



MAJOR EMPHASIS AREA INFORMATION FORM

Chapter Name/ State

Population Division

MEA Coordinator (Director or VP)

MEA

Coordinator's Mailing Address

Business Phone

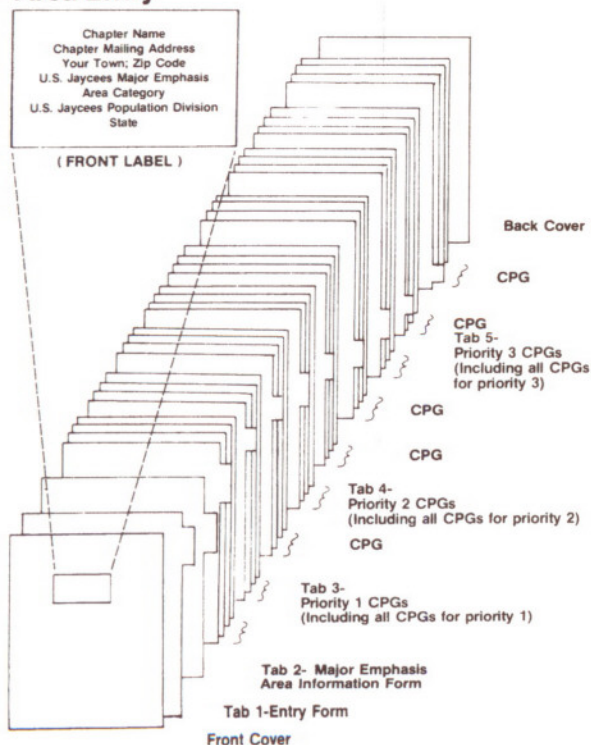
City, State, Zip Code

Home Phone

This form with your answers to the following questions must be placed in the front of each MEA entry. Answer the questions as concisely and specifically as you can on a separate sheet of paper.

1. Identify self-improvement needs, community problems or management function to be addressed by this MEA.
2. Establish priorities for this MEA based on the desires and interests of the members considering available resources.
3. Set specific and identifiable goals for each priority.
4. Select the best program/projects to achieve these goals.
5. Show how you monitored and evaluated priorities, goals and projects, include periodic results.
6. Show how you evaluated annual progress; include results.

Diagram of Suggested Major Emphasis Area Entry



NOTE:

- All MEA entries must have a minimum of three completed Chairman's Planning Guides. (No maximum)
- A specific project can be entered in only one of the 16 MEA categories.
- On the back of this form the Major Emphasis Area categories are listed. Project examples are just guidelines. Any project may be submitted in any single MEA category as long as the primary purpose meets the major emphasis of that area.
- There are no minimum, or maximum, number of priorities required for an MEA entry.