



GSCB Proposal Identification Worksheet

When a GSCB Member has a concern, there is a formal communication process between the membership and the Board of Directors where their voice can be heard. Proposals related to Council policy or bylaws may be submitted by registered members of the Girl Scouts of the Chesapeake Bay, 14 years of age or older, for potential consideration by the Board of Directors.

Step 1: Instructions for the GSCB Member creating the proposal

After completion of this form, you will present it to their Service Unit Members and Delegates for further consideration, discussion, and refinement.

This form is an editable pdf so that refinements can be made in collaboration with your Service Unit Delegates. Please save a copy and share it electronically with your Delegates.

Submitter Information

Name of member(s) submitting the proposal:

Position(s) in Girl Scouting:

Email:

Phone number:

Proposal

- State the recommended change (define what you want to happen):

- Justification (should not exceed 500 words):
 - Include the information you have researched and collected.
 - Write a clear rationale for the change and indicate the effects that the recommended change would have on the membership.
 - Ensure that the proposal addresses a governance issue that affects the entire Council and that all information is complete.



- Additional Comments or questions:

Step 2: Instructions for the Sponsoring Service Unit Delegate

The Proposal at hand shall be presented to their Service Unit Members and Delegates for further consideration, discussion, and refinement. As Service Unit Delegate, it is your responsibility to facilitate this discussion at a Service Unit Meeting or other virtual meeting.

Once the Proposal has been discussed and any revisions are defined, you may make any changes to the electronic copy and complete the submission steps below.

Submission of the form to the Associate Chair:

Service Unit Number:

Name of Sponsoring Service Unit Delegate:

Date Proposal Identification Worksheet was presented for discussion with Service Unit Members and Delegates for further consideration and refinement:

As the sponsoring Service Unit Delegate, please complete the submission of this form via the [GSCB Proposal Submission Form](#). This form will then be forwarded to the Association Chair.

Step 3: Instructions for the Association Chair

The Proposal at hand shall be presented to the Service Unit Delegates in your Association for further consideration, discussion, and refinement. As the Association Chair, it is your responsibility to facilitate this discussion by convening a meeting (virtual or in-person) of the full Association for the review and consideration of the proposal. The purpose of this meeting is to decide if the proposal should move forward and be submitted to the Board of Directors.

Submission of the form to the Board of Directors

Association Number:

Name of Association Chair:

Date Proposal Identification Worksheet was presented for discussion with Association Delegates:

Number of Delegates Present at the Meeting:

Number of Delegates in favor of forwarding this proposal:

As the Association Chair, please complete the submission of this form via the [GSCB Proposal Submission Form](#). This form will then be forwarded to the Board of Directors for consideration.