



MEMORANDUM

LEAGUE OF WOMEN VOTERS OF TEXAS

1212 Guadalupe, No. 109 • Austin, Texas 78701 • Tel 512/472-1100

October 17, 1983

TO: Tori Clem cc: Laura Keever, Lois Carpenter
FROM: Ethel Sturges
RE: Nuclear Waste Documentary

OCT 19 1983

Dear Toni,

Enclosed is a copy of the script for the Nuclear Waste Documentary. I am also sending a copy to Laura as Lois has requested so that Laura can look it over to see if the material is still pertinent.

The rest of the material--three carton of it--are here at my home. I will try to get it to Catherine Perrine's in the next week, but will surely see that it is there by November 1st. If that is soon enough to match your travel through Dallas, please let me know right away, since I am leaving on the 24th for four days in D.C.

It is good to be in touch again...Hope all goes well up yonder in Paris...

PS the suggested changes were
sent only to you

Hastily,

Ethel





MEMORANDUM

LEAGUE OF WOMEN VOTERS OF TEXAS

1212 Guadalupe, No. 109 • Austin, Texas 78701 • Tel 512/472-1100

January 20, 1983

To: Ruth Lauer

From: Diana Clark

Diana

I can't believe I really have seen a script for the nuclear waste ~~xxx~~ project! I

have made a few suggestions in pencil. I ^{was} am going to ask Laura Keever to read it

but had no (just as well!)
~~if she has time in the next two days and will return it to you~~ Basically I think

it is excellent..... *keep us posted on progress!*

January 11, 1983



p 2 - delete "Lagensen" 4th PP - also

future generations of man,

p 2 Paragraph 7 - Close to 7,000
tons of spent nuclear reaction fuel
(50 million cu ft low level)
(140 million tons tailings OK)

p 4 Para 2

10% Uranium - 100 tons each

1 lb - shot 5,000 barrels of oil

p 5 Should call them Para 4

Alpha + Beta Particles

not Rays +

Gamma Rays

Alpha + Beta Particles

emitters may cause

skin burns outside +

a danger when ingested

p 5 Para 5 -

ionize - change charge of

molecules in our body cells →

p 6 Para 1

Biodynamic seed - very short

1/2 life + so ...

Suggested Script change from

Manfred Wenzler

so paragraph 2 -

"Most... - object

pl Para 5

High level... representing +
prod. of nuclear weapons.

pl Para 6

Low level... low, though
potentially radioactive
conc. of long lived rad.
materials.

p 13 - Object to Para 3.

True that politics
figures greatly in the
decision, but there
is disagreement among
technical people.

never clarifies that Texas
under consideration for
High Level Waste Dump.

Israel's state has a secure
veto power - it doesn't.

Israel's nuclear opponents
are emotional & don't
consider technical issues -
I object.



Needs to be somewhere!
↓
Education Fund!
↑
(TEXAS?
LUBBOCK?
Who?)

The Conflict Over Nuclear Waste
Produced by
The League Of Women Voters of --

Video

Audio

Woman addressing town
meeting in Carlsbad

Narrator voice over--

This meeting is taking place in Carlsbad,
New Mexico. It is typical of meetings that have
been held in Texas and in dozens of other cities
across America

audio up

"The forum also objects to the classification
of the Carlsbad site as a test facility. The
scale of the project indicates that it is intended
as a full-scale repository for both low and high
level nuclear waste. The five hundred million
dollar price tag would support this conclusion.
In no sense is this a "pilot" plant. We, the
undersigned, are opposed to the importation and
dumping of radioactive waste in New Mexico. To
date we have collected the names of approximately
1500 residents who have been eager to express
themselves in this fashion...."

audio down

fade to narrator--in front
of map showing proposed
sites
(Primer-46)

The topic under discussion is whether or not
the salt beds near THEIR town should be used by
the Federal Government for the deep level burial
and geologic isolation of nuclear wastes . . .

Man addressing meeting
audio up

fallout

..."Preferable to widely scattered shallow
burial pits which we presently have all over this
nation. We are in favor of WIPP. Now, speaking
for myself, I am appalled; absolutely appalled, to
think that some 23 years have gone by since the
burial in salt was first proposed, and we are no
farther than we are here today; we are still
bickering; we are still fighting. I am convinced
that a waste storage facility without the
capability of storing high level wastes is no
facility at all. For Pete's sake; get on with it
and do provide for storage of high level wastes.

"Finally, I have heard objections here today
that this is not to be a pilot plant at all--that
it will be a semi-permanent or a permanent
facility. I sincerely hope that whenever we spend
five hundred million dollars that it will be
permanent. Thank you."

Narrator in front of
split screen/ freeze-frame
of both speakers

This scene is typical of confrontations taking

place in Texas and New Mexico. Both individuals are sincere; both are endeavoring to further the philosophical position they believe will provide the greatest benefit to mankind.

The confrontation is being repeated across the nation with great intensity--~~and~~ often with great hostility.

series of news clips, photos
stills or silent tape

This intensity--this anger--exists on both sides of the issue. On both sides of the issue, the anger grows from the fear that profound human values will be lost if their adversaries prevail.

concerned

Learned, sincere individuals stand on both sides of this issue: physicists, engineers, chemists, physicians, environmentalists, industrialists. As common laymen, who are we to believe? How are we to decide what would be best for future generations? [of man?] There is no clear-cut line dividing those with a short-term, financial gain from those desiring the continued, long-term progress of the human race. There are, however, people who would try to make you believe such a line exists in order to simplify your decision and win your support.

Is there a
better word -

In producing this documentary, the League of Women Voters hopes to (reinforce) its viewers against such oversimplifications. We hope that every human being will become informed about this issue and will contribute to its resolution. The problem of nuclear waste disposal has no answer in precedent but will have consequences for centuries to come.

Let us begin our discussion with the realization that the problem of nuclear waste MUST be addressed. If no more uranium were ever mined; if no more electricity were ever generated by nuclear plants; if no more nuclear weapons were ever manufactured or no more nuclear medicine ever practiced--there would still be a problem of nuclear waste disposal.

graphic w/illustrative
comparatives, i.e. bldgs,
etc. to show volume

As the 1980s began, there already existed some 75 million gallons of highly radioactive liquid waste; 5,900 metric tons of spent nuclear reactor fuel; 66 million cubic feet of low-level radioactive items such as contaminated work

Chart--/quantities of
waste, 1979, p. 18
Primer

gloves, tools, and medical isotopes; and 140 million tons of radioactive tailings left over from uranium mining and processing.

The most dangerous or high-level wastes come from weapons manufacture and from the spent fuel rods used in commercial power generation. While the search for a management system continues, these are being kept in "temporary" storage.

Some radioactive wastes have leaked from government holding tanks and shallow burial sites, and abandoned uranium tailings have been dispersed by wind and water. As a result, many public officials and scientists have concluded that continuing "temporary" storage could cause serious environmental and health problems.

It isn't just nuclear foes who are calling for waste management decisions. Joining in the call for reliable solutions are those who see nuclear-generated electrical power as part of our near-term energy mix, those who have confidence in the viability of nuclear energy for the long term, and those who simply want a safe disposal of nuclear wastes.

The future of nuclear power is also at stake. Society cannot continue creating wastes for which there is no demonstrably safe and permanent system of disposal.

Dr. Terry Lash of the Natural Resources Defense Council in Los Angeles predicts, "The two major issues concerning radioactive wastes that will involve the public very heavily are future licensing of nuclear power plants and the siting of a geological repository for permanent disposal of wastes created at nuclear power plants. So far, we have not tied the licensing of nuclear power plants to the development of the means for disposing of the waste. I think that situation should and will change in the near future. There should be no more nuclear power plants unless there is an adequate guarantee that we will be able to dispose of those wastes safely. Those are the wastes which are created in nuclear power plants. We have had nuclear power in one form or another for over 30 years now and it is time that we say we can produce no more of those wastes

has Congress passed full
legislation - is the
statement
correct?

unless we have a repository available in the near term. The second area has to do with the siting of such repositories themselves. There has been inadequate solicitation of the views of state governments, local governments, and the general citizenry in areas where the Federal Government has proposed federal repositories. I think the Congress will pass legislation giving the states essentially a veto over the siting of any federal repository within their borders unless the state is fully satisfied that the public's health will be protected by the design and location of that repository."

The power generated by releasing the energy of the nucleus staggers the imagination--one ounce of uranium 235 produces as much heat as 100 TONS of coal. One pound of plutonium--a by-product of fission--equals the energy in more than 5,000 barrels of oil.

Proponents of nuclear energy say that we are just beginning to know its resources for advancing the security and comfort of mankind. Adversaries believe that we may not survive the consequences of a nuclear accident or major leaks into the biosphere and that NO BENEFIT is worth the risk we run in developing it. Advocates of nuclear energy AGREE with antagonists on the POTENTIAL destructiveness to mankind and the biosphere. Yet they believe these dangers can be and ARE BEING controlled well enough that this power source is WORTH developing.

To explore the issues for ourselves, we need to begin with a few facts about radiation.

Uranium is the raw material of nuclear energy. It occurs in nature in two forms: U-235 and U-238. U-235 is fissionable. This means that its nucleus can be bombarded with neutrons and will split or

5 3

fissure, releasing its own neutrons to split other atoms. In this way, a chain reaction is begun which produces both heat and energy. U-235 and a like companion, U-234--make up .7 % of all uranium found in nature.

U-238 makes up 99.3 % of the natural supply and is NOT fissionable. It must be enriched with plutonium to produce a chain reaction and thereby become a power source.

All elements with an atomic number of 83 or more are unstable, or radioactive. Atoms spontaneously eject or radiate particles and energy. This is a DECAYING process during which the elements change into another nuclear form. The rate at which radioactive decay takes place is calculated in terms of half-life.

Half-life does NOT mean that an element is radioactively benign--rather, that it is only half so lethal. During decay, atoms give off three major forms of radiation: Alpha, Beta, and Gamma rays. All three are different, yet equally lethal. Alpha rays, for example, are large in size and weight and can be stopped by a piece of paper. They are easily absorbed by our food and water supplies and harm us when they are eaten or inhaled---alpha rays have the most devastating biological effect of all forms of radiation. Gamma rays are electromagnetic. They have the greatest penetrating power; they can go through thick barriers like X-rays can, and harm us from the exterior. Beta rays are 2000 times smaller than alpha rays; are also eaten and inhaled, but can penetrate further.

Radiation harms us by ionizing--that is, by altering the electrical charge of our body cells. The effects are cumulative: small amounts over time can produce biological effects similar to large doses all at once.

2
Radiation causes cancer, leukemia or genetic injury and mutation, depending on the type of isotope and where it is attracted within the body. Iodine goes to the thyroid, , to and to . This affinity can kill or cure. Physicians use these same affinities to do nuclear scans of different body areas. The

difference is that diagnostic radiation is eliminated, and natural radiation is not.

Most people lump all forms of nuclear waste together and fear it in an undifferentiated way. Critics of nuclear power recognize this and use unanswered questions about safe disposal and past flaws in waste management as arguments for shutting down all commercial and military nuclear operations.

Actually, Radioactive wastes are divided into five categories: mill tailings, high level, low-level, spent fuel and transuranic wastes. Each has different properties.

MILL TAILINGS are residues from uranium mining and milling operations containing low concentrations of naturally occurring radioactive materials. It is the very large volume of tailings, which are in the form of a fine sand, and their long lifetimes that make them the object of scrutiny.

HIGH LEVEL WASTES are generated in the reprocessing of spent fuel. They have high-intensity, penetrating radioactivity and generate intense heat.

LOW LEVEL WASTES are generated by activities involving radioactive materials. They include cleaning and decontamination solutions; gaseous effluents; contaminated rags; protective clothing; and instruments like vials, test tubes, and other medical and research materials. They have low and sometimes potentially hazardous concentrations of radioisotopes.

SPENT FUEL is made up of fuel assemblies that are discarded intact after serving their useful life in a nuclear reactor. Under present U.S. policy, spent fuel from commercial reactors is NOT being re-processed. It is being stored in cylinders in large pools of water on reactor sites until the government decides whether to re-process it or to dispose of it permanently. It is a high-level waste containing substantial amounts of fission products and transuranics.

TRANSURANIC WASTES come mostly from the re-processing of spent fuel and the fabrication of plutonium to produce nuclear weapons. Transuranics are artificially produced by

bombarding uranium within a reactor and have atomic numbers higher than uranium. Most are less intensely radioactive and thus generate less heat than fission products, but take far longer to decay. For example, Plutonium -239 has a half-life of 24,000 years.

In discussions of nuclear waste disposal, you will hear some say that an isolation time of 300 to 500 years for high level wastes is adequate. Others will refer to the "million year" waste disposal problem.

One of the reasons for this wide discrepancy lies in the difference of half-lives among different types of wastes. The largest percentage of fission waste is made up of Strontium-90 and Cesium -137. These have a half-life of 30 years.

The often-mentioned fission product with the mind-boggling half-life of 24,000 years is Plutonium -239. Plutonium has great potential value as a nuclear fuel because it will fission, like U-235, when bombarded with neutrons. The chemical recovery process whereby plutonium could be separated from spent fuel has not been perfected and the re-processing plant which has been built in Barnwell, South Carolina has not been licensed by the Nuclear Regulatory Commission. The process is not new, however, and has been used for over three decades in the management of nuclear wastes from military reactors.

All nuclear wastes are NOT the same. Different types have different properties and present different problems for disposal.

Dr. Graham Foster, nuclear physicist at Los Alamos Scientific Laboratories in Los Alamos, New Mexico, feels that the sheer volume of mill tailings make them the most significant disposal problem.

"The tailings are still on the surface; to add to that, the tailings are...; have traces of other chemical toxins; things like selenium, which is the one we hear most about in New Mexico, or molybdenum, which is one of the things you hear most about in Texas. These produce poisoning of

8

cattle, and things like that. The volume of tailings is enormous, compared to the volume of the high level waste that would correspond to them. That is why I say the tailings are our big problem.

"Most people in New Mexico and Texas probably recognize this is a silk mantle for a gasoline lantern. This mantle is approximately as radioactive as mill tailings; that is, it has about the same number of disintegrations per second per gram of material. Why is this radioactive? Because the element that produces the bright white light in those gasoline lanterns is thorium; and thorium often occurs in the same ores as uranium--and it is radioactive. Now if you had acres and acres piled 30 feet high of gasoline lantern mantles, you would in fact have a significant radioactivity problem. They--those tailings piles are enormous. Most industrial problems are big. The problem is to cover them over in some way so that they don't blow around and don't get into streams. It is a manageable problem; it is one that nobody has paid enough attention to so far. It is an international problem and it is being considered on an international scale...but the real problem is to do it as cheaply as possible with the maximum safety to the public.

Who is Bernie Cohen?

Bernie Cohen discusses why he feels a 500-year-isolation for radwastes is acceptable: "The point is that after about 500 years, this material won't be very toxic. For example, if we consider the material generated by an all-nuclear power system in the United States, the toxicity of 500-year-old waste is 1000 times less than the toxicity of arsenic that we import into this country every year; [and] another comparison is that when you burn coal, there is a certain amount of radioactivity released because coal contains small amounts of uranium and the ³. when you burn coal, this uranium is released and radioactive waste from burning coal then turns out to be quite comparable to the nuclear waste after about 500 years. Another example, [is] there is a lot of uranium in phosphorous and so when you mine phosphorous, there is a lot of uranium released into the environment. This is again, a radioactive waste from mining phosphorous. And it turns out

that this [again] is quite comparable in toxicity to the toxicity of the 500-year-old nuclear waste. So my point of view is that it is really only a 500 year problem; that after 500 years or so, we don't have to be terribly worried about this."

Should permanent storage be judged feasible; stringent safeguards would be imperative. Dr. Thomas Cochran of the Natural Resources Defense Council in Washington, D.C., discusses some of them:

"The idea is that you don't want a single failure of one component of a system to lead to the failure of the entire system. So, in order to prevent that and provide for some backup reliability, one introduces some sort of multiple barrier system, so that the failure of any one barrier will not lead to the failure of the system, and you will have these other backups. As applied to the waste management activities, the barriers would be: one barrier would be the matrix in which the waste is contained, such as a glass block; the second barrier would be a canister that contains the glass; the third, the packing around the canister; the fourth barrier the geological formation within which the waste is placed; and the fifth, the overlying geologic strata over the repository. The problem or concern is how the Nuclear Regulatory Commission will implement this multiple barrier concept. Will they require stringent performance criteria for each of the barriers separately be met, or will they take the position that is closer to what I call the multiple sieve approach and that is--these are not considered independent, but you line up a series of sieves in order that the overall leakage through them is less than some overall systems performance objective."

show map of Ogallala

Preventing a "multiple sieve" approach would be mandatory because of the consequences should nuclear waste leach into underground water systems. Canyon attorney Rick Wilcox explains, "In this part of the world, our public health, public water supplies come from the Ogallala Aquifer and some deeper aquifers. [Those would] If the DOE goes ahead with their waste dump plans as outlined, [would be above] the waste dump; and there is a very serious possibility, I think, with the

the water supply would be below

I'm not sure my
Correction is correct-
but it doesn't make
sense otherwise -

kind of heat buildup they are talking about in the waste dumps, something in the order of 300 degrees Celsius. You could have fissures open up from the heat and pressure and either get the public water supply contaminated or possibly even worse, have them seep into the burial chamber or turn to steam and give you some kind of significant cataclysm.

