

Proposal Guidelines

ABC Proposals are an opportunity for meetings, Intergroups and Regions (groups) to bring an idea, issue, or concern before the entire international fellowship. Each year our World Service Organization (WSO) issues a *Call for Proposals* to all registered groups.

Proposals are best kept as specific as possible, addressing matters of concern to ACA as a *whole*. Keep in mind that Intergroups and Regions are often better equipped to deal with issues that are more local or narrow in focus.

Proposals are formatted in two parts:

1. Issue - the *specific* action or change you are seeking from WSO, preferably written as a single statement.
2. Background - that more fully explains the proposal.

Proposals may total no more than 300 words each.

Many issues might also be more efficiently addressed by the appropriate WSO committee, such as Literature or Website & Database, without waiting for the ABC and the proposal process. See the document in this same category called "Is it a Proposal or Should it go to a Committee?"

Issues such as specific banking processes and insurance issues are examples of what would better be handled locally or by a WSO Committee.

Proposals that would suggest a violation of the ACA Traditions will not be accepted, such as aligning with an outside entity or giving the 'conference-approved' designation to outside literature.

After proposals are received:

- a. They are evaluated for global relevance. Submitting groups will be contacted if the Ballot Prep Committee has any questions.
- b. The WSO adds an analysis.
- c. They are translated by volunteers.

All proposals then become part of the Ballot that is sent in January to all registered groups. Groups vote, starting in February, to help determine whether the proposals will be included on the agenda for discussion at the ABC in April.

If you have questions or you need help to put your idea in the appropriate format, please contact the Ballot Preparation Committee at bpc@adultchildren.org.