



ROTARY CLUB of BALI SEMINYAK D3400

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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 Club Service Projects' Committee** to discuss the Project Proposal.
5. Make an appointment to meet with the **Coordinator of the Fundraising Sub-committee** to discuss funding for 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, quarterly, update, 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.