



PROPOSAL FOR A PROJECT TO BENEFIT AL-ANON /ALATEEN FAMILY

GROUPS IN MASSACHUSETTS

Overview

Through the generosity of Al-Anon members, Al-Anon Family Groups of Mass, Inc. can be named as a beneficiary in their wills. Per the By-Laws of AFG of Mass Inc. the use of these funds is described in *Bequests from Al-Anon members to Al-Anon Family Groups of Massachusetts, Inc. Principles and Policy* as approved by the Area Assembly 5/21/22. [see 10. Appendix1]

At the Area Assembly on 10/15/22 procedures were approved to guide the process for this. This document includes the **Criteria for Assessing Proposals at this end of this document.** [see 11. Appendix2]

Please review these documents as you consider ideas that will support and encourage current and future members of all ages.

After your Group, District or Area Committee has discussed and developed your idea(s), please complete this form and submit it following the instructions at the end.

Consider these points:

- How does project help fulfill our primary purpose to help families and friends of alcoholics?
- Does the project reflect the principles within the Legacies?
- Does the project reflect, spiritual principles such as abundance, acceptance, equality, gratitude, hope, trust, unity, mutual respect, attraction not promotion, responsibility, prudence etc.?

Application

Group/District/Area Committee submitting this proposal.

[note: this must be a link of service within Massachusetts]

| | |
|--|------------------|
| Group or District number and location: | District 18 |
| Area Committee: | outreach/Alateen |



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Primary Contact person:

| | |
|-----------------------------------|--|
| Full Name: | Stephanie |
| Service Position (if applicable): | District 18 Outreach Coordinator & GR for #44908 |
| Phone: | Hidden for anonymity |
| Email Address: | Hidden for anonymity |

Project Name

Al-Anon Outreach Initiative for Alateen Literature Placement in District 18

Project Description (be as detailed as you can)

This outreach project aims to provide Alateen literature to public libraries, school libraries, and educational institutions across District 18 (which is made up of 15 towns). By securing funding for the purchase of Alateen literature, we seek to ensure that teenagers affected by someone else's drinking have access to vital resources that can offer support, hope, and guidance. We will purchase and distribute Alateen pamphlets, books, and informational guides for teenagers coping with a loved one's alcoholism, and work with local schools and public libraries to ensure these materials are prominently displayed and easily accessible.

Project Goals:

- **Increase Awareness:** Promote understanding of Alateen and its benefits by making literature widely accessible to teenagers, educators, and community members.
- **Support Teen Recovery:** Provide resources that encourage teens to seek help, share their experiences, and build coping skills in a safe, supportive environment.
- **Community Engagement:** Partner with schools and libraries to expand the availability of Alateen materials in places where teens can easily access them.



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Al-Anon/Alateen Legacies

Which Al-Anon/Alateen Legacies are reflected in your project?

Covid depleted the Alateen program in our district. Having felt the healing effects of Al-Anon we want to bring that message back to the teens in our area. This project is a direct reflection of Al-Anon's Step 12: "Having had a spiritual awakening as the result of these steps, we tried to carry this message to others, and to practice these principles in all our affairs."

By placing Alateen literature in schools and libraries, we actively carry the message of hope and recovery to teenagers affected by a loved one's alcoholism—embodying Step 12, which calls us to share our spiritual awakening and carry the message to others; Tradition 5, which reminds us that our sole purpose is to help families of alcoholics; and Concept 4, which teaches that participation is the key to harmony. This initiative creates a legacy of compassionate service, ensuring that vulnerable teens have the support and tools they need, while fostering a community that empowers them to grow spiritually and recover.

Project Reach

Describe how many members (potential members), groups or districts might be expected to benefit.

This project has the potential to benefit a significant number of individuals and groups across District 18, including both current Alateen members and those who may become members as a result of increased access to resources.

1. **Teenagers in Need:** The primary beneficiaries will be teenagers in schools and communities who are affected by someone else's drinking. By placing literature in libraries and schools, this project could reach hundreds, if not thousands, of teens who may not currently know about Alateen or have access to its resources.
2. **Alateen Groups:** One existing District 18 Alateen meeting in Westborough has been struggling with consistent membership. By increasing awareness through targeted literature distribution, we aim to boost attendance at this meeting, rejuvenate its support network, and potentially inspire the creation of new groups to meet growing demand.
3. **Al-Anon Groups:** In District 18, increased awareness of Alateen not only benefits teens but also indirectly strengthens Al-Anon groups. As families of teens impacted by alcoholism discover Al-Anon's resources, they embrace recovery—and as Alateen membership grows, it creates a pipeline that feeds new members into Al-Anon as these teens mature.