Scientists from the University of Texas Bureau of Economic Geology are researching the issue. Drs. Fisher and Jerry Wermund say:

"Our problem is one in which we have got these materials, now already, we have a legacy, whether we like it, we can't stick our heads in the sand and say, 'Go Away'. There is ..what..., 9 1/2 million cubic feet of high level radioactive waste that is sitting out in the containers above ground. That is not a very secure place for it, to be sure. So it is really not tied necessarily to the issue of the developed nuclear power--eventually, we may or we may not; that is aside from this particular issue.

formations

"Now, at the present time, it would appear, based on the conventional wisdom that we have at this moment, as we understand it, this is subject to change as half a million dollars worth of research is going on in the country each year. There are going to be changes all the way. Right now, it isn't a question of salt being necessarily viable, the presumption that it's going to be salt; it is that salt seems a little more feasible at this point than some other things. The other alternative you have got is to put it in very, very deep wells, 40,000 feet. That is one possibility; there are some problems with that, of course. Another is to shoot it into space in the face of the sun. Obviously, there are some problems with that. There are options that have been mentioned about deep oceanic burial, when you go into very deep portions of the ocean and dropping to this penetration. That kind of isolation and the other possibilities from a geologic standpoint are in massive granites. This is what primarily the Canadians, the approach they're taking, largely because they have lots of granite, and not much in the way of salt. So they have predicated most of their research efforts around granites. Some other parts of the world that don't have granite or salt have such things as shale, very massive, impermeable shales."

Pg 28-29

"The principal reason for being in salt is that it is an ^{im}~~im~~permeable substance. Salt is very soluble, obviously, it has been out there for many, many millions of years. So that suggests that where we have massive salts maintained, they have not been subject to solution by ground water and so on. If they had, they'd long since have been gone. So that kind of security is from a hydrologic standpoint.

"Other factors of salt is its insulation of heat, the generation of heat. And so, it is primarily those two factors about salt that we know that lend some of the ideas how that salt may be our best possibility here. But we are a long way from proving the case.

(Wermund) "Another appeal for salt is that we know that it is inclined to heal itself. In geologic times, we actually see fractures in salt that have healed themselves over a long period of time, and we don't see this in other rocks as often. Usually a fracture in other kinds of rocks will continue to transmit fluid whereas in salt, it won't."

UT is studying several aspects of salt storage: "The first presumption of this particular study is aerial feasibility studies. The basic criteria in terms of thickness of salt, purity of salt, depths at which it occurs, size of the salt body, that would have to be met before you can make any kind of judgements as to whether it was even feasible to pursue for site work. So there it is, at this particular point, we are not down to any kind of site recommendation at all. That may come later on or it may come or be our conclusion fairly early on in the game, that there is not the presence of salt in ample thickness, the kinds of depth, the kinds of general hydrologic security, that would even warrant any additional site investigation so this kind of program can abort at any one particular point."



{Wermund} "We are looking for something called a Field Confirmation Study Area. Now what that basically means is that we are not looking for sites; we are looking for areas first in which in might be feasible."

US Geologic Service

Similar studies are being conducted by Don Schueler of the Sandia Laboratories in Albuquerque on geologic characteristics in the Carlsbad area. "The brine migration consideration is being closely evaluated by ourselves and the USGS at the present time. We are going to start some "in situ" experiments down in the Carlsbad area that are going to be specifically addressing the brine migration in that type of an area. The moisture in ...the rock, in the salt, is not adequate enough to collect and bring in aquifers and pools. It..and we do not believe that you are ever going to end up with the problem of overheating of a specific area, because of that."

Is there a better word?

This has been a [cursory] overview, yet we must conclude that nuclear waste disposal is a major problem which must be addressed. The technical magnitude is well summarized by Rick Piltz of the Mobilization for Survival--

"only a brief"

"I don't have, you know, a technical solution to the waste disposal problem and from our understanding, neither does anybody else. Obviously you would have to put them in some kind of permanently stable formation and in containers that would not leak, and somehow guarded in perpetuity such that radioactive waste could not leak out and get into the atmosphere, water supply, food chain, etc., people or living things directly.

"Then, what are we, as citizens, to do? ..Obviously, we have to make some kind of democratic decisions about the energy situation. Some things that just can't be decided by a small number of experts, but when I see the scientific community divided like this, I think, as a citizen, the best thing that we should do is err on the side of caution.



In America, human well-being is guarded by the political system. Weart of Sandia Laboratories believes the first arena for decision must be the positical system.

"Most of the literature and the anti-^{spell out}WIPP campaign does appeal to people's emotions and their lack of understanding rather than to the technical facts.

"I personally think the main issues today are political, and that is not to berate or belittle the political problem. It is a serious political problem in this country to find good, sound, sites for disposal of nuclear waste which are also acceptable to the states and to the people surrounding the sites and states involved."

Consensus seems to be growing among regulatory agencies and state legislatures that states and their citizens deserve a significant voice in where disposal sites are located, what is placed in them, and how it is done.

{Senator Harrison Schmidt, D-N.M.}"Based on my review of the situation, if a state takes appropriate legislative means either within the legislature or the legislature establishes a referendum process for the people of the state to approve or disapprove a waste depository, then I think they have that right. I don't see any way you can deny them that right.

"State regulatory commissions have within their borders a great deal of autonomy; that is the way the federal system was established. We have to be very careful, if we start to erode the federal system as we have been, but I don't think we want to erode it any more. As a matter of fact, we need to strengthen it...that is strengthen the authority and responsibility of the state because the federal government obviously cannot handle all the things it has been trying to handle over the past couple of decades. The states are going to have to do more, and the rights of the states to regulate various activities are almost certainly going to have to be strengthened."

Texans Sonny Keese and Joe Hanna reflect a cautious approach to decision making..

{Keese} "I feel that Texas is in quite a unique position. I think we might be trading our natural gas in return for being named the nuclear waste storage facility of the country.

"I feel that Texas is in a unique position and I don't think it is a fair trade. I don't believe that is what people say to Texas and people in the country really envision." ??

(Hanna) "There is a lot of education to be done. My main concern is that we don't do something hastily as prohibit all waste to be disposed in Texas. I don't think that is a very responsible position to take and yet I am not at the point that I want to say any and everything can be deposited at any particular place.

{Hanna} "I think nuclear itself is a very technical thing, and I am certainly not going to stand here and tell you that I am a nuclear expert or anything like that. We have to listen to the experts tell us, the Legislature, what in their opinions, would be the best thing to do, and we have to rely on those kinds of people. We rely on the nuclear people in our colleges and universities in Texas to educate us."

Resolving the problem of nuclear waste disposal will not be simple but may well prove to be the most far-reaching decision of the 20th century, with the most lasting consequences. If we make a mistake, it could well be one that our children and grandchildren can NOT reverse.

A poorly conceived solution could lead to contamination of the only planet on which we have to live---

An emotionally conceived solution could lead to the loss of a nuclear energy program with the potential it offers for a better life and incredible progress for all the races of mankind.

It is a decision which a well-informed public MUST make. Here are some resources for further information [with the best wishes of] the League of Women Voters as you consider your position.

from

----- Education Fund
Roll resources

-End-



League of Women Voters of Lubbock

Lubbock, Texas

AUG 25 1980

August 21, 1980

Florence Chichester
Energy Department Specialist
League of Women Voters Education Fund
1730 M Street, NW
Washington, D.C. 20036

Dear Florence:

Although this is more smoke than fire, it is an update on the project. I have this week talked with both Halcyon Baggett and Pat Bruno.

Halcyon has "begged" free production time at KMCC-TV studios here in Lubbock. Editing must, of course, be done during their down time, which means very early morning; late, late nights; or weekends. Halcyon has lined up two young men (known only to me as Doug and Stash) to do the editing; she will pay Doug \$200 and Stash \$150, and considers both as donating their services.

Halcyon intends to write the script, and has offered John Krieger, an announcer for KSEL-Radio here, \$50 to do voice-over. He said for the League of Women Voters, he'd do it free. I would have preferred a woman, but both Halcyon and Pat Bruno believe a woman's voice has no "authority". Old habits die hard. Halcyon estimates studio time, for which we must pay, will run \$60 for this.

According to Pat Bruno, she has around \$500, but owes Cat Xander \$248. Halcyon's tab, so far, is either \$410 or \$460, depending. Halcyon does not want any money at this time.

Time has become a problem for Halcyon, because she feels that she must view all the video tapes, and she is intimidated by the sheer bulk of the material. I (graciously) offered to tape the tapes to the free video-tape player at the public library, rate them in order of content, quality, and subject matter, and give them back to her. I use a stop-watch, so she won't have to listen to a mass of extraneous material. I have already viewed three, and enclosed my brief notes in the tape cases. Halcyon says this will be very helpful.

While I still feel confident, optimistic, etc. about the outcome of this; reality forces me to face problems which may or may not arise:

- (1) Halcyon and Pat both intend to decide on content (have the last word)
- (2) Halcyon says she will "barrel through" once she gets going, and I believe she will, and I don't think Pat can accept that easily
- (3) It has dawned on me that what constitutes non-advocacy to one person may not to another
- (4) Both Halcyon and Pat are deeply concerned with making it interesting to the viewing public, and this subject is SO easy to distort.

It is possible that I am concerned over nothing, and that all the wrinkles will iron themselves right out. I intend to hover over Halycon like a mother eagle, making sure that she does not get too discouraged, and helping if I can. I hope to keep Pat informed, but at arm's length. If this can be done, I am a genius.

I answered my League phone recently, and a very gloomy female voice said, "I was just wondering how our president was doing." and I responded cheerfully, "Oh, I'm just fine." (She was talking about Jimmy Carter)

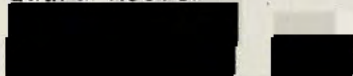
If you have any questions, suggestions, etc., please call.

Hopefully yours,



Pat Nickell

copies: Laura Keever



Isabel Miller
League of Women Voters of Texas
1212 Guadalupe, Suite 109
Austin, Texas 78701



Texas Treasurer



League of Women Voters Education Fund 1730 M Street, N.W., Washington, D. C. 20036 Tel. (202) 659-2685

memorandum

APR 30 1979

April 13, 1979

TO: State League Managers, LWVEF Energy Education Outreach Projects (Phase II)
FROM: Florence Chichester, Program Director
RE: Project Guidelines and other items

Enclosed are two copies of the revised project guidelines which include general project instructions (pink) and project accounting procedures (yellow). I am also sending one copy to each project's treasurer, assistant manager (if there is one), board liaison person, and state League president.

These guidelines are very late but I hope you have all been using (and regularly referring to) the November 1977 Phase I guidelines which were sent to you on December 6, 1978 along with your start-up checks. The information contained in those guidelines is still relevant--i.e. permissible expenses, printing regulations, restriction against lobbying or action-related activities and accounting procedures. The revised guidelines attempt to clarify some of the more troublesome instructions and reflect some changes from the management of the Phase I Energy Education Program. Please note the revised reporting schedule and the different instructions regarding state League "indirect costs" (pg. 2) than were given you at the October 1978 conference in the national office. If any problems arise from the changes in the guidelines, let me know and I will work with you to solve them. It is very important that you and others involved in the project keep these guidelines handy and regularly refer to them.

Some of you adhered to the Phase I January 15 reporting deadline (for which I thank you). I have tried to contact the rest of you to request an interim report. I ask that you all follow the remaining schedule and submit the next interim report by April 30, 1979.

Please note that the grant number is not the same as last year and use the current number (EU-78-G-01-6482) on any publications or audio-visual materials that you produce for the project.

In response to your request expressed at the October training conference, we are sending you with this mailing a newsletter containing information on LWVEF and state League energy activities. The LWUS Public Relations

ENERGY EDUCATION

**League of Women Voters
Education Fund**



The League and Energy Education

In response to confusion generated by the very sudden coming of age of the energy issue in American life, the League of Women Voters Education Fund (LWVEF) entered the energy education arena in 1973. At its 1974 national convention, the 131,000-member organization formally committed itself to increase citizen awareness of the costs and benefits associated with the production, distribution and use of energy. For the past five years the League has been giving citizens carefully researched and impartial information on their energy options.

As a first step, information was gathered by each local league about its community energy problems and needs; then Leagues in each state and region put together a larger picture; finally, all the Leagues and the LWVEF took a look at the national situation. The combination of a network of 1350 local Leagues across the country and the resources of the national office have also given Leagues and their citizen audiences access to the most up-to-date energy information.

Getting the Message Across

Taking advantage of its long-standing ties with citizen groups and service clubs in each locality, the League has also coordinated efforts among many organizations to bring energy information to the broadest possible audience. Familiarity with state energy office personnel and with the energy industry has aided the League in gathering information and resources for these energy education efforts.

The LWV has tried to deliver this information in the most practical format for individual citizens. With years of experience in public education and intimate knowledge of community attitudes, the League has learned to use a variety of education vehicles depending on the public's need. Leagues have used conferences, publications, radio and TV shows, on-site tours and many other citizen education tools to bring the energy message to the public. Consequently the public has come to rely on the League for reliable, easy-to-use information.

In 1976-77, in order to broaden its public energy education effort the LWVEF developed an energy conservation education program and a three-part energy education program.

Energy Conservation

The Energy Conservation Technology Education Program, funded by the Energy Research and Development Administra-

tion (ERDA—now the Department of Energy), provided funds for the LWVEF to conduct a four-community, nine-month pilot project (Sept. 1977—May 1978) to demonstrate techniques for involving the public in residential energy conservation. Leagues in West Hartford, Connecticut; Northfield, Minnesota; Wake County, North Carolina; and Tucson, Arizona conducted public meetings, "how-to" clinics, neighborhood meetings and clearinghouse services. They demonstrated inexpensive conservation techniques which many participants adopted in their own homes and businesses.

Energy Awareness

A consortium of over 75 energy companies and utilities provided \$164,000 to commence a three-part education program on general energy issues, designed to enhance citizen awareness and participation. The LWVEF published *Energy Options* and *Energy Dilemmas* and held a national energy training conference in June 1977. Subsequently, the 50 state Leagues and the Leagues in Puerto Rico, the Virgin Islands and the District of Columbia began their own energy education projects. An ERDA award of \$200,000 to the LWVEF enabled the 53 Leagues to expand their energy education efforts. Each League designed a project tailored to the needs of its citizens. For instance, the LWV of Oregon targeted the lack of energy awareness among small business owners and conducted seminars on energy costs and savings-potentials. The LWV of Alaska produced energy public service announcements (PSAs) for radio, the mass media of that state. Alaskan spots on weatherization were translated into the major Eskimo dialect and aired in rural areas. Iowa and Kansas League PSAs focused on agribusiness and energy. Other activities included public events such as energy fairs and Sun Day activities; publications; presentations to civic groups with slide shows or films; and kits of energy publications for schools, libraries and county agricultural extension offices. Demand for League materials and programs often exceeded available supply and time.

The Effort Continues

In the summer of 1978, DOE awarded another grant to the LWVEF to continue these energy education activities. During this second phase Leagues are building on the momentum developed during the first year as well as exploring new techniques and activities.

Current state League energy education activities funded by DOE

- CA**—community presentations by 25 local Leagues of slide show on state energy alternatives
DE—continue presentations of slide show on state energy resources and teacher workshops on energy curricula
FL—regional workshops on energy and local government comprehensive plans
IL—weatherization workshops; continued use of Phase I slide show on nuclear energy and conservation
IA—four TV PSAs on conservation
KY—documentary film on coal
LA—three TV PSAs
MI—major energy ad campaign in public buses in eight cities
MN—expansion of Phase I statewide resource and education network
MS—elementary school energy activities; youth energy conference
MO—program on energy standards for buildings
MT—production and distribution of teacher kits of energy conservation puppet show
NJ—statewide conference on energy and the dollar
NM—conference and publication on nuclear waste storage
NY—broadcast and coordinated use of documentary film on state energy use and supply
NC—participation in "energy dome" at state fair
OH—statewide community energy activities using variety of media
PA—60-second TV PSA and viewer follow-up
SC—presentations of Phase I slide show on conservation and state energy resources
TX—60-minute documentary on nuclear waste storage
WA—participation in a statewide conference on energy and international economics
WV—energy presentations and displays
WY/CO—uranium mining conference
-

Want More Information?

