



ROTARY CLUB of BALI SEMINYAK

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Club Project Proposal Procedures

1. Read the **Effective Service Projects** 'Guidelines.'
2. Select one or two Club members to work with you.
3. Complete the '**Project Proposal Form.**'
4. Make an appointment to meet with the **Chairperson of the Fundraising Committee** to discuss funding for the Project Proposal.
5. Make an appointment to meet with the **Chairperson of the Club Service Projects' Committee** to discuss the Project Proposal.
6. If necessary, meet with the **Club Service Committee** to further explain the Project Proposal.
7. If the Project Proposal is ACCEPTED by the Club Service Committee, the Chairperson will submit it to the Board of Directors.
8. During the Board's monthly meeting, the Directors will discuss the Project Proposal and vote to:
 - A. Accept it.
 - B. Recommend changes.
 - C. Reject it.
9. If the Project Proposal is ACCEPTED, the Project Coordinators will be expected to give the Chairperson of the Club Service Projects a written 'Update' every Quarter, until the Project has been completed.
10. Make an appointment to meet with the **Chairperson of the Public Relations' Committee** to discuss publishing the Project in the media.