



Introduction to Federation membership and Congress participation

Federation contacts

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Member Relations Officer

Vanessa is responsible for communicating with members, responding to member inquiries, annual membership billing and is the person you can contact if you need assistance accessing member services. You can reach her at vforan@federationhss.ca or membership@federationhss.ca

Camille Ferrier

Director, Communications and Member Engagement

Camille oversees a three-person team responsible for all corporate and Congress communications, as well as strategic membership matters.

Introduction of the Federation

The Federation for the Humanities and Social Sciences (the Federation) promotes research and teaching for the advancement of an inclusive, democratic and prosperous society. With a membership now comprising over 160 universities, colleges and scholarly associations, the Federation represents a diverse community of 91,000 researchers and graduate students across Canada. The Federation organizes Canada's largest academic gathering, the Congress of the Humanities and Social Sciences, bringing together more than 8,000 participants each year. More information at www.federationhss.ca.

The Federation is a not-for-profit charitable organization. As a membership organization, we work with and for scholarly associations, academic institutions and other organizations with a direct interest in social sciences and humanities scholarship, to:

- Promote the interests and concerns of humanities and social science (HSS) researchers to the federal government, policy makers, and the media
- Engage actively on various communications platforms to help scholars' voices reach policymakers, policy influencers and the Canadian public
- Bring leading scholars to the forefront of the national dialogue on public policy and public relevance in our Big Thinking lecture series, on Parliament Hill, on the Road, and virtually.
- Support the publication and sharing of new ideas through our Awards to Scholarly Publications Program
- Offer membership benefits ranging from help with association membership renewal to insurance programs

Programs and Events



Congress

As an association member of the Federation, you can host your annual conference as part of Congress of the Humanities and Social Sciences, along with up to 70 other associations. The Federation offers logistical and marketing support. More information at www.federationhss.ca/en/congress.

Complimentary registration

At Congress 2022, we continued to offer complimentary access under certain categories for Black and Indigenous participants:

- Congress fees were waived for student attendees to association conferences who self identify as Black or Indigenous;
- Community passes were complimentary to all attendees who self identify as Black of Indigenous.

Congress funding

International Keynote Speaker Support Fund

- The International Keynote Speaker Support Fund provides funding to cover the costs of inviting distinguished foreign speakers to Congress.

Aid for Interdisciplinary Sessions Funds

- The Support Fund for Interdisciplinary Sessions provides funding to cover the costs of sessions organized jointly by at least two member associations officially participating in Congress.
- Each member association that officially participates in Congress can submit only one application as lead applicant.

Congress Graduate Merit Award

- The Federation is pleased to offer an awards program that aims to facilitate the participation of graduate students in Congress activities. The Congress Graduate Merit Award (CGMA) consists of a \$500 prize amount.

More information at www.federationhss.ca/en/congress/opportunities/funding.

Virtual Congress Child and Dependent Care Subsidy program

For Congress 2022, the Federation was pleased to pilot the Virtual Congress Child and Dependent Care Subsidy program as part of its commitment to creating a more accessible, equitable, inclusive, and decolonized Congress experience for all attendees. This program provides financial support of up to \$200 to enable Congress presenters with dependent care responsibilities to participate in virtual Congress activities.

Eligible expenses under the Virtual Congress Child and Dependent Care Subsidy program include:

- Additional dependent care costs incurred to attend virtual Congress and/or prepare Congress presentation in advance;
- Travel costs for a care provider providing home-based care during virtual Congress;



Costs for a hotel or coworking space, if a quiet environment to deliver virtual Congress presentation is needed.

More information at www.federationhss.ca/en/congress/congress-2022/speaker-service-centre#child.

Logistical Support

- Facilitating, organizing and implementing all room requests for in-person or virtual spaces.
- Sourcing, organizing and implementing audio-visual requirements per day and/or session.
- Recruiting, training and compensating contractors to assist with your conference.
 - Scope and duties depend on virtual or in-person Congress

Media relations program ([see below](#))

Big Thinking

- The [Big Thinking lecture series](#) is committed to bringing big ideas in the humanities and social sciences to new audiences - creating opportunities for researchers to challenge and inspire policy makers, citizens, academics, students and community members on the critical questions of our time.
- Virtual Big Thinking lectures take place virtually, which makes them accessible to a broader audience.
- To nominate a scholar to become our next Big Thinking speaker, please use this form: <https://fhss.swoogo.com/BigThinkingSuggestions?lang=en>

Equity, Diversity, Inclusion, and Decolonization (EDID)

- In July 2020, the Federation's Board of Directors created an EDID Committee, with the mandate of advising the Federation on how to make its activities and events more inclusive, equitable and accessible.
- The committee published a report entitled "Igniting Change" in April 2021, available here: www.federationhss.ca/en/programs-policy/edid/igniting-change.
- The Federation committed to a number of important initiatives, outlined in its [Action Plan](#).
- The Federation has created a Charter on Equity, Diversity, Inclusion, and Decolonization in the Humanities, that organizations and individuals can sign here: <https://fhss.swoogo.com/edid-charter?lang=en>.
- [Read more about the Federation's ongoing work on EDID: www.federationhss.ca/en/programs-policy/equity-diversity-inclusion-and-decolonization-edid](http://www.federationhss.ca/en/programs-policy/equity-diversity-inclusion-and-decolonization-edid).