Detailed information about the projects described above is available in the final reports of the two LWVEF programs. Order the final report of the Energy Conservation Technology Education Program from the National Technical Information Center, 5285 Port Royal, Springfield, Virginia 22161. The final report of the Energy Education Outreach Program, Phase I (1977-78) is available in limited supply from the LWVEF, Energy Department, 1730 M Street, NW, Washington, D.C. 20036.

Revised March 1979

Project Guidelines for the
League of Women Voters Education Fund
Energy Education Outreach Program
Funded By a Grant From the U.S. Department of Energy
Grant #EU-78-G-01-6482

These guidelines are a revised version of the November 1977 project guidelines developed for the Phase I LWVEF energy education project managers. Each project's manager and treasurer, and anyone else involved with running the project, should read these detailed instructions, keep them and regularly refer to them during the course of the project. Please do not simply read them once and put them away. It is particularly important that the persons handling the project money be very familiar with the financial instructions.

I. GENERAL INSTRUCTIONS

A. THE LEAGUE AND THE PROJECT MANAGER

Energy grant funds are awarded to state Leagues to enable them to conduct energy education outreach projects. The recipient League appoints a project manager to administer the project. The project manager assumes the duties and responsibilities of the project, either by performing tasks herself or by coordinating the work of others, and reports to her League board. The LWVEF, in general, communicates directly with the project manager once the project has begun, but also sends copies of written communications to the League president. It is the joint responsibility, however, of the League board and the project manager to keep in close communication with each other and to be sure the administration of the grant follows League policy and the approved design of the project. The LWVEF requests that a board member be appointed as liaison with the project but that the project manager not be a board member who, in her board capacity, may be required to lobby or take other action on various issues while the project is being conducted. Some Leagues have established their own general policy for conducting pass-through grant projects and the LWVEF, indeed, suggests that all Leagues will want to do so.

Restriction Against Action

Caution: GRANT MONIES MUST BE USED FOR EDUCATIONAL PURPOSES ONLY! Grant funds may not be used for any legislative action--neither for lobbying or urging support for or against a particular legislative program or bill nor for reaching positions upon which such action will be based (that is, not for a consensus meeting)! This caveat is very important. All persons working on the energy education project must understand the distinction between local, state or national action-oriented activities and educational activities funded by tax-deductible contributions or government or other grants. All grant-funded materials (publications, flyers, slide shows, films, etc) must reflect this distinction.

Stipends

To compensate the project manager in a small measure for the duties and responsibilities she or he undertakes, it is permissible for the League to pay a stipend of up to 10% of the total state League grant. This stipend is to be provided for in the project budget. It should be a line item and deducted from the total grant. We suggest that the stipend be paid to the manager in two parts, evenly spaced through the period of the project. If the League wants to provide a compensatory stipend for a co- or assistant manager and/or a project treasurer, this, too, is permitted and should be specified in the project budget. The total amount of stipends (including the one for the project manager) should be no greater than 15 to 20% of the full grant.

State League "Indirect Costs"

In administering a project, sponsoring Leagues usually incur what are called "indirect costs". These costs represent a whole group of expenses which cover a variety of operations and programs carried out by the state League as an established and on-going organization. When the state League conducts a project under an LWVEF program, part of the operations, and therefore their costs, are devoted to the development and execution of the project. The current policy is that in order to establish an approved, fixed indirect cost rate for a project budget funded by federal money, the indirect cost rate for each League would have to be negotiated with the federal government.

E. Chal { To avoid this costly and time-consuming process at this time, the LWVEF recommends that the state treasurer, project treasurer, and project manager together determine a proportionate share of actual League costs attributable to the energy project and list the share of each of those costs as direct expenses. For example, a proportionate share of the actual rent, utility costs, and equipment rental, as well as a share of the total costs of a board or committee meeting which can be estimated as having been devoted to project purposes may be listed as direct costs.

Once the actual share of costs has been determined, the state treasurer should list those costs in a statement on League stationery, date and sign it, and submit it to the project treasurer for payment. That statement then becomes support documentation for those expenses. To resolve any difficulties caused by this change in procedure from that described in the October workshop, the individual project managers should consult the LWVEF project director.

E. REPORTS--January 15, April 30, July 2, August 17

Interim reports on local or state League project activities are due in the LWVEF office on January 15 and April 15, 1979. Friday, June 1st is the suggested completion date for all projects and the Leagues' final project reports are due in the national office on July 2. If a project manager foresees difficulty in meeting any of the reporting deadlines, particularly for the final report, she should contact the LWVEF project director as soon as possible. IT IS IMPORTANT THAT LEAGUES MEET THESE DEADLINES SO THAT THE LWVEF REPORTING COMMITMENTS TO DOE CAN BE FULFILLED.

Interim reports should include: 1) a brief description of the activities the League has carried out during the reporting period; 2) an outline of upcoming

activities; 3) an assessment of the project's effectiveness to date, including data on the numbers of people reached; and 4) a brief statement about the use of the project funds, i.e., whether the budget projections were accurate and expenditures to date. (See also the Accounting Procedures for submission of vouchers.) Project managers should also submit samples of media coverage and other information produced for or pertinent to the project. (See section on Printed and Visual Materials.)

The final report, due July 2nd, should include an overall description and evaluation of the project. Possible methods of evaluating a project were discussed at the Project Conference in October 1978 and, as you will recall, all projects were requested to include an evaluation plan as part of the final proposal. As soon as possible following the project's completion, but no later than August 17, 1979, the project manager and treasurer must submit to the LWVEF a final financial report on the use of the project funds. At that time, or as soon as possible thereafter, the treasurer should also submit all bank statements and all cancelled checks. If project funds are kept in the League account and the League needs to retain the statements and checks, it may do so but the president and state treasurer should keep them accessible for about three years in case any problems arise or they are required for a federal audit of the project. Do not send the LWVEF the check register booklet, unused checks or any other materials from the account unless the LWVEF requests them.

C. USE OF PROJECT FUNDS--WHAT IS ALLOWABLE?

As mentioned on the first page of these guidelines, the most important restriction on grant funds is that they may not be used for any form of legislative action nor for any part of a process leading to such action. In general, all reasonable costs for carrying out the grant activities are allowed, including the following: office space and telephone, necessary equipment rental, supplies, postage, printing and duplicating (except as described below), project-related travel, conference and meeting expenses, and personnel expenses (such as manager's stipend, secretarial and other necessary contractual services, and speakers fees). Project travel should be by coach or economy class, if available, and, whenever possible, two persons should share a double room rather than each having a single (unless they pay the difference themselves). Neither room service, costs of personal business nor alcoholic beverages may be charged to the grant.

Prizes

Contests, such as school poster contests, and prize awards can be good "attention getters" but prizes are considered gifts by the federal government and are not allowed as grant expenditures. Leagues have, however, been very successful in getting individuals or businesses to donate interesting prizes or the money to purchase them.

Printed and Visual Materials

Before printing any publication with grant funds, send the LWVEF project Director a copy for review. THE LWVEF MUST REVIEW ALL DRAFT PUBLICATIONS PRIOR TO PRINTING--first the detailed outline or first rough draft and later the final draft. The LWVEF must also review draft slide-tape show scripts, agendas for public meetings, and information on talks or speeches. Project Managers will

receive LWVEF comments usually about two weeks after receipt of a draft (any special deadlines should be noted). Any publication and/or slide-tape show should be visibly identified as a publication of the project League. Various LWVEF publications can provide examples of most appropriate space and emphasis for the League identification. If a League is doing a slide show, the LWVEF strongly advises the project manager to refer to "Projecting Your Image", one of a series of five LWVUS public relations factsheets (see section on Public Relations).

Credit to the LWVEF and the DOE should appear on all material produced with federal grant funds. The following wording is recommended: *This publication/film/slide show has been financed in part/entirely with funds from the League of Women Voters Education Fund and the US Department of Energy (USDOE) under grant #EU-78-G-01-6482. The contents do not necessarily reflect the views and policies of the USDOE.*

Restriction on Number of Copies

Government regulations place a maximum limit on the number of copies of a publication that may be printed without becoming subject to government printing requirements. To avoid these requirements, a League may not print more than 5,000 copies of any single page and the number of pages in the publications multiplied by the number of copies of the publication cannot exceed 25,000 pages. (A page is one side of a sheet of paper, 8x10½ inches.)

For example, a League may print 4,000 copies of a six-page publication because there will be only 4,000 copies of any one page and a total of 24,000 printed pages (4,000 copies x 6 pages). However, a League may not print 4,000 copies of an eight-page publication since this would result in a total of 32,000 printed pages (4,000 copies x 8 pages) thus exceeding the 25,000 printed page limit. Similarly, a League may not print 6,000 (or more) copies of any publication regardless of its length since that would exceed the 5,000 copy per page limit. Please send the LWVEF ten copies of any publication produced with federal grant funds.

D. PUBLIC RELATIONS

The public relations component of a project (an allowable expense) will, of course, vary but good publicity is a very important tool in public education and should be built into each project to some degree, again depending on the activity and the budget. The LWVEF recommends that a League's public relations person or another person with such skills be included in the project's planning committee. At the October training conference, each project manager received a set of five LWVUS factsheets on various ways of imparting information to the public (slide shows, the broadcast media, etc.). The LWVEF project director can provide a limited quantity of additional factsheets if any project manager would like more. As mentioned under Reports, the LWVEF requests that project managers submit samples of press releases and any publicity the project receives.

E. ADDITIONAL CONTACTS AND OUTSIDE FUNDS

A League project can often be enhanced and its audience increased by cooperation or cosponsorship with other organizations. This establishes a larger communications network and greater resources upon which to draw for carrying out the project. In working with others, however, the League must be very sure not to lose sight of project goals and purposes.

Many Leagues have also been quite successful at obtaining additional local or state contributions to help support their education efforts. Many of the energy-related industries and utilities that contributed to the LWVEF energy education program are viable sources to fund state efforts. It is advisable, however, to check with the LWVUS Development Office for any helpful information before making contact.

Leagues do not need to inform LWVEF on how outside contributions are spent (unless they come through the LWVEF, see next paragraph), but should let us know about any additional sources of funding. Outside funding should be used to complement grant funds, not in lieu of them, because DOE requires that the LWVEF return unspent or unobligated grant funds at the end of the project. This means, therefore, that, where appropriate, Leagues should use DOE money, which has a deadline, before those outside funds which do not have a date by which they must be spent. A separate bank account for outside funds is not required but project treasurers are encouraged to budget non-LWVEF funds individually and must keep separate records of expenditures.

If a League does receive contributions and the donor wishes the money to be tax-deductible, remember that unless the League has set up its own 501(c)3 organization, the money should be made payable to the LWVEF and forwarded to the LWVEF Office of State and Local Grants to be earmarked for that League's project. A League that wishes local or state contributions to be thus administered by the LWVEF must then apply to the LWVEF (through the Office of State and Local Grants) for approval of its project and for receipt of the exact amount of funds to be used for that project. Be sure to note that the contributions are being used to complement an approved LWVEF pass-through grant project. The LWVEF publication, The Way to Go: How to Use the LWVEF to Raise Tax-Deductible Money to Fund State and Local League Projects, publication #348 (30¢), describes the procedures to be followed and may be obtained from the LWVUS. Felice Sorett, Director of the LWVEF Office of State and Local Grants, can provide additional information and application forms.

II. FINANCIAL INSTRUCTIONS

Because the LWVEF is accountable to DOE for the use of the grant funds, Leagues must account to the LWVEF for all expenditures of pass-through grants. The basic accounting procedures established under Phase I still apply; we have tried, however, to clarify the procedures and requirements to avoid some of the problems that arose in Phase I.

A. FUNDING, BANK ACCOUNTS, FINANCIAL RECORDS

Each state League selected to receive an LWVEF energy education grant received one-half of its funding with the December 6, 1978 memo giving the final national energy committee approval of and comments on its project. An advance of the remaining half will be sent upon request when the League has expended and accounted for most of its first advance. Advances are sent to the state League treasurer for processing through the state League. The state treasurer then passes the funds on to the responsible project person--either the designated project treasurer (who in some cases may be the state League treasurer) or the project manager.

The LWVEF suggests but does not require that a separate bank account be opened for the project to avoid intermingling grant funds with other League operations. A League's treasurer may serve as project treasurer but because project terms and Board terms do not necessarily coincide, the League's treasurer may change during the period of the project and some confusion arise. If a state treasurer can manage the grant funds along with the other League duties and separately keep track of grant funds within a League account, then the LWVEF will not object.

The treasurer may establish her own bookkeeping system, but she should keep track of expenses according to the line items listed on the project budget. If more money is needed for one item and less for another, adjustments in the budget may be made. The budget submitted with the project proposal serves as a guide only; expenses are not restricted to the amounts budgeted for each line item. The LWVEF Project Director should be notified, though, if transfers of more than about \$100 between line items are made.

Project Income

Any income received in the course of conducting DOE-funded grant activities (e.g., registration fees for workshops or sale of publications produced under the grant) must either be spent for the project or returned to DOE as part of any unspent federal funds remaining at the end of the project. The treasurer should keep a separate record of such income and provide a statement of how it was spent.

B. ACCOUNTING

Vouchers

1. A project treasurer accounts for money advanced to the League by reporting all expenditures of grant funds on LWVEF expense vouchers, a number of which have been sent to each project treasurer. Receipts (or bills or official statements) for every expenditure of \$5.00 and over claimed on a voucher must be attached to that voucher (see section on receipts).

2. Vouchers are required in order that the project manager or anyone else associated with the project may be reimbursed for expenses incurred on behalf of the project. They are also required in order to document the use of funds that may have been advanced by the project manager to persons working on the project or that may have been passed-through to local Leagues. Expense vouchers must also be completed for purchases that are billed directly to the project or payments made directly by the project manager or treasurer.

3. Each pre-printed voucher consists of an original and four self-carboning duplicates. The copies should be handled as follows:

yellow copy--retained by person who requests reimbursement;
green copy--corrected, if necessary, and returned by the treasurer with reimbursement check to the person who submitted voucher (or in cases of local League pass-through, a local manager may keep this copy for her files);
Blue copy--retained by state project treasurer for her records;
white and pink copies--mailed to the LWVEF project director, with receipts attached.

4. Each person who requests reimbursement should complete a separate voucher; that person's expenditures, however, can be grouped together on one voucher (i.e., all of one person's travel expenses) Any direct payments made by the manager/treasurer can also be grouped together as much as seems practicable on one voucher. This will reduce the amount of paperwork for the treasurer and the LWVEF.

5. Once the person requesting reimbursement submits the voucher (minus the yellow copy retained for her records), the treasurer should check it over to be sure it is complete and accurate and discuss any problems with the reimbursee. Necessary corrections should then be made on all copies so that the green copy returned to the reimbursee will reflect any changes. All required receipts or bills must be attached to each voucher.

6. Before each voucher is paid or sent to the LWVEF, the project treasurer should number it consecutively in the space provided in the lower left corner of the voucher. This will enable the treasurer and the LWVEF to keep track of every voucher. (This numbering system is not to be confused with any method a project treasurer and a local project manager may develop for keeping track of a local league's vouchers. See section on Local League Pass-through below.) It does not matter if one voucher dated after another is received in the LWVEF office before it, just that each is numbered consecutively when it is sent to the LWVEF.

7. Once the amount accounted for by the voucher is subtracted from the total current LWVEF advance to the project, the amount of the remaining advance should be entered under "balance of advance(s) remaining" in the lower left corner of the voucher.

8. Vouchers should be submitted in groups when several have accumulated or when the next advance is needed. A treasurer should not let too many pile up before sending them in.

