



## Hey Y'all!

So First off, I want to thank you for volunteering to be of service with us, as ICYPAA Outreach Liaisons this year. What we have here for you is an Outreach Liaison “handbook”, as well as the contents of the “Outreach Care Package” itself. Mainly, between these two things y'all will find important materials for ICYPAA Outreach and directions for doing Outreach effectively. You'll have every Outreach Chair on the Host Committee standing by ready to help you with the tasks as the year goes on, but most everything you need to do effective outreach for the 56<sup>th</sup> ICYPAA is in the handbook. Thanks again, and don't hesitate to call or e-mail us with any questions, as we are *y'all's* teammates. Remember, we can't do this monumental task alone and the conference's purpose of carrying A.A.'s message of recovery to the newcomer, largely comes down to us and how many people we can get to San Antonio this summer. From the 56<sup>th</sup> ICYPAA's Outreach Team, thanks again!

### **In this Care Package, you'll find the following contents:**

- The Outreach Liaison “Outreach Handbook”  
(This includes guidelines, directions and suggested methods for effective outreach as well as excerpts from the Outreach Strategy itself)
- 56<sup>th</sup> ICYPAA Outreach “Seat Savers” (Business Cards)
- 56<sup>th</sup> ICYPAA Outreach “master copies” of Pre-registration Fliers to duplicate
- 56<sup>th</sup> ICYPAA “Constant Contact” Sheets for the same

# **56<sup>th</sup> ICYPAA Outreach Liaison Handbook: Guidelines to Effective ICYPAA Outreach**



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# Section 1. What is an Outreach Liaison and what do they do? (Duties, Purpose and Goals)

1. An Outreach Liaison, according to the 56<sup>th</sup> ICYPAA Host Committee's Outreach Strategy is "An important element of the Outreach Liaison system" (section 3.9A) and will be of crucial importance this host year, to the Outreach effort. Basically, they help the Outreach efforts of the 56<sup>th</sup> ICYPAA and work along side the Outreach Team/Subcommittee! We know this may seem a bit broad, or even overwhelming at first, but we hope to get specific in this section of the handbook.
2. Essentially, as an Outreach Liaison you're an extension of the Outreach Subcommittee, which means you represent ICYPAA, and the 56th ICYPAA Host Committee. Your job is to Outreach effectively for the conference, thusly driving as many people as we can to the 56th ICYPAA in San Antonio. We do this to the best of our abilities, that we may better carry the message of A.A.'s recovery to as many people as possible and host the best ICYPAA possible.
3. Mainly, your duties will consist of coordinating with your ICYPAA Outreach Subcommittee Chair(s) on a weekly basis. You will work with/under the umbrella of a specific Outreach Chair on the Host Committee's Outreach Subcommittee, according to where you live and where you will be outreaching. This correspondence will be detailed later on, in sections 3.a and 3.b.
4. Your most important job this year will be to spread the word about ICYPAA and help get as many people as possible to the conference in San Antonio next summer. To really spell it out concretely, WE ARE TRYING TO GET FOLKS FROM ALL OVER, TO ATTEND THE 56<sup>TH</sup> ICYPAA IN SAN ANTONIO TEXAS FROM AUGUST 21<sup>ST</sup> TO THE 24<sup>TH</sup> ☺
5. Importantly, this year's outreach strategy takes what hasn't worked in the past (i.e. getting as much pre-reg. money from as many people as possible and difficultly trying to sell them ICYPAA registration spots in general), and attempts to add what has been shown to work in the ICYPAA's within roughly

the last 3-5 years. This “effective” outreach, is based on a networking model that basically seeks to plug as many people as possible into ICYPAA’s online networking resources (Facebook, the Constant Contact E-mail system, etc.) and continually notify them about the conference. By attempting to follow the Outreach Strategy’s “500-mile Radius” model, we hope to use resources where we know they’ll be most effective, and by doing so, not attempt to reinvent the wheel on outreach. The “500-mile Radius Model” will be discussed a little later on; so don’t sweat it if that sounds foreign.

6. You will also be sitting on and participating in a monthly conference call with your corresponding Outreach Subcommittee Chair, that way everyone can stay on the same page and work handily together with the guidance of the Outreach Chair and others on the Host Committee. Keep in mind; this system is cooperative, and not hierarchical. We’re y’all’s fellow servants, not bosses. We’re here to help each other better outreach ICYPAA and carry the message, not to micromanage y’all’s tasks and footwork.
7. That being said, this is ICYPAA and there’s a lot on the line, in terms of newcomers who need help and logistical work to be done. The conference is also huge, and commitment/a strong work ethic and dedication are suggested to work this year as a Liaison, that way we don’t waste resources others could use. We don’t expect everyone to be perfect, but we do expect each other to be prompt and organized, cooperative and helpful. Like we said earlier, we need y’all’s help and can’t do this job alone.

## **Section 2. Materials (Physical and Electronic)**

1. The Main things that y’all will be using will be the Constant Contact Sign up sheets, the business cards (or “seat savers” as they’re also called) and this handbook itself (the directions within it).

2. Physically, there will be some important things to pretty much always have in your car, or on in hand when you’re headed to an A.A. meeting, event, or setting where outreach is possible. This doesn’t necessarily mean that you need to always be

handing out ICYPAA Outreach materials wherever you go, but you should always more or less be prepared. In this respect, you should be the point person for Outreach materials regarding the 56<sup>th</sup> ICYPAA, meaning if anyone in your area or region is looking for the pre-registration/outreach flier, business cards or the like, YOU should be the one to hook them up with however many they need. We will happily replenish your supply if you run out, but just make sure you're distributing them wisely, so they don't end up collecting dust on someone's table and never getting handed out.

3. The Electronic resources for outreach that y'all will have access to will be included in the "E-mail Care Package" you'll have received the same day that we ship out the physical ones. They include files (in PDF format) of the documents you'll have hard copies of in your physical package. That means that as it was stated in your e-mail, you now have downloadable, electronic versions of the Pre-reg. flier, the Constant Contact sign up sheets, the Handbook, etc. Use these!

4. These will come in particularly handy when certain fellow A.A.'s who might want to work with you on ICYPAA outreach, don't want a paper flier, or necessarily have time to write down their e-mail on your sign up sheet. You can always send these docs along over Facebook, or via e-mail. In this way, there's no reason why every General Service participant or enthusiastic A.A. within your area shouldn't have access to these essentials.

