



**ADOPT-A-CHAPTER
HIGH SCHOOL & MIDDLE LEVEL
PROJECT DEADLINE
MARCH 24, 2023**

For years, California FBLA has been providing knowledge of **free enterprise** and showcasing its **American entrepreneurial spirit** to California's best and brightest. Chapters are encouraged to adopt new, reactivated, or developing chapters in order to provide more students with the opportunities FBLA offers. By assisting and helping adopted chapters develop their programs, California FBLA can provide more education and service experiences for generations to come.

ADOPT-A-CHAPTER Project

Complete **either Option 1 (assisting a high school chapter) OR Option 2 (assisting a Middle Level Chapter)**. The active chapter will provide support throughout the year by conducting several meetings and activities with the adopted chapter. **When submitting, please cite the option selected along with the name of the host chapter and adopted chapter.**

OPTION 1 | Assistance to a High School Chapter.

At least five members of the established chapter, and at least five members of the adopted chapter must participate in **all activities** below. Membership will be verified.

ALL Three Activities are Required to complete option 1.

Activity	Documentation to be Submitted
#1 IN PERSON or VIRTUAL FBLA presentation to the adopted chapter school. Present information from the FBLA High School Division and review all of the resources. https://www.fbla-pbl.org/divisions/fbla/fbla-membership/	An outline of topics covered by the presentation, a list of attendees from both chapters, and a <u>photo</u> of the presentation.

<p>#2 IN PERSON or VIRTUAL meeting with the officers of the adopted chapter to establish officer goals, cover Parliamentary Procedure and its implementation, and discuss officer responsibilities.</p>	<p>Copy of Meeting Agenda and a list of the attendees from both chapters</p>
<p>#3 Invite members of the adopted chapter to participate in an FBLA activity such as a guest speaker, fundraiser, community service project or business tour.</p>	<p>Please submit the attendees from both chapters and <u>a photo</u> of the activity.</p>

OPTION 2 | Assistance to a Middle Level Chapter (starting one or supporting an existing chapter)

ALL Three Activities are Required to complete option 2.

<p>Activity #1 Schedule an IN PERSON or VIRTUAL introduction meeting to discuss FBLA and how to start a new chapter or how to improve an existing chapter. At least five members from each chapter are required to attend</p>	<p>Submit copy of meeting agenda, a list of members in attendance, and <u>a photo</u></p>
<p>Activity #2: Schedule an IN PERSON OR VIRTUAL meeting to review the National FBLA Middle School webpage and all of the middle school resources. https://www.fbla-pbl.org/divisions/fbla/fbla-membership/</p>	<p>Submit a copy of the meeting agenda along with the names of participants from both chapters and <u>a photo</u> of the activity</p>
<p>Activity #3: Assist the middle level chapter in registering for the section's conference and selecting their competitive events.</p>	<p>Submit a list of members registered and their competitive events</p>