Receipts and Bills

To meet federal accounting requirements, the LWVEF needs substantiation for all expenditures. The federal government generally will not accept photocopies of bills. The LWVEF Accounting Department will not process vouchers that do not have the appropriate receipts attached. It will not accept credit card receipts or bills that are not itemized. THUS WE MUST ASK THAT THE TREASURER GET AN ORIGINAL RECEIPT FOR EVERY EXPENSE OF \$5.00 OR MORE AND THAT SHE ATTACH ALL RECEIPTS TO THE APPROPRIATE EXPENSE VOUCHERS. Keep original airplane, train or bus tickets, parking stubs and hotel bills. If private motor vehicles are used, 17¢ for each mile travelled can be reimbursed. A record of the total mileage and the origin/destination must be kept and reported on the voucher. A printing or duplicating bill must be kept and a sample of the material that was printed attached to it. Receipts for stamps (over \$5) must be obtained from the Post Office. When phone calls are charged to the project, the treasurer must submit the original phone bill or a copy of the bill if the original is not available, and circle the calls that are charged to the project. If telephone tax is computed and included please indicate the percentage and the actual amount.

THE IMPORTANCE OF KEEPING ORIGINAL RECEIPTS FOR ALL EXPENDITURES CANNOT BE OVEREMPHASIZED. Government agencies frequently audit projects after they have been completed. Therefore, the LWVEF must keep all receipts (bills, statements, etc.) as part of the supporting documents to substantiate project expenditures. This means that a League may be liable for money spent which cannot be substantiated with receipts that prove the expense was incurred in accordance with project requirements and is allowable by the government agency. The date, amount and item or service should be clearly stated on each receipt.

Unlike businesses, individuals performing services for the project are not likely to provide a bill to substantiate that the work was actually performed. This situation is most apt to arise when the project hires someone to do secretarial work. In such an instance the League should prepare a bill on behalf of the person performing the work. A treasurer may either prepare a bill each time one is needed or may adopt a standard billing form. Each bill should be typed on League letterhead and should contain the following information: the name of the person who performed the service, the service performed, the hourly rate and number of hours worked if the person is paid by the hour, the total amount owed, the signature of the person who performed the work and the signature of the project manager or treasurer. At the time that the project is charged for the service this bill should be handled like any other bill. In other words, the expense must be reported on an expense voucher and the bill attached to the voucher. A sample statement to be made up by the treasurer for services that do not have formal receipts is included at the end of these instructions. If you purchase a receipt book for these types of expenditures the amount on the receipt must be itemized in detail.

C. LOCAL LEAGUE PASS-THROUGH

Some projects involve passing smaller grants through to local Leagues. Each local League must follow the above procedures when accounting for its grant funds. Therefore, the project manager must provide the accounting instructions and a set of vouchers to the person in the local League who will handle the money. (Additional guidelines and vouchers may be obtained from the LWVEF

project director.) The local treasurer should then complete vouchers for all project expenditures and give a voucher to each person who requests reimbursement from the project. Advances to individuals or local Leagues should be listed as such and should not be recorded in the project books as expenditures until the money is properly accounted for.

The local Manager should check that all vouchers are properly completed with all required receipts attached, sign the voucher in the lower left corner and send the blue, pink and white copies to the state League project manager or treasurer. The state League project treasurer then checks the vouchers for receipts and for accuracy, consecutively numbers each voucher, enters the amount of the voucher into her own bookkeeping system, records the remaining amount of the state League advance in the space at the bottom of the voucher, and forwards the pink and white copies of all paid vouchers to the LWVEF project director.

#

SAMPLE

League of Women Voters of (state)
Energy Education Project
0000 Main Street
City, State

STATEMENT OF SERVICES

(date(s) service performed)

Service: _____
(describe)

Performed by: Name _____

Address _____

For: League of Women Voters of (state) Energy Education Project

Number of Hours (if applicable): _____

Rate of Pay: (if applicable): _____

Total Payment: _____

Received by: _____
(payee's signature)

Date: _____

Authorized by: _____ Project manager/treasurer
LWV of (state) Energy Education Project



ENERGY EDUCATION OUTREACH PROGRAM

NEWSLETTER

APRIL 1979

CHAIR

RUTH J. HINERFELD

OFFICERS

Vice-Chairs

Ruth Robbins
Longboat Key, Florida

Nancy M. Neuman
Lewisburg, Pennsylvania

Secretary/Treasurer

Yvonne G. Spies
Bridgeton, Missouri

TRUSTEES

Doris G. Bernstein
Highland Park, Illinois

Lee Carpenter
Issaquah, Washington

M. Joanne Hayes
Poughkeepsie, New York

Hester P. McNulty
Boulder, Colorado

Regina M. O'Leary
Cleveland Heights, Ohio

Dorothy K. Powers
Princeton, New Jersey

Dot Ridings
Louisville, Kentucky

Gina Rieke
Salt Lake City, Utah

Florence R. Rubin
Newton Centre, Massachusetts

Ann S. Savage
Oklahoma City, Oklahoma

Ann W. Viner
New Canaan, Connecticut

STAFF DIRECTOR

Martha T. Mills

At the October Training Conference many of you told us that you felt there should be more communication between each project and the national office and between project managers. We agree that the sharing of events and information among all of us strengthens our individual efforts. This newsletter is an attempt to highlight national office plans and activities and those of the 24 state projects. In addition, we have some other bits of information which may interest you or prove useful.

AT NATIONAL

Limelight--The LWVEF's national energy education program received much attention at the National Energy Education Business and Labor Affairs Conference (January 15-18 at the Washington Hilton Hotel here in Washington). The US Department of Energy, the American Association of Community and Junior Colleges and the American Vocational Association sponsored this conference to focus attention on public energy awareness/education activities and on energy-related vocational training.

League President Ruth Hinerfeld addressed conference participants on the role of public interest groups in energy education and their skills and experience that equip them to deliver energy information to the public.

League Energy Chair Dotty Powers briefly recounted, as a part of a panel discussion, the League's involvement in energy education and described some of the activities undertaken by state Leagues. To illustrate the quality and creativity of League efforts she showed the LWV of Pennsylvania's public service announcement (PSA) featuring an Amish farmer, and demonstrated the hand puppets developed by the Montana League for its show, "Take That, You Monster!"

In the hotel exhibit hall various energy-related industries, utilities and public interest groups displayed products and disseminated information to participants. The LWVEF booth featured the publications, posters and audiovisual materials developed in the Energy Conservation Technology Education Project and in Phase I of the Energy Education Outreach Program. Ours was the only booth which displayed actual end products of energy education outreach activities. Over 1000 people flocked to the LWVEF exhibit with

many questions and favorable comments. We felt that the exposure was very beneficial public relations.

A flyer, Energy Education, tracing past LWVEF energy education efforts and detailing present activities, was developed for distribution at this DOE conference. It has proved to be a useful tool for explaining and publicizing our activities; the American Gas Association (AGA), a consortium donor, is printing 1000 copies to distribute to its members. A copy is enclosed for each of you.

In response to the many requests by League members and others to purchase energy education materials produced by the Leagues with DOE funds, Florence approached our grants officer and the legal office of DOE for a clarification of DOE's restrictions on these matters. Although the policy remains hazy, we did get a green light on sale of the Pennsylvania PSA. However, the federal government retains access to the products of the projects it funds, and may assign access to whomever it wishes. Cornelia Toole, Pennsylvania League project manager, provided the following prices and terms for the League's PSA:

Price per copy:

1.....\$20

2-9..... 17.50 ea.

10-15..... 16.00 ea.

16 or more 14.00 ea.

Orders must be prepaid. Please allow two weeks for delivery.

Order from:

LWV of Pennsylvania

Strawbridge and Clothier

Energy BRIEF #12 has been updated for 1979; a copy is attached.

Below is the schedule of staff and national energy committee visits to some of the energy projects. Time and money restrictions prevent us from seeing all of your efforts first hand; as you can see from the schedule below we often squeeze more than one visit into a trip!

Date	State	Event	Location	Assignment
Thursday March 22	New Jersey	"The Dollar and the Energy Connection" conference	Elizabeth	Weninger and Powers
Thursday, March 22	Wyoming/Colorado	Planning meeting uranium conference (cancelled due to weather; rescheduled for April 6)	Denver	Chichester
Saturday, March 24	New Mexico	Editorial meeting for nuclear waste publication and planning meeting for conference	Las Cruces	Chichester & Beane

Site visit schedule, continued

Date	State	Event	Location	Assignment
Sunday and Monday, March 25 & 26	Texas	Film review and script discussion for nuclear waste documentary	Lubbock	Chichester & Beane
Thursday, March 29	California	Training work- shop for slide show	Sacramento	Powers
Thursday- Sunday March 29- April 1	Washington	Conference on the Seattle Emerging Interna- tional Economic Order	Seattle	Powers
Friday, May 4	Florida	Workshop on energy and land use	Brevard Co.	Weninger
5/4-5	New Mexico	Nuclear Waste Conference	Las Cruces	Ellett and Beane
Tuesday- Friday, June 12-15	Wyoming/Colorado	Conference on Uranium Mining	Laramie	Powers, Ellett, Hoelscher, Martin, Knight, Weber, Chichester

Media--Included with this mailing is a copy of "PSA Pointers", written by our Public Relations (PR) Department. This brochure is for those of you with little experience in producing PSAs, particularly those project managers who are using PSAs to publicize the project, not as the major component. It should help you avoid some of the more common mistakes that occur with PSAs.

The PR department has also provided us with these little gems of information: According to a recent survey by the Associated Press, energy is among the top ten issues that radio listeners want to hear about; news of your activities should, therefore, be welcomed by radio stations. PR has also learned that listeners (and therefore programmers) prefer hearing news that contains a happening. So, plan your PSAs and news releases around events and offer League spokespersons for interviews.

Energy Education Phase III? Possibly...if DOE funds our latest proposal. Phase III proposes to allow ten state Leagues to develop factual information on utility companies in their states, to open up a dialogue between consumers and utility companies by holding regional workshops in different parts of their states and to disseminate this information in one or more publications. It is especially timely in view of the passage of the Public Utilities Regulatory Policy Act of 1978, one of the five components of the National Energy

Act. Funding sought amounts to \$270,430. We should be informed of DOE's decision by mid-May.

SUNDAY is May 3rd--The Solar Coalition tells us that, while there will be no central SUNDAY coordination this year, they do encourage local and individual activities to mark the day. Perhaps you can refresh everyone's memories of last SUNDAY by scheduling an activity for May 3, 1979.

More on Solar Energy--The Center for Renewable Resources (CRR), an outgrowth of the SUNDAY organizers, is launching a survey of model solar and energy conservation projects. Funded by a grant from the USDOE, the survey aims to identify and publicize unique programs developed by individuals and communities.

Florence is serving on CRR's steering committee for this project and agreed to inform state Leagues of the effort. The survey will cover a broad range of solar or conservation projects, including agricultural applications, educational programs, financing mechanisms and legislation. In addition, a national meeting of groups interested in solar energy will be held this summer to distribute information on the model projects. If any of you know of any interesting, innovative or informative solar or conservation projects, you may contact CRR at 1028 Connecticut Ave., NW, Washington, DC, 20036, 202-466-6880.

#

WHAT'S BEEN HAPPENING IN THE STATES?

CALIFORNIA--Fifteen minute slide show on state energy alternatives produced and 25 copies made and distributed to local Leagues. Workshops to train local Leagues to use the show held March 29-30 in northern California and April 2-3 in southern California. Local League showings will begin soon.

DELAWARE--Over 135 showings thus far of the adult and student versions of the Phase I slide show, "The Energy Story," reaching 2500 people. Many more showings booked. Additional presenters trained.

FLORIDA--Five workshops with local government officials, Regional Energy Action! Committees (REACS) and local Leagues on energy and Local Government Comprehensive Plans:

3/8--Fort Meyers
3/19--St. Petersburg

4/4--Winterhaven

4/18--Pensacola

5/4--Brevard County

Because the cost burden of the workshops has been offset by the State Energy Office the project manager is developing ideas to use some grant funds to publish a citizen's guide on energy and comprehensive planning.

ILLINOIS--The League's weatherization dollhouse is completed and is being displayed at various meetings including an Energy and Home Improvement Fair in Chicago. Training sessions were conducted to teach League members to use the dollhouse for weatherization workshops. Showings of the League's Phase I slide show continue.

IOWA--Three TV PSAs on solar energy aimed at the agricultural sector are completed and will be distributed by local Leagues to TV stations around the state. Viewers are given an address to which to write for information which will be supplied by the Iowa Energy Policy Council.

KENTUCKY--The League has joined with the KY Humanities Council in developing the latter's film on coal and has helped shape a balanced presentation of the issues. Various distribution strategies are planned.

LOUISIANA--A TV PSA with a conservation theme is completed. It shows an elderly Cajun man fishing near a deserted oil rig and emphasizes the ultimate transience of non-renewable energy sources. It is now being distributed to all TV stations in the state.

MICHIGAN--First set of bus posters on display; second set goes out in April. Messages read: "Styrofoam doesn't grow on trees, paper cups do...use renewable resources," "Michigan imports 90% of its fuel--natural gas from Louisiana, oil from the Mideast, coal from Pennsylvania--build Michigan cars sold in Maine and Morocco," "If kilowatts were calories we'd all be FAT. Go on an energy diet." Each is cleverly illustrated.

MINNESOTA--Project manager is working with the Minnesota Energy Agency on various energy education projects including a Minnesota Energy Resource Directory. Working on distributing the energy quiz restaurant placemat. Two information-packed newsletters produced thus far for the regional energy resource persons and other interested parties.

MISSISSIPPI--In April energy programs were conducted for Jackson area high school students. The Youth Conference on Energy will be held June 1-3 in Long Beach. Motivated secondary school students will plan conservation campaigns for the fall.

MISSOURI--Two radio PSAs on energy standards for buildings have been given to local Leagues for distribution to about 130 radio stations around the state. The state energy office's "hot line" phone number is included in the message and that office will help respond to callers, who will be sent the LWVMO's new brochure on building energy standards. Also updating it's Phase I brochure, the Missouri Solar Use Survey, 1978.

MONTANA--Production of teacher/puppet kits took place on a large scale in a Bozeman church basement and distribution to schools is now underway. Requests for teachers' kits and showings of the large puppet set are coming in faster than the project manager can handle them but she is working to find a way to make more kits available.

NEW JERSEY--About 150 people attended "The Dollar and the Energy Connection" Conference in Elizabeth on March 22. Dotty Powers chaired a lively panel discussion of New Jersey's energy and economic interdependency.

NEW MEXICO--May 4-5, "Nuclear Waste--How Will We Manage It?" conference. \$6000 grant from the state Humanities Council is enabling the League to expand the scope and audience. The League's overview publication on nuclear wastes will make its debut at the conference.

NEW YORK--The script for the documentary on New York energy situation, written by a NY State Department of Education Bureau of Mass Communications staffer, is finished and filming has begun. Project manager is forming a committee to plan local League use of the film.

OHIO--Local Leagues working closely with teachers and students on energy education programs. Also conducting citizen's energy programs and making extensive use of audio-visual materials--some developed in Phase I.

PENNSYLVANIA--Pennsylvania Power and Light will probably fund the gift decal for children who see the League's PSA and write in. Although production of the PSA awaits final funding approval, the managers have been brainstorming with the producers (same as last year) for ideas.

SOUTH CAROLINA--Updating and improving the Phase I slide show for more showings to adult groups; publishing a one-time newspaper supplement on alternative energy sources for statewide circulation.

TEXAS--Filming and interviewing for the nuclear waste documentary completed. Drafting of script in progress. Project managers will soon begin work on integrating film footage and script.

WASHINGTON--Emerging International Economic Order Conference (League ran the energy component) was held in Seattle on March 29-April 1. Dotty Powers attended and was impressed not only by the caliber of the conference but by amount of work League manager and helpers put into the energy workshops. The conference was preceded by four League-organized local forums to discuss the issues and prepare for the conference.

WEST VIRGINIA--Regretfully the West Virginia League has withdrawn from the program.

WYOMING/COLORADO--June 13-15--Conference on Uranium Mining at Laramie. Almost all of the \$31,000 necessary for the conference has been raised from the two states' energy offices and other sources. Since several of the National Energy Committee members will be participating in the conference the whole committee will attend and hold its final meeting of the League year.