5. The Business cards will be particularly useful for you as an outreach tool this year. They're small, convenient, most people like them and keep them, and they get the message across (meaning our ICYPAA info.), very effectively. They are much more practical than paper fliers (for most folks) and seem to go a lot further, in the way of outreaching in a concise manner that grabs people's attention. Most A.A. events have fliers, and not a lot have cool, shiny, little business cards. Use these wisely, and sparingly, that way you don't have to keep getting your supply replenished. However, if you need them, you'll have them. Cleverly, the back of the business cards will say "seat saver" on them. Use this to your advantage when you're

handing them out to people, emphasizing that we want and need their attendance at ICYPAA in Texas.

6. The Constant Contact sign up sheet is one of the most important if not THE MOST important tools you have. This may seem strange, as it just looks like any old sign up sheet, complete with 2 or 3 blank columns. Its simplicity is the key advantage here, as this list represents a huge part of our Outreach Strategy this Host year. The details of the strategy itself will be explained further on in the handbook, but simply put, the more sign up sheets you get filled out with A.A.'s info, the better we can plug them into ICYPAA outreach, and the better the chances that they'll show up to the conference in August. Instead of attempting to "squeeze blood from a stone" so to speak and practically beg people in all settings to pre-register for ICYPAA, or donate for scholarships, we simply use the sign up sheet to get their information. Mainly, we want their e-mail addresses and zip codes, that way we can tell them about ICYPAA as the host year unfolds. The more y'all fill up, and send our way, the more we can plug directly in to the Constant Contact e-mail blast system.

7. The "master copies" of the 56<sup>th</sup> ICYPAA pre-reg. flier, are pretty self-explanatory Outreach aids. There are a few included in y'all's package to make copies of and hand out at A.A. events/meetings as y'all see fit. Because traditionally, fliers have seemed to somewhat be a waste of paper, and seeing as how Advisory Council has mostly done away with paper registrations anyway, the fliers shouldn't be the most emphasized source of Outreach materials used. They are good for people who want them, and therefore should probably be copied and placed on an outreach table or bulletin board, where they can be taken and used rather than handed out and quickly discarded. Make sure the post them on any A.A. meeting's board you can! Visually speaking, we can use them to get the brand out well if this happens.

8. Upon running out, or when running low on any outreach materials, please don't hesitate to contact us through your Outreach Chair in order to obtain more. Remember, you always

want to have something with the info. of the conference printed boldly to hand over to folks, after making an announcement or sharing experience about ICYPAA. These materials can really help to drive home the message, and better spread the word. Sending them to ICYPAA's website will be much easier to do, when it's printed simply and clearly on a flashy, eye-catching business card.

## **2.a-Advisory's Outreach Best Practices Document**

Below, are Advisory Council's suggestions for best "outreach" practices for ICYPAA Host committees and servants. It can be found on ICYPAA's website, under the "Bid Center" tab. It includes general concepts that will be expounded upon within this handbook, but also emphasizes some key focuses of Outreach efforts for ICYPAA in a broad sense. Keep them in mind as you read further.



**ICYPAA**

International Conference of Young People in Alcoholics Anonymous  
P.O. BOX 22987, DENVER, CO 80222 WWW.ICYPAA.ORG

### **A. General**

#### **OUTREACH BEST PRACTICES**

- i. What's the ultimate truth about Outreach? That's right...OUTREACH IS EVERYONE'S RESPONSIBILITY!  
No matter what position you hold on a committee, whenever you are at a meeting or AA event you should be making announcements for ICYPAA.
- ii. We want to drive people to the ICYPAA website, where they

will be able to find all the information they could ever want about ICYPAA in general, this year's conference, how to register and how to book their hotel room.

## **B. Local**

- i. Distribute registration fliers and make announcements at all meetings. The best announcements are fun, enthusiastic, personal, and contain the basic info needed for the conference: dates, location, and where to register (the website!).
- ii. Bring a sign-up sheet where people can provide their email to be added to the Constant Contact list.
- iii. Develop and maintain a cooperative relationship with your local Central Office, District, and Area. Show up at business meetings and volunteer to be of service at events; in other words, participate in General Service! In addition to being of service, ask if you can set up outreach tables and/or make announcements at meetings and events.
- iv. Submit ICYPAA flyers to be included in local Central Office and District newsletters.

## **C. State-Wide/National**

- i. Send out regular Constant Contact email blasts to update everyone on the latest info and encourage them to go to the website and register.
- ii. Add all your sober friends and acquaintances to the ICYPAA Facebook page and post regular updates about conference info and pre-registration.
- iii. Send Host Committee representatives or enlist local help to set up outreach/pre-registration tables at state YP conferences and events. Don't forget to bring a banner!

Making the effort to show up at other conferences can go a long way toward encouraging others to make the trek to yours.

- iv. Enlist ICYPAA enthusiasts from around the country to be part of the extended Outreach Committee, acting as local “ICYPAA Liaisons.” These liaisons can carry out the General and Local outreach in their areas on the Host Committee’s behalf. Establish monthly conference calls to update your liaisons with the latest information and pump them up about outreaching for the conference.
- v. Submit information about ICYPAA to Box 4-5-9 (GSO’s quarterly bulletin) and the AA Grapevine to be included in the list of upcoming events.

#### **D. International**

- i. Be careful about sending mass email blasts to international central offices and/or service centers as many of these offices do not understand what ICYPAA is and might consider this non AA-related “spam.”
- ii. Make use of the international YP conferences, committees, groups, and individuals in the program to get the word out abroad.

#### **E. For Bidders**

- i. Find out which cities or states haven’t bid in a long time or ever before and try to drum up enthusiasm for bidding in those areas.
- ii. Direct current and potential bidders to the webinar section of the website for tons of info on bidding.

## **Section 3. Methodology (Strategies for effective ICYPAA Outreach)**

1. The main “methodology” used this year in terms of Outreach (both Nationally and Internationally speaking) comes directly out of the Outreach Strategy itself, designed by the Outreach Subcommittee and approved by the Host Committee. It is composed of two central elements, which through the following sections will be explained in further detail. These two main parts of the Outreach Plan seek to organizationally speaking, keep everyone on the same page, and allow for the most effective Outreach possible, through delegation.
2. Basically, we want to try and drive people to ICYPAA through in-person outreach at conferences, meetings and other events, and in so doing, plug them in to the “Media Network” of our Constant Contact e-mail blast system and Facebook. By plugging these folks in, we hope to update them about everything ICYPAA related and drive them to the conference itself. We focus our outreach efforts this year, according to a “500-mile radius model” outlined later on in this handbook. Simply put, it’s a model for using the outreach resources we have, in specific ways, based on what worked well for past ICYPAA’s attendance. The specific means by which this happens is detailed in the next section.

