



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. Appendix 1]

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. Appendix 2]

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:	30827358 Weekend Warriors AFG (formerly Vineyard Haven), Part of District 25; most of our members live on Martha’s Vineyard and we know the other groups well.
Area Committee:	District 25 Electronic Group

Primary Contact person:

Full Name:	Patricia F
Service Position:	Secretary
Phone:	Hidden for anonymity
Email Address:	Hidden for anonymity



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Project Name

Professional Outreach – MV 2025

Project Description (be as detailed as you can)

Our group decided we'd like to proceed with another professional outreach program this year. Our previous outreach program was limited to providing CAL to the therapists and counseling professionals on Martha's Vineyard known by members of our AFG.

We realized that if we invited the other Martha's Vineyard (MV) AFGs, all part of District 3, to join us, we might be able to cast a wider net and cover the entire island. Currently, there is no District 3 Rep, but MV is a small community, and it is easy to contact members we know in other MV groups. The interest this project is generating prompts us to also invite the Bourne and Falmouth groups on the Cape (also District 3) to join the project and help out or to replicate the project in their own towns / areas.

Casting a wider net means that many more providers could reach more of the community. A well-organized (island-wide for our District 25 AFG and District 3-wide to include the Cape) effort could lead to a continuous flow of Al-Anon information into the community instead of an occasional effort by this or that AFG. We believe the ultimate goal of reaching more people who are seeking help for their family member(s) or friend(s) is all the more reachable if we are able to put Al-Anon resource information into more hands and pockets.

Also, our Brazilian population is completely under-served with only a few participating in Al-Anon. We know that many of our Brazilian residents understand and speak English well or "well enough" but most do not read or write it. We have some Brazilian-MV residents in a couple of our MV AFGs but there are no information packets or literature in Portuguese that the groups can give to them. The Brazilian population in Massachusetts is the second largest in the US after New York City. We hope to have a positive impact with this outreach effort on Martha's Vineyard.

We do not seem to have any outreach materials translated. Through a Google search, we learned that we (Al-Anon) have a few CAL items translated into Portuguese (One Day at a Time PEB-6; A Guide for the Family of the Alcoholic PEP-7; So you Love an Alcoholic PEP-14; Understanding Ourselves and Alcoholism PEP-48). We understand that a few Portuguese language Al-Anon pamphlets are available at our MA office, but we did not find them online. Most Al-Anon literature that is translated into Portuguese is not available in the United States. Our District 25 Rep inquired about this with our Area Chair and was informed that the website coordinator will contact WSO International to see what's possible for importing materials instead of translating again. Our AFG expects to work with the website team to have more information translated. We will stay in close contact regarding any translations we accomplish here, arranging for approvals and making them available to the appropriate Al-Anon entity.

At a high level we envision:

- Ensure that Districts 25 and 3 as well as our area Outreach Coordinator know about our project and have early opportunities to provide guidance. Those contacts have been made and we will continue to stay in touch with them.



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- Provide a project overview to the four other AFG's on MV (District 3), meeting with them in person to ensure they know about and understand our project. We are preparing and will send an email with a project synopsis and invitation to join our project or replicate our project in their towns. Each group can discuss if and how they would like to participate.
- Create a database of healthcare providers on island. (If the Cape AFGs join, they can do the same work for their local providers.) We define them broadly and anticipate putting into the database: the hospital (multiple offices) and offices of medical providers, as well as therapists and counselors, social services, and other organizations / professionals who provide health-related or community services, faith communities, law enforcement, Alateen programs, schools, community centers.
 - Apportion those lists geographically for ease of distribution
 - Work with the AFGs to apportion the database according to groups' preferences and members' interests
- Confirm the Conference Approved (Professional Outreach) Literature we will use. We have selected: (See Appendix 3)
 - Letter to the Professional
 - Al-Anon Faces Alcoholism (AFAM) for the professionals
 - Not Everyone Trapped by Alcohol is an Alcoholic flyer (MA-14) for professionals)
 - Not Everyone Trapped by Alcohol is an Alcoholic (poster – English & Portuguese)
 - Does Someone's Drinking Bother You? (poster – English & Portuguese)
- Update the previously distributed "business card" with current MV AFGs' meeting information for distribution with the CAL (See Appendix 3 for thumbnail pics of these)
- Gain WSO approval to use locally managed translations and arrange for translating, purchasing, and/or printing selected materials
- Collate and package the English and Portuguese materials into packets for distribution
- Deliver distribution packets to MV AFGs. Volunteer members distribute the materials to their designated offices, businesses, and community locations; first discussing the materials and gaining permission to leave the accepted materials
- Periodically, the volunteers check with their designated locations and provide refill materials as needed
- Periodically, we will reprint materials as needed for continuing distribution based on our tracking the "greatest use" locations
- Explore starting an all-Portuguese online meeting which would be greatly welcomed in District 25



