

Sample Standards Change Proposal
(not an actual proposal)

Please submit your proposal in the following format:

Standard # 32 currently reads:

The Clubhouse has recreational and social programs during evenings and on weekends. Holidays are celebrated on the actual day they are observed.

Proposed Change: (please bold changes)

To assist with reducing isolation and loneliness, the Clubhouse has **a variety of** recreational and social **activities at least one evening per week** and on weekends **and holidays**. Holidays are celebrated on the actual day they are **locally** observed.

Rationale for the change:

There are four reasons we are proposing this change.

1. We believe stating the reason for recreational and social programs will generally strengthen the kinds of activities and programming on evenings weekends and holidays.
2. Adding “a variety of recreational and social activities” in the first sentence encourages diversity in those activities and is therefore likely to be more inclusive.
3. Adding “at least one day per week” sets a minimum benchmark.
4. Adding the word “locally” in the second sentence allows for cultural differences in celebration practices. For example, some Scandinavians have their main Christmas celebration on Christmas Eve instead of Christmas Day.

Proposal Submitted by: ABC Clubhouse, Anytown, Canada

For more information regarding this proposal Contact:

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Common mistakes that make proposals fail

- The proposal does not follow the above format
- The proposal is not applicable to all countries and cultures
- The proposal is too lengthy and prescriptive in requirements
- The proposal uses language that is unclear, vague or has various interpretations
- The proposal is not related to a topic of concern for most Clubhouses