### **3.a-The Outreach Strategy (and the Outreach Liaison’s place within it)**

3.a. The following sections describe the two main elements of this year’s Outreach Strategy, by taking excerpts from the Strategy itself and framing their relevance to y’all, as Liaisons. The two main parts below, are the Outreach Team’s “Master calendar”, and “Media

Networking”. After both of these key points are explained, the “500-mile radius model” is detailed further, in hopes that both of these central strategies get pulled together by its design. Not every detail in these sections mentions Outreach Liaisons by name, or addresses y’all explicitly, but having a working knowledge of the strategy as a whole, will be beneficial to y’all’s outreach as the year goes on. If at first these things seem confusing or broad, read on and write questions down to direct toward us.

\*From Section 1.1 of the Host Committee’s 2<sup>nd</sup> Draft of the Outreach Plan:

**\*The Master calendar-Its structure and purposes:**

By using what’s called a “Master calendar”, the Outreach Subcommittee and its constituent Outreach Liaisons seek to compile all outreach-related event information into one place. By taking any and all of the relevant outreach info. from our Outreach Liaisons and plugging it into this virtual calendar, we will be better organized to know where we need to be, when we need to be there, and which Liaisons will be able to support outreach efforts accordingly. The following excerpt, should explain further the rationale for the Master Calendar.

a.) The Master Calendar will be used throughout the Host year as a tool to stay organized and connected, active and present with any and every pertinent Outreach related event or deadline that transpires throughout the course of this host year. The Master calendar Chair (appointed by the Subcommittee Chair/Outreach Chair), will be the maintainer of the Calendar once they have designed and built it. They will take information and details (described below), which pertain to the respective Outreach Subcommittee Chairs and input them into the calendar itself. The events that will make up a large majority of the Master calendar include, but are not limited to:

- Every Area Assembly (Texas Areas)
- General Service assembly/conferences in the State under more specified pretenses, like PI/CPC, etc. (That we can participate in/attend for unity/outreach purposes)

- AA round-ups
  - YPAA events
  - Nation-Wide YPAA Conferences and events
  - General Service Meetings of all types, etc.
  - AA meetings throughout the State, with a focus on the 500-mile radius' AA groups around San Antonio.
  - Events from within the National Outreach Liaison 500-mile radius network.
- b.) This calendar will be an ever changing, constantly updated Google Calendar that Chair members of the Outreach Subcommittee can/will have access to. It will function as a massive agenda, and a detailed timeline with projected dates, goals, and deadlines.

**\*Media Networking: Constant Contact E-mail Blasts, Facebook Utilization, etc. (Its purpose, plan and objectives)**

Central to this Year's Outreach Strategy will be the way(s) in which we utilize the Constant Contact e-mail blast system, along with our Facebook page(s), and other "Media networking" tools.

- A.) The main incentive for media networking as an outreach strategy is that experience has shown us via our predecessors that paper fliers, pleading for pre-registrations and/or money after meetings and/or at conferences, as well as normal conference tabling are mostly ineffective, inefficient ways to grow an ICYPAA conference's attendance, (and pre-reg. count). Aside from carrying a vibrant, enthused message about our conference and the importance of people showing up as we outreach, we want and need a way to retain and grow relationships with the past attendees or prospective attendees that will end up on our Constant Contact's master list. The logistical operations of the E-mail blasts will be handled by a few members of the Host Committee and/or Advisory, specifically regarding each e-mail blast that goes out throughout the host year, but what will remain as crucial to our success in outreaching, is getting AA member's e-mails (priority number one) and Facebook info. (Priority number 2), and

getting that specific info to the Constant Contact master list. As we grow the list, the conference's attendance will grow. We can also track outreach info. and statistics through constant contact, and pre-registration counts. The more e-mails the folks receive, the more updates, and info. about the 56<sup>th</sup> ICYPAA they get as the host year goes on, the more likely they are to make it to San Antonio in August.

- B.) Fortunately, a lot of opportunities exist for us to use things like e-mail, Facebook and other media networking tools, as most people who we're targeting in the YPAA demographic (especially in the 500 mile radiuses of our host city and the Bid cities) are media/social networking savvy and would respond better to communication utilizing the internet and other avenues of communication which they already frequently use. The other side of this coin will focus on the literal hand to hand paper sign up sheets, used to gather people's e-mails and input to the constant contact system (either manually, or via a designated host committee member after they're handed over).
- C.) Utilizing the Facebook page effectively will be a central issue of importance this host year, as most of the past attendees of ICYPAA whether they're bidders or not, are members. The more members we can add to the group, the more people we can reach via that avenue. Facebook will also serve as an effective way to get in contact with other YPAA groups, on behalf of the 56<sup>th</sup> ICYPAA Host committee's outreach team.
- D.) This principle should be seen and utilized on the national level, international level (especially) and everywhere else it can be, concerning our subcommittee's focus areas of outreach (essentially meaning every position on the subcommittee and whichever ones we decide to create).
- E.) Maintenance of the constant contact e-mail master list will be handled most likely by the Host committee Chair, Steering Committee members and/or Advisory. The important thing will be simply getting the e-mails and other contact info (prospectively name, email, phone number, and zip code) into the constant contact system on ICYPAA.org (advisory's website), which we will utilize and promote to make sure that anyone anywhere if they don't/can't scan or send their collected emails, can simply input them manually.

F.) What will also be important is communication. Later on in this strategy the details regarding a correct/effective template for good outreach practices will be detailed. This will make sure that in any medium, via any avenue, we or someone representing us and our conference (whether formally or not) can be an effective Outreach Liaison when conducting outreach-related activities.

G.) As we get closer and closer to the conference, the amount of ICYPAA host e-mail blasts will increase exponentially to encourage pre-registration and higher conference attendance, and it will be important to make sure that the size of the list (the c.c. master list) grows along with it.

H.) Constant Contact protocol:

- Make sure to legibly get the names and e-mails from folks if you use the paper form to gather info.

- A zip code is a must, for statistical purposes and to help gauge attendance and certain areas being covered.

- If this is lost, just put a zip code from where you got the person's info. assuming that they live in that area (for example, if you're getting c.c. e-mails from folks in LASCYPAA New Orleans or something, and lose the info. Simply look up a typical New Orleans zip code and use it for the entry.)