#



League of Women Voters Education Fund 1730 M Street, N.W., Washington, D.C. 20036 (202) 659-2685

nuclear

TX

NOV 10 1978

CHAIR
RUTH J. HINERFELD

OFFICERS
Vice-Chairs
Ruth Robbins
Longboat Key, Florida

Nancy M. Neuman
Lewisburg, Pennsylvania

Secretary/Treasurer
Yvonne G. Stiles
Bridgeton, Missouri

TRUSTEES
Doris G. Bernstein
Highland Park, Illinois
Lee Carpenter
Issaquah, Washington
M. Joanne Hayes
Poughkeepsie, New York
Hester P. McNulty
Boulder, Colorado
Regina M. O'Leary
Cleveland Heights, Ohio
Dorothy K. Powers
Princeton, New Jersey
Dot Ridings
Louisville, Kentucky
Gina Rexe
Salt Lake City, Utah
Florence R. Rubin
Newton Centre, Massachusetts

Ann S. Savage
Oklahoma City, Oklahoma
Ann W. Winer
New Canaan, Connecticut

STAFF DIRECTOR
Martha T. Mills

November 7, 1978

Patricia Bruno

Dear Patricia:

It was good to meet and talk with you at our Training Conference last month. The LWVEF Energy Committee and national staff certainly welcomed the opportunity to work personally with all the state project managers and hope that the conference was only the beginning of a fruitful working relationship between us on the Energy Education Phase II projects.

Accordingly, I am enclosing the following articles on nuclear waste which I thought you may not have seen:

"'Radwastes': Leading Policy Role Recommended for Science Adviser", (Science, Vol. 202, October 6, 1978)

"'Cooperative Federalism' Proposed for Siting Waste Repositories", (Science, Vol. 202, November 3, 1978)

"U.S. Study Finds Nuclear Waste Disposal Is Possible but Could Take 17 More Years", (Wall Street Journal, October 20, 1978)

Nuclear Regulatory Commission Proposal for Management and Disposal of Low-Level Wastes by Shallow Land Burial and Alternative Disposal Methods (Federal Register, October 25, 1978)

We will try to send other such articles along as we come across them.

Incidentally, we are very pleased to see that you and New Mexico have set up regular communications to keep up with what is going on in both states. Keep up the good work!

Sincerely yours,

Isabelle

cc: Mrs. Betty Anderson

Isabelle P. Weber
Coordinator
Energy Department

enclosures

OCT 11 1978

7 October 1978

Pearl Wincorn
[REDACTED]

Dear Pearl,

Thanks for sharing Adlene Harrison's concern about our sponsoring James Watt at Energy Dialogue II. I agree that he was extremely inflammatory.

The purpose of the conference was to "bring together responsible speakers with diverse viewpoints--speakers who are open-minded and are willing to engage in a dialogue." Mr. Watts probably fit only one of those criteria; he did have a diverse viewpoint--however, I question his responsibility and his openness. On the other hand, it was probably a good experience for some of us to hear him so we would be aware that that kind of extremist is on the speaking circuit. However, I told Mr. Austin at the time that I did not think Mr. Watts made any converts--that he had simply alienated us.

I think that you might tell Ms. Harrison that our sponsorship of the Conference in no way purported ^{to be} an endorsement of the speakers' views. Although I realize this is more difficult for persons to believe that our nonpartisanship ~~and~~ our stand on issues.

Laura is in the process of planning Dialogue III with Houston Power and Light on nuclear power. I shall alert her to our concerns about responsible speakers, so that hopefully we can be more careful in the future.

Sincerely,

Betty Anderson

CC: Laura Keever
✓ State Office



LWV-TEF

August 14, 1978

II. A. 1. b.

Program - Energy

TO: LWV-TEF Board
FROM: Laura Keever
RE: Energy: A Dialogue III -- A Very Probable
Large Contribution

I have today written the following letter to Mr. K. R. Hinckley, Group Vice President of Houston Lighting & Power:

August 14, 1978

Mr. K. R. Hinckley
Houston Lighting & Power Company
[REDACTED]

Dear Ken,

I want to tell you once again how delighted I am that Houston Lighting & Power wishes to co-sponsor the next conference in the "Energy: A Dialogue" series. The conference will be directed toward continuing the dialogue between electric utility executives and consumer, environmental, and labor representatives from across the state with the topic under discussion being nuclear power. I anticipate approximately 100 participants. As I indicated to you, we expect the cost to be approximately \$10,000 to \$11,000, and if you wish these funds to be tax deductible, they should be contributed to the League of Women Voters of Texas Education Fund.

We have scheduled a planning meeting for August 29, and we will keep you advised of our progress.

Thank you again for your interest and support of this conference.

Sincerely, (signed) Laura Keever, Energy Director

cc: Mr. Anthony J. Natale, Jr.
Resource Consultants Inc.
[REDACTED]

I think it is very likely that HL&P will wish to make a contribution to the Ed Fund for the next conference, and as we have already scheduled the planning meeting for August 29, I would feel much more comfortable with preliminary board approval of this project. While we have discussed the fact that the next conference would be nuclear, I did not anticipate that the funding would come directly to the Ed Fund (it has not in the past). That was, quite frankly, my idea, because I thought it would be good for the Ed Fund. Our guidelines don't quite cover this situation, however!

To give you a little background, HL&P evidenced interest in sponsoring the next conference at the last Dallas coal conference, and as I felt that having various sponsors around the state (rather than just Texas Utilities Company) funding these events, I felt it was a positive offer which should be pursued. When the Executive Committee was to meet last week, I asked HL&P if they could give me some idea if they would be interested, and sure enough, they were. We are looking at a December-January date, with the conference to be held in Houston. HL&P wishes us to continue

(over)

working with Tony Natale (of Resource Consultants, Inc. -- Louis Austin's environmental consultant). In fact, they also mentioned sponsorship to Tony during the coal conference. I see no problem with that -- particularly since he does all the nitty-gritty things. I have insisted upon a planning meeting this time, and have representatives from labor, Texas Environmental Coalition, HL&P, us, Herb Woodson (University of Texas), and a nuclear physicist from Brown & Root coming.

I'm very excited about this (I've wanted to do a nuclear conference for several years), and I recommend this to you as a TEF project.

Please return the green sheet sent Aug 14.

Many thanks.

I want to tell you once again how delighted I am that Houston Lighting & Power wished to co-sponsor the next conference in the "Energy: A Dialogue" series. The conference will be directed toward continuing the dialogue between electric utility executives and consumer, environmental, and labor representatives from across the state with the topic under discussion being nuclear power. I anticipate approximately 100 participants. As I indicated to you, we expect the cost to be approximately \$10,000 to \$11,000, and if you wish these funds to be tax deductible, they should be contributed to the League of Women Voters of Texas Education Fund.

We have scheduled a planning meeting for August 29, and we will keep you advised of our progress.

Thank you again for your interest and support of this conference.

Sincerely, (signed) Laura Keever, Energy Director

cc: Mr. Anthony J. Natale, Jr.
Resource Consultants Inc.
6350 EMI Freeway
Dallas, Texas 75240

I think it is very likely that HL&P will wish to make a contribution to the Ed Fund for the next conference, and as we have already scheduled the planning meeting for August 29, I would feel much more comfortable with preliminary board approval of this project. While we have discussed the fact that the next conference would be nuclear, I did not anticipate that the funding would come directly to the Ed Fund (it has not in the past). That was, quite frankly, my idea, because I thought it would be good for the Ed Fund. Our guidelines don't quite cover this situation, however!

To give you a little background, HL&P advanced interest in sponsoring the next conference at the Dallas coal conference, and as I felt that having various sponsors around the state (rather than just Texas Utilities Company) leading these efforts, I felt it was a positive effort which should be pursued. When the Executive Committee was to meet last week, I asked HL&P if they could give me some idea if they would be interested, and sure enough, they were. We are looking at a December-January date, with the conference to be held in Houston. HL&P wishes us to continue

LWV-TEF
August 14, 1978
II. A. 1. b.
Program - Energy

TO: LWV-TEF Board
FROM: Laura Keever
RE: Energy: A Dialogue III -- A Very Probable
Large Contribution

I have today written the following letter to Mr. K. R. Hinckley, Group Vice President of Houston Lighting & Power:

August 14, 1978

Mr. K. R. Hinckley
Houston Lighting & Power Company
[REDACTED]

Dear Ken,

I want to tell you once again how delighted I am that Houston Lighting & Power wishes to co-sponsor the next conference in the "Energy: A Dialogue" series. The conference will be directed toward continuing the dialogue between electric utility executives and consumer, environmental, and labor representatives from across the state with the topic under discussion being nuclear power. I anticipate approximately 100 participants. As I indicated to you, we expect the cost to be approximately \$10,000 to \$11,000, and if you wish these funds to be tax deductible, they should be contributed to the League of Women Voters of Texas Education Fund.

We have scheduled a planning meeting for August 29, and we will keep you advised of our progress.

Thank you again for your interest and support of this conference.

Sincerely, (signed) Laura Keever, Energy Director

cc: Mr. Anthony J. Natale, Jr.
Resource Consultants Inc.
[REDACTED]

I think it is very likely that HL&P will wish to make a contribution to the Ed Fund for the next conference, and as we have already scheduled the planning meeting for August 29, I would feel much more comfortable with preliminary board approval of this project. While we have discussed the fact that the next conference would be nuclear, I did not anticipate that the funding would come directly to the Ed Fund (it has not in the past). That was, quite frankly, my idea, because I thought it would be good for the Ed Fund. Our guidelines don't quite cover this situation, however!

To give you a little background, HL&P evidenced interest in sponsoring the next conference at the last Dallas coal conference, and as I felt that having various sponsors around the state (rather than just Texas Utilities Company) funding these events, I felt it was a positive offer which should be pursued. When the Executive Committee was to meet last week, I asked HL&P if they could give me some idea if they would be interested, and sure enough, they were. We are looking at a December-January date, with the conference to be held in Houston. HL&P wishes us to continue

(over)

working with Tony Natale (of Resource Consultants, Inc. -- Louis Austin's environmental consultant). In fact, they also mentioned sponsorship to Tony during the coal conference. I see no problem with that -- particularly since he does all the nitty-gritty things. I have insisted upon a planning meeting this time, and have representatives from labor, Texas Environmental Coalition, HL&P, us, Herb Woodson (University of Texas), and a nuclear physicist from Brown & Root coming.

I'm very excited about this (I've wanted to do a nuclear conference for several years), and I recommend this to you as a TEF project.

Please return the green sheet sent Aug 14.

Many thanks.

I want to tell you once again how delighted I am that Houston Lighting & Power wishes to co-sponsor the next conference in the "Energy: A Dialogue" series. The conference will be directed toward continuing the dialogue between electric utility executives and consumer, environmental, and labor representatives from across the state with the topic under discussion being nuclear power. I anticipate approximately 100 participants. As I indicated to you, we expect the cost to be approximately \$10,000 to \$11,000, and if you wish these funds to be tax deductible, they should be contributed to the League of Women Voters of Texas Education Fund. We have scheduled a planning meeting for August 29, and we will keep you advised of our progress.

Thank you again for your interest and support of this conference.

Sincerely, (signed) Laura Keever, Energy Director

cc: Mr. Anthony J. Natale, Jr.
Resource Consultants, Inc.
6350 LBJ Freeway
Dallas, Texas 75240

I think it is very likely that HL&P will wish to make a contribution to the \$5 fund for the next conference, and as we have already scheduled the planning meeting for August 29, I would feel much more comfortable with preliminary board approval of this project. While we have discussed the fact that the next conference would be nuclear, I did not anticipate that the funding would come directly to the \$5 fund (it has not in the past). That was, quite frankly, my idea, because I thought it would be good for the \$5 fund. Our guidelines don't put too much attention, however!

To give you a little background, HL&P evidenced interest in sponsoring the next conference at the last Dallas coal conference, and as I felt that having various sponsors around the state (rather than just Texas Utilities Company) funding these events, I felt it was a positive offer which should be pursued. When the Executive Committee was re-elected last week, I asked HL&P if they could give me some idea if they would be interested, and sure enough, they were. We are looking at a December-January date, with the conference to be held in Houston. HL&P wishes to continue

LWV-TEF
August 14, 1978
II. A. 1. b.
Program - Energy

TO: LWV-TEF Board
FROM: Laura Keever
RE: Energy: A Dialogue III -- A Very Probable
Large Contribution

I have today written the following letter to Mr. K. R. Hinckley, Group Vice President of Houston Lighting & Power:

August 14, 1978

Mr. K. R. Hinckley
Houston Lighting & Power Company
[REDACTED]

Dear Ken,

I want to tell you once again how delighted I am that Houston Lighting & Power wishes to co-sponsor the next conference in the "Energy: A Dialogue" series. The conference will be directed toward continuing the dialogue between electric utility executives and consumer, environmental, and labor representatives from across the state with the topic under discussion being nuclear power. I anticipate approximately 100 participants. As I indicated to you, we expect the cost to be approximately \$10,000 to \$11,000, and if you wish these funds to be tax deductible, they should be contributed to the League of Women Voters of Texas Education Fund.

We have scheduled a planning meeting for August 29, and we will keep you advised of our progress.

Thank you again for your interest and support of this conference.

Sincerely, (signed) Laura Keever, Energy Director

cc: Mr. Anthony J. Natale, Jr.
Resource Consultants Inc.
[REDACTED]

I think it is very likely that HL&P will wish to make a contribution to the Ed Fund for the next conference, and as we have already scheduled the planning meeting for August 29, I would feel much more comfortable with preliminary board approval of this project. While we have discussed the fact that the next conference would be nuclear, I did not anticipate that the funding would come directly to the Ed Fund (it has not in the past). That was, quite frankly, my idea, because I thought it would be good for the Ed Fund. Our guidelines don't quite cover this situation, however!

To give you a little background, HL&P evidenced interest in sponsoring the next conference at the last Dallas coal conference, and as I felt that having various sponsors around the state (rather than just Texas Utilities Company) funding these events, I felt it was a positive offer which should be pursued. When the Executive Committee was to meet last week, I asked HL&P if they could give me some idea if they would be interested, and sure enough, they were. We are looking at a December-January date, with the conference to be held in Houston. HL&P wishes us to continue

(over)

working with Tony Natale (of Resource Consultants, Inc. -- Louis Austin's environmental consultant). In fact, they also mentioned sponsorship to Tony during the coal conference. I see no problem with that -- particularly since he does all the nitty-gritty things. I have insisted upon a planning meeting this time, and have representatives from labor, Texas Environmental Coalition, HL&P, us, Herb Woodson (University of Texas), and a nuclear physicist from Brown & Root coming.

I'm very excited about this (I've wanted to do a nuclear conference for several years), and I recommend this to you as a TEF project.

Please return the green sheet sent Aug 14.

Many thanks.

I want to tell you once again how delighted I am that Houston Lighting & Power wishes to co-sponsor the next conference in the "Energy: A Dialogue" series. The conference will be directed toward continuing the dialogue between electric utility executives and consumers, environmental, and labor representatives from across the state with the topic "Nuclear Power: A Dialogue". As I indicated to you, we estimate the cost to be approximately \$10,000 to \$15,000, and I wish these funds to be tax deductible, they should be contributed to the League of Women Voters of Texas Education Fund.

We have scheduled a planning meeting for August 29, and we will keep you advised of our progress.

Thank you again for your interest and support of this conference.

Sincerely, (signed) Laura Keever, Energy Director

cc: Mr. Anthony J. Natale, Jr.
Resource Consultants, Inc.
6350 IRL Freeway
Dallas, Texas 75240

I think it is very likely that H&P will wish to make a contribution to the Ed Fund for the next conference, and as we have already scheduled the planning meeting for August 29, I would like to have a preliminary board approval of this project. While we have discussed the fact that the next conference would be nuclear, I did not anticipate that the funding would come directly to the Ed Fund (it has not in the past). That was, quite frankly, my idea because I thought it would be good for the Ed Fund. Our guidelines don't quite cover this situation, however.

To give you a little background, H&P withdrew interest in sponsoring the next conference at the last Dallas coal conference, and as I felt that having various sponsors around the state (rather than just Texas Utilities Company) funding these events, I felt it was a positive offer which should be pursued. When the Executive Committee was to meet last week, I asked H&P if they could give me some idea if they would be interested, and sure enough, they were. We are looking at a December-January date, with the conference to be held in Houston. H&P wishes us to continue

AUG 15 1978

August 14, 1978

Mr. Andrew Sansom
Energy Laboratories
The University of Houston
Houston, Texas 77004

Dear Andy,

Thank you for so kindly agreeing to serve on the planning committee for the next conference in the "Energy: A Dialogue" series. The meeting will be at 1:00 p.m. on Tuesday, August 29, in the 6th Floor Conference Room of Houston Lighting & Power, 611 Walker. I hope to adjourn by 4:00 p.m.

I look forward to seeing you then.

Sincerely,

Laura Keever,
Energy Director

bcc: Betty Anderson, Jan Wilbur, SO



AUG 15 1978

August 14, 1978

Dr. H. H. Woodson
Center for Energy Studies
The University of Texas at Austin
Austin, Texas 78712

Dear Herb,

Thank you for so kindly agreeing to serve on the planning committee for the next conference in the "Energy: A Dialogue" series. The meeting will be at 1:00 p.m. on Tuesday, August 29, in the 6th Floor Conference Room of Houston Lighting & Power, 611 Walker. I hope to adjourn by 4:00 p.m.

