

DEPARTMENT OF THE SECRETARY OF STATE
SECRETARIAT D'ÉTAT

579 Lawrence Ave,
Kelowna, B.C.

June 23, 1976.

Ms. Robin M. Scobie,
Box 886,
Kaslo, B.C.

Dear Robin:

Your letter was passed on to me for reply and whatever action deemed necessary.

Our program for women's groups is not too heavily funded but we may be able to help you to operate a small centre.

If you can supply me with information that will help your group to meet the criteria for funding Women's Groups then I will be able to make a recommendation that has some strength.

We may be able to fund your group to assist with the cost of heat, light, telephone, rent, and materials used for communication. Our program does not allow salaries or honoraria but we can help with travel expenses to defray the costs of a guest speaker on Women's programs.

It may be possible to provide the services of Ruth Annis, Special Consultant on Women's Projects, who may be available in this area later this year. Fees for her services and travel expenses will be paid by the Secretary of State.

Regarding your application for funding a project, please fill in the attached form and forward it to this office. Use the area designated for "Project", and remember that a project must begin and end within 365 days.

We see a Centre as a space from which a group can provide needed services and launch projects related to their cause. Without programs or organized plans a Centre is not functional and may not meet our criteria. Therefore you should, when making your application, take pains to explain what your group wishes to do for women of all ages and walks of life, and the expected results.

Along with your application you should supply me with the following information.

- 1) The names of members and their addresses (at least 25)
- 2) The names of executive members and phone numbers
- 3) Minutes of last regular meeting
- 4) Letter of recommendation from Town Council, and from Community Service group
- 5) Budget showing projected expenses of Centre and program administration

Show what portion of the costs will be met from your own resources or volunteer help. You may phone me at 762 4441 if you need help in filling our the application form.

Yours truly,



H. A. (Butch) Smitheram,
Field Representative

HAS:lc

encl: 1 application form