- If you're entering them manually into ICYPAA.org just enter the email into the "get updates" bar and follow the directions on the next page. It should take 30 seconds or so, for each contact.

### **\*500 Mile Radius Constant Contact Outreach Model**

A.) As per the suggestions of our predecessors, a model for outreach that utilizes a 500-mile radius surrounding an area of focused outreach will be decidedly implemented for our Host Year. The idea here is to grow our conference by focusing the outreach we're doing on certain areas proven to bring attendance to ICYPAA, not by solely pre-registering attendees, but by getting their e-mail and other key info. into our constant contact system, used for e-mail blasts throughout the host year. Statistically this has been shown to really push and encourage greater attendance at ICYPAA because of the direct and continual providing of outreach info. to the prospective attendee, especially as we get closer to the conference.

B.) These Radiuses will be around Bid committee geographical regions, (bid cities mostly), as well as our Host city specifically. Chances are that most of y'all are within these radiuses already, even if you're not involved with the Bids themselves. The idea here is that if we can reach, connect with and gain C.C. (constant contact) information from as many people as possible within these 500-mile radiuses (at least), than our attendance will greatly be increased at the 56<sup>th</sup> ICYPAA. The main incentive here is, as stated previously and later, to get these folks in contact with the Host Committee of ICYPAA itself, so that we're communicating with them throughout the host year, getting them excited about ICYPAA in Texas, what the Host Committee is doing, how and when room rates and space availability will change, and the like, as opposed to simply selling a pre-registration once and constantly trying to squeeze 25-35 dollars out of any A.A. willing to listen to us.

C.) Constant Contac itself will be run according to the master list of contacts compiled by Advisory Council and past Host Committee members, which consists of the names, e-mails, and zip codes of these AA's (mainly). Currently there's between 4 and 5,000 YPAA's and ICYPAA enthusiasts on this list. We want to grow it by at least 1-2,000 people this year, pre-conference.

D.) The idea here is that if we can implement the constant contact sign up sheets with the help of other YPAA's designated as Outreach Liaisons or volunteers (meaning y'all), than exponentially they will do the same, and our e-mail contacts gathered will multiply throughout the host year. Experience has shown that within the center of these radiuses, exist YPAA conference host and bid committees, (whether they're state or regional), ICYPAA bid committees, and other YPAA's. These are the folks who might or might not have been to an ICYPAA yet, and who we want to make aware of the 56<sup>th</sup>. In fact, y'all probably are these people to a considerable extent! Outreach as whole, despite this focus, is directed towards anyone in A.A. as we're not exclusively limited to young A.A.'s.

E. For example, if the National Outreach Chair adds the Facebook Chair or another Outreach Subcommittee position to 50 or 60 YPAA

conference Facebook groups, and the servant being added posts the outreach flier as well as the cc e-mail sign up sheet to the files section on each of the FB pages, and each of those groups has at least 1 person fill up 1-5 sheets with e-mails to be sent back to us for to be added to the cc master list, than within a few minor delegation steps our access to ICYPAA potential attendees could be increased by 500-1,000 persons. If 3-5 people out of every sign-up sheet come to San Antonio, our attendance will rise exponentially.

**\*National Outreach (YPAA networks, GSO and Conferences)**

F. The National Outreach Chair's utilization of YPAA conferences and service bodies across the country will be most advantageous to the Host committee's outreach efforts if they work and cooperate with the structures already in existence mentioned previously. Y'all, as Outreach Liaisons will be the points of contact, within your respective area, YPAA communities, and Service bodies for ICYPAA Outreach efforts. As mentioned previously, the idea here is to get as many A.A.'s as possible within the 500-mile radius of y'all's region/town/bid-city, etc., on our c.c. list. The bid cities in this respect, are the starting point...to reemphasize, you might not be outreaching in the bid city specifically, but in any town/city/area within that radius. (Or even outside of it, eventually) The main idea is to focus on these areas initially because of their potential attendees and YPAA communities. These areas (the circles formed so to speak), should hopefully overlap in some places, and this is all to the better. The more thorough an area is covered, the more folks there are aware of the 56<sup>th</sup> ICYPAA.

G. Delegation and further cooperation with other pertinent Outreach Subcommittee Chairs will be crucial for comprehensive use of the c.c./500-mile radius model. Using the framework of this model with National A.A. regions and GSO organization(s) along with ICYPAA's Bid cities will be most useful and necessary.

H. Importantly, substantial cooperation between the Facebook Chair, the Master calendar Chair, and the National Outreach Liaison(s) (which make up the National Outreach Subcommittee) will be crucial. As stated before, y'all will be the person organizing further

volunteers in your area to make announcements at meetings, distribute fliers and business cards, and represent the ICYPAA outreach effort.

- I. Maintenance of attendance and outreach presences at various YPAA conferences be them state, regional, or otherwise will also be an important on-going task throughout the host year. Coordinating outreach teams at these conferences to table the c.c. sign up sheets, procure as many new contacts as possible and even pre-register YPAA's will be essential. We (meaning the Host Committee) will be at as many YPAA conferences as possible. However, if not as many of us as we'd like can go, that'll be where y'all come in. Our National Outreach Chair will be overseeing these conferences along with the Outreach Chair and the Outreach Co-Chair.
- J. Teaming up with the Servants on the National Level at A.A.'s central office headquarters in New York will be an important step in networking across the nation's General Service structure. Using these avenues in conjunction with the Host Committee's GSO Liaison and other members will help to make sure all "bases are covered" regarding the support of A.A.'s General Service structure on a large scale.
- K. The continual communication with the National Outreach Subcommittee via conference calls (through Goto Meeting's software) and the layers of delegation necessary to extend outreach to as many parts of the 500-mile radius model as possible, will be the duty and strategy of the National Outreach Chair as leader of their specific subcommittee. Like we said above, the Outreach Chair, the Outreach Co-Chair and the National Outreach Chair will all be working together to accommodate and work with y'all within the U.S.
- L. Anyone else (internationally) will be cooperated with via our International Outreach Chair. Anything needed form y'all, and that relates to your tasks as an Outreach Liaison will be brought to you and discussed clearly by one of the Outreach Subcommittee

Chairs, so don't sweat it if you're wondering how all of these details are going to transpire. You'll be kept up to date.

