For: Unit Presidents

 **# Due to Area Director**

LOCAL UNIT PRESIDENT’S AWARD CHECKLIST For AREA \_\_\_\_\_\_\_\_

Unit: President:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **AWARDS** and **(Due Date)** | **LUP Guide page** | **DATE COMPLETED** | **Destination** | **Comments:** |
| 1. Handbook (November 1)
 | Page 5 |  | **# Area Director** |  |
| 1. Unit of Excellence

(March 1) | Page 7-8 |  | **# Area Director** | Hardcopy page 24 |
| 1. Public Relations (March 1)
 | Page 6 |  | **# Area Director** | Newspaper, radio, clippings, picture ofmarquee, etc  |
| 1. Newsletter (March 1)
 | Page 5 |  | **# Area Director** | 2 Different newsletter |
| 1. Scholarship (March 1)
 | Page 6 |  | **# Area Director** | Hardcopy page 21-22 |
| 1. Scrapbook (March 15)
 | Page 6 |  | **# Area Director** |  |
| 1. History (June 1) and front and back GREA scrapbook page
 | Page 5 |  | \*State Office: and# **Area Director (**needs copy of p. 21) | Hardcopy page 21  |
| 1. 10% Membership Growth
 | Page 5 |  | \*State Office | State Office will verify |
| 1. Archives & History

(March 1) | Page 4 |  | GREA State Office ATT: Archives & History  322 Oak Street, Suite 1Gainesville, GA 30501  | Archives & History $25.00 |

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| --- | --- | --- | --- | --- |
| **AWARDS** and **(Due Date)** | **LUP Guide page** | **DATE COMPLETED** | **Destination** | **Comments:** |
| 1. GREA Foundation

(March 1) | Page 4 |  | Dr. Bill Gardner11 Springer WayRocky Face, GA 30740 | GREA Foundation $50.00 |
| 1. GREA Museum (March 1)
 | Page 5 |  | Georgia Educators Museum, Inc.P.O. Box 3391Gainesville, GA 30503-3391 | GREA Museum  $100.00 |
| 1. Spotlight Ads (sell 10 or more ads) (March 1)
 | Page 7  |  | \*State Office | March for Convention credit, July for credit. |
| 1. Community Service *(Volunteer Log p, 25)*
 | Page 4 (9) | Date | Total # of hrs. | \*State Office and**# Area Director** | Send total number of hours per unit to AD |
| Local Unit Officer Information Sheet  (June 1) NOT AN AWARD  | Page 2 |  | \*State Office and# **Area Director**  | Hardcopy page 26 |

***State Office Address***

GREA

Park Place 1

322 Oak Street

Gainesville, GA 30501-3580

**# *Area Director’s Name and Address:***

Local Unit \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Local Unit President\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_