



# Chapter Membership Initiative Reimbursement Request

Annually, chapters may receive up to a \$500 reimbursement from the Council to be used to offset chapter costs for a Membership Initiative once per calendar year.

To qualify for the Chapter Membership Initiative reimbursement, submit your request the State Membership Director for **preapproval** and include the following requirements:

1. The membership initiative must be for a new, or the continuation of a current, program in which improvements will make it more successful.
2. The membership campaign must be targeted to attract new chapter members.
3. The membership initiative must be tied to an event, campaign, or other membership incentive.
4. The membership campaign should be launched prior to October of each calendar year.

Chapter Name: \_\_\_\_\_

Date of Submission: \_\_\_\_\_

Name of Submitter & Board Position: \_\_\_\_\_

Submitter Email: \_\_\_\_\_

Explain your membership initiative below (please include attachments if necessary):

How will this initiative be targeted toward attracting new members:

What are the expected outcomes of your initiative:

Additional Comments:

Please note that your membership campaign should be launched prior to October of each calendar year. Chapters can request reimbursement immediately following approval of the initiative. The Chapter shall refund the Council if the initiative does not launch per the guidelines above.

Save Note: Please be sure to do a File>>Save As and name your file appropriately. Otherwise, if you close without saving, your work will be lost!

Submit your completed form to the WI SHRM Membership Director at:

[membershipdirector@wishrm.org](mailto:membershipdirector@wishrm.org) Please cc: [wishrm@morgandata.com](mailto:wishrm@morgandata.com) as a backup.