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Will neighboring groups or districts also participate in the project or be expected to benefit?

Please identify:

No

Will you be reaching out to anyone in the professional community? (Clergy, counselors, educators, law enforcement, etc.)

We will conduct outreach via email and phone to librarians at both schools and public libraries, informing them that we have Al-Anon and Alateen literature available for donation. We will provide a brief overview of what Al-Anon and Alateen are and ask that these resources be made accessible—ideally displayed in teen and family sections—to support those impacted by alcoholism.

Project Planning and Implementation

How many members within your Group/District/Area Committee are actively involved in the planning of the project?

There are around 5 GRs for District 18 who will be supporting this project including the Outreach Coordinator and the Alternate Alateen Process Person. GRs have also said that their group members will be very interested in supporting the outreach efforts. We will make sure to open this up to any Al-Anon member in the district interested in supporting these outreach efforts.

Estimate how many members will be involved in the implementation.

10 members at a minimum

Who will lead the project?

Stephanie, D18 outreach coordinator



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What links of service will provide support, oversight, and decision making? If you need assistance, the Bequest Committee will help with this.

The project's success relies on coordinated outreach across our service network. As the District Outreach Coordinator in District 18, I will work with fellow GRs and group members to manage literature distribution. We'll confirm proper outreach practices with the Area Alateen Coordinator.

Alateens

If Alateens are directly participating in the project, who are the AMIAS involved?

Alateens are not directly participating but will benefit. AMIAS are involved, Terry C. will be supporting as the Alternate Alateen Process Person, and Pam as Area Alateen Process Person.

If prospective Alateens are the focus of the project, how will AMIAS be assisting?

AMIAS will be consulted to fine-tune our outreach messaging to librarians, ensuring our communication clearly explains the benefits and availability of Alateen literature for teens. Their expertise in engaging with young people will help us craft a message that resonates and supports effective placement of our resources. They have already been consulted for literature selection as part of the proposal process.



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Cost of Project

Overall expected cost:

\$2,000

Please describe how you arrived at this total?

The total cost includes \$1,843.60 for literature (broken down below). We plan to deliver a package of literature to thirty different libraries (1 each of the items listed below) in person so there are no associated shipping costs. We are estimating ~\$150 for additional printed materials such as a letter to the librarians to include with the literature and a sticker or bookmark with information on the Westborough meeting.

Pease provide details of estimates you have from any outside vendors. Ex: printing of a banner for Public Outreach event, cost of billboard, printing of posters to distribute, cost of CAL that will be used (including P&H), cost of mailing CAL, formal proposals from any outside vendor or professional consultant, etc.,

| | | |
|--|-----------------|----------|
| Alateen, Is It for You? pamphlet (S20) | 100 @.25 each = | \$25.00 |
| Facts About Alateen pamphlet (P41) | 100 @.25 each = | \$25.00 |
| Just for Today – Alateen bookmark (M13) | 100 @.25 each = | \$25.00 |
| Just For Tonight Alateen bookmark (M82) | 100 @.25 each = | \$25.00 |
| Information for Educators (S64) pamphlet | 32 @ .25 each = | \$8.00 |
| Alateen One Day at a Time book (B10) | 32 @ \$11.50 = | \$368.00 |
| Alateen-Hope For Children of Alcoholics book (B-3) | 32 @\$9.50 = | \$304.00 |



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| Courage to Be Me – Living with Alcoholism book (B23) | 32 @ \$13 = | \$416.00 |
| Living Today in Alateen book (B-26) | 32 @ \$15 each = | \$480.00 |
| Sub Total: | \$1,676.00 | |
| P & H | 167.60 | |
| TOTAL: | \$1, 843.60 | |

Will seed money be needed prior to launch of the project?

Please describe.

Yes, money will be needed to purchase literature

Timeline

When would you like to begin this project?

Include actual dates if appropriate or describe a time span the project would cover.

Once we receive the funds we plan to order the literature and begin distribution in the spring of 2025 with the aim of having literature placed before the start of the new school year in September.



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Bequest Work Group is available for assistance in completing this Proposal.

Please contact Bequest@alanonma.org.

Please submit via email to Bequest@alanonma.org.

Date submitted:

12/31/24

In submitting this proposal, the members involved understand that all requests will be held in confidence by the Bequest Work Group throughout the approval process. Additional information may be requested, and suggestions may be offered. The Group Conscience decision of each reviewing link of service (Bequest Work Group, Steering Committee, AWSC, Assembly) will be independent and respected. If approved, any unspent funding will be returned to the Area within one month of end of project.

