

ACCION International

Board of Directors Meeting - December 10, 1968

Section

- I. Agenda
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 - B. 1969 Proposed Budget
- VIII. Venezuelan Conference

ACCION International

Meeting of the Board of the Directors

Tuesday, December 10, 1968

AGENDA

1. ACCION International - domestic program
2. Program Reports
 - a. ACCION en Venezuela
 - b. ACAO Comunitaria do Brasil - Rio
 - c. ACAO Comunitaria do Brasil - Sao Paulo
 - d. ACCION Comunitaria del Peru
3. ACCION International Report
4. ACCION International proposed budget 1969
5. Venezuelan Conference
6. ACCION International - relationship to national programs
7. Reorganization of administrative structure

VENEZUELA

I. 1968 Goals

- A. General Stabilization and Institutionalization
 - 1. Increased pace of Venezuelization
 - 2. Executive advisor system
 - 3. Solidify budget level and base of financial support
- B. Operational Goals
 - 1. Continue basic field program in 7 zones in 25 barrios in Venezuela
 - 2. Create economic program division
 - 3. Strengthen training and research division
 - 4. Readjust operational goals to meet current pressing needs in Venezuela
- C. Finance Campaign and Promotion
 - 1. Increase participation of Venezuelan companies in over-all total income
 - 2. Launch new face of AeV through constant news coverage

II. 1968 Results

- A. Staff
 - 1. Venezuelan general manager appointed (note: He rose from field worker position)
 - 2. Moshe Shapiro became AI advisor to general manager (position created with excellent results)
 - 3. Total staff - 54 people (1 AI personnel, 1 foreign volunteer, 52 Venezuelans - complete Venezuelan staff)
- B. Financial Report (see appendix)
 - 1. Income
 - Bs 1,700,000 (\$402,222)
 - Venezuelan corporations 33%
 - Foreign corporations 30.7%
 - Petroleum corporations 36.2%
 - 2. Expenditures Bs 1,500,000 (\$331,222)
 - 3. Reserves of Bs 258,000 (\$ 60,000)
- C. Operations Report (see appendix)

III. 1969 Statement of Goals and Projection of Activities

- A. Finance Campaign
 - 1. Budget for 1969 - Bs 1,400,000
 - 2. Funding goal - Bs 1,600,000 (note: Bs 200,000 in bank to start 1969; Bs 400,000 surplus at end of 1969)

VENEZUELA

- B. Operations Emphasis During 1969
 - 1. High-impact projects in communities
 - 2. Large-scale programs - water, electrical programs to be redesigned for easy duplication
 - 3. Expanded economic programs (i.e., small business, cooperatives, and technical training)
 - C. Training and Research
 - 1. Create first jointly-sponsored "Center for Urban Action - Research and Training" (separate proposal in appendix)
 - 2. Venezuelan International Conference (separate proposal in appendix)
- IV. Requested ACCION International Back-Up Support
- A. Continued services of Moshe Shapiro
 - B. Provide services of Robert Scarlett to help with local funding for a period of 45 days during 1969
 - C. Suggest ACCION International sponsor a series of conferences and worker exchanges to develop specialized skills
 - D. Suggest need for clarification of relationship between ACCION International and ACCION en Venezuela, possibly through a letter of association
 - E. Training Center
 - 1. Assign Dr. Michael Bamberger to Venezuela during 1969 to initiate center, providing \$4,000 of his salary as director
 - 2. Approval of grant of \$2,000 from ACCION International to cover international transportation and special costs for materials to benefit all country programs
- V. ACCION en Venezuela year report to ACCION International attached below as appendix.

1968 REPORT

1968 was a year of change. A very hard look was given to all the facets of ACCION activities over the period of the past six years. A lot of soul searching was done and conclusions were arrived at which we hope will help develop ACCION en Venezuela into a better and more efficient Organization. Great emphasis is being put on the principle of economy and efficiency. We cut out voluntary work, not because there was something wrong with the volunteers but because it was conducive to a big turn-over and had no continuity. A greater emphasis is being put towards economic development and more sophisticated projects. ACCION is gradually getting out of its isolation of the past and there is a considerable amount of cooperation with both national and international bodies.

1) FINANCIAL SITUATION

So far we have collected	Bs. 1,515,506.00
Additional donations to be collected from private companies	60,000.00
to be collected from SUPLEMENTO	57,000.00
Donations in kind	<u>62,250.00</u> +
T O T A L	Bs. 1,694,756.00
Estimated spending in 1968	Bs. <u>1,501,475.00</u> -
Reserve left over	Bs. 193,281.00
In 1967 our reserve was approximately	Bs. <u>165,000.00</u> +
For 1969 the approximate reserve will be	Bs. <u>258,281.00</u>

In 1968 we raised Bs. 50,000 less than in 1967. The saving of about Bs. 200,000 that we have accomplished is due to economy and efficiency.

Projection for 1969 : We have as a goal to raise Bs.1,660,000 and shall probably collect not less than Bs.1,400,000 . We shall aim to decrease the budget for 1969 a little bit without affecting the work of the Organization.

2) OPERATIONS

We are active in 25 barrios in Venezuela with 24 field workers and 6 supervisors.

Physical projects which encompass schools, water systems, electricity, community centers, roads, play grounds and dispensaries were completed and have a value, including labor, of Bs. 4,360,000.00. -- These projects affect directly, about 60,000 residents in the barrios.

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Operations (cont)

25 courses in sewing, cooking, kinder garten, typing, carpentry, radio and T.V. repair, masonry, house framing were completed with 580 participants.

23 sports and youth clubs were organized with a membership of 500.

3) TRAINING

15 courses were given with 255 participants and 579 hours of study. Out of these courses one was of international character, the course for the Brazilians. The other courses were for ACCION workers, supervisors, barrio leaders and youth leaders.

4) RESEARCH AND STUDY

9 major studies were accomplished by the department. 13 case studies and evaluations were done. 7 lectures were given to different organizations and official bodies. A manual for research is being prepared. The department participated in two international conferences and had 3 articles published in professional publications.

5) ECONOMIC DEPARTMENT

This department actually started operating on September 1, when the decision was made to unify all economic activities in one department. In 1968 six cooperatives were organized by ACCION with a membership of 900 and a savings of Bs.110,000. About half of the savings are circulating as loans. The FIRST NATIONAL CITY BANK has decided to lend money to barrio residents, members of savings and loans cooperatives, using the savings and loans cooperatives as lending vehicles. If the experiment succeeds we hope that eventually the rest of the banks will be open for business to the barrio residents, thus making available cheap money for developments.

A janitorial service has been established in one of the barrios, it has grown from Bs.375.00 a month in September, to Bs. 4,500.00 a month in November.

A bakery having 14 share holders has been established in BIMA in November. It is doing very well and during the middle of December it is going to start working in two shifts to satisfy the demand.

