



## 2016 FALL STATE CIP

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It is hard to believe that first trimester is over! Time flew this summer. Autumn is my favorite season. So many changes, yet a beautiful time of the year. The leaves changing, birds migrating, days still warm with cool nights, apples, cider, and pumpkin to enjoy, and lastly, football is back! My favorite sport to watch during the fall. I love the smell of falling leaves and first frost.

As we move into fall, here are a few things to consider for programming:

- ◆ Nominate an outstanding woman in your community for the Lois M. Christensen Women Who Impact Award
- ◆ Encourage your chapter president and state delegate to submit their mid-year evaluations
- ◆ Submit an article about your chapter to the NEWSLET
- ◆ Send pictures of chapter events to the PR email to be placed in a scrapbook for President Jane
- ◆ Have a certification night—complete the certifications in the all-in-one mailer and send them to LL SPM Cindy. Also use this opportunity to work on STEP certifications and the Outstanding Achievement in Programming
- ◆ Send in Outstanding Programming Manager and Project of the Trimester nominations to the SPMs
- ◆ Remember to have your LPMs and DPMs submit their trimester reports

I hope you enjoy your fall that will quickly move into the holiday season. I challenge you to make a New Year's Resolution for MNWT and programming. Post them on the MNWT Internal Vice President's Facebook page, and you will be entered into a drawing to be awarded at Winter State.

In friendship,

*Julie Hammel*

**Thank you to the following chapter and district programming vice presidents who completed a Fast Start this year!**

**Chapter:**

Stephanie Putzier, Byron  
Abbi Baker, STMA  
Kathy Ehlenz-Matson, Fridley  
Michelle Cloutier, Burnsville  
Erin Wager, Aitkin  
Deborah Manthei, Monticello  
Julie Keets, Maple Grove  
Gail Saltmarsh, Champlin

**District:**

Becky Stock, District 4  
Noel Ness, District 5

### Important Dates

**September**

18-24 Women of Today Week  
20 NEWSLET Personals Due to SPM

**October**

4 Mid-Year Evals Webinar  
6-9 USWT Mid-year Convention  
22 Make a Difference Day  
31 Shout Out With Pride certification due to USWT PR Director (copy IVP)

**November**

1 Outstanding Award Nominations Due  
4 Mid-year Evals due  
4-5 Mid-year Exec. Council  
10 Out and About Night  
15 Priority Bids Due for next Priority Programming Area to EVP

**December**

1 Chapter Grant Aps Due to MNWT Foundation Chair  
10 Committee Meetings, Eden Prairie  
15 MNWT Effective Writing Essay due to LL SPM

**January**

2 SPM Bid POAs due  
Project of the Trimester Due  
Outstanding Program Manager Due  
SUCCESS due  
7 Finance Committee meeting  
13 NEWSLET Articles Due to SPM  
14 MNWT Foundation Meeting  
23 President Jane's Birthday  
27-29 Winter State Convention

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**LIVING & LEARNING –CINDY UMLAND**

During first trimester, Cindy was busy visiting chapters and districts promoting the Women Who Impact Award and her all-in-one certification form with the MNWT Living & Learning, USWT Health and Wellness, and USWT Personal Development certifications.



Consider entering the MN Effective Writing competition by writing an essay on “How will you be the difference?” or nominating deserving women in your communities for the Women Who Impact Award.

**NEWSLET - AMY PUMPER**

Amy has been busy using her CIP as an example for chapter 's to see a newsletter.



Surprise a fellow Women of Today member by submitting a *You're the Difference!* personal message. They are \$2 each or can be purchased in bulk at the low cost of 12 for \$20 or 25 for \$40.

See the NEWSLET CIP for when your district and chapters have priority to have articles printed in the NEWSLET.

**PUBLIC RELATIONS–IVP JULIE HAMMEL**

Even though this area does not have an SPM, IVP Julie is encouraging chapters to continue promoting their events and activities. Continue to submit your trimester reports along with nominations for Outstanding Program Manager and Project of the Trimester.



Chapters and districts celebrating Women of Today week and submitting the USWT Shout Out With Pride form to [pr@mnwt.org](mailto:pr@mnwt.org) to be place in a drawing, awarded at Winter State.

**RECORDS & RECOGNITION–IVP JULIE HAMMEL**

SUCCESS along with mid-year evaluations will keep IVP Julie busy for the rest of 2016. She is dreaming of many SUCCESS submissions for second trimester and the opportunity to see what the chapter presidents, state delegates, and Exec Council members are doing this year and meeting their goals!



Continue to send in your trimester reports along with nominations for Outstanding Program Manager and Project of the Trimester.

