

**Does your Intergroup want to send a Representative to the Region One Assembly?  
Not sure you have enough money to do that?  
Help is here!**



Region One has budgeted funds to help smaller service bodies send a Representative to Region One Assembly in October. The Budget, Finance, and Delegate Support (BDFS) committee oversees the process and recommends support amounts to the Region One board. If you would like help so your Intergroup can have a voice in Region's decisions, you need to fill out an application and get it back to the Region One treasurer by the deadline.

**Here's how:**

1. The email with this cover letter includes an application form. Look over the application form and collect the information you need to fill it out.
2. Fill out your application and send it in, one of two ways:
  - By Mail, to Region One Treasurer, 4017 Ridge Way, Juneau, AK 99801
  - By Email, to [bfds@oaregion1.org](mailto:bfds@oaregion1.org)
  - **Must be received by July 31st.**
  - All applications will be acknowledged by email or phone call.
3. The BDFS committee makes a recommendation to the Region One Board based on the following priorities:
  - Help those Intergroups that have never sent representatives to Region One Assembly before.
  - Help those Intergroups that have not sent a representative to Region One Assembly in the last 5 years.
  - Then help other Intergroups needing financial assistance in sending representatives to Region One Assembly
  - Of those Intergroups receiving support to send representatives to Region One Assembly, only one representative per Intergroup will receive support. Intergroups can send more than one representative, however.
4. After Region One Board approval, the treasurer will notify the Intergroups of the approved Representative Support by **August 15, 2018.**
5. Distribution of Funds:
  - After Assembly: The Intergroup Rep will turn in an expense report and all receipts to receive reimbursement for costs up to the amount of approved funding support. Funds may only be used for the cost incurred during the Assembly (not Convention) and travel to and from Assembly.
  - Advance of funds before Assembly: Advance payments may be made only by special arrangements. Preferred method of payment is reimbursement with associated receipts.

Budget, Finance & Delegate Support Committee  
Leslie W., Region One Treasurer, Juneau Intergroup  
Deborah, Oregon Intergroup  
Tammy, Pierce County Intergroup  
Kym, Oregon Intergroup  
Rhonda, Bitterroot Intergroup