A work-shop for dress making has been established in BIMA and at the moment a contract is being negotiated with the CADA Supermarkets for manufacturing all their uniforms.

A consumers' club is being organized. We are negotiating at the moment with the Government agency, Mersifrica, to sell to the club basic products at cost.

Negotiations are in process with the Fundación Neumann to train a number of barrio residents in Venezuelan arts and crafts that will be exported.

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Economic Department (cont)

The Olivetti Company of Venezuela offered us a number of office machinery to start a typing and reproduction service.

Plans are being drawn to start a cooperative workshop for the repair of electric appliances, radios and T.V..

Negotiations are in process with FUNDACOMUN for a home improvement project in a barrio in Maracay.

6) PUBLIC RELATIONS

Since the nomination of a Public Relations Officer in September 1968, 22 press releases have appeared in 12 newspapers of Caracas and the interior, 8 talks in two radio stations, 3 T.V. appearances and a photo and publications display at the V Congress of the Bolivarian States.

7) RELATIONS WITH OTHER ORGANIZATIONS

Two cooperative projects with the Municipal Government of Valencia and the Corporación Venezolana de Guayana were started.

ACCION participated in two international conferences.

We were invited to give talks at the community development school in Jusepin, a cooperative project of the United Nations and CORDIPLAN.

We are members of the Congressional Sub-Committee investigating the barrio conditions. We are preparing a study on this subject to be submitted to the above mentioned committee.

We are negotiating with the United Nations office in Venezuela to participate in a study on urban development and population migration.

We hosted a group of Japanese University graduates sent by the Government of Japan to study social conditions in Latin America.

We were asked by the Ministry of Health to train their community workers.

The Government of Panama is sending us 3 of their supervisors in community development, to participate in our course.

A decision was made to start a cooperative project sponsored by ACCION en Venezuela, Fundación Neumann and ACCION International by creating an international center for community development studies and training.

We just received work from England that the Bernard van Leer Foundation has granted us Bs. 37,000 for an unemployment study in the BIMÁ barrio.

ACAO COMUNITARIA do BRASIL - GUANABARA

I. 1968 Goals

A. Organization

- 1, Increased involvement of Board of Directors in funding, presentations and favela visits.
2. Train Brazilian staff and field force
3. Create strong contacts with related organizations and government agencies.

B. Operations

1. Complete the five pilot favela projects and expand to new areas.
2. Develop special programs as "models" for easy repetition on a large scale.
3. Draw on local institutions and organizations in backing up our field work (e.g., university groups, government agencies, private programs).
4. Test university student work programs
5. Develop catalogue of 100 organizations in our field operating in the Rio de Janeiro area.
6. Hold first favela leader Training Seminar

C. Finance and Promotion

1. Increase base of local support, with a higher percentage of Brazilian participation.
2. Carry the ACCION self-help philosophy to business leaders through presentations and film showings.

II. 1968 Results

A. Organizational

1. Board Involvement

six separate private presentations to over 300 businesses leaders at Director's homes.

25 favela visits by Directors showing results to potential supporters.

II 1968 Results (continued)

2. Personnel

30 Brazilians trained, including 8 for staff positions and five student trainees, and 17 regular field workers.

Three ACCION International advisors worked with the program during the year, Bruce Tippet, Virginia Geddes and Earl Schmidt.

B. Operational Results

1. External Relationships

Joint programs with 8 other organizations and agencies, including UNESCO, Chisam, Codesco, and Red Cross.

Special catalogue of 100 organizations completed

Request of state and federal government to aid in planning and implementation of program for favelas.

2. Specific achievements

Over \$200,000 in benefit value of physical projects completed, including light systems, water, sewage, schools, health center, etc.)

Hundreds of commissions to government and business

50 courses in adult literacy, job training, and leadership.

Expansion into two more favelas with light programs.

Loans to favela organizations negotiated with the First National City Bank and the Banco Lar Brasileiro (Chase affiliate).

Program to involve students resulted in successful sports, health, and legal assistance programs.

C. Funding and Promotion

1. Funding

a. Budget NCR 420,000 (\$131,000)

b. Income NCR 440,000 (\$137,500)

c. Sources

50% Brazilian sources (48 companies)

33% American sources (31 affiliates)

17% European (10 affiliate companies)

d. Trends

The Brazilian funding is taking a greater role

ACAO/Guanabara was self-supporting within Brazil

2. Promotion

40 Newspaper articles; 5 photo displays; Presentations

III. 1969 Goals

A. Organizational

Special attempt by Directors to inform and influence business leaders through "education program."

Influence on government and universities through ACAA demonstration projects and studies.

B. Operational Goals

Create a functional research and training department

Emphasize programs which can be easily duplicated (e.g., light project)

Expand to 10 favelas (minimum)

Expand student work program to include more lawyers and engineers and other technicians

Continue involving other organizations on a large scale

Hold second Favela Leader Seminar

C. Financial Goals

The budget for 1969 is \$190,000. The funding goal is \$230,000, broken down as follows:

Brazilian companies and organizations	-	50%
American company affiliates	-	28%
European company affiliates	-	22%

D. Promotion

Joint favela seminar with the Journal do Brazil

Special supplement in Journal do Brazil (modeled after Venezuela)

Expanded coverage of operations in the favelas

IV Requests for 1969 Support from ACCION International

A. Personnel

1. Permanent	-	Earl Schmidt	\$10,400
		Gerard Dodd	3,600
2. Short Term		Bruce Tippet	
		Robert Scarlett	
		Dr. Michael Bamberger	

IV. Requests for 1969 Support from ACCION International (continued)

B. Grants

We would greatly appreciate assistance with the Favela Leader Seminar, which ACCION International supported last year. The total cost is \$1,000.

No operating grants are requested.

- C. Request that ACCION International support a series of conferences and worker exchanges for all Latin American programs.
- D. Suggest a clarification of the ACCION International-ACAO/Guanabara relationship, possibly through a letter of association.
- E. Should ACCION International have surplus funds available, we should like to request an additional \$5,000 for the student program in 1969,

BRAZIL/SAO PAULO

I. 1968 Goals

A. Organizational Goals

1. Involvement of members of the "inner board" (10 key members) in pilot programs, funding, and favela operations
2. Training and development of Brazilian staff and personnel

B. Operational Goals

1. Test ACCION method in four pilot programs in each of Sao Paulo's different types of slums (corticcos, vilas, favelas) to determine which of these areas is most responsive to our methodology
2. Complete catalogue of 150 organizations and establish relations and working ties with other slum-oriented programs.
3. Begin university student work program
4. Develop a coordinated attack plan and a set of priorities to guide ACAO in approaching the numerous poverty areas in this vast city

C. Finance Campaign and Promotion

1. Intensive promotional campaign to introduce the ACCION idea to "Paulistas" at all levels
2. Broaden the base of financial support, with concentration on local Brazilian participation.

