

## *Interpretation Fund* **APPLICATION**

To: Intergroups and Service Boards  
From: World Service Office  
Subject: Interpretation Fund Application for the 2022 World Service Business Conference

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The 2022 World Service Business Conference (WSBC) will be held April 27-30, 2022, as a hybrid event. Intergroups and service boards from all regions are invited to apply for interpretation assistance for non-English-speaking virtual delegates to the Conference through the Interpretation Fund. This assistance is for delegates attending the Conference virtually.

At the November 2021 Board of Trustees meeting, interpretation assistance was approved to help pay some of the interpretation costs incurred by non-English-speaking delegates who attend World Service Business Conferences. Delegates selected to receive this financial support will be from OA intergroups and service boards in all regions. This funding will come directly from OA, Inc.'s Conference 2022 budget. For 2023, interpretation assistance will become part of the Delegate Support Fund.

In the spirit of unity, we encourage your service body to send non-English-speaking virtual delegates to the annual World Service Business Conference. It is critically important for the strength of OA worldwide that the voice of OA's entire community is heard at Conference. Decisions affecting OA for years to come are made each year at Conference, and input is needed from all intergroups and service boards so that these decisions truly represent OA as a whole.

If your intergroup or service board is interested in receiving funding assistance for a delegate to the Business Conference in April 2022, please complete the attached Interpretation Fund application. **Each application must have a language contact person on page 1.**

Applications may be mailed, or electronically transferred (fax/email) to the World Service Office and must then be received by February 1, 2022. Incomplete applications and those received after this date will not be considered. Funded applicants must complete the "actual" expense column within thirty days of attending WSBC and return a completed copy with receipts along with any unused funds to the World Service Office.

Notification of Interpretation Fund awards will be sent in February 2022. An email will be sent to the language contact email address listed on the application. It is imperative that each recipient notify the WSO of its intention to accept the award by the date given in the award letter. If the WSO does not have your response, the funds may be awarded to other intergroups and service boards on a waiting list. **Funds will be disbursed in March 2022 after the delegate's Conference registration has been received.** Please contact the World Service Office if you have any questions. We look forward to receiving your Interpretation application, and to seeing your delegate at Conference.

### **Conference Planning Committee Considerations**

When reviewing applications, the Conference Planning Committee also takes into consideration the following:

- 1) Reasonable cost of interpreters
- 2) Deadline date for applications

## WSBC 2022 Interpretation Funding Application

Our intergroup/service board, who speak the same language, request assistance for interpretation to send a delegate virtually to the annual World Service Business Conference 2022.

***Please – Print Legibly***

<b>Language</b>	
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#	Intergroup/ Service Board #	Intergroup/Service Board Name	Country	Region #
1				
2				
3				
4				
5				
6				
7				

***Contact Person for Language Group***

<b>Contact Person Name</b>	
<b>Email Address</b>	
<b>Phone Number</b>	
<b>Country</b>	

1) Does the delegate understand that they will participate in committee work until WSBC 2023?  Yes  No

***Each delegate must complete this portion of the form.***

Delegate Name	IG/SB Name	Email Address	Phone Number	Country	Region #

***Interpretation Fund Tabulation Table***

	In US Dollars Projected Costs	Within 30 days post WSBC**
<b>Interpretation TOTAL AMOUNT</b>	\$	\$
Amount contributed by intergroup/ service board	\$	\$
Amount contributed by other sources (neighboring IGs/SBs, region, fundraising)	\$	\$
Amount contributed by region	\$	\$
<b>TOTAL AMOUNT REQUESTED</b>	\$	\$

**\*\*Within thirty days of attending WSBC, please complete the actual costs and return a copy of this page with receipts and any excess funds.**

The Conference Planning Committee has determined the number of interpreters per day based on experience from interpretation services at region assemblies/conferences. Note: Hours subject to change based on agenda.

***Wednesday, April 27, 2022***

# of Interpreters	Hours (MDT)	Overtime	Fee (in US dollars)
2	8:00 – 10:00 a.m. 10:30 a.m. – Noon 1:30 – 3:00 p.m. 3:15 – 4:30 p.m.  <b>Total Hours: 6.25</b>		\$

***Thursday, April 28, 2022***

# of Interpreters	Hours (MDT)	Overtime	Fee (in US dollars)
4	7:00 – 8:15 a.m.* 8:30- 11:30 a.m. 1:00 – 5:00 p.m. 5:15 – 6:15 p.m. 7:15 – 8:30 p.m. 7:30 – 9:30 p.m. 8:45 – 10:00 p.m.  <b>Total Hours: 13.75</b>		\$

\* This session is the Reference Subcommittee Orientation, which is attended by Reference Subcommittee members only. If the Reference Subcommittee does not have non-English-speaking members, this time will be eliminated from interpretation services. If that is the case, it will reduce the hours to 12.5.

***Friday, April 29, 2022***

# of Interpreters	Hours (MDT)	Overtime	Fee (in US dollars)
4	7:00 – 8:15 a.m. 8:30 – 11:30 a.m. 1:00 – 5:00 p.m. 6:45 – 10:15 p.m.  <b>Total Hours: 12</b>		\$

***Saturday, April 30, 2022***

# of Interpreters	Hours (MDT)	Overtime	Fee (in US dollars)
2	7:00 – 8:15 a.m. 8:30 – 11:30 a.m. 1:30 – 3:00 p.m.  <b>Total Hours: 5.75</b>		

*Note: Reference Subcommittee meetings are scheduled on the WSBC agenda. If a meeting is cancelled due to non-necessity, this will reduce the number of interpretation hours.*

**Each intergroup/service board MUST attach the latest financial statement for the application to be considered. The form provided below may be helpful.**

***Intergroup/Service Board Financial Statement***

**Please complete in US Dollars.**

<b>Income received</b>	
- Contributions	\$
- Fundraisers	\$
- Assemblies	\$
- Sales	\$
- Other	\$
<b>Expenses paid</b>	
- Rent	\$
- Utilities	\$
- Newsletter	\$
- Travel	\$
- Literature	\$
- Other	\$
<b>Current cash on hand</b> Date:	\$
<b>Minus amount of Prudent Reserve</b>	\$
<b>Please list any other outstanding financial commitments</b>	
-	\$
-	\$
-	\$
-	\$
<b>TOTAL Available Cash on hand</b> Date:	\$

**Completed Application must be received by the WSO no later than February 1, 2022.**

World Service Office  
 Attn: Sandy Zimmerman  
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 szimmerman@oa.org