## 2011

### Inaugural Federation Board of Directors

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Region</th>
</tr>
</thead>
<tbody>
<tr>
<td>Geoff Wilson</td>
<td>Presiding Member</td>
<td>Canada</td>
</tr>
<tr>
<td>Nicky Leggatt</td>
<td>Deputy Presiding Member</td>
<td>(January – resigned November 2011) UK &amp; Ireland</td>
</tr>
<tr>
<td>Theresa Gunn</td>
<td>Treasurer</td>
<td>USA</td>
</tr>
<tr>
<td>Lucy Cole-Edelstein</td>
<td>Secretary</td>
<td>Australasia</td>
</tr>
<tr>
<td>Stephanie Boone-Shaw</td>
<td>Director</td>
<td>Member-at-Large, USA</td>
</tr>
<tr>
<td>Desley Renton</td>
<td>Director</td>
<td>Member-at-Large, Australasia</td>
</tr>
<tr>
<td>Kimbra White</td>
<td>Director</td>
<td>(completed term October 2011) Australasia</td>
</tr>
<tr>
<td>Carla Leversedge</td>
<td>Director</td>
<td>(commenced term November 2011) Australasia</td>
</tr>
<tr>
<td>Noreen Rude</td>
<td>Director</td>
<td>Canada</td>
</tr>
<tr>
<td>Joana Janiw</td>
<td>Director</td>
<td>France</td>
</tr>
<tr>
<td>Nomi Muthialu</td>
<td>Director</td>
<td>Deputy Presiding Member</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(from November 2011) Southern Africa</td>
</tr>
<tr>
<td>David Hovde</td>
<td>Director</td>
<td>USA</td>
</tr>
</tbody>
</table>
Left Insert: Joana Janiw (France) Right Insert: Nicky Leggatt (UK & Ireland)

Left to Right Back Row – Stephanie Boone-Shaw (member-at large), David Hovde (USA), Antonietta Cacciani (Professional Development Manager – Contractor); Noreen Rude (Canada), Desley Renton (member-at-large), Lucy Cole-Edelstein, Secretary (Australasia), Kimbra White (Australasia)

Left to Right Front Row – Moira Deslandes (Executive Director – Contractor); Geoff Wilson, Presiding Member (Canada), Nomi Muthialu, Deputy Presiding Member (Southern Africa) and on screen, Theresa Gunn, Treasurer (USA)

*Face to Face Meeting in October, Sydney, Australia*
Dear Friends:

2011 has been a year of transition, renewal, and reaffirmation for IAP2, and it has been a year full of learning for all of us – the Federation and the Affiliates – as we begin to operationalize the new organizational structure that was adopted in 2010 and put in place a new strategic plan.

The very first meeting of the Federation Board of Directors was hosted by AIP2 in France in Paris in February. This was a significant meeting for us because it laid the foundation for our work together as a Board and as a new organization. At this meeting we came to learn who we are as a federation and our aspirations for the future of the association. It was these aspirations that developed into a new strategic vision and direction for IAP2.

The IAP2 Board adopted the new strategic plan in September following a robust conversation with the Affiliates and many IAP2 members around the world. This plan confirms our place on the world stage and has us striving to become the preeminent professional organization in the practice of public participation. Our strategic goals involve leadership in the practice and promotion of public participation, the continued development of professional public participation practice, continued growth of the organization, and a focus on sustainability.

We engaged our first Professional Development Manager who is leading the Innovation Project to helping us to renew our certificate training program, and this project is continuing. The Board also approved an ambitious agenda for 2012 for a train-the-trainer program as part of a program to build training capacity and business development.

International interest in IAP2 remained strong in 2011. There has been significant activity and interest in new affiliates in Indonesia, Italy, Ghana, and Portugal. Additionally, IAP2 travelled to Kazakhstan at the invitation of the Soros Foundation to provide public participation advice to the government and extractive industry sector.

I believe it is important to acknowledge that, as we have been evolving as an association throughout this year, we have all been caught up in an environment of profound social turmoil and against a backdrop of devastating natural disasters and human struggles. In 2011, our world was rocked by earthquakes in New Zealand, an earthquake and tsunami in Japan, flooding in Australia, wildfires in northern Alberta, Canada, and famine in Somalia, to name only a few. At the same time, we watched popular unrest unfold through the Arab Spring and the international Occupy Movement, and we continued to face the uncertainty of an unstable and volatile world economy.

