



Stanislaus Valley Groups of Narcotics Anonymous®
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ATTACHMENT F; LEARNING DAY GUIDELINES

Adopted August 2005

1. SCHEDULING

- A. Care should be taken to avoid scheduling a learning day when any nearby area in the region or a neighboring region has a unity day or convention scheduled that our members attend.
- B. Learning days will not be scheduled during the California Mid State convention, NA World Convention, CMS RSC meeting, or SVGNA ASC meeting.
- C. The timeline for frequency of learning days will be determined by the SVGNA ASC.

2. PLANNING AND IMPLEMENTATION

- A. There will NOT be any registration fee for any learning day. The area is encouraged, but not required, to hold supporting events to help pay for the learning day.
- B. All learning days shall be a cooperative effort between all subcommittees and the ASC with a balance of workshops divided between the committees.
- C. The learning day is intended to be a single day event.
- D. Only one workshop should be scheduled at a time, preferably alternating topics between the ASC, all subcommittees, as well as topics suggested by GSRs or the Area inventory.
- E. All aspects of planning and implementing the event are the responsibility of the ASC admin body (or those selected by the ASC chair). All subcommittee chairs will be available to advise and assist in the event planning and presentation.
- F. Selection of topics and speakers are the decision of the planners. Care should be taken to select speakers that are knowledgeable and have current or previous experience on the topic of their workshop. Planners should remember there is a wealth of experience at the regional level and in surrounding areas.
- G. Planners may want to refer to the Guide to PI or the H&I Handbook for some additional ideas about planning the learning day.
- H. Flyers should be distributed as soon as possible so groups and other areas know of the event.

3. FINANCES

- A. The SVGNA ASC learning day is not a fund raiser.
- B. The allotted funds are not to exceed **\$500.00**
- C. The approved expenditures are;
 1. Rent for the facility
 2. Insurance for the event (see RCM for current requirements)
 3. Copies for flyers, programs, and handouts for material covered at the workshops
 4. Food and beverages (at the planner's discretion).