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Al-Anon/Alateen Legacies

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

- 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.
- Tradition 1. Our common welfare should come first; personal progress for the greatest number depends upon unity.
- Tradition 5. Each Al-Anon Family Group has but one purpose: to help families of alcoholics. We do this by practicing the Twelve Steps of AA ourselves, by encouraging and understanding our alcoholic relatives, and by welcoming and giving comfort to families of alcoholics.
- Tradition 8. Al-Anon Twelfth Step work should remain forever non-professional, but our service centers may employ special workers.
- Tradition 11. Our public relations policy is based on attraction rather than promotion; we need always maintain personal anonymity...

Project Reach

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

Multiple members of the five MV AFG's who volunteer will be involved in various aspects of the project: potentially research, distribution and following up and refilling. Their benefit is in serving the community and their AFG.

1. Sunday morning – Weekend Warriors AFG 30827358 (Zoom – our group) 20+ typically attend
2. Sunday morning – New Hope AFG 504086 (in person) 12 typically attend
3. Tuesday morning – West Tisbury AFG 64458 (hybrid) 15 typically attend
4. Wednesday noon – Wednesday 12 Noon AFG 37388 (in person) ___ typically attend (this is a struggling group and we do not have a commitment from them to participate yet)
5. Saturday morning – Saturday Morning Step AFG 62469 (hybrid) 14 typically attend

If Cape Cod AFG's join or replicate the project, that is an additional seven groups with one group in Bourne and six groups in Falmouth. We do not know the actual numbers for these groups at this time.

The potential volunteers from our four or five AFG's come from our island's population and this project is attempting to put Al-Anon information in places the volunteers frequent for good health – physical, mental, spiritual – as well as other known social service or community gathering places in general.

- Year-round population on MV: 20,500 (2023 census)
- Year-round Brazilian population is about 4,100 or 20%
- Summer population on MV: 200,000 - includes seasonal homeowners and visitors
- The summer Brazilian population increases also with seasonal workers.



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The population numbers for the Barnstable County (Cape Cod) are 232,000 (2023 census) with the Brazilian population estimated from 10,000 to 24,000 and highly concentrated in Hyannis, closer to Falmouth than Bourne.

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

Please identify:

If we are able to do the translation portion of this project, it could be the start of a continuing effort to get selected CAL translated into Portuguese each year. These first translations of outreach materials will be done locally and forwarded to Al-Anon WSO for approval and potential distribution elsewhere. If our project plan and database formats work well, we will forward those to the Outreach Committee for dissemination if other groups wish to use them. This project might also motivate other districts in Area 25 with large Portuguese speaking communities to start Portuguese meetings. District 25 would welcome an Online Portuguese meeting.

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

Yes. "Professional" outreach includes the places where people of all ages are likely seeking help or community: medical, mental, social, educational, and spiritual health-related and law / safety professionals.

Project Planning and Implementation

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

Six members of our AFG are involved in the initial vision and we know others are waiting in the wings to support the project as we get started. We have identified volunteers in two AFGs who are our contacts for this project. We are awaiting the names of the volunteers in the two other groups that have expressed tentative interest in this early stage. We are only now in the process of contacting the other District 3, Cape Cod (Barnstable County) Bourne and Falmouth AFGs.

Estimate how many members will be involved in the implementation.

Experience in our AFG suggests we would have at least half of our regular members (10+) participate. We hope the other groups will have similar experiences.

Who will lead the project?

Our AFG is leading the project – designing the project and doing the foundational work of research, database format, arranging for the translations and printing. The other MV groups' primary interests are in distributing the materials and tracking the refill requests. Each MV AFG will manage their own portion of the project – contacting the professionals on their designated list, distributing materials, and checking back periodically for refill needs. We don't yet know the level of interest for the Bourne and Falmouth AFGs at this point. They would do their own



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research, of course, and their printing numbers may be tremendously larger than those of MV.