I look forward to seeing you then.

Sincerely,

Laura Keever,
Energy Director

bcc: Anderson, Wilbur, SO



lwv-Texas Education Fund
August 14, 1978

TO: State Board
FROM: Betty Anderson
RE: Energy: A Dialogue III

Houston Lighting and Power (HL&P) is willing to contribute \$12,000 to the Education Fund for us to use in undertaking Energy: A Dialogue, third in a series -- topic to be nuclear waste.

The conference is to be in Houston (no date set) and we are requesting approval on the tearoff below of:

- 1) the conference
- 2) Laura Keever as Project Director; Jan Wilbur as Project Supervisor

IF WE HAVE NOT HEARD FROM YOU BY AUGUST 25 APPROVAL IS ASSUMED.

Please return tearoff to state office.

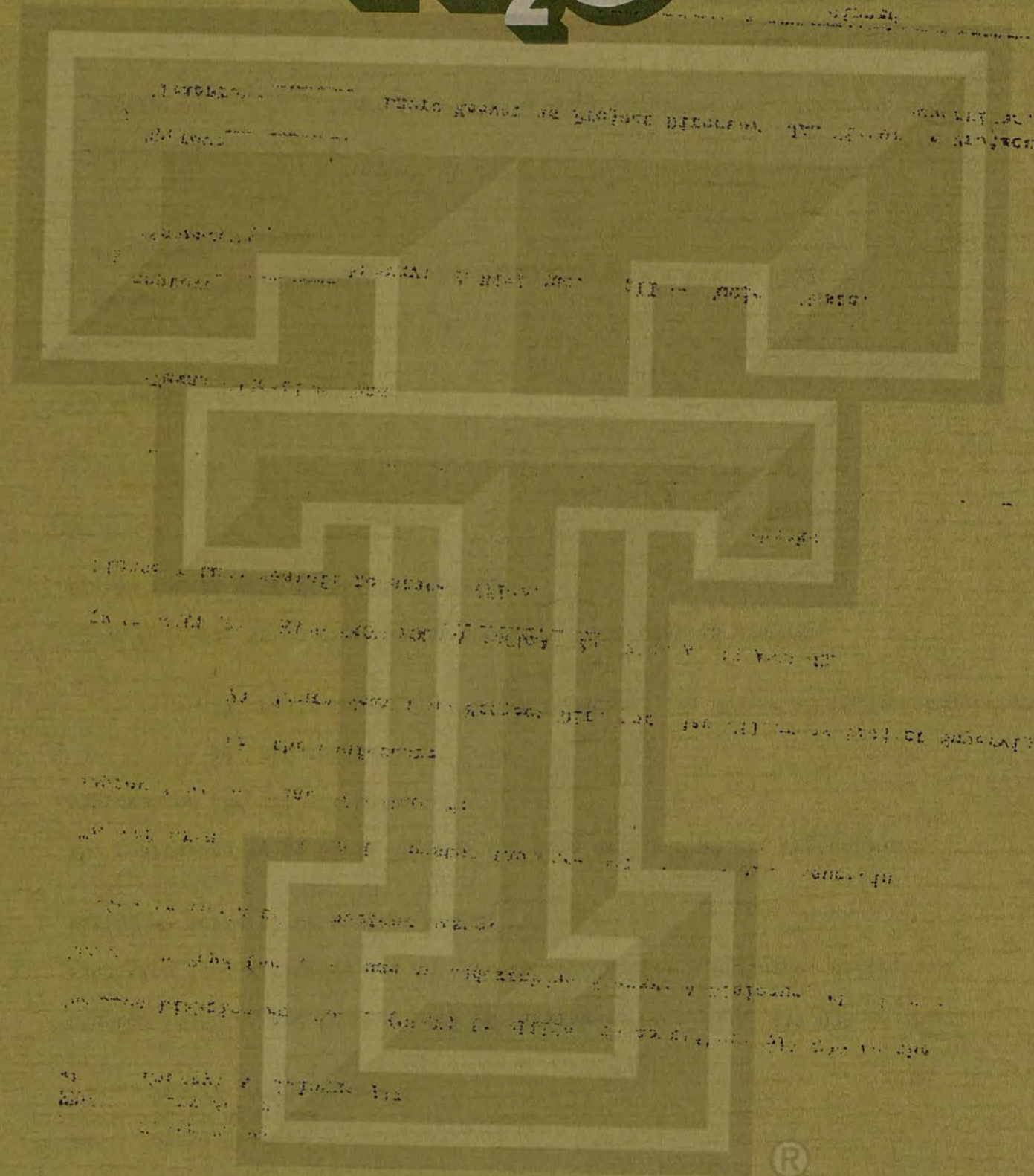
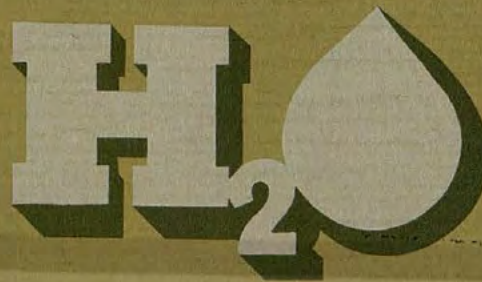
Thanks.

- - - - -
LWV-Texas Education Fund

approve _____
I _____ Energy: A Dialogue. III -- Nuclear Waste.
disapprove _____

approve _____
I _____ Laura Keever as Project Director; Jan Wilbur as Project
disapprove _____ Supervisor.

signed



Project Safewater
League of Women Voters of Texas

Project Safewater League of Women Voters of Texas, 1212 Guadalupe, Austin, Texas 78701.
Funded by a grant from the office of Water Supply of the EPA to the League of Women Voters Education Fund.

lwv-Texas Education Fund
August 14, 1978

TO: State Board
FROM: Betty Anderson
RE: Energy: A Dialogue III

Houston Lighting and Power (HL&P) is willing to contribute \$12,000 to the Education Fund for us to use in undertaking Energy: A Dialogue, third in a series -- topic to be nuclear waste.

The conference is to be in Houston (no date set) and we are requesting approval on the tearoff below of:

- 1) the conference
- 2) Laura Keever as Project Director; Jan Wilbur as Project Supervisor

IF WE HAVE NOT HEARD FROM YOU BY AUGUST 25 APPROVAL IS ASSUMED.

Please return tearoff to state office.

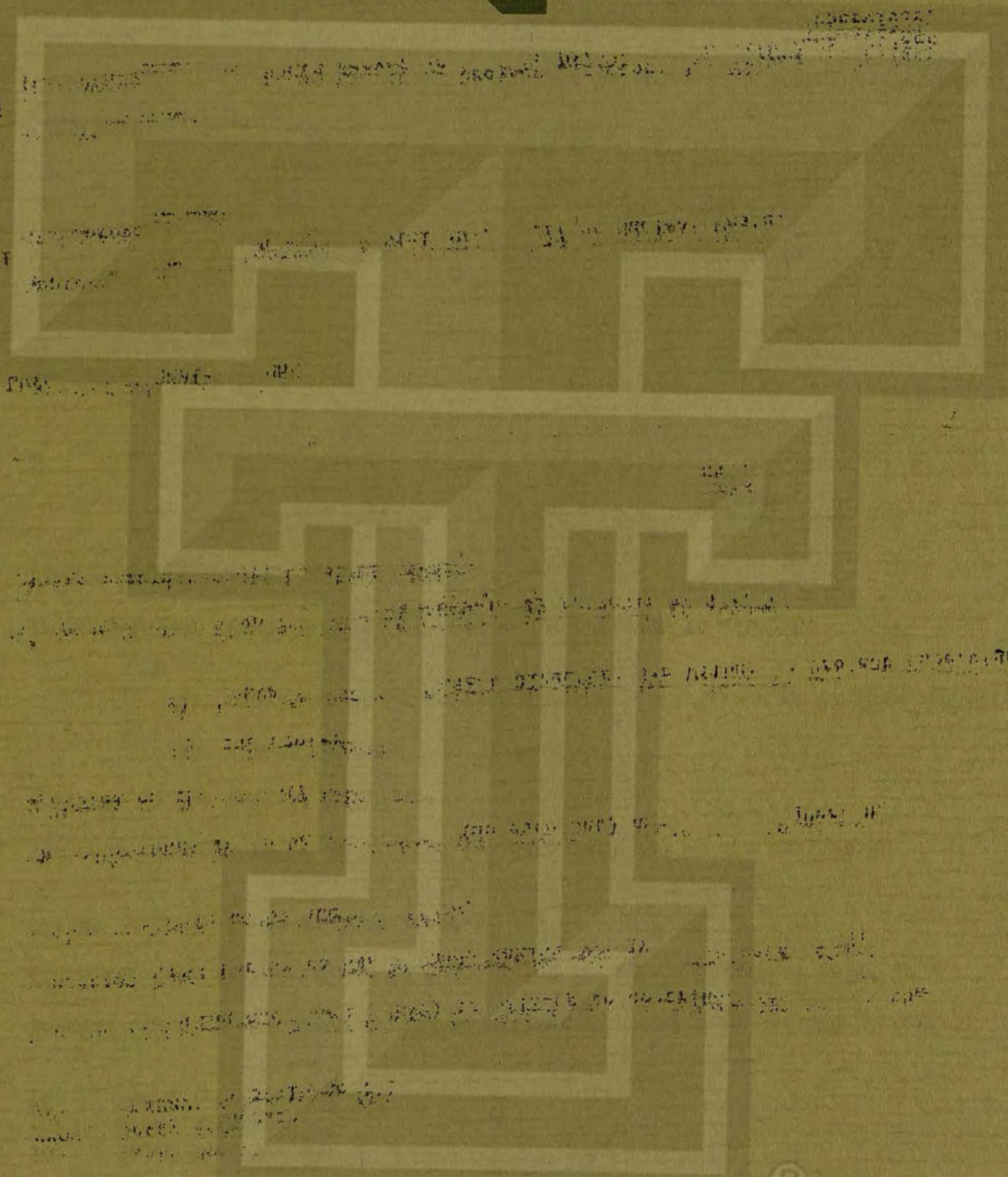
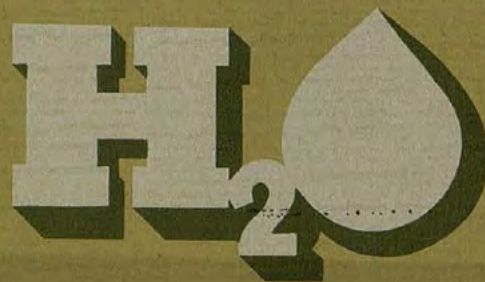
Thanks.

LWV-Texas Education Fund

I approve _____ Energy: A Dialogue. III -- Nuclear Waste.
disapprove _____

I approve _____
disapprove _____ Laura Keever as Project Director; Jan Wilbur as Project Supervisor.

signed



© 1978
Project Safewater
League of Women Voters of Texas

5d. Copy
AUG 9 1978

July 24, 1978

Ms. Florence Chichester
League of Women Voters Education Fund
1730 M Street, N.W.
Washington, D. C. 20036

Dear Florence,

This letter will comprise my final report for the LWV-Energy Project for Texas. The original proposal called for three one-day conferences to be held in Dallas, Houston, and Austin; a videotape of the Austin conference; and an information outreach program. The three conferences were held as the attached programs indicate--I believe information packets for each were sent to you. The size of the conferences varied--from 50 in Houston to 70 in Dallas and Austin. While we had a variety of conferees in Dallas; in Houston we had mostly Leaguers with very few legislators--however, we had a legislative panel in Austin and had more legislators and their aides present. The entire conference was shown on the educational TV channel in Austin; the videotape has now been reduced to one hour in length, and I anticipate local Leagues using it for programs and local TV viewing this summer and fall. The information outreach program did not get off the ground due to a variety of problems--we revamped it, however, and energy informational materials are to be sent to all candidates for our upcoming legislative elections. (Sort of a candidate's information service.)

With regard to the points in your letter:

1. The project was effective in reaching the public and in the numbers we had hoped. (See above). I have no way of knowing estimated TV audiences, but my guess would be several hundred thousand (optimistically).
2. The only thing I would have done differently would be to involve legislators directly in the conferences--the only way we were able to get them to come. (In Austin, for example, we had a legislator's panel--very effective!)
3. Follow-up activities include continued showing of the videotape and continued work with other groups.
4. There were no more problems with this than any other project I have done--nor any fewer! All in all, things went quite well.

I am having Judy Allen send you ten copies of the list of legislation relating to energy conservation we prepared; I do not have 10 copies of the programs of the Dallas or Houston conference. Do I need to have additional ones made?

Good luck on your final report!

Sincerely,

Laura Keever,
Energy Director

bcc: Anderson, Wilbur, SO

COPIES

®



MEMORANDUM

LEAGUE OF WOMEN VOTERS OF TEXAS

1212 Guadalupe, No. 109 • Austin, Texas 78701 • Tel 512/472-1100

31 Aug. 1978

Dear Laura,

Pat Bruno returned from vacation, and I met with Pat Hickell & her yesterday. I will bring their proposal to board meeting. Will you complete the first page on Evaluation of Phase I? Will you be going to the Washington meeting as an Energy Committee member? Do you recommend the two Pats as Workshop participants? See you in Austin. ^{Pat} Betty

League of Women Voters Education Fund
1730 M Street, N.W.
Washington, D.C. 20036

(state)

PRELIMINARY PROPOSAL FOR A STATE LEAGUE
ENERGY EDUCATION OUTREACH PROJECT
(PHASE II)

Date:

State President:

League:

Address & Phone:

Address & Phone:

1. Workshop Participant (project manager):

Address & Phone:

2. Workshop Participant:

Address & Phone:

Evaluation of Phase I

1. Briefly, what were the objectives of the first state League energy education project?
2. From the state League's point of view, was the project successful in meeting those objectives?
 - a. If yes, what aspects contributed significantly to its success?
 - b. If no, why not? What, if anything, do you think should have been done differently or should be done differently in another project?

Energy Conf.

APR 17 1978

March 13, 1978

The Honorable William P. Hobby
Lieutenant Governor of the State of Texas
State Capitol
Austin, Texas 78711

Dear Bill,

Thank you again for your participation in the Houston and Austin energy conferences sponsored by the League, the Energy Institute, and the Center for Energy Studies. While one can never quantify the impact of such efforts, we were very pleased by the response of the participants in both bases. You would have enjoyed the afternoon of the Austin conference, which was marked by much divergence of opinion concerning the Energy Conservation Plan provided by a response panel consisting of Dan Kubiak, John Wilson, and Lyndon Olson. While I'm not sure who won the philosophical arguments, information gain was certainly achieved.

We are most appreciative of your sharing your time with us.

Sincerely,

Laura Keever,
Energy Director

®

Energy Conf.

APR 17 1978

March 13, 1978

Dr. John R. Howell
The Energy Institute
University of Houston
Houston, Texas 77004

Dear Jack,

Thank you again for your participation in the two conferences "Energy Options for Citizens and Lawmakers". While you can never quantify the impact of such efforts, we were very pleased by the response of the participants in both cases. You would have enjoyed the afternoon of the Austin conference, which was marked by much divergence of opinion concerning the Energy Conservation Plan provided by a response panel consisting of Dan Kubiak, John Wilson, and Lyndon Olson. While I'm not sure who won the philosophical arguments, information gain was certainly achieved.

I have enclosed a voucher I would appreciate your filling out so that we can reimburse you for your travel expenses to Austin. Please send it directly to Jeanette Vanderwater, [REDACTED]
[REDACTED]

Again, please accept our appreciation of your help with these conferences and cosponsorship by the Energy Institute.

Sincerely,

Laura Keever,
Energy Director

Encl.



Energy Conf.

APR 17 1978

March 19, 1978

Lyndon Olson, Jr.
[Redacted]

Dear Representative Olson:

Thank you for serving on the response panel for the energy conference "Energy Options for Citizens and Legislators" cosponsored by the League of Women Voters of Texas Education Fund and the Center for Energy Studies. Your comments offered a valuable addition to our afternoon discussion. I do want to encourage you not to view the Energy Conservation Plan too negatively, however, for while it is complex, it offers a tremendous educational opportunity for Texas.

Again, many thanks for joining us.

