

Speakers/Resource People

Identification and Selection of Speakers

- generally high quality speakers
- the process of finding speakers is very time consuming. Should start to select speakers much earlier.
- should maintain an inventory of organizations and people as potential resources for future SAP activities
- should move beyond mainstream to speakers from the grassroots when seeking resource people
- should look out for other organizations doing interesting work for future partnerships - in Canada, the U.S., South Asia, Europe, and the U.N. system

Promotion/Registration

- Ottawa worked well thanks to the steady stream of promotional information and despite the lack of confirmed speakers and program on initial materials
- should have produced a poster, sent brochure by mail, and focused more on media
- needed stronger promotion in eastern and western Canada

Funding and Budget

- need signed agreements with workshop partners and hosts before major organizing begins
- start fundraising process much earlier: at least 8 months in advance