

## Proposal to the Coordinating Committee of the Vermont Workers' Center

- All proposals need to be submitted at least 1 week before the VWC Coordinating Committee meeting. To submit the proposal, email Ellen Schwartz at [eschwa1@myfairpoint.net](mailto:eschwa1@myfairpoint.net)
- The regularly scheduled CoCo meetings for 2015 are: March 7, June 20, and Sept. 26
- Proposals can be submitted between CoCo meetings, but it's up to the CoCo to decide whether the proposal needs a special meeting, or if it can wait until the quarterly in person meetings

### *Basic Information*

Date:

Person/People Submitting:

Summary of the Proposal (3 sentences max):

### *Details on the Proposal*

More detailed description (if needed):

What are the goals?

How does it fit with our mission & strategic orientation?

### *Timing*

Is there a deadline that you'd need to have an answer by (ex: another org needs to hear by a certain date)?

What is the timeframe for the proposal? When would the project start or be implemented? When would it end?

### *Resources*

Who would carry out this proposal? What would members do, and what would staff be responsible for?

What are the budgetary implications of this proposal?

*Input*

Who else in the organization would be impacted by this proposal? Have those people been consulted, and in what way?

What other members are involved in developing or bringing this proposal? What members are excited about this proposal? Can we reach out to them directly?

Are any of our partner organizations involved in this proposal? In what way?