

PROFESSIONAL ACTIVITIES PROJECT PLAN AND FINANCING REQUEST

Calendar Year 2000

1. PROJECT TITLE Denver EXPO 2001	
2. SPONSORING SECTION/COUNCIL/AREA/CHAPTER Denver Section	
REGION 5	
3. TREASURER/ADDRESS James West 7329 S. Tamarac Ct. Englewood, CO 80112	4. PROJECT MANAGER/ADDRESS/PHONE James West 7329 S. Tamarac Ct. Englewood, CO 80112
5. STATEMENT OF OBJECTIVES Provided professional training opportunities for section members at the 2001 Denver Expo.	
6. PLANS FOR ACHIEVING OBJECTIVES The Denver Expo. is a professional and technical conference held yearly in the Denver Section. A program of technical topic is presented by our constituent chapters and professional training is offered by the Section.	
7. HOW ACHIEVEMENT WILL BE MEASURED Conducting training classes in Management skills using Ben Leichtling Management Classes and other professional development classes. Support student members by presentation of job hunting and resume skills.	
8. HOW MANY MEMBERS WILL BENEFIT FROM THIS PROJECT? 200 members are projected to attend the meeting.	

Use additional sheets if necessary
After completion, send this form to your Regional PACE Coordinator

January 2000

9. ACTIVITIES (list the major activities required for project achievement and the targeted completion dates):																									
Activities	Dates																								
1. Conference Plan	12/15/00																								
2. Speaker Confirmation	1/15/01																								
3. Conference	3/01/01																								
10. FUNDING REQUIREMENTS (refer to activities above by number):																									
Type of Expense	Amount																								
1. Speaker Honorarium & Expenses	\$ 1500.00																								
2. Room/Hotel Expense	\$ 6000.00																								
3. Meals & Other	\$ 3000.00																								
TOTAL FUNDING REQUIRED	\$ 10500.00																								
11. PROJECT FUNDING SOURCES	12. DISBURSEMENTS																								
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13. PROJECT APPROVAL																									
_____	DATE: _____																								
PACE Chair (Section/Area/Council/Chapter)																									
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Regional PACE Employment Assistance Program Coordinator (if applicable)																									
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