## SJVC Proposal Review Process

Confrère contacts Regional Volunteer Coordinator to discuss proposal



Confrère completes proposal form & forwards to Regional Volunteer Coordinator and Chair



Regional Chair reviews form further discussion with proposer if necessary



Regional Chair forwards to SJVC Subcommittee via email – SJVC@saintjohn.org <sup>1</sup>



SJVC Proposal Review Subcommittee reviews proposal (completes review matrix form), makes recommendation



Recommendation sent to SJVC Vice Chancellor and discussed at next SJVC National Committee meeting



SJVC Vice Chancellor forwards recommendation to Prior



Prior reviews

→ Prior discusses with Chapter members/committee if necessary



Prior contact SJVC Vice Chancellor, confirms/rejects recommendation



SJVC Vice Chancellor | > updates National Committee if further discussion is needed



SJVC Vice Chancellor Informs Regional Chair of decision and any attached conditions



Regional Chair informs Confrère and other Regional Chairs of decision



Implementation begins

<sup>&</sup>lt;sup>1</sup> HQ established email with automatic forwarding to relevant SJVC Subcommittee members.