



BCTF

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 

PSID fax: 604-871-2286

Regional Social Justice Conference Fund Final Report

(Please print)

| | |
|--|---------------------------|
| Date of report: | |
| Host local: | Local association number: |
| Host local president: | Host local phone: |
| Host local president's email address: | |
| Host social justice contact: | |
| Host social justice contact's email address: | |
| Names of participating locals: | |
| Primary contact: | Primary contact's phone: |
| Primary contact's email address: | |
| Primary contact's school: | |
| School address: | |
| School phone: | School fax: |

Conference Details

| | | |
|----------------------------|-------------------------|--|
| Name of conference: | | |
| Conference date: | Conference location: | |
| Conference participants: | Number of participants: | |
| Teachers: | | |
| Students: | | |
| Parents: | | |
| Other (please specify): | | |
| Total participants: | | |

Regional Social Justice Conference Summary

Goals of the conference

Summary of the conference

(Include a description of the theme, workshops, keynote speakers, any additional activities offered, and an assessment of the degree to which conference goals were met)

Impacts on conference participants

Post-conference follow-up activities that locals and participants have accomplished or plan to carry out

| |
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| |
|--|

Conference Budget Report

(please attach a more detailed budget report if necessary)

(Please attach all receipts)

| 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 (\$0.54/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.

| Conference Revenues | | |
|-----------------------------|---|--|
| Registration fees | _____ teachers attending x \$_____ (registration fee) | |
| | _____ parents attending x \$_____ (registration fee) | |
| | _____ students attending x \$_____ (registration fee) | |
| | Total registration fees | |
| Revenues from other sources | List organizations and amounts from each source | |
| | | |
| | | |
| | | |
| | | |
| | | |
| Total revenues | | |

Funds owing

| | |
|---|--|
| Regional Social Justice Conference funds committed | |
| Amount of committed Regional Social Justice Conference funds used | |
| Regional Social Justice Conference funds paid to local in first installment | |
| Regional Social Justice Conference funds owed to local | |

Signature of Host Local President

Print name

Signature of Host Local Social Justice Contact

Print name

Signature of Principal Contact

Print name

Please return this report with receipts attached 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

For further information, please contact Barb Ryeburn, Assistant Director of Social Justice. 604-871-1821 toll free 1-800-663-9163 local 1821, bryeburn@bctf.ca.

Please consider submitting an article about your project for the *Social Justice Newsletter*.