These events affect us as individuals and shape our work and our thinking as an organization: Public participation is both a philosophy and a tool that holds enormous potential to change our world, and in practice, public participation is reshaping social and government structures everywhere. It is also a practice that holds the promise of healing and recovery for communities needing to rebuild after natural disasters. Our work as practitioners is human-scale, and it has never been more important.
On behalf of the Board and the membership, I would like to acknowledge and thank our Executive Director, Moira Deslandes, for her competent management, support and guidance through this transitional year.

As well, our sincere thanks to IAP2’s Professional Development Manager, Antonietta Cacciani, for advancing the renewal of our training program. I would be remiss if I did not also acknowledge the work of our many contract staff who keep us organized, communicating and our accounts in order.

And finally, my deepest appreciation goes out to my colleagues on the Federation Board and all those who have volunteered their time, energy and intellect over the past year as we work to realize our vision as the preeminent international association for the professional practice of public participation.

Geoff Wilson
Presiding Member
Summary of Affiliate Activity in 2011

IAP2 is a Federation of Affiliates. All Affiliates completed their requirements for Affiliation as required under Schedule 1 of the Bylaws of the Association. At the conclusion of 2011 each Affiliate was invited to submit a report to demonstrate their compliance with their Affiliate agreement. A return was not received from IAP2 UK & Ireland.

Membership

Each Affiliate is able to determine its own membership criteria and categories and able to accept members from locations where there is not an Affiliate. There are members in 26 countries and the membership includes students, corporations, government agencies, local municipalities, companies as well as individual practitioners, researchers, academics, emeritus (retired) and friends of the practice.

A wide range of professional development activities were held for members by Affiliates including: IAP2 Australasia Conference, USA and Canada Webinars, France Breakfast Case Study Presentations and site visits, Southern Africa Workshops and Training hosted by Affiliates in Southern Africa and Australasia. These activities were supported with regular communications through online newsletters, social media, member directories and website platforms.

Over 150 members volunteer to support initiatives in Affiliates and serve on boards, committees, working groups, planning committees, judging panels, administration and finance groups and communication teams.

Affiliates have been involved in national conversations in the USA on open government, in Southern Africa on public participation and the legislature and in Australasia on matters of national disasters and climate change. France developed a document for national distribution on best practice in public participation.
Membership figures have been provided by each Affiliate for the year ending December 31, 2011.

<table>
<thead>
<tr>
<th>Membership Region</th>
<th>Figures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Australasia</td>
<td>1124</td>
</tr>
<tr>
<td>Canada</td>
<td>350</td>
</tr>
<tr>
<td>France</td>
<td>25</td>
</tr>
<tr>
<td>Southern Africa</td>
<td>62</td>
</tr>
<tr>
<td>United Kingdom and Ireland</td>
<td>43</td>
</tr>
<tr>
<td>United States of America</td>
<td>401</td>
</tr>
</tbody>
</table>

Awards Program
The annual awards program recognizing excellence and innovation was held once again in 2011. The winners of the Core Values Awards for 2011 were judged by an international panel of practitioners and academics and led by co-chairs Geoff Wilson (Canada) and Lucy Cole-Edelstein (Australasia). Winners in 2011 were from South Africa, USA and Australia.

Organization Winner
Johannesburg Development Agency: Public Participation - The Key to Sustainable Development Interventions, South Africa.

2011 Project Winner
Community Engagement Shaping South Australia’s Strategic Plan, South Australian Department of Premier and Cabinet, Australia.

2011 Research Award

All of the submissions including the winning entries can be viewed in the 2011 State of the Practice Report at www.iap2.org

Journal of Public Deliberation
2011 was the first year of a new relationship with the University of Kansas and Berkley Press to fund and support the Journal of Public Deliberation. IAP2 is represented in this group by providing the Essay Editor Dr Lyn Carson and the growth in readership has commenced with over 10,710 article downloads in 2011 (7708 downloads in 2010, 7,000 in 2009 for the Journal of Public Deliberation). The Journal can be accessed directly at http://services.bepress.com/jpd/
Major Project: Innovation Project
2011 commenced with an Innovation Summit, held in Sydney to begin the process to renew the teaching and learning materials in the Certificate in Public Participation. This project will continue through 2012 and to date has included input from academics, researchers, past participants, license holders, companies and government agencies who have taken training.