II. 1968 Results

A. Organizational Results

1. Board of Directors involvement was increased significantly:
 - a. 20 meetings of the Board
 - b. 2 Board cocktail parties with presentations to business leaders
 - c. 6 presentations to civic clubs, including the Bankers Club and Rotary
 - d. 22 visits to field projects by Board members accompanied by major supporters
2. Twenty-four Brazilians were trained for the field work and staff positions -- a Brazilian general manager of the program has been appointed

B. Operational Results

1. External relations
 - a. A catalogue of 150 slum-oriented organizations was completed and printed for distribution to various governmental and private groups
 - b. Joint programs were carried out with seven organizations (e.g., the municipal government, the Women's Association, Rotary, and the Teachers' College)

BRAZIL/SAO PAULO

B. Operational Results (continued)

2. Four projects successful in the pilot stage, with the following specific results:
 - a. Three schools built
 - b. Three community centers
 - c. One medical center
 - d. Four medical programs
 - e. Four primary schools now under construction
 - f. Over 1,000 slum-dwellers took courses in a wide range of activities including literacy, industrial painting, commercial cooking, primary education, and leadership
 - g. Various local physical projects, including sports programs, water systems, road repairs, stairways
 - h. Establishment of four fully operating local community associations
3. With more workers and student assistants we are now beginning work in four additional slum areas, bringing the total to eight
4. The primary school program was carefully prepared as a model to facilitate duplication in other areas. The "model" approach involves preparation of special textbooks and project guides, and it may prove useful in other types of projects.
5. Preparations for launching small business and technical training programs are well under way. ADELA, the municipal government, and several private companies are helping with know-how, equipment and financing.
6. The student program proved a great success. The five "estagiarios" carried out very effective school, sports, and health projects, in addition to backing up the full-time field workers.

C. Finance and Promotion Results

1. The approved budget was \$100,000. It appears from projections that total income from all sources will reach \$109,000.
2. Sources of funds

SOURCES		Percentage (%)	Number of Companies
Local: Brazil	139,000	40	45
American Aff.	83,000	23.7	28
European Aff.	35,140	10	14
	Total, Local Sources	73.7	
International:			
A.I.	44,676	12	1
Government (AID--USIS)	49,000	14	2
TOTALS	NCR 350,816 US\$ 109,000	100%	90 Support ers

BRAZIL/SAO PAULO

C. Finance and Promotion Results (continued)

3. Trends
 - a. Local support has more than doubled
 - b. Percentage of support from Brazilian sources has quadrupled
 - c. Total support has doubled
 - d. Number of supporters has doubled
4. Promotional campaign highlights
 - a. Two photo exhibits
 - b. Twenty newspaper articles
 - c. Forty-five favela visits by government and agency representatives

III. 1969 Goals

A. Organizational Goals

1. Launch a "business action front," directly involving large numbers of businessmen in our work.
2. Series of high level meetings with government and university officials by the ACOA board members to focus attention (and encourage support) on our work in the favelas and on the urban slum problem in general.

B. Operations

1. Double the number of field workers, partly through expansion of the university student work program
2. Increase the number of areas penetrated from 8 to 16
3. Launch an economic program to include:
 - a. The establishment of a service industry
 - b. The establishment of a producing industry
 - c. Technical training centers in slum areas
4. Analysis of projects to formulate them as "models" for easy replication in other areas
5. Closer tie-in of business leaders who support us to the actual field work
6. In conjunction with the proposed training center in Caracas, we plan to develop a functional research and training department.

C. Promotion

1. "Operation Onda" - coordinated regular coverage of all activities with the aid of J. Walter Thompson
2. Newspaper supplement, modeled after Caracas supplement
3. Newspaper coverage of special events, such as inauguration of new projects

BRAZIL/SAO PAULO

III. 1969 Goals (continued)

D. Funding plans

- 1. While the proposed year budget is \$150,000, our campaign goal is \$189,000
- 2. The projected sources are as follows:

Brazilian companies	NCR 279,000
Affiliates of U.S. corporations	181,000
Affiliates of European corporations	151,000
Other sources (special events, supplement)	<u>90,000</u>
Total	NCR 701,000 (US\$ 189,000)

IV. Requests for 1969 Support from ACCION International

A. Personnel

1. Permanent personnel

Bruce Tippet	US\$ 6,200
Ruben Ramos	3,600
Steve Atlas	3,600

2. Short term personnel

Robert Scarlett
Earl Schmidt
Michael Bamberger

B. Grants -- no direct operating grants are requested

C. Request that ACCION International support a series of conferences and worker exchanges

D. Suggest clarification of ACCION International - ACAA/Sao Paulo relationship, possibly through a letter of association.

E. Contingent requests, depending on availability of surplus ACCION International funds:

1. Assistance with the student employment program	\$5,000
2. Additional assistant in research department	\$5,200

PERU REPORT

- I. 1968 Goals (September 1, 1968 - December 31, 1969)
 - A. Organization
 1. Create organizing committee
 2. Found Board of Directors
 3. Register organization
 4. Tax exemption arrangement
 - B. Operational Goals
 1. Complete preliminary barriada survey
 2. Select first barriada pilot survey
 3. Launch recruitment campaign
 - C. Finance and budget
 1. Budget -- \$39,000. (ACCION International portion \$20,000; local portion \$19,000 -- note: goal set prior to revolution)
- II. 1968 Results
 - A. Organization
 1. Organizing committee of seven members formed, including Felipe Thorndike of Lobitos Petroleum; Hernando La Valle, lawyer; Robert Helander of IBEC; Luis Zuter of Custer S.A.
 2. Founding meeting December 10th -- statutes to be approved, officers elected (Note: 15 company presidents already signed founding statutes)
 3. Legal registration to be completed by end of 1968
 4. Single tax exemption through local organization already arranged
 5. Double deduction awaits legal registration of ACCION del Peru
 - B. Operations
 1. General survey completed by Ali Alvarez (of ACCION en Venezuela) and first Peruvian worker in Lima barriadas
 2. Organization survey completed by Virginia Lampe Geddes of all existing church, private, and government programs
 3. Pamplona Alta selected as first barriada community
 - a. 10,000 slum dwellers in Pamplona Alta
 - b. First project underway (preparation for vast water system)
 - c. To be followed by construction of school and community center
 4. Skeleton staff selected
 - a. One barriada team: 2 Peruvians, 1 ACCION International adviser
 - b. One administrator
 - c. Office established by Mr. Thorndike
 - d. ACCION International team selected (Mehrer, McMorrow, Portocarriero)(Note: As a result of the revolution, projected hiring of 12 workers and their training has been moved to January or February of 1969)

PERU REPORT

II. 1968 Results (continued)

C. Finance

1. Budget (July to December 1968) - \$39,000

Note: includes both ACCION International costs for salaries and all other items in New York that related to Peru program as well as local expenditures for Peruvian staff and operations