**\*International Outreach (YPAA contacts, conferences and GSO abroad via E-mail, Telecommunication, Social media, etc.)**

- A.) International Outreach Contacts involved in YPAA networks and conferences abroad will be crucial points of contact for the International Outreach Chair to work into their detailed methodology of outreach across the globe.
- B.) Conferences and GSO's service structure abroad should provide areas of outreach research/possibilities for international outreach efforts. By networking through GSO's service bodies across the globe, YPAA resources and contacts will be yielded. If the International outreach efforts have the ability to establish effective liaisons with the help of GSO contacts and other European/Asian/African continental conference activities, ICYPAA's outreach base could increase to the point of bringing many new attendees to ICYPAA in Texas.
- C.) Likelihood of many distant and remote attendees traveling across the globe for ICYPAA 56 is relatively low, but certainly not out of the question, as ICYPAA is an international conference in its scope and aims. If resources allow, the International Outreach Subcommittee should design and implement plans to encourage and increase international participation for the foreseeable future, even if their YPAA contacts abroad can't make it to San Antonio this year. Results yielded from these efforts could positively affect future ICYPAA's, help to make the conference more diverse and very much unify YPAA across the globe.
- D.) Skype conferences for Subcommittee meetings with an international attendance, telecommunications on international applications like, 'Goto meeting', and 'Google Hangout' all can and should be utilized to provide more availability for Outreach Liaisons. With technological resources and the Internet at our disposal, creativity and unity-incentivized outreach activities that seek to bring in the

most participants throughout the host year *will be* effective internationally.

- E.) A social media presence that's strongly cooperative and creative, internationally speaking, (regarding the Intl. Outreach Subcommittee) should utilize other subcommittees to reach potential attendees. Making a strong effort to express interest in having international A.A.'s come to Texas for ICYPAA will encourage (hopefully) their participation on many levels presently and in the future of ICYPAA.
- F.) Facebook coordination with the Facebook Chair on the Outreach Subcommittee, as well as with the Master calendar Chair will be crucial to necessary delegation and success regarding social media use, internationally speaking. Unless you're an International Outreach Liaison, don't sweat any of this. You'll have your hands full, here in the States!
- G.) The International Outreach Chair, because of the scope of the geographical area underneath his umbrella, has as much discretion as anyone, if not more, on how they wish to design and implement their own Subcommittee's plans/activities. Consulting past International Outreach Chairs for their experience and tactics concerning international strategy is highly encouraged. If you're an international Liaison, our Intl. Outreach Chair will be getting with you to see what we are getting going, and if you're reading this it's likely that he already has!

## **3.b-The Subcommittee**

### **\*The Outreach Team, aka the Outreach Subcommittee**

3.b. This Subcommittee is one of the most extensive on the Host Committee, and its main Chairs are Host Committee Chair positions, meaning the whole Host Committee elected them. Just to give you some perspective on how it's designed and how they work with the Outreach Chair and the rest of the Host Committee, we've outlined some main principles below:

A.) The Subcommittee itself is made up of 9 Outreach Chair Positions. 7 out of these 9 Chairs have their own "Subcommittee",

underneath the Outreach Subcommittee itself. So technically speaking, each of the 6 Chairs has their own “sub-subcommittee.” You can imagine the layers of delegation that have to go into a task this monumental and long lasting, and that’s exactly why it’s structured the way it is.

The Outreach Subcommittee Chair positions are:

1. Outreach Chair
2. Outreach Co-Chair
3. Texas Outreach Chair
4. National Outreach Chair
5. International Outreach Chair
6. LGBTQSA Outreach Chair
7. Foreign Language Outreach Chair
8. Master calendar Chair
9. Facebook Chair

B.) As stated previously, the first 7 on this list have subcommittees “underneath” them (organizationally speaking), minus the Outreach Co-Chair, though he has the discretion to form one if he sees it necessary.

These sub-subcommittees are made up of mostly, or exclusively Outreach Liaisons. Most of y’all as Outreach Liaisons will fall under the National Outreach Chair’s umbrella of organization, as ICYPAA’s attendees mostly come from the continental U.S. The Outreach Subcommittee meetings happen every few weeks and will increase in frequency as the host year continues. Because of the large amount of National Outreach Liaisons, the Outreach Chair, the Outreach Co-Chair and others from the Outreach Team will be assisting the National Outreach Chair in working with y’all, and staying organized. To start, y’all first conference call split you guys into two groups. East and West of the Mississippi River. After that, everyone should be on the same page (Nationally speaking), and a lot of questions will probably have been answered.

C.) The Outreach Subcommittee meetings of all types will happen via the GoTo meeting software, used by Advisory Council as well as the other Host Committee Subcommittees. They will likely happen once a

month, and it's within these meetings that things relating to outreach on every level will be discussed, decided, delegated and organized. For the Outreach Subcommittee (composed of the Outreach Chairs, and any other Host Committee members who might attend), this meeting will happen every few weeks depending on agenda items and need. They usually happen on a weeknight, and it's suggested that the other Outreach Chairs and their Subcommittee meetings (with y'all) take place in similar fashion.

D.) It's within the Outreach Subcommittee meeting specifically, that we'll get reports from the Subcommittee Chairs (National, International, Texas, etc.) about what y'all are doing, what they're doing and how progress is coming along. Your corresponding Outreach Chair (likely National or International), will keep y'all posted on any and all Subcommittee activities, meetings, and details.

E.) The Outreach Chair and Co-Chair will usually run the Outreach Subcommittee meeting, and if you don't own a computer with microphone capabilities, the GoTo meeting software allows for you to call in using your cell phone. It's a relatively easy system and turns out to work really well for us. The other Outreach Sub-subcommittee meetings will be run by their corresponding Outreach Chairs, and as stated, will probably be mostly attended by Outreach Liaisons.

D.) The Master calendar Chair, and the Facebook Chair are both mostly communication-oriented positions and work directly with the Outreach Chairs on maintaining Facebook relations and the Master calendar itself. Any details y'all bring to us regarding either the Facebook outreach or the Master calendar itself, will be delegated to them.

E.) The go-to people if you have questions on anything are either the National or International Outreach Chairs first (depending on where you're a Liaison), and next the Outreach Co-Chair and the Outreach Chair if you still need further direction. It's also likely that the Outreach Chairs will consult the Host Committee, or the Outreach Chair before responding to you, if they feel the need to double check something. Usually, they should be able to work it out with y'all, depending on what the question is. These people are set up in this fashion, to allow for consistent feedback and help, and organized so

as to not be confusing or convoluted when y'all need something or vice versa.