Awards to Scholarly Publications Program

- The [Awards to Scholarly Publications Program \(ASPP\)](#) is a competitive grant program designed to facilitate the publication of scholarly books in the humanities.



- Each year, the ASPP awards 180 publishing grants of \$ 8,000 and five translation grants of \$ 12,000.
- We are in the process of modifying the program to promote open access to make research publicly available online.
- Canada Prizes are awarded to one book in French and one in English - the winning books make an exceptional contribution to the scholarship in Canada. The program is currently under review.

Communications

Through the Federation, you have access to opportunities to share your research and many opportunities to increase the visibility of your association. We promote member events on our website and in Congress emails.

Communication tools

- The Federation recently launched a new website at www.federationhss.ca.
- The Communiqué, the Federation's monthly electronic newsletter, presents the latest news from the Federation, its activities and its members, and provides up-to-date information on the humanities education and research community in Canada.
 - We have over 30,000 people on our mailing list and an open rate of over 50%.
 - Email us whenever you have news so we can include it in the Communiqué.
- Our blog is a resource for many topics, at any time members can submit a blog idea as long as it is related to the HSS.
- We will follow you on social media and promote your posts, and you can find our social media channels here:
 - https://twitter.com/federation_hss
 - <https://www.facebook.com/federationhss>
 - <https://www.linkedin.com/company/federationhss/mycompany/>
 - https://www.instagram.com/federation_hss/

Media relations

During Congress, your members can benefit from high visibility for their research. We work with a public relations firm that helps us promote events happening at Congress to the media. In 2021, Congress research was covered close to 500 times in local and national media.

- There are just a few eligibility requirements to participate in this program:
 - Must be presenting at Congress
 - Must be registered for Congress
 - Must be willing and available to give media interviews
 - Must make themselves available during Congress/respond to emails and phone calls
 - Must have permission from any co-presenters, if applicable
 - Research must be new – never presented before.

Presenters have until April 22 to submit an opt-in form: <https://fhss.swoogo.com/22-media-outreach-relations-mediatiques>



In addition to the submissions from the media opt-in program, we also scan all your conference programs for newsworthy stories. It is possible we identify a story that was not submitted to us through the opt-in form. In this case we will reach out to you and the researcher to seek permission to pitch and arrange interviews as needed.

It is recommended but not mandatory that if a researcher and their research are selected as part of our program, the corresponding event being presented at Congress be made open. That way we can build a call to action for the public to attend the event, in the media article.

Other membership benefits

Insurance programs

There are two insurance programs available to members through their Federation membership:

1. Directors and Officers Liability Insurance:
 - This program provides protection for many personal responsibilities to which Directors and Officers are exposed, for example failures in the management of fiduciary responsibilities.
2. Optional Errors & Omissions Liability Insurance:
 - This program provides protection against the following potential allegations, arising from your association's publications: Libel and defamation, violation or invasion of privacy, piracy, plagiarism or misappropriation of information or ideas, violation of a copyright, title, tagline, trademark, trade name or service mark.
 - Insurance programs are managed by Risk Balance Inc. and you can communicate directly with Serge Paquette for more information at spaquette@riskbalance.com.

Membership Management System (MMS)

- MMS is a software tool that the Federation offers as a member benefit to its associations to offer online renewals to their own members.
- Associations that use the MMS program must:
 - Be a member of the Federation, in good standing
 - Pay an annual license fee of \$ 150, plus a one-time installation fee of \$ 350 - however, please note that this fee is currently under review and may change in the near future.
 - Have their own merchant account (iATS, PayPal Pro, Beanstream, Elavon, Moneris, Chase Paymentech), in order to accept credit card payments.

Some of the functions of MMS include:

- Purchase and renewal of memberships
- Sell articles, magazines, subscriptions and accept donations
- Collect member information
- Can create and send group emails from MMS
- Can export member information to Excel
- The MMS system is managed by Ignite Web Solutions with which we have established a partnership. We are currently re-evaluating this program, so it may change next year.