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

We have asked Terry S, our District 25 representative to be our links of service contact. We anticipate each link of service will be helpful making the effort a success.

Alateens

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

The local Alateen groups would be recipients of information and making it available for students to pick up but we don't anticipate them being participants in the project.

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

Cost of Project with only MV AFG's involvement

Overall expected cost:

Purchasing / Shipping CAL:	\$342
Printing:	\$881
Translating:	<u>\$270</u>
Total	\$1,493

Please describe how you arrived at this total?

The potential recipients in key categories, based on an initial on-line search, total nearly 250 recipients. Some percentage of these will decline our offer to provide materials, but we don't know what that percentage will be. (Perhaps Al-Anon knows this percentage from previous outreach projects.)

- MV Hospital doctors (70)
- Additional alternative care (chiropractic, acupuncture, naturopathic offices) (25)
- Therapists / counselors (34)
- Community & Social Services orgs (50)
- Yoga / Meditation (10)
- Elementary & high school counseling offices & Alateen groups (8)
- County Sheriff, Police & Fire departments (6 towns) (13)
- Faith communities (15)

Subject to our final planning decisions: we will provide the Letter to the Professional, the MA-14 brochure and magazine for the professionals' introduction, education, and reference. If half (125) of the organizations accepted two (2) 8.5 x 11 flyers to post and twenty-five (25) business cards (all in English and Portuguese), we would print 350 flyers / posters and 4,000 "business cards" in a first run. This doesn't take into account printing future refills. Refill printing should be based on



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our experience with refill requests. Also, we don't know yet which organizations / providers are the important ones to keep well supplied. Providing materials to each one who accepts our offer and following up will tell us which organizations / providers have the most traffic picking up the Al-Anon materials (English / Portuguese). Any materials not distributed in the first round will be stored for refills.

Please 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.,

Purchasing

CAL Professional Outreach Materials

- 350 Not Everyone Trapped by Alcohol is an Alcoholic (English) brochure \$220
(@ \$.60 each plus \$10 shipping)
- 350 Al-Anon Faces Alcoholism magazine (English) magazine \$122
(@ \$8.00/25 plus \$10 shipping)

Total \$342

Printing

Tisbury Printer is a local printer providing excellent quality and service to the MV community.

- 350 Letter to Professionals - Black & White, 8.5" x 11", one-sided \$ 35
- 350 (175) Not Everyone Trapped by Alcohol is an Alcoholic (English) \$263
(175) Does Someone's Drinking Bother You? (English)
(We'll distribute both posters to see which is most effective.)
Color, 8.5" x 11" posters, one sided
(larger volume runs are reduced prices)
- 350 (175) Not Everyone Trapped by Alcohol is an Alcoholic (Portuguese) \$263
(175) Does Someone's Drinking Bother You? (Portuguese)
(We'll distribute both posters to see which is most effective.)
Color, 8.5" x 11" poster, one sided
(larger volume runs are reduced prices)
- 4,000 "Business cards" - Black & White, standard card stock, 2-sided \$320
Includes set up fee

Total \$881

Translating

CAP (Communication Ambassador Partnership of Martha's Vineyard) is a non-profit organization supporting communication between multilingual communities through quality, equitable language access for all by interpretation, translation, and more. Their focus is on the MV Brazilian community.

- Translating two posters into Portuguese (see Appendix 3) \$180
Not Everyone Trapped by Alcohol is an Alcoholic
Does someone's Drinking Bother You?
- Translating the "business card" into Portuguese (see Appendix 3) \$ 90

Total \$270



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Cost of Project for seven AFGs on Cape Cod

With the potential for adding seven AFGs and a population on Cape Cod of 232,000, the numbers could be extraordinarily larger. We have made the assumption that the seven AFG's participate / replicate at roughly the same level as the for active MV AFG's so we have increased the amount of expected costs, less translation, which would not have to be duplicated.

Overall expected cost	MV AFGs only	Cape AFGs only	TOTAL
Purchasing / Shipping CAL:	\$342	\$684	\$1,026
Printing:	\$881	\$1,762	\$2,643
Translating:	<u>\$270</u>	<u>0</u>	<u>\$270</u>
Total	\$1,493	\$2,446	\$3,939

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

The translation work should begin as soon as possible so the printing is not delayed waiting for translation. If seed money is available for this, it is terrific!