Below is another excerpt from the Outreach Strategy describing the intended purpose(s) of the GoTo meeting software and Outreach Subcommittee meetings.

**\*Conference Calls (Schedule, time length, purpose and objectives on "Goto Meeting" software)**

- A.) Conference calls must be utilized not only by the Outreach Subcommittee and its members (and specific attendees), but the constituent Subcommittee Chairs and their Outreach Liaisons on at least a monthly basis, if not more in order to keep track of progress, duties and further delegation. These are the conference calls mentioned previously, where y'all will work with organizing outreach efforts and give updates to the Outreach Chair(s).
- B.) It will be of paramount importance this host year, to make sure that enough delegation is happening between the Outreach Chair, the Subcommittee members, and their constituent Outreach Liaisons across the various areas of outreach. The "GoTo" meeting software should be utilized as a tool to facilitate communication amongst peoples geographically placed apart, and each Subcommittee Chair should have the skills and means to conduct and lead these meetings according to a written agenda and assistance from the Outreach Chair and/or Host committee Chair. The oversight of the Outreach Co-Chair will be particularly prevalent here, as they are encouraged to attend and help facilitate every outreach subcommittee conference call. If y'all don't have experience with conference calls, or GoTo meeting, don't worry we'll give you the tools and directions necessary. It's pretty user-friendly stuff. These meetings usually won't take more than an hour or so, if that long. It's easy to run long with them, but for everyone's sake we both want to keep them concise. However, we also want to be ready to stay on for long discussions if they come up and warrant extra discussion.
- C.) It will be important to maintain contact lists, minutes from these subcommittee meetings and activity reports across the board in

order to keep the Outreach Co-Chair, Chair and Host committee well informed and participatory. These duties, y'all won't have to worry about at all, as they are the job of the Outreach Chairs. We're just giving you an overall idea of what's going to be happening.

### **3.c-Effective Outreach (Templates for Vocal Outreach and ICYPAA Announcements in both YPAA and non-YPAA settings)**

3.c. Below are a variety of suggestions and guidelines for "effective outreach" in a number of different settings. Basically, these are designed to give some guiding principles with which to frame your Outreach announcements in an attempt to reach as many people as possible and educate people who might not know what ICYPAA is, and what YPAA service is in general.

It's not particularly likely that the folks you'll be outreaching to won't know what ICYPAA is, especially if you're doing outreach at Young People's A.A. meetings (unless you're in isolated/obscure/rural locations). However, there are vast amounts of A.A.'s that despite ICYPAA being around for almost 60 years still haven't ever heard of the conference, even if they live in Urban areas. For these folks, it's key that we let them know what ICYPAA is and what it isn't, effectively.

Additionally there are stereotypes and stigmas surrounding YPAA in general for some A.A.'s and it's equally as important counter these with facts about what we do. I kid you not, some people have a perspective that YPAA's don't work the steps, read the big book, etc., and it's these folks that really need an accurate perspective on ICYPAA (if they're willing to hear it). These things and more are addressed in this section, via bullet-point guidelines for outreach that is designed to have lasting and beneficial effects. Remember, we're trying to further unity, not sell the 56<sup>th</sup> ICYPAA to skeptical potential attendees.

## Outreach Announcements that are Vocal:

A.) These are classic verbal announcements given during the announcement sections of A.A. meetings and should be concise enough to let people know about ICYPAA, who haven't heard of it and remind people who have, of the conference happening in Texas.

B.) These announcements are appropriate in the following settings:

- In open and closed A.A. meetings

- In Gender specific A.A. meetings

- In YPAA meetings

- In Non-YPAA meetings, ("non-ypaa" meaning an average A.A. meeting, be it specialized or not aside from not being a "Young peoples A.A. meeting)

- In large A.A. meetings where announcements are called for at anytime during the meeting

- Before or after an A.A. speaker, where announcements are called for

- In A.A. business meetings, where announcements are called for, or open forums exist

- In a General Service setting (be it an Assembly, District meeting, etc.) where announcements are called for/allowed by participants

C.) Guidelines for making vocal announcements about ICYPAA should be perhaps tailored to some degree, depending on contexts like those above, but should include basically the same content across the board. The information about the conference of course, is the most important content and should be to the effect of this statement:

"The 56<sup>th</sup> annual International Conference of Young People in A.A. (aka "ICYPAA") is happening in San Antonio Texas, August 21<sup>st</sup> through the 24<sup>th</sup>. It's 25 dollars to pre-register until Jan. 6<sup>th</sup> when the price goes up to \$30. This conference is going to be amazing, and it's a great way to carry the message to the newcomer. Please come talk to me if you have questions or want more information. You can also check out

ICYPAA.org.”

D.) Like any other announcement, it should be short enough to get the point across but not so vague that the folks listening to you make the announcement don't know what you're referring to, or can't understand what you're saying.

E.) The above example should work as a sort of generic outreach announcement-template in most of these settings, except for when you find yourself outreaching to folks who really have no idea what ICYPAA is. In settings like these, a bit more explanation should be utilized in order to make sure people get the right idea and have the opportunity to get more info. on ICYPAA. What should always be offered to interested A.A.'s whether they're planning on going to the 56<sup>th</sup> ICYPAA or not, is outreach material. Even if they say they're already going, making sure the people who have heard your announcement(s) have a business card or flier with the conference details on it, as this will heighten the chances that they'll follow up with a pre-registration.

F.) If they want more info at all, a perfect opportunity has been offered to you as a Liaison to take down their e-mail for the constant contact sign up sheet. Even if you have to jot it down later, after taking a business card of theirs, or writing down their email in your phone, getting their info will guarantee them more outreach about ICYPAA once that info. is plugged into the c.c. system. This is a clear illustration of exactly what we're trying to do. It's definitely grassroots, but with constant and continual announcements and effort on y'all's parts, to get this info from A.A.'s, the goals we have can and will be met.

Further suggestions are as follows, according to various contexts listed above.

