3,200.00	
- 6 person months @ \$2,400 (May 1-December 31, 1991)	<u>\$ 14,400.00</u>	
	\$ 17,600.00	\$ 17,600.00

Pre-Conference Cost

- Publicity	\$ 12,500.00	
- Program (Letters, L/D Tel. to presenters, duplicating, faxing, etc.)	\$ 3,200.00	
- Networking (contacting specific invited participants: e.g., L/D Tel., travel)	\$ 1,000.00	
- Fundraising	<u>\$ 3,000.00</u>	
	\$ 19,700.00	\$ 19,700.00

Conference Cost

- Fees (waived and reduced) (50 full-time equivalents: women unable to pay, invited speakers)	\$ 5,000.00	
- Facilities (hotel) (based on 100+ room nights, lower if 150+)	\$ 1,300.00	
- Reception, banquet, meals, coffee breaks	\$ 35,300.00	
- Child care (4 workers x 22 hrs @ \$10.00/hr, space \$500.00)	\$ 1,380.00	
- Travel (2 invited speakers, 2 CRIAW prizes, Montreal/Ottawa axis)	\$ 2,000.00	
- Accommodation/meals for same	\$ 800.00	
- Presenter travel assistance	\$ 7,500.00	
- Hospitality	\$ 1,000.00	
- Registration kits (400 x \$2.50)	\$ 1,000.00	
- Registration process (400 x \$10.00)	\$ 4,000.00	
- Program	<u>\$ 200.00</u>	
	\$ 59,480.00	\$ 59,480.00

Program Cost

- A-V equipment	\$ 300.00	
- Official languages translation	\$ 14,000.00	
- ASL hearing-impaired signing	\$ 3,000.00	
- On-site duplicating	\$ 1,000.00	
- Entertainment	<u>\$ 1,625.00</u>	
	\$ 19,929.00	\$ 19,929.00

Post-Conference Cost

- Conference Proceedings	\$ 6,000.00	
- Video Documentary	<u>\$ 5,000.00</u>	
	\$ 11,000.00	\$ 11,000.00

Contingency

\$ 1,200.00	\$ 1,200.00
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GST Costs (7% of total)

\$ 774.00	<u>\$ 774.00</u>
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TOTAL EXPENSES

\$129,683.00

11.2 PROJECTED REVENUE

	<u>Assured</u>	<u>Potential</u>	<u>Total</u>
<u>Sponsoring Organizations</u>			
- CRIAW	\$ 2,000.00		\$ 2,000.00
- Women's Program and Resource Centre			
- Registration fees (400 x \$100.00)		\$ 40,000.00	\$ 40,000.00
- GST Return (50% non-profit organizations)		\$ 387.00	\$ 387.00
- Ticket sales (entertainment)		\$ 625.00	\$ 625.00
<u>Government of Canada</u>			
- Secretary of State			
- Women's Program (National)		\$ 10,000.00	\$ 10,000.00
- Multiculturalism			
- Official Languages		\$ 7,000.00	\$ 7,000.00
- ASL Signing		\$ 3,000.00	\$ 3,000.00
- Health and Welfare			
- Employment and Immigration			
- Justice			
- Status of Women			
- Social Sciences and Humanities Research Council (SSHRC)		\$ 6,500.00	\$ 6,500.00
- Canada Council		\$ 1,000.00	\$ 1,000.00
- Telefilm			
- National Film Board of Canada			
- North West Centre			
- Studio D			
<u>Government of Alberta</u>			
- Advanced Education			
- Agriculture			
- Attorney General			
- Career Development and Employment			
- Culture and Multiculturalism			
- Environment			
- Family and Social Services			
- Federal and Intergovernmental Affairs			
- Health			
- Labour			
- Occupational Health and Safety			
- Solicitor General			
- Tourism			
- Alberta Alcohol and Drug Abuse Commission			
- Alberta Film and Video Arts Fund			
- Alberta Human Rights Commission			
- Alberta Women's Secretariat			
- P.E.P.			
- Summer Temporary Employment Program (S.T.E.P.)			

