**League Lingo**

**Program of Work Planning Terms**

PROGRAM of Work:

* with a “capital P”: League-adopted issue for study or education. Can include an action effort.
* with a lower case “p”: The common meaning of the word—the subject of the meeting, i.e., “what’s the program for this evening?”

ITEM: any specific topic on the list of program of work at any level of League: local, state or national.

TYPES OF ITEMS

* STUDY: to reach member agreement on a new issue so that the League can take action. Need to consider if position is needed, if there is a government solution, and if enough time to have influence. (see STUDY PROCESS)
* POSITION UPDATE: to review an issue on a current LWVWA policy position. Need to consider if position is still useful and if there are significant developments in the issue area that are not reflected in the position.
* CONCURRENCE: to agree with a position already held by another League. Need to consider if study is available, if resulting consensus is of sufficient use to us without altering original position statement, and if our membership can become sufficiently well-informed
* EDUCATION PROJECTS: to help the public understand the complexities of an issue.

Education projects would be funded by the LWVWA Education Fund and must be directed to the public, present both sides of an issue, and facilitate community discussion. Unlike the other items, education projects don’t lead to a new position.

PROGRAM OF WORK PROPOSALS: The recommendation from the state Board for Convention that is posted not less than 40 days prior to Convention:

* **Recommended Program**: The Board considers the submittals from local Leagues to determine where there is a ground swell of interest, whether it is a new study or action effort, etc. Changes in the recommended program may be submitted up to 3 weeks prior to Convention.
* **Not-Recommended Program Items:** Items that were received in the Program of Work Planning Process that were not proposed by the board for consideration at Convention. Items could be not recommended due to lack of recommendation by several Leagues, incomplete documentation in proposal, or is currently being done. Corrections to the Not Recommended program must be submitted up to 3 weeks prior to Convention.

STUDY PROCESS: Once a study item or position update is adopted as part of the Program of Work the Study process begins. Studies, Updates and Concurrence all lead to new positions. Educatiuon projects do not.

* STUDY COMMITTEE: formed to research material as proposed in the Outlook for Work.
* Membership has opportunity to review and discuss.
* CONSENSUS: substantial agreement of the members developed through study and discussion.
* NEW POLICY POSITION: approved by Board (based on consensus response) to add to *Program in Action* for subsequent advocacy.