



Minnesota Women of Today State Program Manager Fast Start

Name: _____ District: _____ Year: _____

Complete these steps and send this form along with verification to your District Director and Supervisor by August 1.

1. Write goals for the year.
2. Write your USWT Representative introducing yourself and your ideas for the year.
3. Contact the Local/District Program Managers in your district (if not available, contact the Chapter President). Verification will be date of phone call or copy of letter or email.
4. Compile a list of the Local/District Program Managers (name, address, email, phone) for your programming area in your district.
5. Schedule forum, visitation or presentation at district or chapter meeting.
6. Submit a preliminary SPM report by Fast Start due date of August 1. Ensure future reports are submitted on time.