

Quick Check List

1. ☐ FIRST CONTACT / INTERVIEW WITH PIEI
2. ☐ PIEI ASSIGNED PERSON TO HELP
3. ☐ PIEI DOCUMENTS / REVIEW OF BYLAWS
4. ☐ PURPOSE / GOALS
5. ☐ NATIONAL COMMITTEE / NATIONAL DIRECTOR
6. ☐ PARTNERSHIP COMMITTEE / CHAIR PERSON
7. ☐ SUBMIT APPLICATION
8. ☐ FOLLOW-UP INTERVIEW WITH PIEI
9. ☐ BUDGET / FUND RAISING
10. ☐ REPORTS / MEETINGS / NEWSLETTERS