2. 1968 funding campaign

from ACCION International	US\$ 20,000
from Peruvian sources	<u>19,000</u>
	39,000

3. 1968 campaign results - income (received and promised)

in New York (ACCION International)	US\$ 20,000
in Peru (cash and in kind)	<u>17,800</u>
	37,800

4. Actual expenditures (local expenditures reduced after "golpe")

ACCION International - New York	US\$ 15,500
ACCION International operating grant to Peru	4,500
Local Peruvian expenditures	<u>4,200</u>
	24,200

5. Surplus of locally raised funds for 1969 budget - \$13,600

6. Campaign report

- Number of company requests made - 29
- Number of 1968 donations - 7 "in kind"; 6 in cash; total - 13
- Number of 1968 pending requests as of November 28, 1968 - 12
- Number of 1968 refusals - 4

III. 1969 Goals

A. Organizational

- Expand Board of Directors to 15 or 20 members
- Arrange double deduction
- Possible Pan American Development Foundation affiliation for funding and project loans

B. Operations

- Training of pilot work force in Lima - January 1969
- Three pilot barriada projects - November 1968, January 1969, February 1969
- One economic program - preparation for small business launching after June 1969

PERU REPORT

B. Operations goals (continued)

4. Personnel - Total of 20 in ACCION del Peru during 1969
 - 17 national employees
 - 3 ACCION International advisers: Mehrer, McMorrow, Portocarriero
5. Emphasis
 - a. Physical projects on a large scale
 - b. Establish Research and Training Department in late 1969

C. Finance Campaign and Budget 1969

1. Kick-off cocktail party and presentation - John Duncan speaker on January 14, 1969 at American Chamber, followed by cocktail party under Felipe Thorndike's sponsorship
2. A series of presentations to business leaders by directors throughout the year will follow January kick-off
3. 1969 Budget - \$80,000 (local operations)
4. Income (projection)

promised by ACCION International		
for first semester of 1969	US\$	20,000
from 1968 funding		13,600
projected from 40 American affiliates		
in Peru		35,500
projected from 28 purely Peruvian companies		16,500
projected from 12 European affiliates in Peru		<u>8,000</u>
		93,600

((\$13,600 surplus for 1970))

IV. Requests for ACCION International support to ACCION Comunitaria del Peru during 1969

- A. Grants -- \$20,000 already promised for first semester of 1969
- B. Personnel aid from ACCION International through payment of partial ACCION International salaries
 1. Permanent personnel
 - Tippett \$6,200
 - Mehrer \$9,800 (operating director)
 - Portocarriero \$4,000 (fund raiser)
 - McMorrow \$3,000 (field advisor)
 2. Short-term personnel
 - Scarlett (rotating funder)
 - Bamberger (training director)
- C. Suggest -- ACCION International sponsor staff and worker conferences
- D. Suggest need for clarification of relationship between ACCION International and ACCION Comunitaria del Peru, possibly through letter of association

ADMINISTRATION

January 1st - November 29th, 1968

Financial Report

Bank balance as of January 1st, 1968	\$ 16,186.88
Contributions received during this period	181,918.95
Stock dividends during this period	1,227.36
Treasury bonds matured during this period	49,446.97
Miscellaneous income	<u>1,030.57</u>
	\$249,810.73
Disbursements during this period	<u>243,657.20</u> 1.
Bank balance as of 11/29/68	\$ 6,153.53
Stock value as of 11/29/68	<u>32,370.00</u>
Net worth as of 11/29/68	\$ 38,523.53

<u>Allocated Expenditures</u>	<u>Budgeted for 1968</u>	<u>Expended 11 mos.</u>	<u>Estimated for 1968.</u>
Operations:			
Recruiting	\$25,825.	\$15,566.	\$16,166.
Fund Raising & Public Relations	62,000.	47,497.	51,497.
Administration & Overhead	13,600.	12,487.	13,287.
International Travel & Project Development	71,400.	62,784.2.	72,784.
	(+ 5,500. tickets)		
Special Projects:			
ACAO Comunitaria do Brasil/ Sao Paulo and Guanabara	52,184.	45,885.4.	50,385.
Fellowship Exchange Venezuela & Brazil	15,920.	20.	20.
ACGION en Venezuela	15,934.	33,623.3.	35,123.
United States Project	<u>16,300.</u>	<u>20,175.</u>	<u>20,875.</u>
Totals	\$273,163.	\$238,037.1.	\$260,137.
10% for salary increases	12,000.		
5% for contingencies	<u>14,200.</u>		
Total Budgeted	\$299,363.		

1. The reason for the difference between the disbursement figure of \$243,657.20 and the total allocated expenditures of \$238,037 is that the 'Advance and Exchange' account and 'Furniture and Equipment' account are not allocated under budget headings.
2. This figure includes \$20,140 spent on the Peru program.
3. This figure includes \$19,076 spent on the 'Small Industries Program'.
4. This figure includes \$11,000 granted to Sao Paulo and \$9,241 spent on the ACAO film.

FUNDING HIGHLIGHTS

Our projected income for this year will exceed that of 1967 by \$1,173.00. Funds received or promised in writing now total \$193,589.

Corporate funds have been somewhat slower in coming in, but a conservative estimate on pending requests indicates that \$18,300. more will be received by the end of the year.

To date 22 corporations have increased their contributions a total of \$14,750. above their 1967 support.

Five corporations have decreased their support a total of \$7,800.

Several corporations have cited increased pressure from domestic organizations such as the Urban Coalition as the reason for decreasing support.

Funding in 1968 required considerably more effort than last year. The competition is getting tougher. Counting each visit, phone call and Board letter as one contact this year, 4.1 contacts were necessary on the average to get a definite answer, while only 3.0 contacts were required last year.

A summary of our funding and overall comparison with last year follows:

FUNDING SUMMARY

	<u>1967 (Final Figures)</u>		<u>1968 (To Dec. 6)</u>		<u>1968 (To Dec. 31)</u>				
	No.	Amount	%	No.	Amount	%	No.	Amount	%
<u>CORPORATIONS</u>	74	\$113,740.	53%	66	\$91,700.	47.6%	79	\$110,000.	53%
<u>FOUNDATIONS</u>	10	\$82,000.	37%	12	\$88,133.	45%	13	\$90,000.	41%
<u>INDIVIDUALS</u>	3	\$13,981.	7%	10	\$13,085.	7%	12	\$14,000.	5.6%
<u>MISCELLANEOUS</u>	--	\$4,106	3%	--	\$671.	.04%	--	\$1,000.	.04%
<u>TOTAL</u>	87	\$213,827.	100%	88	\$193,589.	100%	104	\$215,000.	100%

(To date - December 8, 1968)