Municipal Government

- Corporate Communications
- Operating Grant-in-Aid
- Parks and Recreation (Cultural grant)

Universities and Colleges

- | | | |
|------------------------------------|-------------|-------------|
| - University of Alberta | | |
| - Conference Fund | \$ 2,000.00 | \$ 2,000.00 |
| - Women's Studies | | |
| - Athabasca University | \$ 2,000.00 | \$ 2,000.00 |
| - University of Calgary | | |
| - Women's Studies | | |
| - University of Lethbridge | | |
| - Women's Studies | | |
| - Camrose Lutheran College | | |
| - Concordia College | | |
| - Fairview Community College | | |
| - Grande Prairie Community College | | |
| - Grant MacEwan Community College | | |
| - Lakeland Community College | | |
| - Lethbridge Community College | | |
| - Mount Royal College | | |
| - Red Deer Community College | | |

Foundations

- Alberta Law Foundation
- Allard Foundation
- Clifford E. Lee Foundation
- Edmonton Community Foundation
- Kahanoff Foundation
- Muttart Foundation
- Wild Rose Foundation

Corporations

11.3 BUDGET SUMMARY

Conference Budget

CRIAW/Edmonton Conference Preliminary Budget, 1991

Income	Actual	Flow-Through
CRIAW		\$2,000.00
CRIAW		\$8,000.00
Fees@ ¹²⁵ \$100	\$40,000.00	Based on 400 participants
U of A	\$2,000.00	(300)
Athabasca Univ.	\$500.00	2800.00
Canada Council	\$1,000.00	
Govt, Translat	\$10,080.00	
SSHRC	\$6,500.00	

Total \$60,080.00 \$10,000.00

Expenses

PreConference Costs

Staffing

Clerical Work	\$3,200.00	40 weeks@8hours@\$10.00, February 1 to November 30
Coordinator	\$18,000.00	Nine months @\$2000.00

publicity \$12,500.00

hospitality \$1,000.00

Program Cmm \$6,000.00 Letters, L.D.telephone calls, to presentors, copying etc.)

Networking \$1,000.00

* ConfProcEdito \$6,000.00

FundRaising \$3,000.00

Conference Costs

*local travel
how*

Fees Waived/R \$5,000.00 (50 participants, local women unable to pay, invited speake

HotelCosts \$1,300.00 (Based on 100+ room nights, lower if +150)

Meals \$28,508.00 \$70/meals

Child Care \$960.00 (Based on 3 workers, 22 hours at \$10 per hour, space \$30

Travel \$2,000.00 (Based on two invited speakers, two others for CRIAW prizes ? CRIAW

Hotel, Exp \$800.00 For four people, defined above, for two nights. i.e \$200 each

Reg Kits \$1,000.00 Based on 400 people at \$2.50 each - logo, photocopying

registration \$4,000.00 Au

officeexp \$1,000.00

Program Costs

A-V Equipmen+ \$304.00

Fr/EnglTransla \$14,000.00

full-fee equivalents
{ 4 entertainment
{ 2 speakers
paper
** 5000 video tapes*
local travel how
how? - tech services @ U of A - checks - not worth the fiddle

Conference Budget

ASL Signing \$3,000.00
 On-site Photoc \$1,000.00

Total \$113,572.00

Meals Breakdown

(Coffee 2@\$5.00 ea *400=\$4000; 2@3.35 ea=2600; Fri, Sat, Sun =reception + 5 mea
 \$10.25 \$7.25 \$7.25 11.25 11.25
 \$71.27 400 \$28,508.00

A-V Equipmen Based on Westin Hotel Price List, see attached, 4 day 16 mm projector
 4 days slide projector, 2 day VCR, 4 screens, four hours labour)

Publicity Cost Breakdown	Brochures	7500	0.5	\$3,750.00
	Br Mailing	5000	0.225	\$1,125.00
	Stuffing etc	5000	0.225	\$1,125.00
	two mailings			\$12,000.00
	Design			\$500.00

GRAND TOTAL REF FOR THE FIVE MONTHS ENDING MAY 31, 1991

	YR TO DATE	BUDGET	%RECEIVED
REVENUE			
CRIAW	4000.00	10000.00	40.00%
Fees	0.00	35000.00	0.00%
Ticket Sales	0.00	625.00	0.00%
U of A	0.00	2000.00	0.00%
Athabasca U.	0.00	2000.00	0.00%
Govt of AB	0.00	0.00	#NUM!
Govt of Canada	0.00	1000.00	0.00%
SSHRC	0.00	6500.00	0.00%
Translation	0.00	7000.00	0.00%
Misc	2000.00	0.00	#DIV/0!
GST, net	0.00	387.00	0.00%
TOTAL REVENUE	6000.00	64512.00	9.30%

