



United States Women of Today

Project Report Form

The Project Report Library is designed as a way for chapters/districts/states to share projects, events, fundraising ideas, etc. with other United States Women of Today (USWT) chapters. Submitting a one page report on projects that were outstanding can help other chapters, who are often looking for new ideas/projects to keep their chapters energized. Project Report forms are submitted to the United States Women of Today Programming Vice President. To be completed by project chairperson and submitted to USWT Programming VP for Project Report Library, with copy kept by chapter/state/district. **Please fill in chapter/district/state information**

_____ CHAPTER _____ DISTRICT _____ STATE

PROJECT NAME: _____

TYPE OF PROJECT:

- ___ **INTERNAL** (membership drives/socials/awards/public relations/personal enrichment)
- ___ **WAYS & MEANS** (raise funds to operate state or chapter: monies raised goes into general fund)
- ___ **COMMUNITY INVOLVEMENT (FUNDRAISING):** (money raised for another organization or specific community service project)
- ___ **COMMUNITY INVOLVEMENT (NON-FUNDRAISING):** (projects run within community for betterment or education)
- ___ **CHAPTER PUBLICATIONS:** (includes Plan of Action, chapter/state newsletters, and membership handbooks)

Purpose/Goal of Project: _____

Start Date of Project: _____ How long did it take to complete _____

Description of Project _____

Total number of members needed to complete this project _____

Budget: Income: _____ Expenses: _____

Recommendations &Notes: