

# CONFERENCE FEE STRUCTURE

WORLD CONFERENCE DOCUMENT NO 11

## 1. Summary

1.1 This paper proposes maintaining the same model for setting registration fees in 2020, and future World Conferences, as was used in 2014 and 2017.

1.2 Registration fees for the 37<sup>th</sup> World Conference would continue to be based on the wealth bands used to determine Membership Organisations' (MOs) Membership Fees. An additional discount would be applied for those aged under 30.

## 2. Background

2.1 At the 35<sup>th</sup> World Conference a pilot registration fee structure was adopted. The motion approved was:-

1. That quota bands be used to determine the level of Conference fee payable<sup>1</sup>.
2. That the level of discount to be applied to the full registration fee should be:
  - a) Quota bands A–D, 25% discount.
  - b) Quota bands E, 15% discount.
3. That an additional discount of 33% should be applied to the fee payable by a Member Organisation, for any delegates or observers aged under 30 as at the opening date of the Conference.

2.2 When the impact of making this change was reviewed at the 35<sup>th</sup> World Conference in 2014, it was noted that there appeared to have been a positive impact on the representation of young women. The effect on MO representation was less clear, probably distorted by the fluctuations of registration fees between conferences and the awarding of grants which also addresses the potential imbalance in wealth band representation.

2.3 Feedback was received that the method is transparent, can be applied consistently and is easy to understand and does not cause significant additional administration.

2.4 The 35<sup>th</sup> World Conference therefore chose to use the same methodology, but with the newly agreed Membership Fee wealth bands, in 2017.

<sup>1</sup> "Quota" is now referred to as "Membership Fee" and "Quota Band" is now referred to as "wealth band"

### 3. Comparison of 2014 and 2017 Registration Fees

3.1 To calculate the registration fee with this model, the World Conference Planning Team set a standard registration fee (based on the likely cost of the Conference, against anticipated income), to which the discounts are applied.

3.2 In 2014 the result was a standard fee US\$1,200 (equivalent to GBP945) for all bookings made up to 28th February 2014 (subsequently extended to 31st March 2014), increasing by 15% thereafter. Applying the discounts gave the following prices:

**Table 1: 35<sup>th</sup> World Conference Registration Fees, Hong Kong**

Quota band	Discounts		'Early bird' fees		Standard fees	
	Full fee	Under 30	Full fee	Under 30	Full fee	Under 30
A - D	25%	50%	US\$900	US\$600	US\$1,035	US\$690
E	15%	43%	US\$1,020	US\$680	US\$1,173	US\$782
F	0%	33%	US\$1,200	US\$800	US\$1,380	US\$920

3.3 In 2017 the result was a standard fee of GBP775. Applying the new Membership Fee wealth band discounts agreed at the 35<sup>th</sup> World Conference gave the following prices:

**Table 2: 36<sup>th</sup> World Conference Registration Fees, Delhi**

Membership fee wealth band	Discounts		Fees	
	Full fee	Under 30	Full fee	Under 30
A - D	25%	50%	GBP £581	GBP £389
E & F	15%	43%	GBP £659	GBP £441
G & H	10%	40%	GBP £698	GBP £468
I & J	0%	33%	GBP £775	GBP £519

3.4 The most significant impact on the affordability, and therefore accessibility, to attend a World Conference is the level that the standard registration fee has to be set in order to cover costs. This was a higher figure (GBP945) in 2014, compared to 2017 (GBP775). As this is an important consideration for the choice of future World Conferences, we have included in Appendix 1 an overview of the two MOs bidding to host the 37<sup>th</sup> World Conference in 2020 which allows for some basic comparison of some of the potential associated costs.

3.5 It remains important for the host MO to continue to offer the lowest possible registration fee to enable participation.

3.6 Whilst not specifically relating to the Conference Fee structure, it is interesting to note that in 2017 we also offered MOs the opportunity to choose their accommodation at different price points. This choice has been well-used and we have participants booked into a range of hotels from 2 star to 5 star. We can infer from this that MOs generally found it helpful to be able to select the accommodation category which best fit their needs and allowed them to manage within their budget.

3.7 In the Conference Booking Pack we advertised accommodation options from 3 star to 5 star, but we received some requests for 2 star options which we were able to meet. Therefore, it appears that offering some accommodation choices at lower price points is something to consider delivering in future years.

## 4. Application of the 36<sup>th</sup> World Conference Registration Fees

4.1 In terms of registrations for the 36<sup>th</sup> World Conference, as at the 1 June 2017, attendance data is shown in Table 3 below<sup>2</sup>. Requests for grants are greatest from MOs in band A-D. Even using wealth bands to adjust for the Conference Registration Fee, the costs of travel and accommodation can be significant for these MOs.

4.2 It is notable that the representation of under 30s increases with the wealth of the country, i.e. 32% of those registered in Bands I and J are aged under 30 years old, versus only 13% of those registered in Bands A to D.

4.3 Overall, the delegates and observers by wealth band group registered for Conference are roughly in line with the overall representation of MOs in WAGGGS. The most notable exception to this is Bands I and J which account for 31% of all those registered for Conference, whereas they only account for 19% of the number of MOs in WAGGGS. This may be affected by some of the wealthier MOs in these bands being larger Members, and thereby being entitled to larger delegations.

4.4 In summary, there will be relatively good representation of MOs from across the wealth bands, facilitated by both the discounts applied to Registration Fees, as well as the support of grants.

**Table 3: Overview of 36<sup>th</sup> World Conference Registrations by Membership Fee Wealth Band (and Conference Discount Category)**

Membership fee wealth band	Total A-D	Total E+F	Total G+H	Total I+J	Total
Number of delegates	141	74	82	136	433
% of all delegates that are from this band	33%	17%	19%	31%	100%
Number of MOs represented at Conference	46	24	24	27	121
Total number of MOs in Band	57	34	28	27	146
% of Band represented at Conference	81%	71%	86%	100%	83%
% of all MOs in this Band	39%	23%	19%	18%	100%
Number under 30	19	11	22	44	96
% Under 30	13%	15%	27%	32%	22%

4.5 In 2017, WAGGGS received more than 80 grant requests – for travel, accommodation and / or registration. Therefore, we know that cost remains a major factor in terms of determining access to Conference for MOs, even with the wealth band adjustments.

<sup>2</sup> For reference, this can also be compared to the previous two World Conferences' registration data as shown in Appendix 2.

## 5. Going forward

5.1 It is proposed that the same discounts, aligned to the Membership Fee categories, be applied to the 37<sup>th</sup> World Conference in 2020 and future World Conferences (until any further review is proposed).

5.2 Therefore, MO delegates and observers would be eligible for the discount associated with their Membership Fee wealth band. This is 25% for those in Bands A to D; 15% for those in Bands E and F; and 10% for those in Bands G and H. No discount would be applied for those in Bands I and J. However, each MO will continue to have a cap applied of a maximum of four delegates or observers who are entitled to receive any discount associated with the Membership Fee wealth band.

5.3 In addition, all MO delegates, observers and guests who are under 30 years of age on the opening date of the conference would receive a further 33% discount (of the already discounted sum), regardless of which Membership Fee wealth band their MO is in. Again, each MO would have a cap of a maximum of four delegates or observers who were entitled to receive the under 30 discount.

5.4 This would mean that for a large MO with more than one million members (therefore allowed two delegates and eight observers), they would be entitled to have four delegates / observers with the discount associated with their Membership Fee wealth band and a further four delegates / observers with the under 30 discount. In addition, they could pay the full registration fee for the other two permitted members of their delegation.

### **PROPOSED MOTION** **(Full Member vote, 75% majority required)**

1. That Membership Fee wealth bands and the criteria of being aged under 30 on the opening date of the Conference be used to determine the registration fees payable at the 37<sup>th</sup> World Conference, and future World Conferences with the following discounts applied:-

Membership Fee Wealth Band	Discounts	
	Full fee	Under 30
A - D	25%	50%
E & F	15%	43%
G & H	10%	40%
I & J	0%	33%

- The wealth band adjusted fee would only apply to a maximum of four delegates or observers per MO.
- The under 30 discount would apply to a maximum of four delegates or observers per MO.

## Appendix 1: Bids to host the 37<sup>th</sup> World Conference 2020

Two Member Organisations are bidding to host the 37<sup>th</sup> World Conference which will take place in 2020:

1. Girls Scouts of the USA
2. The Uganda Girl Guides Association

- Both organisations are Full Members of WAGGGS and are girl-only.
- You will have the opportunity to hear a presentation from both countries on Tuesday 19 September in plenary and also to meet with them during the week.
- Head delegates will be asked to vote on their preferred bid on Thursday 21 September.

**Table 1: Comparison of key facts between the two bids**

Category	USA	Uganda
Membership	2,578,701 (2016 census – most recently received data)	200,144 (2016 census – most recently received data)
Information on the MO and their experience and capacity in delivery major events	<p>Girl Scouting was founded in 1912 by Juliette Gordon Low, after meeting with Lord and Lady Baden Powell while visiting them in London. Juliette first started two troops in London and Scotland before she felt compelled to bring Girl Scouts to the States. Girl Scouts of the USA was incorporated in 1915 and chartered by the US Congress in 1950. A founding member of WAGGGS, GSUSA has been part of the World Association since 1928. Today, Girl Scouts of the USA has 2.6 million members (1.8 million girls and 600,000 adult volunteers) in 112 local councils around the United States and +90 countries around the world via our USA Girl Scouts Overseas Program. Our members are categorized as: Daisies, Brownies, Juniors, Cadettes, Seniors, Ambassador, Adult Volunteers and Staff.</p> <p>GSUSA has a wide variety of experience hosting large-scale events. Particularly, each triennium, GSUSA hosts our National Council Session and Convention for an average of 7000 to 10,000 participants from around the country and the world. Additionally, we have hosted major international events including:</p> <ul style="list-style-type: none"> <li>• WAGGGS World Conferences in &amp; 1926 ,1924 1984</li> <li>• 2012 WAGGGS Girls World Forum</li> <li>• 2016 Stop the Violence Training</li> </ul> <p>When hosting these large-scale events, and other moderate sized events annually such as council leadership meetings for 400 – 300 participants, GSUSA is supported by our National Board, Organizational leadership, National Meetings team and other relevant headquarters staff along with local council at event location and their leadership.</p>	<p>Guiding in Uganda was started in 1914 and was officially registered by an Act of Parliament. Uganda Girl Guides Association (UGGA) was inaugurated as a full member of WAGGGS at the 1984 World Conference in USA. To date, Guiding is active in 112 districts in the country, with a membership of 200,144. Our members are categorised as: Rainbows; Brownies; junior guides; Rangers; Young leaders; Adult leaders and Trefoil. Our Patron is Uganda's First Lady, Janet Museveni. In 1956, Lady Olave Baden Powell visited Uganda and laid the Foundation stone for the Baden Powell House which accommodates our Headquarters. She visited Uganda again in 1967.</p> <p>UGGA has experience hosting major international events including:</p> <ul style="list-style-type: none"> <li>• The Africa Regional Conference in 1961</li> <li>• Training for trainers in Africa Region by WAGGGS in 2007</li> <li>• The Annual YESS Girls Movement Preparatory Courses 2017-2015</li> <li>• The Annual FK Norway International Youth camps 2017-2016</li> <li>• The WAGGGS Africa Regional Committee Meeting in March 2017.</li> <li>• The WAGGGS Africa Region Leadership and Sustainability Boot Camp in March 2017</li> </ul> <p>UGGA has a strong support system within its membership (senior volunteers and staff) including top government officials and ministers who always support it when it hosts major events.</p> <p>UGGA boasts of a strong team of vibrant young women who have had exposure supporting other international events organised by WAGGGS and hosted by other Member Organisations. We intend to tap on their experiences to support the Conference.</p> <p>As a country Uganda has hosted many international events including the Commonwealth Heads of Government meeting in 2007; the African Union Summit, the UN Summit on refugees and many others.</p> <p>The security situation in Uganda is stable and reliable. Uganda Girl Guides has a good relationship with the Uganda Tourism Board and Tourism Police and they always work with us when we host international events.</p>

<p>Outline of proposal</p>	<ul style="list-style-type: none"> <li>Similar to WAGGGS, GSUSA hosts a national triennial convention for 10,000 plus participants. GSUSA would like to connect these two events and leverage an opportunity to bring the World Conference to our membership during this national convening. Our 2020 Convention will be hosted in Orlando, Florida in collaboration with the seven local councils in the area.</li> <li>The integration of World Conference 2020 with GSUSA's 55th National Council Session (NCS) &amp; G.I.R.L.2020 provides us an opportunity to host with limited costs and budget.</li> <li>Orlando, Florida (FL) as a location affords the experience of hosting international groups that other locations in the United States would not, including materials printed in multiple languages, airline flight frequency and schedules, currency exchange and ground transportation.</li> <li>The 55th NCS &amp; G.I.R.L.2020 programs are already being significantly supported by an agreement with Visit Orlando, the Orlando Convention and Visitors Bureau. They are excited about the prospect of supporting 2020 World Conference.</li> <li>With seven Girl Scout councils headquartered in Florida, jointly committing and hosting the 55th NCS &amp; G.I.R.L.2020 we will also have access to a larger volunteer base (including retirees and alums) to assist with planning and staffing needs</li> <li>GSUSA is excited about the possibility to host our global Movement and use this opportunity to elevate the global aspects of Girl Scouting to our membership.</li> </ul>	<ul style="list-style-type: none"> <li>We want to host the Conference in fine five star hotels, one of which has inbuilt three-four star facilities within the same venue to ensure affordability. The hotels offer some of the most luxurious yet affordable conference facilities on the African continent; and sits on the shores of Africa's biggest lake, Victoria.</li> <li>With a membership of over 200,000 (out of 39 million people), Uganda is one of the three biggest MOs in Africa and will in 2020 celebrate 100 years. We want the world to celebrate this milestone with us.</li> <li>Uganda is a visa acquisition hassle-free country where many countries do not require visas and all other countries are able to get visas at the airport at USD 50.</li> <li>Most regional and international airlines fly either directly into Uganda's International Airport. Fly to the World Conference cheaply and conveniently. Find details here: <a href="http://entebbe-airport.com/flight-information/airlines/">http://entebbe-airport.com/flight-information/airlines/</a></li> <li>Ugandans are friendly, open and curious with a great sense of fun. Delegates will be spoilt for choice on the touristic options including, Africa's biggest fresh water Lake Victoria, the source of the world's longest River Nile and amazing wild life. Delegates will fall in love with nature when they come to Uganda.</li> <li>Our motivations to host the Conference: -        -Giving delegates a lifetime experience (both in terms of business and leisure);        -Showcasing what Uganda Girl Guides have been up to for the last 100 years.        -Demonstrating to Uganda and to the girls that we are part of; and are proud to be a part of a truly worldwide Movement.</li> </ul>
<p>Main risks</p>	<p>Majority of delegates will need to acquire a US Visa before attending the conference. We do have a long-standing relationship with the US State Department and our national board has committed resources and support to ensure integration with the US State Department for participant access.</p> <p>Additionally, fall 2020 will be three weeks before the 2020 US Presidential elections. Though it will be a very politically charged time there is minimal to no risk of any security issues due to the election.</p> <p>Orlando, FL is impacted by Hurricane season in the United States. The season generally lasts from June -1 November 30th. It takes days sometimes weeks for hurricanes to develop and there would be sufficient time to prepare or make alternate plans for such an event. Additionally, the state of Florida and city of Orlando are prepared to support individuals if such an event were to arise.</p>	<p>All delegates are required to travel with their yellow fever immunization cards and to have proof of having taken Hepatitis (B) vaccination. There is a risk of being denied entry into the country without them. However, the risk is minimal as there is provision for taking the immunization at the airport before being allowed in by immigration.</p> <p>Uganda's presidential elections will be held in 2021 (one year after the Word Conference). The risk will be minimal as at the time, election activities will not have fully started.</p>

Proposed venue, with appropriate capacity for up to 700 participants in plenary	We propose that the conference is located at the Hilton Orlando on International Drive adjacent to the Orange County Convention Center and just 15 minutes from the airport. There are 1417 guest rooms and 236,000 sq. feet (21,925 sq. metre) of flexible meeting and event space. <a href="http://www3.hilton.com/en/hotels/florida/hilton-orlando-ORLOCHH/index.html">http://www3.hilton.com/en/hotels/florida/hilton-orlando-ORLOCHH/index.html</a>	We are proposing two options of venues/ hotels which both accommodate more than 1000 people. For more details about the hotels (also described in the proposal above) please go to the links below: - <ul style="list-style-type: none"> <li>The Speke Resort Hotel Munyonyo <a href="http://www.spekeresort.com/">http://www.spekeresort.com/</a></li> <li>The Imperial Resort Beach Hotel <a href="http://www.imperialhotels.co.ug/ImperialResortBeachHotel.html">http://www.imperialhotels.co.ug/ImperialResortBeachHotel.html</a></li> </ul>
Sufficient high -speed wireless internet access for all participants	The hotel has high quality high speed internet and access for all throughout the venue.	The proposed venues have high speed wireless internet that will be accessible to all participants.
Proposed dates (where known)	October 23 - 28, 2020 (Friday to Wednesday)	August 2020
Requirement for visas	<p>Visa Requirements to the US can be difficult to obtain for citizens of some countries. On average US visas cost 160\$ per person and require decent lead time to apply and schedule an interview at relevant US Consular Office. We believe that through our long-standing relationship with the US State Department and long-term planning most delegates requiring visas will obtain them with little or no issue. Additionally, our leadership has agreed to put resources in place to support the visa process. The following countries do not require a visa to visit the United States:</p> <p>Andorra, Australia, Austria, Belgium, Bermuda, Brunei, Canada, Chile, Czech Republic, Denmark, Estonia Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Japan, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Monaco, Netherlands, New Zealand, Norway, Portugal, San Marino, Singapore, Slovakia, Slovenia, South Korea, Spain, Sweden, Switzerland, Taiwan and the United Kingdom.</p>	<p>Visas to Uganda are not hard to obtain. Citizens of all other countries may obtain a visa for Uganda on arrival or obtain an E-Visa since they are also issued online and the fees of 50 USD are paid on arrival at the airport. The following countries do not require visas to visit Uganda:</p> <p>Angola, Antigua &amp; Barbuda, Bahamas, Barbados, Belize, Burundi, Comoros, Cyprus, Eritrea, Fiji, Gambia, Ghana, Grenada, Jamaica, Kenya, Lesotho, Madagascar, Malawi, Malta, Mauritius, Rwanda, Saint, Seychelles, Sierra Leone, Singapore, Solomon Islands, Swaziland, Tanzania, Tonga, Vanuatu, Zambia and Zimbabwe</p>
Nearest international airport and distance / means of access from airport to venue	<p>There are two airports serving the Orlando area:</p> <p>Orlando International Airport (15 min./13 miles/21km)</p> <p>Orlando Sanford International Airport (53 min./33 miles/53km)</p>	The nearest international airport is Entebbe International Airport which is 45km from Speke Resort Hotel and 5km away from Imperial Resort Beach Hotel
Proposed accommodation	The Hilton Orlando offers a variety of options: single king rooms, double queen rooms, executive rooms, one and two bedroom suites, hospitality, parlor and presidential suites. In addition, there are a variety of budget hotels on International Drive that would be reserved so that all price needs could be accommodated.	<p>In both the proposed venues above (Speke Resort and Imperial Resort), delegates will have an option of choosing their preferred accommodation from the luxurious executive suites down to triple shared budget rooms. Very specifically, the following rooms types are available:-</p> <p>Single and double occupancy deluxes, one, two and triple bedroom suites, cottages, executive rooms, executive suites and presidential suites.</p>
Cost of hotel accommodation in local currency (per person, per night, assuming sharing a twin room)	The Orlando Hilton rates are 179\$ per person, per night. Other contracted housing accommodations start from 94\$ per night and up.	<ul style="list-style-type: none"> <li>The Speke Resort Hotel Munyonyo costs 295,200 Ugandan shillings</li> <li>The Imperial Resort Beach Hotel costs 279,000 Ugandan shillings</li> </ul>

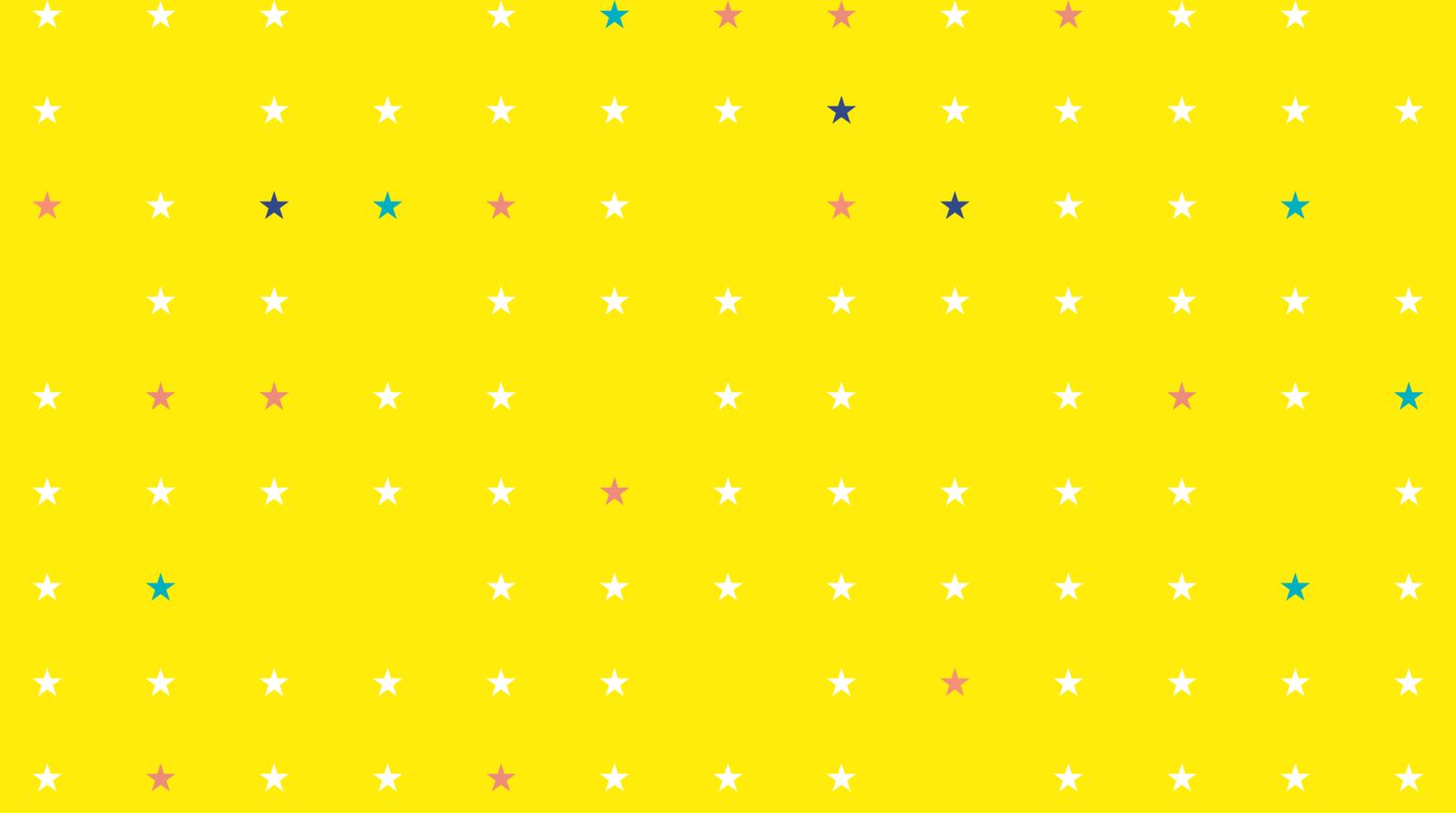
GBP conversion of the above, using oanda.com on 30 June 2017	<ul style="list-style-type: none"> <li>Between GBP72 and GBP138.</li> </ul>	<ul style="list-style-type: none"> <li>Between GBP59 and GBP63.</li> </ul>
Able to provide and pay for public liability insurance cover for the conference in the sum of GBP20 million	We have a policy to cover the GIRL 2020 event and this policy would be amended to include the conference.	We are unable to cover public liability insurance.
Any other relevant information		Uganda Girl Guides Association will hold a jamboree in commemoration of its centenary celebrations in August 2020 and it will attract both local and international guests. We would like to celebrate it with the World Conference Delegates.
Email contact	<a href="mailto:globalgirlscouting@girlscouts.org">globalgirlscouting@girlscouts.org</a>	<a href="mailto:thegirlguidesuganda@gmail.com">thegirlguidesuganda@gmail.com</a>