Please describe.

Timeline

When would you like to begin this project?

If seed money is available, we will get the translation work started as soon as we know. Regardless of that, we have talked with our Districts 25 Rep and an Outreach Committee member (the Outreach Coordinator position is open currently). We are preparing a project summary document and meeting with the other MV AFGs in March. We had assistance from the MA office sending an email to the Cape Cod AGFs to learn about their interest but have not heard from the Cape AFGs. We had a positive note from one Cape AFG member who wants to be a coordinator for them.

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

2025

- March / April: Confirm MV and Cape Cod AFGs interest
- May: Design database; research / gather contact information
- June: Assuming approval of the grant, translate selected materials
- July: Print English and Portuguese materials
- August: Collate printed materials into distribution packets



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- “Deliver” materials to the other AFGs
- September: Complete initial distribution to professionals in database
- October, November, December: AFGs check with their assigned recipients for refills
 - Determine if additional printing is needed.
 - Analyze data to see what we have learned. We will never know how many Portuguese-speaking people accessed Brazil’s electronic meetings because of our outreach however, we may be able to track the following types of measures:
 - How many English refills needed? Which Professional Outreach ’25 recipients; what dates?
 - How many Portuguese refills needed? Which Professional Outreach ’25 recipients; what dates?
 - Which Professional Outreach ’25 recipients had the most refill needs / traffic?
 - How many newcomers have attended / joined the MV and Cape Cod District 3 AFG’s? (“How did you learn about us?”) English-speaking? / Portuguese-speaking?
 - Have any new Portuguese-speaking groups started on MV or on the Cape?
 - Have other AFG’s / WSO used our translations?
 - How does each AFG rate the benefits of the project for their AFG?
- We expect each AFG will continue the effort to refill / restock the poster / flyers, business cards, and pamphlets, as needed, through the coming years. After the first year we will understand the volume needed for printing and will reapply for funding if the bequest fund is still available.
- If we find that we have excess funds, those will be returned to the bequest fund.



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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:

12/30/24

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: 12/29/24

Date acknowledged by Bequest Work Group: 12/30/24

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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Appendix 1

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 pages 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 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 the impact, practicality, and cost of the proposals. They may help determine the possibility of the success of the project. They may help with 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?

May 2023



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Appendix 3

Following are examples of the documents we wish to translate

Translating two posters into Portuguese:

NOT EVERYONE TRAPPED BY ALCOHOL IS AN ALCOHOLIC.

Families and friends are suffering too.

Do you worry about how much someone drinks?

Al-Anon and Alateen can help.

1-888-4AL-ANON
AL-ANON.ORG

Al-Anon Family Groups
Help and hope for families and friends of alcoholics

Does someone's drinking bother you?

You are not alone. Alateen can help.

Local Information Online: alanonma.org
Email: alateen@alanonma.org | Call: 508-366-0556



TEEN CORNER



Translating the "business card" into Portuguese:

This is the front and back of the old card. We have not updated it with current information, but this is essentially what we will create in English and translate into Portuguese. We will add a link for searching Brazil's Al-Anon electronic meetings' schedule.

MARTHA'S VINEYARD AL-ANON MEETINGS

TUESDAY: 8:15 AM - Open Discussion - West Tisbury Congregational Church Parish Hall - Music Street, West Tisbury

TUESDAY: 7:00 PM - Open Discussion - Dukes County Jail - Upper Main St., Edgartown

WEDNESDAY: Noon - Open Discussion - Catholic Church-Franklin St., Vineyard Haven (1st. fl. rear door from parking lot)

SATURDAY: 8:00 AM - Open Step Meeting - First Baptist Church Parish Hall - William St., Vineyard Haven

SUNDAY: 9:00 AM - (YEAR-ROUND) - Open Discussion - Oak Bluffs Senior Center - Wamsutta Ave., Oak Bluffs

SUNDAY: 9:00 AM - (SUMMER ONLY) - Open Discussion - Eastville Beach - (right-side), Oak Bluffs

(OVER)

AL-ANON HELPLINE 508-465-3100
for information and directions

PHONE LIST:
