



**ONTARIO COUNCIL AND ADVOCACY  
THE PRESIDENT'S CHEAT SHEET  
2017-2018**

Both the President and members of your club's executive will find themselves involved in advocacy done by the club. Ideally you will have an Issues group who are prepared to do the actual work, but you need to know about, and be able to authorize what's happening.

**Concerning advocacy you will receive from Ontario Council:**

- ❖ Information about the three Speaker Series & Workshops sponsored by the Ontario Council Standing Committees in September, January and March, held in Toronto with a morning plenary, lunch and three afternoon breakout sessions costing \$35.00. Notices and registration are sent before the meeting, reports are in the Ontario Council newsletter; also available on the web at [www.cfuwontcouncil.org](http://www.cfuwontcouncil.org). These meetings are open to all members, and you are encouraged to bring a friend to these very interesting sessions of learning and discussion.
- ❖ Information about the Ontario Council resolution process – similar to National, Ontario Council creates its own policy for provincial work:
  - Oct. 15, 2017 Notice of Intent to submit a resolution including topic and brief rationale.
  - Nov. 15 Draft of proposed resolutions including background and bibliography received.
  - Jan. 15, 2018 Proposed resolutions e-mailed/mailed to all Clubs.
  - April 1 Amendments to proposed resolutions due.
  - April 15 Final amended proposed resolutions sent to all Clubs by email/mail.
  - May 11-12, 2018 AGM Discussion of resolutions and voting.

Please send all correspondence to [resolutions@cfuwontcouncil.ca](mailto:resolutions@cfuwontcouncil.ca)

- ❖ Emails asking for your help concerning some advocacy activity – perhaps a letter writing campaign, notice about government consultations, a petition campaign that a club has initiated...  
Please respond if you can, or delegate it to your Issues Committee to work on the project – and please remember to follow the **CFUW Advocacy Guidelines**
- ❖ **Dates and Data**, the Ontario Council newsletter that contains notices and reports about meetings, links to advocacy action as well as information found on the Ontario Council website.
- ❖ Links to the **CFUW Advocacy Toolkit**, a group of how-to manuals concerning advocacy found on the CFUW Member Resources website ([www.cfuwadmin.org](http://www.cfuwadmin.org) [viewonly; cfuw4321] under Advocacy & Resolutions

**To help you with advocacy, there are**

- ❖ Standing Committees meetings, and the Standing Committee chairs who are always available to help;
- ❖ Regional Directors who can direct you to others who could assist you;

- ❖ Template letters plus other information sent from Ontario Council on specific campaigns by the Council;
- ❖ The reports of the Standing Committees meetings which can be found in our newsletter and on the website;
- ❖ The website [www.cfuwontcouncil.ca](http://www.cfuwontcouncil.ca) , in particular the **Issues page** which has links to letters and briefs prepared by Ontario Council and the **Club Resources page** which has a section on **Advocacy Tools**;
- ❖ The two **Policy Books** – Ontario and National – links can be found at [www.cfuwontcouncil.ca/policy.html](http://www.cfuwontcouncil.ca/policy.html) , and
- ❖ **CFUW Advocacy Toolkit** found on the CFUW Member Resources website [viewonly; cfuw4321] <http://www.cfuwadmin.org/AdvocacyResolutions/AdvocacyToolkit.aspx>

**CFUW GUIDELINES for ADVOCACY**, *approved CFUW National Board, June 29, 2011*

- ◇ When writing, or speaking, “on behalf of CFUW” and asking for some action, this **must be based on CFUW policy** as found in the *CFUW Policy Book*.
  - ❖ If a club needs to react to a local situation when there is no policy, a vote shall be taken of its membership before committing the club to any course of action. Any action must be consistent with CFUW purposes and policy.
  - ❖ When there is no policy, letters may be written asking for information only – “Our club is studying ..”
- ◇ **Local clubs write to their local elected officials and local MPs/MPPs/MNAs /MLAs**, but not to the Premier, the Prime Minister or Cabinet Minister (unless he/she is the local MPP or MP).
  - ❖ Dealing with your own MPs and provincial legislators is what creates the momentum and potentially adds to the pressure. These are discussed in caucuses.
- ◇ Clubs, Councils and National CFUW write to elected officials within **their own jurisdictions**. If they wish to contact someone elsewhere, they need to consult with the club or, if it is a provincial matter, the provincial Council and/or provincial Regional Director in consultation with the Regional Vice President.
- ◇ **Letters must be sent out under the signature of the club President, or designated member of the executive, on club letterhead**. The club President or designated member of the executive committee should have the support and authorization of her executive.
  - ❖ If the President has a conflict of interest or is uncomfortable signing, she must excuse herself, discuss the matter with her Board, and if necessary delegate someone else to sign.
- ◇ The **individual club member** is encouraged to write to any politician on any issue about which she has a concern. She may use information from CFUW sources, but she may not write “on behalf of CFUW”, or use CFUW letterhead.