

"Sample FCE" Proposal

Report Form

Purpose: The purpose of the Sample FCE Marketing Project is to **"market"** FCE to potential new members. National FCE has a wealth of information that can benefit many people if they only had access to it. Using a variety of Hearth Fire booklets and other materials offered by FCE, target audiences get a broad overview of materials available by the organization, the benefits of membership, and a better understanding of the many areas FCE can benefit their communities.

Procedures:

1. Choose your target audience
2. Select the materials for use in the packet
3. Set a time to meet with your contact
4. Introduce yourself and the organization
5. Explain the materials
6. Set a date for a follow-up meeting
7. Make sure you keep in touch with the contact person and be ready to answer questions

State: _____

Person Reporting: _____

Target Date: _____

Target Audience: _____

Materials Used: _____

Follow-up Meeting Date: _____

How was the material used:

Final results: _____

Mail report by **April 15** to Marketing Committee Chairman
Contact National FCE Headquarters for mailing information.