## **\*In open and closed A.A. meetings**

- In open A.A. meetings, if announcements are given a chance to be heard at any point during the meeting, a generic announcement about ICYPAA with this info. in it, should be a good start.
- Dates: August 21-24, 2014  
Hotel: Grand Hyatt San Antonio  
City: San Antonio, TX
- Scope out the crowd in attendance, and if most folks look like they don't know what ICYPAA is, or might be unfamiliar with YPAA in general, make sure to share some experience about ICYPAA and/or Service and what it's done for you. Seeing as how these meetings are in your area and likely in your frequent A.A. setting, you'll be the most qualified to decide how to approach the group regarding announcements.
- Make it clear if you want, that you're working with the 56<sup>th</sup> ICYPAA Outreach Committee to help drive new people to the conference
- Remember to cite the intended purpose of carrying A.A.'s message to the newcomer(s) via the conference itself. This is important.
- Don't forget to let them know that you have info. and materials for outreach if anyone is in need of any/wants more information.

### **\*In Gender specific A.A. meetings**

- Gender specific A.A. meetings should be approached in much the same way, as would typical closed/open A.A. meetings. In fact, these might be an opportunity for more effective verbal announcements, if your gender specific A.A. meeting is of a smaller size, more intimate, or you're closer to the folks who frequent the meeting. They might be less skeptical of your outreach efforts than others who've never heard of ICYPAA.

### **\*In YPAA meetings**

- Young People's A.A. meetings are not only the most easily addressable groups of A.A.'s for ICYPAA announcements, but simultaneously the most important for follow up with materials and more info.
- This is simply because YPAA's might be heavily involved in State/Regional YPAA conferences, without ever attending an ICYPAA. In fact, for some Liaisons' efforts in these settings, especially where Texas is a long way from their home, explaining the conference in a way that's feasible travel-wise, might be difficult. Some folks who have never been to a conference, or view ICYPAA in San Antonio as a distant and unrealistic possibility, should be encouraged specifically to think twice. The more personally you address prospective attendees, the more likely they'll be open to your info. on the conference, your experience with YPAA service, etc. Remember that the more e-mails you get, the more chances the Host Committee will have to reach out to these A.A.'s for the remainder of the Host Year.
- Despite vast distances between San Antonio and other destinations of YPAA's hearing these announcements, experience has shown that where there's a will(ingness), there's a way. Not only are scholarships for registration available if someone has financial need, but with multi-person road trips, ICYPAA's are accessible if the person really wants to go, save for scheduling conflicts.
- Emphasize also, how important it is from a service

standpoint that as many YPAA's as possible attending in August, makes the conference better for the newcomer. The more folks at the conference, the better the experience can be for a newcomer. It's these people hearing your announcements that could make a difference for that newcomer.

- Remember that YPAA meetings are where you can and should network and fellowship with fellow young A.A.'s, and discuss ICYPAA with them. Using materials at these settings, after you've made announcements to follow up with prospective attendees will increase effectiveness.
- You can also likely find volunteers to help you out, as fellow Outreach Liaisons. All they have to do is want to help you, and at that point it's up to both of y'all to cover more ground, outreach-wise. Something as simple as setting up a list of A.A. meetings to have y'all make consistent weekly or monthly announcements about ICYPAA at, could make a huge difference for the c.c./500 mile radius efforts. Remember (nationally speaking), we're trying to get as many people as possible within a 500-mile radius of y'all and your closest town/area/bid city. The idea is to focus on these areas, even and especially when they overlap (to reiterate).

### **\*In Non-YPAA A.A. settings, such as General Service functions/meetings**

- These types of meetings be they District meetings, Area Assemblies, or similar General Service functions are particularly important. It is in settings like this, (depending on your geographical location), that the least accurate info. about ICYPAA and/or YPAA could exist. Likewise, there could be older A.A.'s who subscribe to stigmas and stereotypes about YPAA's and YPAA service. This isn't always the case, and in fact rarely is, but in places where no one has been to an ICYPAA, it very well could be. Regardless of whether there exists incorrect information about ICYPAA, or just the total absence of knowledge of YPAA in general, your outreach will be key.

- Be positive, forthcoming about your intention to plug them into the conference, and get them there on a service basis...remember, we're not trying to con them into something they might not understand.
- Explain the size of the conference and cite that it's been around for almost 60 years (meaning it could be older than the people you're talking to!) and takes place all over North America. This will give it some legitimacy and a general idea of its own history within A.A.'s history.
- Emphasize that it is A.A. and not exclusive to "young people", just geared towards carrying A.A.'s message to a newcomer who might be younger (via the conference)
- ICYPAA annually contributes to G.S.O. (and does so generously) like any other A.A. service body or group that runs via the 12 traditions.
- If there are people who're skeptical and even resistant to giving you any information for your c.c. sign up sheet, read them ICYPAA's Facts, Aims and Purposes. Direct them to ICYPAA.org and have them read the history of the conference.
- An even more effective way to explain ICYPAA to someone who's never heard of it is by sharing your experience with the conference and your reasons as an A.A. member for being involved in it. Explain your title, as an "Outreach Liaison", and if they seem like they need more legitimacy from your perspective describe the way you're working with the 56<sup>th</sup> ICYPAA Host Committee.

"ICYPAA's Facts, Aims and Purposes" holds a lot of good material to use, in explaining ICYPAA to folks who have never heard of it. Taking excerpts from it and combing them with the basic announcement script above can be an even more effective way to outreach vocally. You can even write it down on an index card or something, if you want to make sure you get the info. right!

Its text is as follows:

## **ICYPAA FACTS, AIMS, AND PURPOSES**

Revised June 24, 2012

Young People's Groups in Alcoholics Anonymous began appearing around 1945 in Los Angeles, Cleveland, and Philadelphia, and now they can be found all across North America. In 1958, a meeting of young AA's from across the U.S. and Canada started what is now the International Conference of Young People in Alcoholics Anonymous (ICYPAA), and it has met on an annual basis ever since. At the 1960 AA Convention, Bill W. noted that the age of new members was much lower than when he and Dr. Bob founded AA 25 years earlier. In a letter to ICYPAA dated June 15, 1969, Bill wrote "... in recent years I have found nothing for greater inspiration than the knowledge that A.A. of tomorrow will be safe, and certainly magnificent, in the keeping of you who are the younger generation of A.A. today."

ICYPAA was founded for the purpose of providing a setting for an annual celebration of sobriety among young people in AA. Since its inception, a growing group of people, who at first would not consider themselves as "young people," has become regular attendees. The number of young people suffering from alcoholism who turn to AA for help is growing, and ICYPAA helps to carry AA's message of recovery to alcoholics of all ages. This meeting provides an opportunity for young AA's from all over the world to come together and share their experience, strength, and hope as members of Alcoholics Anonymous. AA members who attend an ICYPAA return home better prepared to receive young people who come to AA looking for a better way of life.