Sincerely,

Laura Keever,
Energy Director

®

Energy Conf

APR 17 1978

March 14, 1978

Mr. Dan Rubiak
[REDACTED]

Dear Dan,

Thank you for serving on the response panel for the energy conference "Energy Options for Citizens and Legislators", cosponsored by the League of Women Voters of Texas Education Fund and the Center for Energy Studies. Your comments made a lively addition to our discussion! I do want to encourage you not to view the Energy Conservation Plan too negatively, however, for while it is complex, it offers a tremendous educational opportunity for Texas.

Again, many thanks for joining us.

Sincerely,

Laura Keever,
Energy Director

bcc: Anderson, Wilbur, SO

®

Energy Conf

APR 17 1978

March 19, 1978

The Honorable John Wilson
[REDACTED]

Dear John,

Thank you for serving on the response panel for the energy conference "Energy Options for Citizens and Legislators", cosponsored by the League of Women Voters of Texas Education Fund and the Center for Energy Studies. Your comments offered a valuable addition to our afternoon discussion. I do want to encourage you not to view the Energy Conservation Plan too negatively, however, for while it is complex, it offers a tremendous educational opportunity for Texas.

Again, many thanks for joining us.

Sincerely,

Laura Keever,
Energy Director

bcc: Anderson, Wilbur, SO

®

2750

League of Women Voters of Texas Education Fund, Emergency Project

BA
ES
LF
50

			Bank	From	Grant	
			hr	hr	LWV-EF	hr, stipend
1	Nov 14	Deposit, LWV-TEF	500 -		500 -	1
2	Jan 9	Laura Keener	1	71.25		2
3	9	Fortuna Press	2	135 -		3
4	9	Texas Tex-Park	3	460		4
5			500 -	21085	500 -	5
6	11	Stipend for director	4		18750	18750 6
7	11	Bank charges, checks	5	807		7
8	21	LWV-US	6	130 -		8
9	11	Jeanette Vandewater	7	12 -		9
10	28	Deposit, LWV-TEF	1500 -		1500 -	10
11	Feb	Ken's Knik Kopy	8	50 -		11
12		Ken's Knik Kopy	9	5447		12
13	22	Elcie Calhoun	10	6483		13
14	25	LWV-Noroton	11	3640		14
15	1	Elcie Calhoun	12	10801		15
16	28	Laura Keener	13	4042		16
17	Mar 9	LWV-Texas	14	4348		17
18			3000 -	74953	210750	18750 18
19	Mar 14	Dr Chas Grant	15	7387		19
20	14	First Instant Printing	16	5342		20
21	14	Dr Konstantin Kolenda	17	15104		21
22	27	Laura Keener	18	8670		22
23	27	Laura Keener	19	45 -		23
24	27	Laura Keener	20	11781		24
25	31	Elcie Calhoun	21	1484		25
26	31	Take-Two Productions	22	400 -		26
27	31	LWV-US	23	108 -		27
28			2000 -	179921	218750	18750 28

March 31, 1978

Money received to date \$2000

Money spent to date \$1799.21

Jeanette Vandewater

Debit

5	6	8	9	10	11	12
Inf. Outcheck	621.75	Houston 818.75	Austin 1394.75	Dallas 914.75		

1 - Postage	1 - Postage	1 - Postage	654 Phone
6750 stationary	3375 stationary	3375 stationary	576 Phone
230 " "	115 " "	115 " "	
7080	3590	9185	1230

807

12 -

120 -

50 -

5447

6483

3640

10801

4042

4348

7887

5342

15104

1306

6402

962

45 -

1543

1878

8360

1484

400 -

108 -

9087

51647

80802

38385



ENERGY

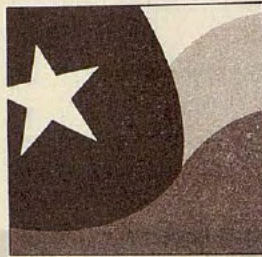
LEAGUE of WOMEN VOTERS of TEXAS EDUCATION FUND

1212 Guadalupe, No. 109

Austin, Texas 78701

512/472-1100



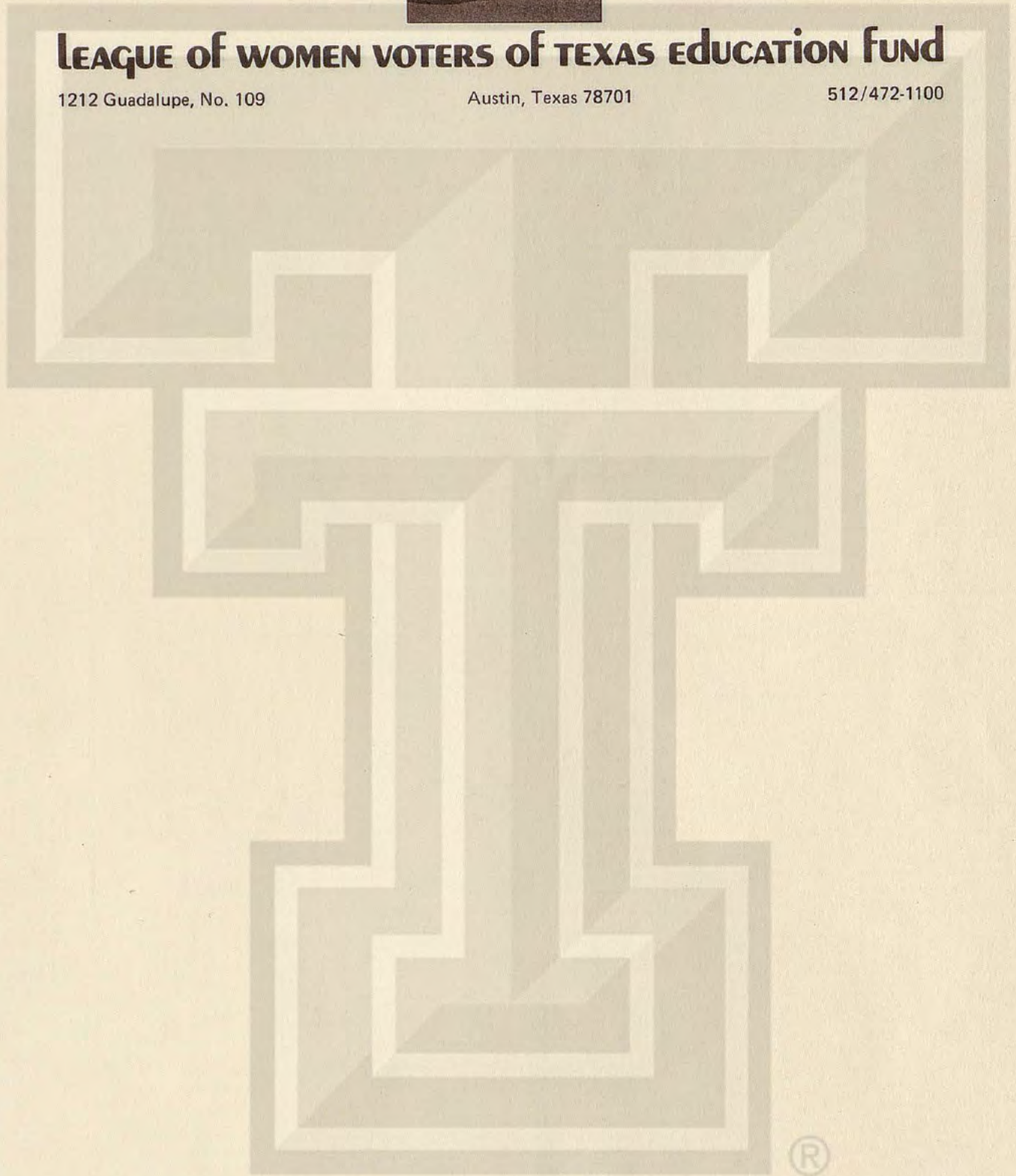


LEAGUE OF WOMEN VOTERS OF TEXAS EDUCATION FUND

1212 Guadalupe, No. 109

Austin, Texas 78701

512/472-1100



ENERGY

ENERGY OPTIONS FOR CITIZENS AND LAWMAKERS

March 7, 1978

Thompson Conference Center Auditorium

(Adjacent Lyndon B. Johnson Library)

The University of Texas at Austin

Austin, Texas

**The League of Women Voters
of Texas Education Fund**

**Center for Energy Studies
University of Texas at Austin**

ENERGY OPTIONS FOR CITIZENS AND LAWMAKERS

The League of Women Voters believes that a balanced and impartial public education program on the energy situation is necessary to provide citizens with the background information and perspective needed to understand the nation's energy outlook and possible options for dealing with energy problems. Such a program should promote meaningful dialogue and mutual understanding as groups with differing views investigate the available options.

As an outgrowth of this philosophy, a one-day conference on "Energy Options for Citizens and Lawmakers" will be sponsored by The League of Women Voters of Texas Education Fund and The Center for Energy Studies, University of Texas at Austin. Funded partially by a grant to The League of Women Voters of the United States Education Fund from The Department of Energy, this free conference is designed for Leaguers and their legislators, community leaders, and the general public.

The conference will begin at 8:45 A.M. on March 7 at the Thompson Conference Center Auditorium (adjacent the LBJ Library) at The University of Texas at Austin. It will conclude at approximately 3:45 P.M. Please detach and mail the registration form provided by February 25.

For further information contact Dorothy Power, League of Women Voters of Austin, 8109 B Ceberry, Austin, Texas, 78759, (512) 345-5119 or the office of The League of Women Voters of Texas, 1212 Guadalupe, Austin, Texas, 78701, (512) 472-1100.

AGENDA

8:45 - 9:15	Registration
9:15 - 9:30	<u>Introductory Remarks</u> Betty Anderson, President League of Women Voters of Texas
	Dr. Herbert H. Woodson, Director Center for Energy Studies
9:30 - 10:00	<u>Texas Energy Policy Options</u> The Honorable William P. Hobby, Lieutenant Governor of Texas
10:00 - 10:45	<u>Alternative Energy Sources</u> Dr. John R. Howell, Director The Energy Institute, University of Houston
10:45 - 11:30	<u>Social Aspects of Energy Develop- ment</u> Dr. Sally C. Lopreato, Director Social Systems Research, Center for Energy Studies
11:30 - 1:00	Lunch Break (Although lunch is not provided, there are dining facilities on campus)
1:00 - 1:45	<u>Energy Forecasting</u> Dr. Martin L. Baughan, Director Electric Power Systems Research, Center for Energy Studies
1:45 - 3:45	Panel <u>Federal Conservation Initiatives</u> Harriet Hahn, Program Manager for State Programs, Energy Conservation and Environment Division, Depart- ment of Energy, Region 6
	<u>Texas Conservation Initiatives</u> Alvin Askew, The Governor's Ad- ministrative Assistant for Energy Resources, Governor's Office of Energy Resources
	<u>Conservation Initiatives of Other States</u> David B. Marks, Director of Pro- grams, Governor's Office of Energy Resources

Questions and Answers

Please detach and mail to:
League of Women Voters of Texas Education Fund
8109 B Ceberry
Austin, Texas 78759

NAME: _____

AFFILIATION: _____

TITLE: _____

I will attend the conference, Energy Options for Citizens and Lawmakers, March 7, 1978 at the Thompson Conference Center Auditorium, University of Texas at Austin, Austin, Texas. I will bring _____ people with me.

League of Women Voters of Texas Education Fund
8109 B Cebery
Austin, Texas 78759

Bulk Rate
U.S. Postage
PAID
Austin, Texas
Permit No. 144

*Put
Stamp
Here*

League of Women Voters of Texas Education Fund
[REDACTED]



See revision

FOR IMMEDIATE RELEASE

What options does Texas have in the way of energy policy?

What alternative sources of energy are available to us?

What sorts of conservation techniques should we be practicing?

A one-day conference on Energy Options for Citizens and Lawmakers set for March 7 at the Thompson Conference Center Auditorium adjacent to the LBJ Library at the University of Texas, Austin, will answer these questions.

The Conference is sponsored by the League of Women Voters of Texas Education Fund and The Center for Energy Studies, University of Texas at Austin.

The Conference begins with registration at 8:45 AM. It is open without charge to the general public, community leaders, Leaguers, and ~~their~~ legislators.

Speakers will include The Honorable William P. Hobby, Lieutenant Governor of Texas; Dr. John R. Howell, Director, The Energy Institute, University of Houston; Dr. Sally C. Lopreato, Director, Social Systems Research, Center for Energy Studies; Dr. Martin L. Baughan, Director, Electric Power Systems Research, Center for Energy Studies; Harriet Hahn, Program Manager for State Programs, Energy Conservation and Environment Division, Department of Energy, Region 6; Alvin Askew, The Governor's Administrative Assistant for Energy Resources, Governor's Office of Energy Resources, and David B. Marks, Director of Programs, Governor's Office of Energy Resources.

The Conference is funded partially by a grant to the League of Women Voters of the United States Education Fund from the Department of Energy.

It is the outgrowth of the League of Women Voters' belief that a balanced and impartial public education program on the energy situation is necessary to provide citizens with the background information and perspective needed to understand the nation's energy outlook and possible options for dealing with energy problems.

For further information contact Dorothy Power, League of Women Voters of Austin, [REDACTED] or the office of the League of Women Voters of Texas, [REDACTED]

Reg Energy Conf
FEB 3 1978

January 9, 1978

Mr. Alvin Askew
Governor's Office of Energy Resources
[REDACTED]

Dear Al,

Not only is the League of Women Voters of Texas Education Fund holding a conference on energy in Houston on "Energy Options for Citizens and Lawmakers", we are also cosponsoring one in Austin with the Center for Energy Studies on March 7. Would you be available to give your presentation on "Texas Conservation Initiatives" for us in Austin on March 7 as well?

I look forward to hearing from you.

Sincerely,

LK
Laura Koever,
Energy Director

[REDACTED]
bcc: Power, Anderson, Wilbur, SO

®

Reg. Energy Conf.
FEB 3 1978

January 9, 1978

Mr. Clif Drummond
Austin Research Associates
[REDACTED]

Dear Clif,

As the Austin energy conference cosponsored by the League of Women Voters of Texas Education Fund and the Center for Energy Studies will soon be upon us, I would like to coordinate a few matters.

As I recall, you agreed to secure a room for the conference, speak to Marty Baughman about making a presentation on energy forecasting, and speak to Sally Loyreade about making a presentation on the regional aspects of energy.

I am sure that you have taken care of these matters but would you let me know?

I would also like to have your suggestions for specific titles for the two presentations for program-making purposes.

Many thanks.

Sincerely,

LK

Laura Keever,
Energy Director

bcc: Power, Anderson, Wilbur, SO



Reg Energy Conf -
FEB 3 1978

February 1, 1978

Mr. Paul Smolen
[REDACTED]

Dear Mr. Smolen:

I very much appreciate your willingness to undertake the videotaping responsibilities for the conference entitled "Energy Options for Citizens and Lawmakers" to be held in Austin on March 7. It is my understanding that you are to provide the League of Women Voters of Texas Education Fund with a five-hour long color video production of good quality for \$400. The League will provide the tapes.

The conference is scheduled for 9:15 - 11:30 a.m. and 1:00 - 3:45 p.m. at the Thompson Conference Center Auditorium adjacent the LBJ Library.

If this arrangement is satisfactory to you, I would appreciate your signing the attached copy of this letter and returning it to me.

I look forward to working with you.

Sincerely,

Laura Keever,
Energy Director

Paul Smolen

Date:

cc: Anderson, Wilbur, S6, Green



FEB 3 1978

Reg. En. Conf.

February 1, 1978

Mr. George Warrington
[REDACTED]

Dear Mr. Warrington:

I very much appreciate your willingness to edit five hours of videotape of the proceedings of the conference entitled "Energy Options for Citizens and Legislators" to one hour for the amount of \$75. The League member who will assist you is Dorothy Power, 8109 B Caberry, Austin, Texas, 78759, telephone 345-5119. I will also review the tapes with Dorothy. (My telephone number in Houston is [REDACTED])

If this arrangement is satisfactory to you, would you please sign the attached copy of this letter and return it to me.

I look forward to working with you.

Sincerely,

LK

Laura Keever,
Energy Director

George Warrington

Date:

cc: Dorothy Power
Donna Green

bcc: Anderson, Wilbur, SO

Reg En Conf

FEB 3 1978

February 1, 1978

Mr. Alvin Askew
Governor's Office of Energy Resources
[REDACTED]

Dear Al,

Enclosed is a copy of the program for our conference in Houston on February 20. Will you need any audio-visual equipment?

We will be having lunch for the speakers at noon; I certainly hope you can join us.

Will you send me a resume for introductory purposes?

