Thank you for downloading California DECA’s “Program of Work Template.” Please use this template to organize and plan what your chapter is going to do this year. This template allows chapters to create a program of work that incorporates all of the chapter campaigns, which can be found here: <http://www.deca.org/_docs/page-attachments/DECA_Campaigns.pdf>. For inspiration and more ideas, visit California DECA’s Chapter Resource Center and view our “POW and Campaign Ideas.” Please note: text inside the {\_\_} should be replaced with the corresponding information!

**{Chapter name} DECA’s 2013-2014 Program of Work**

**Mission:** DECA prepares emerging leaders and entrepreneurs in marketing, finance, hospitality and management.

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| **PROGRAM COMPONENT:** MEMBERSHIP CAMPAIGN/ DEVELOPMENT |
| **ACTIVITY**  | **TARGET DATE** | **PROJECT MGR** | **STATUS** | **DATE COMPLETED** |
| {Insert the name of an activity your chapter will participate in to improve membership development} | {When will this activity occur or be finished by} | {Who is in charge of this activity} | {Is this project, “in progress,” or “completed”} | {Insert date activity was completed} |
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| **PROGRAM COMPONENT:** ADVOCACY CAMPAIGN |
| **ACTIVITY**  | **TARGET DATE** | **PROJECT MANAGER** | **STATUS** | **DATE COMPLETED** |
| {Insert the name of an activity your chapter will participate in to improve membership development} | {When will this activity occur or be finished by} | {Who is in charge of this activity} | {Is this project, “in progress,” or “completed”} | {Insert date activity was completed} |
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| **PROGRAM COMPONENT:** COMMUNITY SERVICE CAMPAIGN |
| **ACTIVITY**  | **TARGET DATE** | **PROJECT MANAGER** | **STATUS** | **DATE COMPLETED** |
| {Insert the name of an activity your chapter will participate in to improve membership development} | {When will this activity occur or be finished by} | {Who is in charge of this activity} | {Is this project, “in progress,” or “completed”} | {Insert date activity was completed} |
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| **PROGRAM COMPONENT:** GLOBAL ENTREPRENEURSHIP/ PROMOTIONAL CAMPAIGN |
| **ACTIVITY**  | **TARGET DATE** | **PROJECT MANAGER** | **STATUS** | **DATE COMPLETED** |
| {Insert the name of an activity your chapter will participate in to improve membership development} | {When will this activity occur or be finished by} | {Who is in charge of this activity} | {Is this project, “in progress,” or “completed”} | {Insert date activity was completed} |
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| **PROGRAM COMPONENT:** COMMUNICATIONS  |
| **ACTIVITY**  | **TARGET DATE** | **PROJECT MANAGER** | **STATUS** | **DATE COMPLETED** |
| {Insert the name of an activity your chapter will participate in to improve membership development} | {When will this activity occur or be finished by} | {Who is in charge of this activity} | {Is this project, “in progress,” or “completed”} | {Insert date activity was completed} |
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| **PROGRAM COMPONENT:** LEADERSHIP DEVELOPMENT |
| **ACTIVITY**  | **TARGET DATE** | **PROJECT MANAGER** | **STATUS** | **DATE COMPLETED** |
| {Insert the name of an activity your chapter will participate in to improve membership development} | {When will this activity occur or be finished by} | {Who is in charge of this activity} | {Is this project, “in progress,” or “completed”} | {Insert date activity was completed} |
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