

LASCYPAA Bid Book Template

This template is provided to assist bid committees in preparing their official Bid Book for the Louisiana State Conference of Young People in Alcoholics Anonymous (LASCYPAA). It is based on current Advisory Council guidelines and the 13 bid requirements.

Cover Page

City/Area Name:

Proposed Year:

Bid Committee Contact Person:

Email & Phone:

Date Submitted:

How to Use This Template

This Bid Book is your city's opportunity to show readiness, organization, and enthusiasm to host LASCYPAA. Complete each section thoughtfully, following AA principles and LASCYPAA guidelines.

Submit a digital copy at least three weeks before the conference to lascypaa.advisory@gmail.com and bring one printed copy to the conference for your presentation.

1. Statement of Need

Why does your area want to host LASCYPAA?

2. Bid Committee

List at least three AA members (with one year of sobriety) representing your bid. Include contact info and sobriety dates.

3. Facility Options

Provide two hotel or venue proposals with dates, locations, and estimated costs.

4. Event Conflicts

Confirm that no large AA events are scheduled within 30 days before or after your proposed dates.

5. Local Support

Include letters or statements of support from your district, intergroup, and/or Area 27.

6. Financial Autonomy

Explain your group's financial plan and how you'll maintain autonomy in accordance with AA Tradition Seven.

7. Distribution of Proceeds

Outline how funds after expenses will be distributed to local, area, or general AA service structures.

8. Host Committee Structure

List proposed committee positions (Chair, Treasurer, Secretary, etc.) and members.

9. Venue Details

Describe your top venue choice, accessibility, capacity, and amenities.

10. Budget Overview

Provide a draft budget: estimated income, expenses, and funding sources.

11. Sample Program

Sketch a sample weekend schedule (meetings, panels, activities).

12. Outreach & Publicity Plan

Describe how your committee will promote the event statewide and encourage attendance.

13. Statement of Compliance

Confirm that your committee will operate according to AA's 12 Traditions, 12 Concepts, and LASCYPAA Advisory Council Bylaws.

Signatures

By signing below, we affirm that this Bid Book represents our city's good-faith intention to host the Louisiana State Conference of Young People in Alcoholics Anonymous.

Chairperson: _____ Date: _____

Co-Chairperson: _____ Date: _____