I look forward to seeing you on the 20th.

Sincerely,

LK

Laura Keever,
Energy Director

cc: Colwell, Anderson, Wilbur, SO

Similar letters sent to other spekaers.

®

JAN 6 1978

January 4, 1978

Mr. John Rivera
Department of Energy
Office of Conservation and Solar Applications
[REDACTED]

Dear Mr. Rivera:

The League of Women Voters of Texas Education Fund and the Energy Institute of the University of Houston are cosponsoring a conference on February 20 in Houston entitled "Energy Options for Citizens and Lawmakers". The audience will include Leaguers, their legislators, selected community leaders, and the general public. We would very much appreciate your making a presentation to the conference reviewing energy conservation initiatives of other states--particularly those states which have taken a leadership role in this area.

I look forward to hearing from you soon and hope that you can respond favorably to this request.

Sincerely,

Laura Keever,
Energy Director

cc: Harriet Sahn

bcc: Anderson, Wilbur, SO, Colwell, Allen

®

JAN 6 1978

January 4, 1978

Mr. Alvin Askew
Governor's Office of Energy Resources
7703 W. Lamar
Austin, Texas 78752

Dear Al,

Many thanks for accepting the invitation of the League of Women Voters of Texas Education Fund and the Energy Institute of the University of Houston to speak at our upcoming conference on "Energy Options for Citizens and Legislators". The conference will be on February 20 in the Continuing Education Center of the University of Houston.

We would appreciate your directing your remarks to "Texas Conservation Initiatives", specifically reviewing the Energy Conservation Plan, the Energy Extension Service, conservation legislation introduced the past legislative session, and what you think is needed in the way of future legislation. All in twenty minutes! (You may have a few more minutes if you like.)

Thank you again for participating in this conference with us.

I look forward to seeing you soon.

Sincerely,

Laura Keever,
Energy Director

®

JAN 6 1978

January 4, 1977

Dr. John R. Howell
The Energy Institute
University of Houston
3801 Cullen Boulevard
Houston, Texas 77004

Dear Jack,

This will confirm our conversations concerning cosponsorship by the Energy Institute of the University of Houston and the League of Women Voters of Texas Education Fund of a conference to be held on February 20 entitled "Energy Options for Citizens and Lawmakers". We would like for you to make an approximately 20-minute presentation on "Alternative Energy Sources" for the morning session of the conference.

As I mentioned to you, the League is also desirous of your giving this presentation to a similar conference in Austin on the morning of March 7 which is being cosponsored by the League of Women Voters of Texas Education Fund and the Center for Energy Studies at the University of Texas.

We are most appreciative of your willingness to participate in these conferences.

Sincerely,

LK
Laura Keever,
Energy Director

bcc: Anderson, Wilbur, SO, Colwell, Allen, Power

®

JAN 4 1977

MEMORANDUM

To: Pearl Wincorn & Bobette Higgins

December 30, 1977

From: Laura Keever

Re: Dallas Energy Conference

I have revised the budget for the Dallas conference (as originally proposed) to reflect conversations I have had with Bobette.

Conf. Coordinator's Stipend	\$ 93.75
Telephone & postage	20.00
Travel - Project Director	85.00
Travel - Speakers	716.00
	<u>\$914.75</u>

The telephone and postage reflects expenses Pearl and I have incurred or may incur.

Bobette, I expect that we will have to give the speaker's these vouchers to fill out, but I will find out for sure from LWVEF.

Many thanks.

The conference looks great!

cc: Anderson, Wilbur, 90

®

JAN 4 1977

MEMORANDUM

December 30, 1977

To: Elsie Colwell, Pearl Wintern, Judy Allen, Dorothy Power

From: Laura Keever

Enclosed are a number of items relating to our various energy projects.

(1) Vouchers. These are, of course, for any expenses you incur relating to the conferences and/or outreach efforts.

(2) A copy of "Preliminary Accounting Procedures for LWVF Energy Education Projects. These explain how to use the vouchers.

(3) A check which reflects one-half of the project coordinator's stipend. As the overall amount was sent to me in my name, the checks are made out to you from me.

I will be finalizing the speakers for the Austin and Houston conferences next week--I will send you a copy of my letters as they are written.

Everything is looking good--Dorothy, I will be checking with you soon.

Happy New Year!

cc: Anderson, Higgins, Wilbur, SO

®

Energy Corp. JAN 3 1977

December 16, 1977

The Honorable Bill Hobby
Lieutenant Governor of the State of Texas
State Capitol
Austin, Texas 78711

Dear Bill,

As I mentioned to you a couple of months ago, the League of Women Voters of Texas is sponsoring a series of one-day energy conferences this spring for league members, their legislators, and selected community leaders. We would like for you to give the opening address of the afternoon for two of them: in Houston on February 20 and in Austin on March 7. While you may speak about any aspect of energy you wish, we would like for you to direct your remarks toward "Energy Options for Texas".

We very much hope you will be able to join us on February 20 and March 7.

Sincerely,

Laura Keever,
Energy Director

®

Energy

SEP 21 1977

September 19, 1977

Mr. Clif Drummond
Austin Research Associates
1901 Rutland
Austin, Texas 78758

Dear Clif,

Enclosed is a copy of the project proposal which the League of Women Voters of Texas has submitted to the League of Women Voters of the United States regarding three energy conferences, a videotape, and energy information dissemination through organizations. I think this will give you some idea of what we have in mind.

The Austin Planning Committee meeting is now scheduled for October 4 at 10:00 a.m. in the office of the League of Women Voters of Texas, 1212 Guadalupe.

As I indicated to Herb, the two primary things we would like from you are to attend the Planning Committee meeting and make arrangements for us to hold the conference on the UT campus.

I did not mention to you that the videotape is to be made of the Austin conference. I assume that we do not need any sort of special approval for that, but please let me know on October 4.

I am delighted that the Center for Energy Studies is cosponsoring this conference with us, and I look forward to seeing you on October 4.

Sincerely,

LP

Laura Keever
Energy Director

cc: Dr. Herb Woodson
Ms. Dorothy Power

bcc: Anderson, Wilbur, SO

Energy

SEP 21 1977

September 19, 1977

Mrs. Pearl Wincorn
League of Women Voters of Dallas
6200 Maple
Dallas, Texas 75235

Dear Pearl,

Thank you for your letter of September 12. It was timely as you can see from all the enclosures to this letter.

Please ask the University of Texas at Dallas if they would be willing to cosponsor the Dallas conference for sometime in March. Cosponsorship involves (1) attending the planning meeting and (2) hopefully providing space for the conference to be held on the UT-D campus. We may need speakers as well, but that would be the case in any event.

We do need to schedule the planning committee meeting. Would you arrange for a place for the meeting for either a day in the week of October 17 or 25th? Both TEAC and FEA have been asked to cosponsor all three conferences, but I do not have firm answers yet. More than likely someone from FEA will attend the planning meeting, however, but I don't know about TEAC. If you schedule it for 10:00 a.m., I can probably get there in time. Let me know the date as soon as possible so that I can get it on my calendar--units in October are going to be demanding for me in Houston, as I am sure they are for you!

I am sending Judy your letter so that she can answer directly if she has the name of the Oklahoma Leaguer who organized the Energy Fair.

I think the project proposal will clarify what is expected of the conference coordinators. Please let me know if you have any questions.

I'm delighted you are handling this for us.

Sincerely,

LL

Laura Keever,
Energy Director

bcc: Anderson, Wiblur, SO

Energy

SEP 21 1977

September 19, 1977

Dr. Milton Holloway
Texas Energy Advisory Council
7703 North Lamar
Austin, Texas 78761

Dear Milton:

Enclosed is the project proposal for the League of Women Voters of Texas outreach program which includes three conferences, a videotape, and information dissemination through organizations.

We would like for the Texas Energy Advisory Council to cosponsor the three conferences. Cosponsorship involves participation in the Planning Committee meetings, furnishing selected information for conference participants (I think Joe has given you a list of the items we would like for you to provide), and, of course, use of your name as a cosponsor of the conferences.

The Austin Planning Committee is scheduled for October 4 at 10:00 a.m. in the LWV-T office at 1212 Guadalupe, Austin. I hope that you or Bill can join us at that time.

I look forward to hearing from you.

Sincerely,

LK

Laura Keever,
Energy Director

bcc: Anderson, Wilbur, SO



SEP 21 1977

E. neogy

September 19, 1977

Dr. Dr. John R. Howell
The Energy Institute
University of Houston
3801 Callen Boulevard
Houston, Texas 77004

Dear Jack,

Enclosed is a copy of the project proposal I recently submitted regarding the energy conferences the League is planning for this Spring.

I plan to begin inviting speakers for the Houston conference in October. I'll check back with you then.

Sincerely,

LK

Laura Keever,
Energy Director

bcc: Judy Allen, Elsie Colwell
Anderson, Wilbur, SO



Energy

SEP 21 1977

September 19, 1977

Ms. Harriet Hahn
Federal Energy Administration - Region 6
2626 W. Mockingbird Lane
Dallas, Texas 75235

Dear Harriet,

It was good to see you in Houston for the Planning Committee meeting! Enclosed is the project proposal for the series of conferences which the League of Women Voters of Texas is planning to give in the Spring.

We would like for the Federal Energy Administration to cosponsor the three conferences. Cosponsorship involves participation in the Planning Committee meetings, furnishing selected information for conference participants, perhaps furnishing speakers, and, of course, use of FEA's name as a cosponsor of the conferences.

The Austin Planning Committee is scheduled for October 4 at 10:00 a.m. in the LWV-T office at 1212 Guadalupe, Austin. I expect the Dallas Planning Committee to be sometime later in the month of October. I hope you can join us for both meetings.

I look forward to hearing from you soon.

Sincerely,

LK

Laura Keever,
Energy Director



cc: Anderson, Wilbur, SO

SO copy

SEP 19 1977

8

September 14, 1977

Ms. Isabelle Weber
League of Women Voters Education Fund
1730 M Street, N.W.
Washington, D. C. 20036

Dear Isabelle,

Enclosed is the Texas application for the pass-through funds under the ERDA grant. Also enclosed is an application for the initial \$500. When the check is sent, will you please make it out to the League of Women Voters of Texas Education Fund.

Many thanks.

Sincerely,

Laura Reever,
Energy Director

P.S. We have already had the first Planning Committee meeting and everyone is anxious to begin.

I look forward to seeing you at the end of the month!

cc: Anderson, Wilbur, Sturgis, Schlupak, SO

Note to Sturgis: Please let me know if I should have this check sent to Austin or to you. After deposit, I will ask you to make out another check to League of Women Voters of Texas Education Fund - Energy Project for deposit here in Houston. Jeanette Vanderwater has agreed to act as project treasurer. Many thanks.

Jeanette

SEP 19 1977

Proposal for Pass-through Grant
for State League Energy Education Program

Date: September 14, 1977

League: League of Women Voters of Texas (Education Fund)
1212 Guadalupe
Austin, Texas 78701

State President: Betty Anderson

Project Manager: Laura Keever

1. Describe your overall project: A series of three one-day energy conferences emphasizing conservation; a videotape of selected portions of one of the conferences; and an information outreach program with other organizations.

The conferences will be held in February and March in Austin, the Dallas area, and Houston. Conference coordinator(s) will be selected for each conference. The conferences will be planned by a Planning Committee for each city. The members of the Planning Committee will be: Project Director, Conference Coordinator(s), and representatives of cosponsors. Potential cosponsors include the Texas Energy Advisory Council, the Federal Energy Administration - Region 6, and a local university.

The videotape will be made at the Austin conference, will be shown on the Austin ACT channel, and will be made available to other communities throughout the state.

The information outreach program includes identifying Texas organizations that are interested in disseminating energy information, establishing communication with these organizations, and providing them with materials for their members.

2. Objectives

- a. What are your specific objectives in carrying out this Project: How will the project fill the need for public education about energy problems and issues in your state?

While each of the conferences will vary locally in all probability (Texas is a very large state with regional differences), all of them will emphasize conservation. Texas is the largest producer state in the country, and the emphasis legislatively is on production and not conservation. Legislators are the farthest behind in energy conservation information. It is therefore the primary objective of this project to make energy conservation information easily available to a large number of legislators, League members, and the general public.

- b. Which groups in your state do you expect to reach?

Leaguers; legislators; the general public; and environmental, consumer, labor, and other interested organizations

- c. Who will be the major audience(s) of your project?

Leaguers, legislators, the general public, and organized groups.

- (d)d. Does your project present the national as well as the state (and possibly local) energy perspectives? Explain.

Included in an energy conservation emphasis must necessarily be the need for energy conservation. Need will be established by presenting both national and state facts about the energy problem in general, i.e., rates of energy growth and alternative supplies. Conservation itself will be addressed through both national and state perspectives--review of national programs and legislation as well as state programs and legislation will provide both perspectives. Information provided to groups will be both national and state oriented in nature.

3. If the proposal is for a conference, seminars, workshops, etc. --

(a) Format and Content of Sessions

While the content may vary slightly for each of the conferences, essentially the topics covered will be:

Morning: Energy Forecasting
Energy Alternatives
The Need for Energy Conservation
Afternoon: National Energy Conservation Legislation
State Energy Conservation Legislation
Energy Conservation Legislation in Other States

(b) Participants - Kinds and Numbers

Leaguers, Legislators, & General Public
Approximately $75 \times 3 = 225$
Videotape audience - 10,000
Information through groups - 1,000

Timetable - Briefly describe the projected goals and related activities you aim to undertake during each time period.

Present - September: Appoint conference coordinators & outreach coordinator
Establish responsibilities of conference coordinators & outreach coordinator
Have planning meeting for first conference
Begin identifying cosponsors
October - December: Have planning meetings for remaining two conferences
Begin writing review of state legislation
Invite speakers
Make videotape arrangements
Begin identifying groups and begin informational outreach
January - March: Prepare packet materials
Invite conference participants
Make final arrangements for meeting rooms, coffee, etc.
Have conferences, make videotape & distribute
Continue information outreach with other groups
March - June Continue information outreach with other groups

Additional Information:

Houston Conference Coordinators: Judy Allen

Elsie Colwell

Dallas Conference Coordinator: Pearl Wincorn

Austin Conference Coordinator: Dorothy Power

Information Outreach Coordinator: Judy Allen

Responsibilities of Conference Coordinators:

- . Attend Planning Committee Meeting
- . Develop invitation list with project director
- . Prepare invitations and mail
- . Keep list of acceptances
- . Coordinate follow-up calls to legislators by LLs
- . Prepare packet materials
- . Make arrangements for meeting place, coffee, and registration
- . Prepare PR releases.

Responsibilities of Outreach Coordinator

- . Identify Texas organizations interested in an energy information outreach program
- . Establish communication with such groups (through personal interviews, surveys, newsletters, etc.)
- . Distribute information to identified groups.

	<u>Budget</u>			
	<u>Informational Outreach</u>	<u>Houston</u>	<u>Austin</u>	<u>Dallas</u>
Conf. Coordinator's Stipend	\$ 93.75	\$ 93.75	\$ 93.75	\$ 93.75
Planning Committee		60.00	36.00	36.00
Informational Packets	128.00	150.00	150.00	150.00
Coffee		40.00	40.00	40.00
Secretarial Services		75.00	75.00	75.00
Supplies	100.00	50.00	50.00	50.00
Telephone & postage	100.00	100.00	100.00	100.00
Printing		50.00	50.00	50.00
Travel - Project Director	200.00*		50.00	120.00
Speakers		200.00	200.00	200.00
Videotape			550.00	
Totals	\$621.75	\$818.75	\$1394.75	\$914.75

*Travel for Outreach Coordinator.



Texas

m League of Women Voters of Texas Education Fund

[REDACTED]
Betty Anderson

[REDACTED]
Laura Keever

[REDACTED] [REDACTED]
A series of three one-day conferences emphasizing conservation; a videotape of selected portions of one of the conferences; and an information outreach program with other organizations.

Appoint conference coordinators & outreach coordinator
Establish responsibilities of conference coordinators & outreach coordinator
Have planning meeting for first conference; identify cosponsor
Have planning meetings for remaining two conferences
Begin writing review of state legislation
Invite speakers
Make videotape arrangements
Prepare packet materials
Invite conference participants
Make final arrangements for meeting rooms, coffee, etc.
Have conferences, make videotape & distribute
Continue information outreach with other groups

(R)

BUDGET

Two Planning Conferences \$ 96.00
Travel - Project Director 100.00
- Outreach Coordinator 100.00
Printing 104.00
Telephone & postage 100.00
Total \$ 500.00

Donna

[Signature]