

Regional Social Justice Conference Fund

2017–18^{*}



Application deadline: January 3, 2018



British Columbia Teachers' Federation

100-550 West 6th Avenue, Vancouver, BC V5Z 4P2 • 604-871-2283, 1-800-663-9163 • www.bctf.ca
TTY 604-871-2185 (deaf and hard of hearing)

Regional Social Justice Conference Fund

Purpose

These grants are designed to provide funding for social justice conferences to be held throughout the province. The intent behind these grants is to build capacity and support the growth of social justice in a given region. Funding occurs on a biennial basis.

Regional conferences must:

1. advance the priorities of the BCTF's Committee for Action on Social Justice (CASJ) program.
2. support and help develop the network of social justice contacts.
3. advance the implementation and application of the [Social Justice Lens](#).
4. use BCTF conference funds to pay only for release time, travel, accommodation, per diem expenses for teacher participants, keynote speakers, and outside workshop facilitators for the actual conference.
5. have the approval of a subcommittee of CASJ for funding.
6. plan for post-conference follow up.
7. not be scheduled in conflict with other BCTF meetings.
8. rotate geographically around the province.
9. meet the needs of the zone, region, and/or local.
10. be approved by the BCTF Executive Committee.

For more details on the above, please refer to the "Regional SJ Conference Rubric" at the end of the application form.

Regional conferences should:

1. be accessible to community members (students, other unions, grassroots networks, education partners, etc.) when appropriate.
2. encourage local and/or community organizations to contribute to the planning and financing of the conference.
3. be planned and run by locals in the zone in co-operation with CASJ and appropriate CASJ action group(s).
4. plan for media coverage.



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Notes

1. Before undertaking a project/activity, locals/sublocals should submit completed Regional Social Justice Conference Fund applications to the BCTF for approval of the grant.
2. Sublocals may only apply via their locals and applications must be signed by the president of the local.
3. The host local may apply for up to \$25,000, one-half of which will be sent to the local office. All conference costs will be paid for by the local. A budget report with original receipts will be sent to the BCTF and then the remaining monies will be released to the local.
4. Please consider sending an article with photographs to the editor of the *Social Justice Newsletter* at the BCTF. In order for photographs of students to be published, the school should have written parental permission.

Following completion of the project, please write a short article to be published in the *Social Justice Newsletter*. Photographs are always welcome. Please note that in order for photographs of students to be published, the school should have written parental permission.

Because the BCTF has an affirmative action policy, an applicant may wish to provide, on a voluntary basis, information as to whether they self-identify as a member of an equity-seeking group, which includes female, trans* (trans, transgender, transsexual, genderqueer, two-spirit, transwoman, transman), visible minority or racialized person, Aboriginal (Indigenous) person, person with a disability, or lesbian, gay, or bisexual person. In selecting recipients of BCTF grants, the Executive Committee will take into account the importance of representation from members in their first five years of teaching, the importance of representation from all areas of the province, the need for diversity and to ensure that members from equity-seeking or minority groups are represented among grant recipients, and the importance of achieving a balance of female and male representatives of the general membership.



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Regional Social Justice Conference Fund Application Application deadline: Wednesday, January 3, 2018

(Please print)

Name of conference: _____

Proposed date(s) of conference: _____

Host local: _____

Primary contact person: _____

Address: _____

School phone: _____ Home: _____ Fax: _____

Email: _____

President of hosting local: _____

Local phone: _____ Email: _____

Social justice contact of hosting local: _____

Phone: _____ Email: _____

President of additional local: _____

Local phone: _____ Email: _____

Social justice contact of additional local: _____

Phone: _____ Email: _____

Because the BCTF has an affirmative action policy, each applicant may wish to provide—on a voluntary basis—the information as to whether they are female, male, or transgender, a person of colour, an Aboriginal person, a person with a disability, or a lesbian, gay, or bisexual. In selecting recipients of BCTF grants, the Executive Committee will take into account the importance of representation from members in their first five years of teaching, the importance of representation from all areas of the province, the need for diversity and to ensure that members from equity-seeking or minority groups are represented among grant recipients, and the importance of achieving a balance of female and male representatives of the general membership.

I self-identify as a member of the following equity seeking group: _____



1. Social justice focus for this conference

Please describe how your proposal advances the priorities of the BCTF Committee for Action on Social Justice (CASJ).

2. Capacity of network building

How will your conference help to build social justice networks within the local or the region?

3. Needs of zone, region, and/or local

How will your conference meet the social justice needs of your zone, region and/or local?

4. Planning process

Describe how the different locals and any community organizations are involved in planning.

5. Locals participating

Please state the nature of involvement, including in-kind donations from locals for specific items.

Name of local	Support given/in-kind donations

6. Post-conference follow up

Provide any plans for follow up, including networking, events, sharing sessions, and articles.

7. Media coverage

Describe plans for media coverage of the conference.