1968 FUNDING REPORT

ACCION INTERNATIONAL

<u>A</u>	<u>1967</u>	<u>1968</u>
<u>ABBOTT LABORATORIES</u> Robert L. Bibbs, Secy Gen'l Grants Comm.	\$500.	\$750.
<u>ADDRESSOGRAPH-MULTIGRAPH CORP.</u> D.C. Adams, Adm. V.P. & Treasurer	\$500.	\$500.
<u>ALCOA</u> Arthur Lindsley, Public Relations	\$2,000.	P (\$2,000)
<u>AMERICAN CAN COMPANY</u> Robert E. Keiser, Asst. to V.P.	\$1,000.	\$1,000.
<u>AMERICAN CYANAMID COMPANY</u> A.D. Sweeney, Asst. Dir. Public Relations	0	P (\$5,000.)
<u>ARTHUR ANDERSEN & COMPANY</u> John L. Hennessy, Partner	\$500.	\$750.
<u>ATLANTIC RICHFIELD COMPANY</u> William Shain, Dir. Public Relations	\$2,000.	P (\$3,000.)
<u>AVERY PRODUCTS CORP.</u> R. Stanton Avery, Chairman	\$1,000.	\$1,000.
<u>B</u>		
<u>BACARDI CORP.</u> Jorge J. Bosch, President	0	\$200.
<u>BAKER TRANSWORLD, INC.</u> J.D. Woods, Admin. Asst., Contrib. Comm.	0	\$150.
<u>BLACK CLAWSON COMPANY</u> Peter Alevra, Dir. Int'l Operations	\$500.	Rej.
<u>BURROUGHS CORPORATION</u> Dan P. Lutzeier, Finance Comm.	\$1,000.	P (open)
<u>C</u>		
<u>THE CABOT CORPORATION</u> Arthur H. Philips, Financial V. P.	0	\$500.

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<u>CARNATION COMPANY</u> Herbert L. Lucas, Exec. Vice Pres.	\$750.	\$1,000.
<u>CHRYSLER CORP.</u> E.A. Cafiero, Group Exec. LA Operations	\$2,000.	\$2,000.
<u>CITIES SERVICE COMPANY FND.</u> John W. Ristori, Exec. Scy. Fnd.	\$500.	\$500.
<u>CLARK EQUIPMENT</u> J.F. Bechtel, Exec. V.Pres.	0	\$500.
<u>CONTINENTAL CAN COMPANY</u> James Stewart, V. Pres. Int'l.	\$2,000.	\$4,000.
<u>CONTINENTAL GRAIN COMPANY</u> George Dietz, Exec. V. Pres.	\$250.	\$200.
<u>CONTINENTAL ILLINOIS NAT'L BANK</u> Charles E. Lilien, V. Pres.	\$250.	\$250.
<u>CORN PRODUCTS COMPANY</u> William S. Lindsay, Admin. V. Pres.	\$1,500.	\$2,500.
<u>COUNCIL FOR LATIN AMERICA</u> Henry R. Geylin	\$0	\$2,500.
D		
<u>JOHN DEERE & COMPANY</u> J.W. Good, Secretary	\$2,000.	\$2,000.
<u>DE SOLA BROTHERS. INC.</u> Frank DeSola, President	0	P (\$100.)
<u>DUN & BRADSTREET</u> Preston K. Mears, Public Relations	\$100.	\$100.
E		
<u>ELECTRIC BOND & SHARE CO.</u> H.W. Balgooyen, President	\$1,000.	\$1,000.
<u>ERNST & ERNST</u> Edward D. Ryan, Partner	\$1,000.	\$1,000.

F

<u>FERRO FOUNDATION</u> C.A. MacFie, Asst. Secy & Treasurer	\$0	\$500.
<u>FIRESTONE STEEL PRODUCTS CO.</u> J.E. Uhl	\$0	\$1,000.
<u>FIRST FEDERAL SAVINGS & LOAN OF P.R.</u> Horace E. Davila, President	\$1,000.	P (\$2,000.)
<u>FORD MOTOR COMPANY</u> J. Navarro Monzo, Public Rel. Mgr.	\$5,000.	\$5,000.

G

<u>GENERAL DYNAMICS</u> J.A. Edwards, President	\$3,000.	\$3,000.
<u>GENERAL ELECTRIC COMPANY</u> Joseph Bertotti, Secy G.E. Fnd.	\$2,000.	\$2,000.
<u>GENERAL FOODS CORPORATION</u> W.C. Wahl, Vice Pres. Int'l	\$3,000.	\$P (\$3,000.)
<u>GENERAL MOTORS OVERSEAS OPERATIONS</u> Bradford W. Stone, Reg. Mgr.	\$0	\$P (\$1,000.)
<u>GILLETTE COMPANY</u> Walter Runnewell Jr., V. Pres.	\$0	\$500.
<u>GOODYEAR TIRE & RUBBER COMPANY</u> Victor Holt Jr., President	\$0	\$ Rej.
<u>W.R. GRACE COMPANY INC.</u> John Duncan, Exec. Vice Pres.	\$2,000.	P (open)
<u>S.J. GROVES & SONS COMPANY</u> Frank M. Groves, Chairman	\$100.	----
<u>GULF OIL CORPORATION</u> T.D. Lumpkin, LA Coordinator	\$2,000.	\$2,000.

H

<u>HALLIBURTON COMPANY</u> Herbert J. Frensley, President	\$500.	P (TH Texas trip)
<u>HARNISCHFEGER CORP.</u> Walter Harnischfeger, Chrmn. of Bd.	\$500.	P (open)

<u>HASKINS & SELLS</u> Charles Clapp, Partner	\$750.	\$1,000.
<u>FREDERICK HATCH & COMPANY</u> Joseph Blumstein	0	P (1,000.)
<u>HOOKER CHEMICAL CORPORATION</u> R.S. McClintock, Mgr. LA Operations	\$500.	P (1,000.)
<u>J.M. HUBER CORPORATION</u> M.W. Huber, President	\$500.	\$500.
I		
<u>INT'L BASIC ECONOMY CORP.</u> Rodman C. Rockefeller, President	\$2,000.	\$2,500.
<u>IBM WORLD TRADE CORPORATION</u> Miles Cortez, Mgr. Corporate Programs	\$500.	P (2,000.)
<u>INT'L FLAVORS & FRAGRANCES, INC.</u> Leroy Frantz, V. Pres. Operations	\$2,000.	\$3,000.
<u>INT'L HARVESTER COMPANY</u> Dwight C. Williams, Mgr. LA Div.	\$1,500.	P (3,000.)
<u>INT'L TELEPHONE & TELEGRAPH CORP.</u> Sam Donellan	0	P (1,000.)
<u>INTERPUBLIC INC.</u> Ralph Smith	0	P (200.)
<u>THE IRVING TRUST COMPANY</u> William W. Inglis, V. Pres.	0	\$500.
K		
<u>KAISER INDUSTRIES CORPORATION</u> E.R. Ordway, V. Pres.	\$1,000.	P (2,000.)
<u>KEMNER PRODUCTS COMPANY</u> Joseph Steiner, V. Pres.	0	P (open)
<u>KENYON & ECKHARDT, INC.</u> Giancarlo Rossini, Dir. Int'l Div.	\$200.	\$200.
<u>KOPPERS COMPANY INC.</u> Fred Foy, Chrmn.	\$1,250.	P (1,500)
<u>KRAFT FOODS</u> R.W. Reuter, Mnging Dir. LA Operations	\$500.	\$500.