For Bequest Work Group

Date received by Bequest Work Group: 12/31/24

Date acknowledged by Bequest Work Group: 1/3/25

Date Bequest Work Group submits for Steering Committee review: 2/24/25

Response from Steering Committee: 2/26/25

Date of presentation to AWSC: 4/6/25

Date of presentation to Assembly: 5/10/25

Date of final approval: _____



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Appendix1

Bequests from Al-Anon members to Al-Anon Family Groups of Massachusetts, Inc.

Principles and Policy

Approved by Area Steering Committee: 3/20/2022 _____

Approved by Area World Service Committee: 4/3/2022 _____

Approved by Area Assembly: 5/21/2022 _____

Principles

1. Policies of AFG of MA will be based on the Al-Anon/Alateen Service Manual. (Article III of the By-Laws)]
2. By-Laws of Al-Anon Family Groups of Massachusetts, Inc [as revised Nov 3, 1990] Article IX. Finance, Section 5. Individual Contributions/Bequests. " Individual contributions and bequests to AFG of MA, Inc. are accepted as defined for the WSO in the Al-Anon/Alateen Service Manual at the time the contribution is received." (note: this Policy was created based on 2018-2021 version two pgs 103-104)
3. Tradition Four "Each group should be autonomous, except in matters affecting another group or Al-Anon or AA as a whole."
4. Tradition Six "Our Family Groups ought never endorse, finance or lend our name to any outside enterprise, lest problems of money, property and prestige divert us from our primary spiritual aim. Although a separate entity, we should always co-operate with Alcoholics Anonymous."
5. Tradition Seven "Every group ought to be fully self-supporting, declining outside contributions."
6. Tradition Twelve "Anonymity is the spiritual foundation of all our Traditions, ever reminding us to place principles above personalities."
7. Concept One " The ultimate responsibility and authority for Al-Anon world services belongs to the Al-Anon groups.
8. Warranty One "Sufficient operating funds, including an ample reserve, should be its prudent financial principle."

Policy

1. AFG of MA may accept a one-time bequest from an Al-Anon member's estate or trust in any amount.
2. Bequest amounts, up to 10% of the total revenue of AFG of MA "General fund" as identified in the previous year's MA Tax Return (Gross Support and Revenue), will be placed in the operating account. See example below.
3. Any excess amount (above the 10% as described above) will be held in a separate account and be reported on monthly.
4. Expenditures from this account will be authorized by the Assembly via approval of the Annual budget or approval of a specific project, and monitored by the Steering Committee.
5. Excess amounts are not available for general purposes, unless authorized by the Assembly.
6. There will be no public acknowledgment of the gift and the gift may not be earmarked for specific purposes by the donor.



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Example using the bequest received on [date]:

Bequest Amount:

2020 MA Tax Return, Gross Support & Revenue: 10% of MA Tax Return Revenue:

Amount to be placed in the operating account: Excess funds from the bequest:

Funds subject to Assembly authorization:

Funds reported on separately:

\$85,841.85 \$124,874 \$12,487.40 \$12,487.40 ** \$73,354.45 \$73,354.45 \$73,354.45

** All expenditures from the operating account are determined by the Annual Budget approved by the Assembly.

Appendix 2

Criteria for Assessing Proposals

Requirements:

The proposal must meet these criteria to be moved forward. If it does not meet these criteria, then it will be returned to the applicant for discussion.

1. The applicant must be a member of a meeting in Area 25, or part of the service structure of Area 25.
2. The project must primarily benefit members or potential members residing within Area 25.
3. The proposal must reflect Al-Anon Legacies.

Criteria for Evaluation:

The Bequest Work Group will consider Tradition Seven and Concepts Three, Four, Nine and Ten as they review all proposals.

The following criteria are used to help assess impact, practicality, and cost of the proposals. They may help determine the possibility of the success of the project. They may help an assessment of whether this is a prudent use of funds (as we are financial stewards). They may be useful if it becomes necessary to choose between projects (e.g., if funds become low). These criteria may become part of presenting the proposals to the Assembly.

- How many groups or people would be impacted?
- Does this proposal align with any existing goals of the Area?
- Are there people or entities ready to carry out the proposal? How many will be involved?
- How long will the proposal take to accomplish?
- Does the proposal require multiple steps or actions that would make implementation difficult?
- Is the overall cost of the proposal a prudent use of available funds?