Regional Social Justice Conference Fund

2020–21*

Application deadline:
Thursday, October 15, 2020

*Dependent upon approval of providing funds for the 2020–21 school year through the spring budget setting process. Applications submitted after this date will be considered on a first come, first served basis until all funds are allocated.

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 approval of the BCTF Executive Committee, on advice from a subcommittee of the 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 and within the zone.

9. meet the needs of the zone, region, and/or local.

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.

Notes

1. Before undertaking a project/activity, locals/sub-locals should submit completed Regional Social Justice Conference Fund applications to the BCTF for approval of the grant.

2. Sub-locals 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. T4 slips must be issued for honorariums of over $500.

4. A final report must be completed following the conference.

5. 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.

British Columbia Teachers' Federation A Union of Professionals
100-550 West 6th Avenue, Vancouver, BC V5Z 4P2 *bctf.ca*
604-871-2283 1-800-663-9163 (TFEU)

PSID fax: 604-871-2286

Regional Social Justice Conference Fund Application
Application deadline: Thursday, October 15, 2020, 5:00 p.m.

(Please print)

Name of conference: _____

Proposed conference date(s): _____

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, 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.

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

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: Please attached more detailed budget if needed

Expenses		
Presenters' fees	Keynote speakers	
	Non-BCTF workshop facilitators	
Leaves of absence	TTOC release time for attendees within host region/local (_____ attendees x $375/day)	
Accommodation	_____ participants x $ _____/room	
Per diems	_____ participants x $ _____/per diem costs (Maximum: breakfast: $14 lunch: $16 dinner: $26)	
Travel costs	Flights	
	Ferry	
	Driving ($0.54/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 Social Justice Conference Grant requested from the BCTF:**
> _____
>
> **The host local may apply for up to $25,000 to hold a regional social justice 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   Print name
(Hosting conference)

_____   _____
Signature of Local President   Print name
(Additional local in the region)

_____   _____
Signature of Local President   Print name
(Additional local in the region)

_____   _____
Signature of Local Social Justice Contact   Print name
(Hosting conference)

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

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

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:**
> 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 and 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 Social Justice Lens	all quadrants of the Social Justice 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 *Social Justice Newsletter*		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.