L & M

<u>CARL M. LOEB, RHOADES & CO.</u> John L. Loeb, Partner	\$500.	\$500.
<u>MACK TRUCK INC.</u> A.S. Wilner, Vice Pres.	\$1,000.	P (1,500.)
<u>MARINE MIDLAND GRACE TRUST CO.</u> Crocker Nevin, Pres. & Chrmn.	\$1,500.	\$2,500.
<u>MARSH & MOLENNAN INT'L INC.</u> William Souder, President	\$500.	\$500.
<u>OSCAR MAYER FND. INC.</u> Allan C. Mayer	\$500.	\$500.
<u>MERCK, SHARP, DOHME INT'L</u> A.T. Knoppers, Exec. V. Pres.	\$2,000.	\$2,000.
<u>MOBIL LATIN AMERICA INC.</u> F.J. Doolan, Public Rel. LA	\$1,200.	\$1,200.
N		
<u>NATIONAL CASH REGISTER CO.</u> A.S. Gillan, V. Pres. Int'l Admin.	\$2,000.	\$2,000.
<u>NIXON, MUDGE, ROSE, GUTHRIE, ALEXANDER & MITCHELL</u> Milton Rose, Partner	\$1,000.	\$1,250.
O		
<u>OGILVY & MATHER INT'L</u> David Ogilvy	0	P (1,000.)
<u>OLVIND LORENTZEN</u> Per A. Lorentzen, President	\$250.	\$250.
<u>OTIS ELEVATOR COMPANY</u> Fayette S. Dunn, President	\$500.	\$500.
<u>OWENS-ILLINOIS INT'L</u> Harold Ottesen, Asst. V. Pres.	\$3,500.	\$2,500.

P

<u>PAN AMERICAN WORLD AIRWAYS INC.</u> Alvin P. Adams, Vice Pres.	0	Ref.
<u>PEPSICO, INC.</u> Donald M. Kendall, President	\$5,000.	\$5,000.
<u>PEPSICO INTERNATIONAL</u> S.A. Schoff, V. Pres. Int'l.	\$5,000.	----
<u>PFIZER INT'L INC.</u> J.J. Powers, Chrm. of Bd.	\$5,000.	\$1,500.
<u>PITTSBURGH PLATE GLASS CO.</u> R.H. Peake, Exec. Dir.	---	P (\$3,000.)
<u>PRICE WATERHOUSE & CO.</u> T.H. Wilkinson, Partner	\$1,500.	\$1,200.
<u>PROPANE CORPORATION</u> B.F. Murphy, President	\$250.	\$500.
<u>PUERTO RICAN CEMENT COMPANY</u> L.A. Ferre, Co-Chairman	\$500.	P (\$1,000.)

R

<u>READER'S DIGEST</u> S. Fisher, Exec. Dir.	\$1,000.	\$1,000.
<u>ROCKWELL-STANDARD CORP.</u> D. McLeod, V. Pres. Admin.	\$500.	P (\$1,000.)
<u>ROYAL BANK OF CANADA</u> W.E. McLaughlin, Chrm. & Pres.	\$2,000.	\$2,000.

S

<u>SCHERING CORPORATION</u> Miss A.W. Attridge, Cont. Comm.	\$750.	P (\$1,000.)
<u>J. HENRY SCHRODER BANKING CORP.</u> W. J. Bethune, Vice President	\$150.	\$150.
<u>SEARS ROEBUCK & COMPANY</u> O. Page	\$2,500.	\$2,500.

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<u>SINCLAIR OIL CORP. FND.</u> J.F. Addington, Gen'l Mgr. LA	\$2,000.	P (\$3,000.)
<u>SINGER COMPANY</u> H.W. Manville, V. Pres. LA	\$1,000.	\$1,000.
<u>SMITH KLINE & FRENCH INC.</u> W.L. Grala, Dir. Public Relations	\$1,000.	\$ Ref.
<u>SOUTHS INT'L</u> M.W. Percopo, V. Pres. Int'l.	0	P (\$1,000.)
<u>STANDARD BRANDS INC.</u> G. Murphy, Dir Int'l Planning	\$500.	0
<u>STANDARD OIL OF CALIFORNIA</u> E.N. Britton, Corp. Consul	Ref.	P (open)
<u>STANDARD OIL COMPANY (N.J.)</u> A. de Rosso, Dep. Advisor LA	\$5,000.	\$5,000.
<u>STAUFFER CHEMICAL COMPANY</u> F.E. Cook, Vice President	\$750.	P (\$1,000.)
<u>STEEL IMPROVEMENT & FORGE CO.</u> G.D. Gotschall, Vice President	---	\$300.
T		
<u>J. WALTER THOMPSON</u> D. Seymour, President	\$500.	\$500.
<u>TIME INC.</u> J.A. Linen, President	\$2,500.	\$2,500.
<u>TOLEDO SCALE COMPANY</u> T. Metcalf, Mgr. Int'l Relations	\$300.	\$300.
U		
<u>WM. UNDERWOOD COMPANY</u> G.C. Seybolt, President	0	\$100.
<u>UNION CARBIDE INT'L CO.</u> P.L. Alspaugh, Chrmn.	\$1,000.	\$1,000.
<u>UNITED FRUIT COMPANY</u> T. McCann, Dir. Public Rels.	\$500.	\$500.
<u>USM CORPORATION</u> J.E. Webb, Vice Pres.	Ref.	\$1,000.

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UNITED STATES STEEL FND. INC. \$2,500. \$2,500.
R.C. Tyson, Chrnm.

W

WESTINGHOUSE ELECTRIC INT'L CO. Rej. \$1,000.
C.J. Tiedeman, Asst. to Pres.