## Appendix 2: Comparison of 34<sup>th</sup>, 35<sup>th</sup> and 36<sup>th</sup> World Conference Registrations by Membership Fee Wealth Band (previously known as 'Quota')<sup>3</sup>

Year	Membership fee / 'quota' wealth band	Total A-D	Total E+F	Total G+H	Total I+J	Total
2017	Number of delegates	141	74	82	136	433
	% of all delegates that are from this band	33%	17%	19%	31%	100%
	Number of MOs represented at Conference	46	24	24	27	121
	Total number of MOs in Band	57	34	28	27	146
	% of Band represented at Conference	81%	71%	86%	100%	83%
	% of all MOs in this Band	39%	23%	19%	18%	100%
	Number under 30	19	11	22	44	96
	% Under 30	13%	15%	27%	32%	22%
2014	Number of delegates	125	220	0	0	345
	% of all delegates that are from this band	36%	64%	N/A	N/A	100%
	Number of MOs represented at Conference	46	67	N/A	N/A	113
	Total number of MOs in Band	60	85	N/A	N/A	145
	% of Band represented at Conference	77%	79%	N/A	N/A	78%
	% of all MOs in this Band	41%	59%	N/A	N/A	100%
	Number under 30	32	66	N/A	N/A	98
	% Under 30	26%	30%	N/A	N/A	28%
2011	Number of delegates	147	235	N/A	N/A	382
	% of all delegates that are from this band	38%	62%	N/A	N/A	100%
	Number of MOs represented at Conference	52	65	N/A	N/A	117
	Total number of MOs in Band	69	76	N/A	N/A	145
	% of Band represented at Conference	75%	86%	N/A	N/A	81%
	% of all MOs in this Band	48%	52%	N/A	N/A	100%
	Number under 30 <sup>4</sup>	N/A	N/A	N/A	N/A	N/A
	% Under 30	N/A	N/A	N/A	N/A	N/A

<sup>3</sup>In 2011 and 2014, there were 'Quota' bands A to F. From 2017, following the decision of the 35th World Conference, this was changed to 'Membership Fee' wealth bands from A to J.

<sup>4</sup> Under 30 data was not collected at the 34th World Conference in 2011.



**WORLD ASSOCIATION  
OF GIRL GUIDES  
AND GIRL SCOUTS**

World Bureau  
Olave Centre  
12c Lyndhurst Road  
London  
NW3 5PQ  
United Kingdom

T: +44 (0)20 7794 1181  
F: +44 (0)20 7431 3764

Facebook: [@waggggs](https://www.facebook.com/waggggs)  
Twitter: [@waggggs\\_world](https://twitter.com/waggggs_world)  
[www.waggggs.org](http://www.waggggs.org)

Charity no.1159255