Local Forum (LF) Request Form

WHAT IS A LOCAL FORUM?

Local Forums are not intended to replace or be a substitute for service workshops. Local Forums are A.A. events put on by A.A.s for A.A.s about A.A. A Local Forum is a one and a half-day or two-day event coordinated by a LF Committee and supported by the General Service Board of Alcoholics Anonymous to provide a Forum experience, Forum presentations and sharing sessions and the following Forum information, on a timely basis to meet cultural, accessibility and population needs within local A.A. communities who for any reason are unable to attend regular Regional Forums:

- Structure and responsibilities of the General Service Board, A.A.W.S. and the A.A. Grapevine Boards
- Services provided by the General Service Office and the A.A. Grapevine
- The A.A. Fellowship's upside down triangle structure
- How groups are connected to A.A. beyond the group level.

The LF Committee will coordinate all aspects of the Local Forum event; will obtain and pay for a site; and will design and mail or distribute LF flyers. In order for the General Service Board to support the Local Forum by sending two Board representatives, literature and Forum displays, the LF Committee agrees to implement a LF format (samples attached) in cooperation with the Regional Forums staff person at the General Service Office. The G.S.O. Regional Forums staff person will help with the following:

- Finalize the LF format and working agenda with the LF Committee
- Be available as a source of shared experience for LF Committees
- Review the LF flyer, review the proposed LF Flyer distribution process and provide labels for LF Flyer mailings if necessary
- Coordinate LF attendance by two Board representatives, one of whom will be a Board trustee
- Send literature and Forum displays
- Review the Final Report prepared by the Local Forum Committee secretary for accuracy and provide answers to Ask-It-Basket questions related to the Board, G.S.O. or the Grapevine.

WHO CAN REQUEST A LOCAL FORUM?

Local A.A. members interested in coordinating a Local Forum can establish a LF Committee. Through group conscience decisions the LF Committee completes an initial search for a site and arranges for funding. LF Committees are welcome to work with their area, district or a local A.A. entity to initiate a request for a Local Forum.

LOCAL FORUM REQUEST PROCESS:

1. Complete attached form and mail or e-mail to the General Service Office by April 1st of the year prior to the Local Forum. G.S.O. will forward a copy of the request to the Area Delegate and the Regional Trustee.
2. Your Regional Trustee will present your request to the Regional Delegates at the annual General Service Conference Regional Luncheon for their information.
3. Your Regional Trustee will then forward your request with comments or notes, if any, to the trustees' Committee on International Conventions/Regional Forums for consideration at their July meeting. The trustees' committee considers requests on a geographic rotation basis.
4. The trustees' committee will notify the LF Committee Contact of their group conscience decision regarding this request by mid-August.

LOCAL FORUM (LF) REQUEST FORM

1. Date Completed: _____
2. To: _____(Regional Trustee)
3. Proposed LF Date (Dependent on availability of Board representatives): _____
4. Proposed Location (School, Community Center, Hotel or other site):
   _____
   _____
5. Number of Attendees expected: _____
6. Purpose and Goals of Local Forum:
   _____
   _____
   _____
   _____
   _____
7. Anticipated A.A. Attendee Population (e.g. Native American, young people, East Indian Community, etc.):
   _____
8. Plans to maximize involvement of local A.A. members in organizing committee and distribution of LF Flyers:
   _____
   _____
   _____
   _____
   _____
9. LF Committee Contact Name: _____
   Address: _____
   City: _____ State/Province: _____ Zip code: _____
   Telephone: _____ E-mail: _____
10. Additional Comments on reverse.

If you have any questions, please contact:
Forums Coordinator
General Service Office
Box 459
New York, NY 10163
Telephone: (212) 870-3120
Fax: (212) 870-3003
E-mail: regionalforums@aa.org

Additional Comments