WHIRLPOOL CORPORATION \$2,500. Rej.
J.M. Wooldridge, Asst. to President

Y

ARTHUR YOUNG & COMPANY \$2,000. \$2,500.
T.D. Flynn

(To date December 8, 1968)

1968 FUNDING REPORT

ACCION INTERNATIONAL

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<u>FOUNDATIONS</u>	<u>1967</u>	<u>1968</u>
<u>ATHWIN FOUNDATION</u> Atherton Bean, Trustee	\$1,000.	\$1,500.
<u>BABCOCK FOUNDATION, INC.</u> Dr. William C. Archie, Executive Director	0	\$5,000. (Dec. '68)
<u>CONNELLY FOUNDATION</u> John F. Connelly, President	\$2,500.	P (\$2,500.)
<u>THE FOREST FUND</u> Glen A. Lloyd	\$250.	P (\$250.)
<u>GENERAL SERVICE FOUNDATION</u> John M. Musser, President	\$1,000.	\$3,000.
<u>THE MARY LORD FOUNDATION</u> Donald S. Clinchy, Treasurer	\$500.	\$500.
<u>CHARLES E. MERRILL TRUST</u> Dean David A. Thomas, Administrator	\$11,000.	\$15,000.
<u>OTTINGER FOUNDATION</u> Adam Yarmolinsky, Trustee	\$2,000.	\$500.
<u>PUBLIC WELFARE FOUNDATION INC.</u> Claudia H. Marsh, President	0	\$5,000.
<u>ROCKEFELLER BROTHERS FUND</u> James N. Hyde, Director	\$10,000. (This was a \$15,000. grant over 3 yrs.)	\$5,000.
<u>SARAH MELLON SCAIFE FOUNDATION</u> Charles E. Ford, Secy-Treasurer	\$40,000.	\$50,000.
<u>TINKER FOUNDATION</u> Martha T. Muse, Exec. Director	\$11,000.	0 (Funds tied up as Tinker passed away; must await settlement)
<u>YALE UNIVERSITY CHARITIES DRIVE</u> William Eddy	\$3,040.72	\$2,133.95

1968 FUNDING REPORT

ACCION INTERNATIONAL

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<u>INDIVIDUALS</u>	<u>1967</u>	<u>1968</u>
Thomas J. Beddall, Jr. (anonymous contributor)	\$10,000. (stock)	\$11,000. (stock)
Prentiss M. Brown, Jr.	\$50.	0
Thomas D. Flynn	0	\$500.
Mr. & Mrs. John Gardner	\$15.	\$15.
Mr. Ernest Henderson III	\$250.	\$100.
Clarence Boyd Jones	\$75.	\$100.
Charles G. Pefinis	\$30.	0
Bennie C. Reagan	\$1,400.	\$900.
Mr. & Mrs. Milton Richter	\$100.	\$100.
Walter J. Roth	\$25.	\$25.
Alex H. Warner	\$20.	\$25.

PROPOSAL TO SUPPORT DEVELOPMENT

OF

TRAINING AND RESEARCH CENTER AND DEPARTMENTS

It is proposed that AI directly participate in the establishment of a Training and Research Center in Venezuela and help both Rio and Sao Paulo create Training and Research departments within their respective organizations.

I. The Center

Our goal is to make the Center self-supporting within a period of two years drawing income from ACCION programs, Training Courses, contracted studies, sale of publications and grants.

The basic launching costs would be covered by AI, the Neumann Foundation and the Latin American ACCION programs. Expanded personnel, studies and publications support are being sought from various foundations.

We recommend to the AI Board of Directors that as part of the initial program Venezuela be considered for the establishment of the first Joint Research and Training Center in Latin America.

Reasons for selection:

1. AeV presently has a well-developed R&T Department which needs little direct AI support, thus being most capable of offering the administrative and technical manpower, national contacts, materials and prepared areas for study.
2. AeV is the most highly developed ACCION program to date.
3. AeV is willing and capable of directly supporting many of the administrative costs, local manpower costs, and 33% of Dr. Bamberger's salary to launch the First Center during 1969.
4. Rio, Sao Paulo, and Lima are not presently prepared to offer these conditions.

Functions of the R&T Center will be:

1. To establish systems for documentation, reporting, evaluation and communication for all ACCION programs.
2. To prepare and publish a series of operational, research and training manuals (and models)
3. To initiate research projects of a more global nature on medium and long range trends.
4. To actively seek funds, cooperative programs, and good relations with international organizations, foundations, government agencies and companies.
5. To prepare and administer international level training courses for specialized ACCION personnel and other groups.
6. To publish articles in international publications on Community Development in AI's name. To create a more professional image.

II. Training and Research Departments in Rio and Sao Paulo

We recommend that AI aid ACB-GB and ACB-SP in establishing the Training and Research Departments by providing one AI expert for Brazil and sufficient international travel allowance for the AI Director of R&T (initially located in Venezuela) to spend adequate time with the two Brazilian programs. Both ACB-GB and ACB-SP have guaranteed that one training and one research assistant would be provided locally on their respective budgets. They will also provide partial salary for the AI R&T expert.

Function of the R&T Departments will be:

1. Establish R&T Department and train two local people
2. Research local needs and select operation priorities
3. Develop local program models and materials
4. Prepare and do:
 - a. Basic Training and orientation of personnel
 - b. Prepare special Motivator Team and materials
 - c. Slum leadership training
 - d. Train other local groups
5. Evaluate operational results
6. Establish contacts with university, local foundations, and government agencies
7. Coordination - Act as liason with AI-Venezuela. Training Center helping to set up and carry out:
 - a. System of communication and reporting
 - b. Production of standardized materials and manuals
 - c. Joint L.A. comparative studies

III. Budget for Joint Center in Venezuela and Brazilian Departments

1. Salaries	<u>Total</u>	<u>AI Portion</u>	<u>Local Portion</u>
a. AI Research & Training Director (Dr. Bamberger)	\$12,000.	\$4,000.	* \$8,000.
b. AI R&T Representative in Brazil (Gerard Dodd)	7,200.	3,600.	3,600.
c. International Travel & Expenses for R&T Director	2,000.	\$2,000.	
	<hr/>	<hr/>	<hr/>
	\$21,200.	\$9,600.	\$11,600.

* The Neumann Foundation in Venezuela has agreed to cover \$4,000. of the AI R&T Director's salary.

Note: Each program (AeV, ACB-GB, ACB-SP) will cover the overhead costs and additional personnel costs related to the operation of both the Center and the two departments.

PROPOSED, that the Executive Director be authorized to spend an amount not to exceed \$8,000. for the establishment of a Research & Training Center to be established in Caracas, Venezuela to service all of the ACCION International organizations.

PROPOSED BUDGET
1969

I. ACCION INTERNATIONAL

Salaries & Related Expenses	\$ 44,000.	
Overhead	20,991.	
International Travel	4,500.	
Domestic Travel	2,000.	
Advertising & Promotion	2,309.	
Salary increases *	9,800.	
Contingencies *	<u>8,000.</u>	
		\$ 91,600.

* This figure includes all programs.

II. ACCION EN VENEZUELA

Salaries & Related Expenses	\$ 12,550.	
Operating Grants		
International Travel	1,500.	
Essential Travel	<u>1,000.</u>	
		\$ 15,050.

III. ACAO COMUNITARIA do BRASIL/GUANABARA

Salaries and Related Expenses	\$ 15,650.	
Operating Grants		
Special Grants	1,000.	
Essential Travel	<u>1,000.</u>	
		\$ 17,650.

IV. ACAO COMUNITARIA do BRASIL/SAO PAULO

Salaries & Related Expenses	\$ 15,000.	
Operating Grants		
Special Grants		
International Travel	2,000.	
Essential Travel	<u>1,000.</u>	
		\$ 18,400.

V. ACCION del PERU

Salaries & Related Expenses	\$ 25,200.	
Operating Grants	20,000.	
Special Grants		
International Travel	1,200.	
Essential Travel	<u>800.</u>	
		\$ 47,200.

VI. TRAINING CENTER

Salary & Related Expenses	\$ 4,180.	
International Travel	2,000.	
Essential Travel	<u>1,500.</u>	\$ 7,680.

VII. SPECIAL PROJECT (Domestic Program)

Salary & Related Expenses	<u>\$ 22,525.</u>	<u>\$ 22,525.</u>
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TOTAL		\$220,105.
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PROPOSED, that the budget as presented be adopted
as and for the budget of the Corporation for 1969,
subject to quarterly review by the officers of the
Corporation.

First Annual ACCION International Conference

Caracas, Venezuela

April 1969

I. Purpose and Objectives

- a. To unite the various Boards of Directors and give them an opportunity to exchange information on their efforts.
- b. To set the course for ACCION as it continues its growth:
 1. Relationship of AI to mature local organizations
 2. Types of programs to emphasize
 3. Sources of support
- c. Discuss the potential of ACCION for becoming an "urban coalition" for Latin America, e.g., a coordinated private sector effort to deal with the "urban crisis".
- d. Publicity for Venezuela and all other areas
- e. Opportunity for executives to meet directly with slum-dwellers and discuss their needs, hopes and concerns

II. Date and Location

- a. The conference will be held in Caracas, Venezuela. The justification for Caracas are as follows:

1. Founding organization
2. Economies available in using AeV staff
3. Logistics; central location
4. Extensive local contacts
5. JW Thompson services available
6. Covering costs by selling tickets to dinner sessions

- b. It is hoped that most of the participants can stay at the Tomanaco Hotel. Some special sessions can be held there. Regular meetings can be at the small hall next to the hotel or at someplace like FUNDAVAC which is equipped for simultaneous translation.

III. Invitees

- a. Boards of Directors (not including wives) = 116
- b. Staff
 1. Country Managers = 4
 2. AI Staff = 7
 3. Barrio Residents = 3

c. Special Guests

President of Venezuela
Governor Nelson Rockefeller
Dr. Galo Plaza
4 Foundation people

d. Several sessions will be open to the public

e. Press

f. Possible special invitees

Venezuelan Government officials
Council for Latin America
Community Development Foundation
Agency for International Development (Title IX)
United Nations
CYCYP
Diplomatic corps of participating countries

IV. Organization

Overall guidance and direction will be provided by the AI staff with assistance locally by AeV staff. We hope to secure the services of a professional with experience in holding conferences. Robert Barth and Jack Byrum have both been mentioned.

Public relations and general advice on the meeting will be handled by J. Walter Thompson. Peter Dunham has assigned Meredith Conley of his staff to work with ACCION International and we will also be assisted by their staff in Venezuela. They will disseminate information and releases through their branches in Peru, Brazil and the head office in the U.S.

V. Program

Discussions with various Board members indicates that the content of the Conference will be very important in attracting Board members. It must have solid work sessions and clearly stated goals.

In order to achieve the dual goals of hearing presentations from each of the countries and at the same time getting into more general issues, each program will make a presentation somewhat relating to its particular achievements, but within a framework that gives it an "issue" orientation. For example, Venezuela may report on its progress, but at the same time raise the issue of the relationship of ACCION International to a mature, fully self-funded affiliate program.

Presumably, the larger issues will be gone into more deeply in work sessions. The keynote speakers will highlight the major conference themes.

VI. Latin American support of the Conference

The idea of the conference has been discussed with the Venezuelan, Sao Paulo, Rio and Peruvian Boards. They are unanimous in their enthusiastic support of the idea. In fact, the idea for the meeting was simultaneously conceived by members of the Brazilian and Peruvian Boards.

VII. Budget

a. Comment

The budget is difficult to calculate, since we hope to have many of the materials and services donated. The budget assumes the following:

- That attendees from the Boards and other organizations will pay their own room and board
- That the Conference will have use of AeV's staff and materials, office machines, etc. during the Conference
- That the AeV Board members will assist with social arrangements

It is also hoped that the following services and goods will be donated:

- Air passages (airlines)
- Photography (tourist bureau)
- Rooms for staff (AeV personnel; Board members; friends)
- Special guests will have own housing arrangements or be house guests of Board members
- Refreshments, including liquor, from local companies, AeV's contacts
- Simultaneous translation equipment (IBM) - possibly we will meet in a hall where this equipment is available (FUNDAVAC?)

Finally, the Conference as it is shaping up will have one or two open meetings (the ones with the keynote speakers) at lunch or dinner. We would sell tickets to these affairs.

Mr. Rodman Rockefeller also had the suggestion that the Venezuelan government might pay part of the Conference expenses. Apparently, they have done this for several other meetings. This can be followed up through Mr. Neumann after the election.

With the above considerations, the cost of the Conference to ACCION International could conceivably be reduced from \$10,000. to nothing.

b. Budget

International Travel

New York - Caracas - New York (17 day excursion)		
JHB		
TMH		
Conference Manager		
WB		
contingency	5 @ \$225.	- \$1,125.**
New York-Caracas - New York (17 day excursion 1st class)		
Gov. & Mrs. Nelson Rockefeller		
Other speaker	3 @ \$345.	- \$1,035.
Lima - Caracas - Lima (17 day excursion 2nd class)		
MM		
Barriada resident		
Peruvian Manager	3 @ \$275.	- \$ 825.
Rio & Sao Paulo - Caracas and return (30 day excursion econ. class)		
BAT		
ES		
JP		
VVS		
Favelado	5 @ \$350.	- \$1,750.
	TOTAL	<u>\$4,735.</u>

(** possible use of AeV's tickets)

Room and Board

Conference Manager	(8 days @ \$22.)	\$ 176.
TH, JHB, BAT	(5 days @ \$22.)	330.
8 staff	(3 days @ \$22.)	528.
Special Guests	(suite)	200.
	TOTAL	<u>\$1,234.</u>

Reproduction and Printing

Invitations	75.
Final report	300.
News Releases	50.
Secretarial Time (typing releases)	150.
	<u>\$ 575.</u>
TOTAL	

Professional Fees

Conference Manager	1,500.
Simultaneous Translation	1,500.

TOTAL	<hr/> \$3,000.
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Press Hospitality Room

Hotel Room	50.
"refreshments"	75.

<hr/> \$ 125.

TOTAL = \$9,669. plus Contingencies \$500. = GRAND TOTAL \$10,169.00

PROPOSED, that the Executive Director be authorized to spend an amount up to \$10,000. for the first annual ACCION Conference to be held in Caracas, Venezuela, April 1969, should other financing and "in kind" donations not be available.