Professional Development
7,771 training days\(^1\) were delivered by trainers licensed to IAP2 in 2011. This is the most number of training days ever delivered by IAP2 across all programs offered. This is a 17% increase on 2010 further strengthening the brand, reach and value of the organization in the field. An international calendar of training is available via [www.iap2.org](http://www.iap2.org) and this is supplemented and supported by Affiliate promotion and individual trainer marketing and promotion.

Trainers are licensed by IAP2 to deliver training in two programs – Certificate in Public Participation and Emotion, Outrage and Public Participation.

There are currently 42 trainers licensed across these two programs. During 2011 training was been delivered in Australia, New Zealand, Canada, Peru, Indonesia, USA, UK, South Africa and Ghana.

\(^1\) A training day is a single day by a single participant eg if a person takes a 5 day training that is equivalent to 5 training days.
As Treasurer, I am pleased to present the 2011 IAP2 financial report to affiliates. This year IAP2 successfully made the transition from a membership organization to a Federation of affiliates funded by professional development royalties.

During 2011, the Finance and Audit Committee made recommendations to the Board on revised financial policies to reflect the change in governance. A new investment and savings policy was approved. The Committee also discussed long term financial modeling and possible restructuring of licensing arrangements.

Despite the ongoing economic concerns in many countries across the globe, the demand for IAP2 Certificate Training remained high in Australasia and dramatically improved in Canada resulting in higher than expected revenues. In addition, much of the Innovation Project expenses were not incurred in 2011 as budgeted. The Executive Director and staff continue to find more effective ways of doing business and communicating resulting in further reduction of administration expenses.

At the end of 2011, the Board adopted a three-year strategic plan which focuses on expanding the IAP2 brand and developing other lines of business to diversify the association’s income stream. After adoption of the strategic plan, a three-year budget was established to support the new directions to take IAP2 through the coming years.

I would like to thank the other members of the committee, Carla Leversedge (Australasia), Noreen Rude (Canada), Ken Smith (Southern Africa), and Debra Duerr (USA) for their participation in the committee, advice and support during the year.

Theresa Gunn
Treasurer
> Directors Declaration

DIRECTORS DECLARATION
INTERNATIONAL ASSOCIATION FOR PUBLIC PARTICIPATION
The directors have determined that the association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the generally accepted accounting principles and internationally recognised accounting standards.
The directors of the organisation declare that:

1. the financial statement, as set out on the following pages presents fairly the association’s financial position as at 31st December 2011 and its performance for the year ended on that date.
2. At the date of this declaration, there are reasonable grounds to believe that the association will be able to pay its debts as and when they fall due.

This declaration is made in accordance with a resolution of the Board of Directors.

Director Geoff Wilson, Director, Presiding Member

Director Theresa Gunn, Director, Treasurer

Dated this 9th March, 2012
Auditor’s report is presented in full and inserted as a pdf without alteration as provided.

INTERNATIONAL ASSOCIATION FOR PUBLIC PARTICIPATION

To the members of the International Association for Public Participation

Scope
The preparation and fair presentation of the financial statements are the Board of Director’s responsibility.

The financial report is a special purpose financial report and comprises the statement of revenues and expenses, statement of financial position and the Board’s declaration for International Association for Public Participation (the association), for the year ended 31 December 2011 as set out on pages 1 to 3.

The elected Board of the association is responsible for preparing a financial report that presents fairly the financial position and performance of the association. This includes the responsibility for the maintenance of adequate accounting records and internal controls that are designed to prevent and detect fraud and error, and for the accounting policies and accounting estimates inherent in the financial report. The Board has determined that the accounting policies used are appropriate to meet the needs of the members. These policies do not require the application of generally accepted International Accounting Standards. No opinion is expressed as to whether the accounting policies used are appropriate to the needs of the members.

The financial report has been prepared for distribution to the members for the purpose of satisfying the Board of Directors reporting requirements. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared.

Audit approach
We conducted an independent audit of the financial report in order to express an opinion on it to the members of the International Association for Public Participation. Our audit has been conducted in accordance with the International Standards on Auditing in order to provide reasonable assurance as to whether the financial report is free of material misstatement. The nature of an audit is influenced by factors such as the use of professional judgment, selective testing, the inherent limitations of internal control, and the availability of persuasive rather than conclusive evidence. Therefore, an audit cannot guarantee that all material misstatements have been detected.

We performed procedures to assess whether in all material respects the financial report presents fairly, in accordance with generally accepted accounting policies, a view that is consistent with our understanding of the association’s financial position, and of its performance as represented by the results of its operations.

We formed our audit opinion on the basis of these procedures, which included:
- examining, on a test basis, information to provide evidence supporting the amounts and disclosures in the financial report; and
- assessing the appropriateness of the disclosures used and the reasonableness of significant accounting estimates made by the association.

While we considered the effectiveness of management’s internal controls over financial reporting when determining the nature and extent of our procedures, our audit was not designed to provide assurance on internal controls.

We performed procedures to assess whether the substance of business transactions was accurately reflected in the financial report. These and our other procedures did not include consideration or judgement of the appropriateness or reasonableness of the business plans or strategies adopted by the management of the association.

Independence
In conducting our audit, we have complied with the Independence requirements of Australian professional ethical pronouncements.
Audit Opinion
In our opinion, the financial report of the International Association for Public Participation presents fairly, in all material respects, the financial position of the International Association for Public Participation as at 31 December 2011 and of its financial performance as represented by the results of its operations for the year then ended in accordance with generally accepted accounting policies.

Basis of Accounting and Restriction and Distribution of Use
Without modifying our opinion, we draw attention to the fact that the financial statement is prepared to assist the International Association of Public Participation to comply with the financial reporting requirements of its constitution. As a result, the financial statement may not be suitable for another purpose. Our report is intended solely for International Association of Public Participation and should not be distributed to or used by other parties other than International Association of Public Participation.

NOT-FOR-PROFIT ACCOUNTING SPECIALISTS

A PETERSEN
Principal

Dated: 14th March 2012.
# Statement of Revenues and Expenses

## INTERNATIONAL ASSOCIATION FOR PUBLIC PARTICIPATION

### STATEMENT OF REVENUES & EXPENSES FOR THE YEAR ENDED 31 DECEMBER 2011

<table>
<thead>
<tr>
<th>Note</th>
<th>2011 $</th>
<th>2010 $</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Membership Dues</td>
<td>3,771</td>
<td>120,179</td>
</tr>
<tr>
<td>Conference Income</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Training Income</td>
<td>390,167</td>
<td>319,317</td>
</tr>
<tr>
<td>Other Operating Income</td>
<td>5,929</td>
<td>6,928</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td>399,867</td>
<td>446,424</td>
</tr>
<tr>
<td><strong>EXPENSES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administrative &amp; General</td>
<td>58,581</td>
<td>50,780</td>
</tr>
<tr>
<td>Annual Conference</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Board Expenses</td>
<td>2,662</td>
<td>2,617</td>
</tr>
<tr>
<td>Communications</td>
<td>6,310</td>
<td>7,058</td>
</tr>
<tr>
<td>Core Values Awards</td>
<td>620</td>
<td>1,096</td>
</tr>
<tr>
<td>Membership</td>
<td>8,052</td>
<td>15,638</td>
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<tr>
<td>Personnel Expenses</td>
<td>222,333</td>
<td>227,248</td>
</tr>
<tr>
<td>Training</td>
<td>72,696</td>
<td>33,400</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>371,254</td>
<td>337,837</td>
</tr>
<tr>
<td><strong>NET REVENUE</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>$28,613</td>
<td>$108,587</td>
</tr>
</tbody>
</table>
**Statement of Financial Position**

INTERNATIONAL ASSOCIATION FOR PUBLIC PARTICIPATION
STATEMENT OF FINANCIAL POSITION AS AT 31 DECEMBER 2011

<table>
<thead>
<tr>
<th>Note</th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

