

Ivory
10-15-11

Hawaii Area World Service Guidelines for TEAM EVENT SCHOLARSHIP FUND and FUNDRAISERS

The TEAM Fundraiser is an ongoing project of the Area Committee. It is sponsored, coordinated and administered by the members of the Area Committee.

BACKGROUND: The TEAM event is a new and improved service event that partners one or more Areas with the World Service Office (WSO) to create a unique service event geared to the interest of local members. The TEAM event is a nimble, innovative, flexible event that is customized for our Area. We can enjoy the fellowship of the Al-Anon program, create a program that will enlighten and inspire our members, all while energizing our spiritual quest and activate our creativity.

The WSO comes to us. A minimum of three representatives from the WSO-volunteers and staff members, will participate

The hosting Area provides the facility and collaborates with the WSO on the program. The TEAM event can take place over one or two days, it is up to the Area to decide. It can be a stand alone event or tied in with an existing Area event at the Area's discretion.

PURPOSE OF SCHOLARSHIP FUND: The fund will enable Hawaii Area Al-Anon to send or assist in sending members to attend the TEAM event which in turn will provide ongoing encouragement for Hawaii Al-Anon members to become involved and or to stay in service.

TEAM SCHOLARSHIP FUND CHAIRMAN: A member of the Area Committee is designated to be responsible for the administration of the fund. Following each TEAM event, volunteers are solicited within the committee to be responsible for and coordinate the activities of the project.

SCHOLARSHIP FUNDS: Monies raised for or donated to the Scholarship Fund will be line item in the area budget and be managed by the Area Treasurer. Monies will be used for scholarships with either full or partial payments to enable a member to attend TEAM events in Hawaii. Monies can be raised from personal donations, sale of items (i.e. garage sales), registration fees for TEAM event Fundraisers, sale of items by the TEAM committee, (i.e. TEAM Event T Shirts) and or monies designated by the Area for the use of sending selected members to the TEAM event.

HOW CHOSEN: At the Area Meeting, the first draw of names to be placed in the "hat" will begin with the names of those current Area Committee Members that are willing to attend and who need monetary assistance to do so. Names will be drawn until the list is complete. If monies are still available, the names of the Group Representatives willing to attend and need monetary assistance to attend will be placed in the "hat". Lastly the names of the fellowship who are interested in service, willing to attend the TEAM event but need monetary assistance to attend,

their names will be placed in the “hat” and assigned scholarship as they are chosen. It will be the DR’s responsibility to survey their GR’s and be ready to nominate them for this process. Should the process be extended to individual members, DR’s will work with their GR’s to get names of those members who qualify.

Note: If the TEAM event is in conjunction with the Assembly weekend, Area Offices and Coordinators whose expenses to attend an Assembly are covered by the Area, the scholarship monetary assistance is limited to the TEAM event portion of the weekend.

DISBURSEMENT OF FUNDS:

1. Full scholarship (airfare, registration, lodging)
2. Partial Scholarship(partial airfare, registration and /or lodging)
3. Registration only

DISBURSEMENT OF FUNDS

The Area Treasurer will include a line item in the area budget for the TEAM event, work with the TEAM event Chair, write checks when asked to and provide reports on the balance when giving treasurer reports. After a TEAM event, a written report of monies collected, monies spent and dispersed will be made to the Area Committee. A written report is to include but not limited to the following:

1. Deposits (each activity, the amount and the entity submitting the funds)
2. Expenses (amount of the expense and what it is for)
3. A starting and ending balance for the reporting period.