ICYPAA provides visible evidence that large numbers of

young people are achieving a lasting and comfortable sobriety in Alcoholics Anonymous. The three legacies of AA - - Recovery, Unity, and Service -- are the backbone of ICYPAA, just as they are throughout AA. ICYPAA has a long history as an established AA conference. It regularly contributes to the AA General Service Office, as well as to the Area Service Structure in the local areas where it is held. ICYPAA and its attendees are also committed to reaching out to the newcomer, and to involvement in every other facet of AA service. ICYPAA participants can often be found serving at the national, state, area, and group levels. Newcomers are shown, by people their own age, that using AA principles in their daily lives and getting involved in AA service can have a significant impact on a lasting and comfortable sobriety.

(From ICYPAA.org in the *Host Committee Responsibilities*)

## **Section 4. Follow through and Outreach Longevity**

- By follow through, we mean follow-up with corresponding Outreach Subcommittee members. Basically, if you're not sure where to start, or you're confused on some aspect of the Outreach Strategy parts detailed here, simply get in contact with one of the Outreach Chairs (likely the National Or International), and they'll either directly help you or direct you to the Outreach Chair or Co-Chair for further assistance. We're fortunate to have each other to work with, as fellow A.A. servants because as stated previously, there's no organizational ambiguity involved. It's all pretty cut and dry, if at any time something doesn't make sense, we're here to support y'all as Outreach Liaisons and vice versa. Remember, in the big scheme of things, this isn't really even about us. It's about the

newcomer who we want to simply have the opportunity to walk into the hotel at ICYPAA and get their life changed because of what they see. Just to sum up for review purposes, and hopefully to establish a clear cut, concrete set of goals and duties:

- Y'all are our point people for outreaching to as many A.A.'s as possible within a 500-mile radius of your closest town, city and/or ICYPAA Bid City where Outreach efforts will be focused. The Host Committee via the Outreach Subcommittee has delegated this task to you.

- **“Outreach”** means the following:

-Getting people's E-mails and info on a constant contact sign up sheet, and passed along to the Outreach Chairs or manually entering it into ICYPAA.org's "get updates" section (i.e. the constant contact system).

-Announcing ICYPAA frequently, and distributing outreach materials such as business cards and/or fliers to A.A.'s and A.A. groups. Posting these where you can do so.

-Directing people through these outreach methods (and other details discussed earlier in the handbook), to ICYPAA.org and <http://56th.icypaa.org> so they can pre-register for the conference.

-We are also going to work with y'all via Goto meeting's software, via conference calls organizing outreach on every level. That specific info. will be given to y'all as the host year unfolds more. Just remember that everything you need will be provided for you via e-mail, this handbook, a phone call or over Facebook by our Outreach Team. You will be fully aware of dates, times, etc.

- **Outreach Longevity**

By Outreach Longevity, we mean this: that though this conference isn't about us, it will absolutely be affected by the effort we exert this host year.

A continual, sustained and reoccurring outreach effort in the same places all year long, right up until the conference weekend is what will make or break what we are tasked with doing. We know y'all have lives of your own, and other A.A. service commitments as well, so please know we don't expect you to be working full-time as an Outreach Liaison...but it does require a long-lasting dedication throughout the next 8 months.

If at anytime you feel overwhelmed or feel that you can't put forth as much effort as you'd like to, just call the Outreach Chair and we'll get it figured out. Below you'll find an Outreach Subcommittee contact list, complete with the names, titles, e-mails and phone numbers of the Outreach Chairs respectively. If you're a National or International Outreach Liaison, your go-to guys will be the top four, beginning with Kyle, our National Outreach Chair.

### **\*Outreach Subcommittee Contact List:**

#### **➤ National Outreach Chair:**

Kyle M. (714-642-6419)  
kyle@trucksintexas.com

#### **➤ International Outreach Chair:**

Leonard E. (615-972-7407)  
Leonard.w.edwards@gmail.com

#### **➤ Outreach Chair:**

Christopher Putney (512-971-8218)  
Txscypaa28cjp@aol.com

➤ **Outreach Co-Chair:**

Justin S. (901-647-0139)

Justin.smith11@g.austincc.edu

**ICYPAA's websites:**

Advisory Council's site, and the Bid center:

<http://www.icypaa.org/>

The 56<sup>th</sup> ICYPAA Host committee's site:

<http://56th.icypaa.org/>



# 56TH ICYPAA

## SAN ANTONIO TEXAS

### AUGUST 21-24 2014

**Texas Invites You To Attend The 56th ICYPAA**  
International Conference of Young People in Alcoholics Anonymous

**August 21-24, 2014**  
**Grand Hyatt San Antonio**

**Room rate for ICYPAA is \$119 per night**

To reserve your room go online to <https://resweb.passkey.com/go/ICYP>  
or call Toll-Free: 888-421-1442 or Local: 402-592-6464 and mention ICYPAA

**Early Bird Pre-Registration price of \$25**

**Pre-Registration price increases to \$30 on January 6, 2014**

**Pre-Register online at [56th.icypaa.org](http://56th.icypaa.org), or complete & mail this form with payment to:**

**56th ICYPAA, P.O. Box 7434, Houston, TX 77248**

**Make checks payable to: 56th ICYPAA**

**ICYPAA does not provide childcare or chaperones to minors**

**You must register online to receive registration confirmation & receipt. No refunds.**

First & Last Name \_\_\_\_\_

ZIP Code \_\_\_\_\_ Country \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Sobriety Date \_\_\_\_\_  Male  Female



Please check one:  AA  Al-Anon  Alateen

SPECIAL NEEDS (please check, if applicable):

I want to help with outreach for the conference

Deaf

Hard of Hearing

Wheelchair Access

I want to be of service at the conference

Other \_\_\_\_\_

I want to be added to the emailing list

Please check all that apply and fill in the total dollar amounts:

For more info, email: [outreach@icypaahost.org](mailto:outreach@icypaahost.org)

Early Bird Pre-Reg (\$25) \$ \_\_\_\_\_

To volunteer, email: [volunteer@icypaahost.org](mailto:volunteer@icypaahost.org)

Scholarship Contribution \$ \_\_\_\_\_

[56th.icypaa.org](http://56th.icypaa.org)

Total enclosed \$ \_\_\_\_\_

**All ICYPAA attendees are expected to abide by the guidelines outlined in the  
Non-Discrimination and Anti-Harassment Policies - <http://www.icypaa.org/nda hp.pdf>**