8. Application of the Social Justice Lens

Please describe how your conference applies to the four quadrants of the Social Justice Lens.

Access: How do you ensure that there are no barriers to participation in the conference?

Agency: How will this conference empower participants to know their rights, voice their concerns, and effect change?

Advocacy: How does this project help participants to develop concrete skills to effect change?

Solidarity action: How does the project allow for networking with community groups and coalition building to effect systemic change?

9. Conference budget

Expenses		
Presenters' fees	Keynote speakers	
	Non-BCTF workshop facilitators	
Leaves of absence	TTOC release time for attendees within host region/local (_____ attendees x \$400/day)	
Accommodation	_____ participants x \$ _____/room	
Per diems	_____ participants x \$ _____/per diem costs (Maximum: breakfast: \$14 lunch: \$16 dinner: \$26)	
Travel costs	Flights	
	Ferry	
	Driving (\$0.52/kilometer)	
	Transit	
Additional costs*	Provide an itemized list of all other costs	
Total expenses		

*Note: All additional cost items are at the expense of the local(s) or sponsors hosting this conference. We need these listed to help determine your total budget needs for this conference.

Conference revenues		
Registration fees	_____ teachers attending x \$ _____ (registration fee)	
	_____ parents attending x \$ _____ (registration fee)	
	_____ students attending x \$ _____ (registration fee)	
	Total registration fees	
Confirmed revenues from other sources	List organizations and amounts from each that have been secured by the application date.	
Total revenues		

Net amount of Regional Conference Grant requested from the BCTF: _____

The host local may apply for up to \$25,000 to hold a regional SJ conference within the current school year.

I will write an article for the Social Justice Newsletter so that my colleagues can learn about this project.

Signature of Local President
(Hosting conference)

Print name

Signature of Local President
(Additional local in the region)

Print name

Signature of Local President
(Additional local in the region)

Print name

Signature of Local Social Justice Contact
(Hosting conference)

Print name

Signature of Local Social Justice Contact
(Additional local in the region)

Print name

Signature of Local Social Justice Contact
(Additional local in the region)

Print name

Note: This application must be approved by a subcommittee of CASJ in order to be considered for funding.

Please return this application by mail or fax to:
Mary Ellen Bullock, Co-ordinator Budgets and Grants
Treasurer's Office
BC Teachers' Federation
100-550 West 6th Avenue
Vancouver, BC V5Z 4P2
Fax: 604-871-2293

The Social Justice Lens information can be found at
bctf.ca/uploadedFiles/Public/SocialJustice/Publications/SJLens.pdf.

For further information on the Regional Social Justice Conference Fund application process, please contact Barb Ryeburn, Assistant Director of Social Justice, Professional and Social Issues Division, by telephone at 604-871-1821, toll-free at 1-800-663-9163 local 1821, or via email at bryeburn@bctf.ca.

For office use only	
Date: _____	
Name of local: _____	Contact person: _____
Amount requested from BCTF: _____	
Amount approved by BCTF: _____	
CASJ subcommittee recommending approval:	

Regional Social Justice Conference Rubric

This will be used along with your application form to assess the merits of each application.

Criteria	Fully meets criteria	Minimally meets criteria	Not within criteria
1. Advances CASJ priorities.	Strong links to CASJ priorities.	Some links to CASJ priorities.	CASJ priorities and links to conference are unclear.
2. Supports and helps develop SJ networks.	Includes specific components to build a regional network of SJ contacts. Allows for networking opportunities afterwards.	Begins to build capacity for SJ work in the region.	No opportunity or structure for SJ activists to network and share ideas beyond the day of the conference.
3. Advances application of the SJ Lens .	All quadrants of the SJ Lens explained clearly with connections to the conference content.	Some quadrant connections are made. Others are tenuous in nature.	No consideration of SJ lens in planning or content of conference.
4. Application only covers allowable expenses.	Covers allowable expenses with additional funding from other sources and/or organizations.		Expenses include items that the BCTF does not pay for.
5. Plans for post-conference follow up.	Includes concrete plans for post-conference networking, events, sharing sessions, and possible article in the <i>Social Justice Newsletter</i> .		No post-conference follow up plans.
6. Equity of access to funding by locals.	Provides all locals with equitable funding for teacher participation.		Unequal access for teachers in different locals to attend the conference.
7. Not scheduled to conflict with BCTF meetings (AGM, zone meetings, BCTF conferences, etc.)	Does not conflict with BCTF meetings.		Conflicts with BCTF meetings.
8. Provides for collaborative planning by all locals in the region.	All locals equally involved in planning conference focus and content.	Unequal planning and access for different locals.	One local driving the agenda. Others as signatories only.
9. Recommended by a CASJ subcommittee to the EC.	Unanimous recommendation by CASJ subcommittee to the EC.	Limited recommendation by CASJ subcommittee to the EC.	Lack of approval by CASJ subcommittee to the EC.