	BUDGET	%EXPENDED
EXPENSES		
Coordinator	146.00	14400.00 1.01%
Clerical	500.50	3200.00 15.64%
Contract Fees	0.00	1000? #VALUE!
Publicity	2680.00	12500.00 21.44%
Fundraising	0.00	3000.00 0.00%
Working Sessions	0.00	4200.00 0.00%
Misc Photocopy	40.00	1000.00 4.00%
Postage-Courier	50.78	500? #VALUE!
Office Supplies	223.96	1000? #VALUE!
Toll Telephone	0.00	1000? #VALUE!
FAX	0.00	200? #VALUE!
Bank Charges	46.06	130.00 35.43%
Hotel Rentals	0.00	2100.00 0.00%
A/V Equip	0.00	304.00 0.00%
Meals	0.00	35300.00 0.00%
Travel	0.00	3000.00 0.00%
Speaker Fees	0.00	6500.00 0.00%
Childcare	0.00	1380.00 0.00%
Reg. Kits	0.00	1000.00 0.00%
Reg.(UofA)	0.00	4000.00 0.00%
Programs	0.00	200.00 0.00%
Translation	0.00	14000.00 0.00%
ASL Signing	0.00	3000.00 0.00%
Entertainment	0.00	1625.00 0.00%
Proceedings	0.00	6000.00 0.00%
Video	0.00	5000.00 0.00%
Misc	0.00	1974.00 0.00%
Loan Repayment	0.00	8000.00 0.00%
TOTAL EXPENSES	3,687.30	131,813.00 2.80%
SURPLUS/(DEFICIT)	2312.70	-67301.00 -3.44%

ORIGINAL REF FOR THE FIVE MONTHS ENDING MAY 31, 1991

CLEARED X

Date	2/20/91	4/15/91	4/15/91	4/22/91	5/6/91	5/6/91	5/7/91	5/15/91	5/15/91
Chq. No.	A	B	C		1	2		3	4
Name	C. Murray	Canada Trust	N. Bell		Accurate D:	C. Murray		Great Canadian	UofA Parking
Total Amount	2000.00	330.50	46.06	31.67	2250.00	235.94	2000.00	117.13	146.00
Debit		330.50	46.06	31.67	2250.00	235.94		117.13	146.00
GST Paid		0.00	0.00						
Deposit No.	1						Deposit 2		
Credit	2000.00						2000.00		
GST Collected									
Zero Out		0.00							
Balance	2000.00	1669.50	1623.44	1591.77	-658.23	-894.17	1105.83	988.70	842.70

CRIAW/ICREF FOR THE FIVE MONTHS ENDING MAY 31, 1991

April	31925.00	31925.00	31925.00
D	5.00	6.00	
L. Stuart	Petty Cash	L. Stuart	
400.00	100.00	30.00	2000.00
400.00	100.00	30.00	
			Dep 3.00
			2000.00
442.70	342.70	312.70	2312.70

Laurie Blakeman

postage

printing

coord. salaries

~~no~~ fee for service

* unite categories on cheques

- ask for return of cheques "Can. Trust"

- reckoning of Carol's cheque

- Agathe, Noreen, Marilyn, Marcelline

- payroll revenue Can. deduction books ^{c.p.p.}
payroll books stationary store (green ^{uic}
Hole's payroll book)

mid-month adv. $\frac{1}{3}$ of gross pay

- FAX resource centre:

* Marilyn: - long distance card

- billing for l.d. calls 1065 + \$100 are at Laurie's

- fax with no charge

- cheque # on invoice

Cheque debit (opposite of what you think)

columns revenue: CRIAW loan
Canada Council
Prov. of Alb.
fees
fundraising
Athab. Univ.
SSHRC (speakers):
Sec. State
U of A
NGO small grants (non-gov't)

outgoing: admin.
~~salary, postage,~~
~~conf. coordinator~~
~~support clerical work~~
~~contract adm. work~~
salaries & contract fees
~~brochures print & postage~~
publicity
brochures
advertising