**DUE TO DIFFICULTIES WITH ELECTRONIC SUBMISSION OF SUBSTANTIATING MATERIALS FOR FIRST TRIMESTER SUCCESS WE WILL BE GOING BACK TO PAPER COPY OF SUBSTANTIATING MATERIALS MAILED TO IVP JULIE HAMMEL.**

## **WANTED: BIDDERS FOR SPM POSITIONS AT WINTER STATE**

We are looking for enthusiastic members to be our next leaders in the programming areas for 2017-2018. Thank you to those who stopped by our open house at Fall State. If you have a passion for one of our programming areas, becoming a State Program Manager will give you the opportunity to promote an area you love.

Programming areas include:

**Internal Areas** ~ Benefits the local chapter and its members.

- ◆ Living and Learning
- ◆ NEWSLET
- ◆ Public Relations
- ◆ Records & Recognition

**External Areas** ~ Benefits the community and foundations supported by the Minnesota Women of Today.

- ◆ Community Connections
- ◆ Women's Wellness
- ◆ Youth of Today
- ◆ Priority Programming Area – Breaking Free (3rd year)  
This area is approved by the state membership for a three-year revolving cycle.

Contact me at [ivp@mnwt.org](mailto:ivp@mnwt.org) or Brenda Kennelly at [evp@mnwt.org](mailto:evp@mnwt.org)

### **Presidential SUCCESS Bonus Points for Second Trimester**

Submit a nomination for the Outstanding Young Adult, Outstanding Person with Developmental Challenges, or Lois M. Christensen Women Who Impact Award. {50 points}

**and/or**

Sell two boxes of the World's Finest Chocolate OR sell 2 books of Raffle Tickets (\$100) for the MNWT State Ways & Means fundraisers. {50 points }

**and/or**

Have at least one chapter member attend the MNWT Foundation Retreat. {50 points}

**and/or**

Sign at least two (2) members the week of October 24-31 for the October IMPACT Monday (October 31). {50 points}

**Maximum of 100 Bonus Points**



Thank you to everyone who joined the Fiesta at the Fall State Project Fair. We had an awesome turnout. Check out the IVP and EVP Facebook pages for the winner of the Fiesta Party Basket as well as photos of the event.



**As Programming VP, you may not get a copy of the SPMs' CIPs and may wonder how you can stay on top of the information along with the LPM/DPMs you work with. Did you know that you can find it online? See the information below.**

1. Go to [mnwt.org](http://mnwt.org) and on the top right, click on "members," then click on state program managers pages
2. From there, click on the SPM link you are interested in. You may see a blue screen...scroll down and you will find all the Plans of Action and current and past CIPs for this area as well as the additional resources and links to this area. How cool and easy to stay on top of the different areas!

## USWT Programming News

### TIPS FOR RUNNING A SUCCESSFUL CHAPTER STEP PROGRAM

1. Include the STEP Certification Program in your chapter's Plan of Action.
2. Appoint a member, possibly the chapter Programming Vice President, or your Living and Learning LPM, as they are promoting the other certifications for the organization. Some chapters break up the responsibilities by having a chairperson to work more specifically with the new members. It will be their responsibility to get all members certified and certifications sent in to the Internal Vice President Julie at [ivp@mnwt.org](mailto:ivp@mnwt.org).
3. Promote, inform and educate the membership on STEP
  - a. When new members join your chapter, provide them with a copy of the STEP I requirements and explain the program. The STEP Manual can be found on the United States Women of Today website at [uswomenoftoday.org](http://uswomenoftoday.org) under Manuals/Forms/Programming Manuals/STEP Manual.
  - b. Publish the requirements for certification in your newsletter.
  - c. Provide each member with Women of Today STEP Certification Sheets. Encourage them to update them frequently. Supply members with a list of STEP requirements so they can evaluate their progress.
  - d. Inform members of upcoming events so they can accomplish the requirements needed to certify, i.e. orientation (which can be found in the membership manual), Personal Development, Health & Wellness, etc.
4. Recognize your members
  - a. Provide special recognition for members achieving their STEP certifications.
  - b. Utilize your chapter newsletter. Publish the names of the members that certify in STEP. You can also recognize your members through your community newspaper. By participating in STEP, members will realize it is fun being involved. Doing things for our community and ourselves is great.

### STEP IV

#### Mandatory Requirement

#### Participate in the USWT President's Challenge

This year's STEP IV National President's Challenge is to participate in a Domestic Violence Awareness Program such as education, tour a facility, donate items with your chapter, or donate items on your own, etc.

It is optional for STEP II and STEP III.



### USWT Effective Writing and Speaking Competitions

**Topic:** Write or speak about a women in the history of your state (Minnesota) that you admire.

**Deadline:** May 1, 2017

**Writing:** 600-800 words, double-spaced, single-sided

**Speech:** 4-6 minutes in length

**Entry Fee:** \$5.00 (payable to USWT with writing/speaking competition in memo field)

**Include:**

USWT Stat Sheet (<https://docs.google.com/document/d/1Q-B-h6rp8W8XbthmxVsWFv6vQrUIdQF82FhU6mylxo/edit>) with your speech or essay.

4 Copies

Mail to USWT PDSTEP Program Manager