

## **Proposals to Maritime Conference.**

As we prepare for our Annual Meeting, we recognize that individuals and other courts of our church may wish to engage those present at the Annual Meeting and/or the wider church in conversation regarding a particular issue or topic. This may be for a number of reasons or outcomes:

Education > a desire to inform the Court about something important and to share information with others.

Conversation > a desire to engage in conversation with others about a particular topic / concern. A sharing of information and ideas.

Decision-making > a desire for a decision to be made or to initiate action to be taken by the Conference or the General Council.

As you consider topic you wish to engage others in, please think about the above reasons/outcomes. If your reason and desired outcome is focused on education or conversation, we would ask that consult with the Executive Secretary, David Hewitt, that he might assist you in developing an approach to raise your concern with the appropriate groups within the structures of the church.

If your reason or desired outcome is focused on decision-making then you may want to consider a "PROPOSAL". As stated in the *Manual*, one of the ways for members of congregations, congregations/pastoral charges, committees and courts of the church to initiate action and change is through the proposals process.

A "proposal" is a formal request for a court to take action. It is one way that a United Church member may raise an issue that is important to them and ask for the church to take action on it.

*Manual* (2013) F.1.1

In drafting your proposal we would ask you to look at the following template for guidance. Again you might also wish to consult with the Executive Secretary, David Hewitt, for guidance in drafting your proposal.

# PROPOSAL TEMPLATE

**Title:** \_\_\_\_\_

**Originating Body** \_\_\_\_\_

**Intended Court(s) for Action** \_\_\_\_\_

**Financial Implications** \_\_\_\_\_

**Staffing Implications** \_\_\_\_\_

**Source of Funding if known** \_\_\_\_\_

## Courts (as applicable) Receiving Proposal and Action Taken by :

**Congregation/Pastoral Charge** \_\_\_\_\_  Concurrence (Agree with Proposal)  
 Non-Concurrence (Disagree with Proposal)  
**Date** \_\_\_\_\_  
Comments:

**Presbytery/Synod** \_\_\_\_\_  Concurrence (Agree with Proposal)  
 Non-Concurrence (Disagree with Proposal)  
**Date** \_\_\_\_\_  
Comments:

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**The [originating body] proposes that**

**The Maritime Conference (2014) ....**

➤ *Name the specific action being proposed.*

*Remember these words must stand alone when the decision is made. The specific action requested needs to be a measurable objective or doable task. It need not explain in detail how but should be clear as to what is to be achieved.*

➤ *Name where/to whom the action is being directed*  
(eg. *The Maritime Conference Executive; the Executive of the General Council; a Committee of the Conference; the General Council (2015)*)

*Care should be taken to avoid acronyms and pronouns which hinder clarity.*

*Multiple sections should be numbered and lettered for easy reference.*

**Background:**

*In paragraph form tell the story of how and why the question emerged; what the matter to be addressed is; theological rational and/or relevant information that has been considered; the implications of the recommended action; how the proposed action addresses the need. The background information is not to convince others of your conclusion but to assist them in their discernment. The Proposal and background summary should not normally exceed two pages. The background is for information and does not form part of the Decision.*