**CURRENT ASSETS**
Checking Accounts  | 52,675 | 121,541 |
Investment Accounts | 216,138 | 176,339 |
Accounts Receivable  | 59,662 | 32,989  |
Prepaid Expenses     | 6,825  | 14,596  |
Restricted Funds       | -      | -      |

**TOTAL CURRENT ASSETS**  | 335,300 | 345,465 |

**TOTAL ASSETS**  | 335,300 | 345,465 |

**TOTAL LIABILITIES**
Accounts Payable    | -      | 20     |
Accrued Expenses    | 15,778 | 19,203 |
Deferred Income     | 40     | 35,373 |
Other current liabilities | - | - |

**TOTAL CURRENT LIABILITIES**  | 15,818  | 54,596  |

**NET ASSETS**  | $319,482 | $290,869 |

**EQUITY**
Opening Balance  | 312,807 | 204,220 |
Prior Year Correction/Adjustment | 1  | (21,938) | (21,938) |
Net Revenue Current Year  | 28,613  | 108,587 |
**TOTAL EQUITY**  | $319,482 | $290,869 |

**Notes to the Financial Statements**

1. As at 31 December 2010 IAP2 amended its operational basis. The Board elected not to recoup membership fees from Affiliates from 2011. As a result membership fees from 1 January 2011 are retained by the Affiliates. An adjustment was made to Prior Year earnings in 2010 to reflect the allocation of lifetime membership fees received to the Affiliates.
2012 Board of Directors

Lucy Cole-Edelstein  Australasia
Carla Leversedge  Australasia
Geoff Wilson  Canada
Noreen Rude  Canada
Joana Janiw  France
Nomi Muthialu  Southern Africa
Vacant  UK & Ireland
Theresa Gunn  USA
David Hovde  USA

IAP2 Indonesia will be joining the Board from February 2012. It is also anticipated that IAP2 Western Africa and IAP2 Italy will be joining the Board during 2012.

The leadership team for 2012 is:
Geoff Wilson – Presiding Member
Nomi Muthialu – Deputy Presiding Member
Theresa Gunn – Treasurer
Lucy Cole-Edelstein – Secretary
### Schedule 1

<table>
<thead>
<tr>
<th>CRITERIA</th>
<th>REQUIREMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Membership Driven Organization</td>
<td>Be prepared to accept members and work to meet their needs</td>
</tr>
</tbody>
</table>
| Purpose & Legal                 | Be legally constituted in selected country  
                                  | Have essentially the same statement of purpose or objectives in any legal document (Bylaws) as the Federation  
                                  | Be a non-commercial organization (not be privately owned)                                                                                  |
| Governance, leadership          | Have in place a fairly selected governance body  
                                  | Designated Affiliate representative(s) able to participate in Federation Board meetings  
                                  | Affiliate representative to Federation Board of Directors may not be a contractor or license holder to IAP2 |
| Finance and Revenue             | Have in place a bank account in name of Affiliate and that can receive and send international transactions  
                                  | Have structure in place to accept and manage membership fees and meet basic financial standards and requirements  
                                  | Have structure in place to generate limited income through various sources that may include membership, events, or IAP2 training |
| Administration                  | Capacity to meet Affiliate’s basic administrative needs                                                                                   |
| Reporting and Planning          | Capacity and tools in place to provide basic financial, membership, and activity reports to own membership and to the Federation              |
| Activities                      | Demonstrated capacity and structure in place to organize some IAP2-sponsored / endorsed activities, such as events, online activities, professional development workshops, training, seminars, etc., for members and interested people  
                                  | Contribute to the development of annual international research agenda                                                                        |
| Database Management             | Have in place and be able to manage and maintain a database for Affiliate members in accordance with local privacy and other laws, local and Federation requirements (eg extending invitation to all Affiliate members to join international networking opportunities) and good practice |
| Communication                   | Capacity and tools in place to communicate with members                                                                                     |
| Membership and partnership      | Committed to the concept of membership development                                                                                          |
| development                     | Provided                                                                                                                                     |
| Practice development,           | Committed to the concept of practice development                                                                                             |
| advancement                     | Provided                                                                                                                                     |

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(VOIP – freecall if using skype)