

SOAR

Worksheet for Approved Special Interest Groups

Use this worksheet at your organizational meeting to help develop the details of your new Special Interest Group (SIG). These details will support your marketing efforts.

Today's Date:

SOAR Member Proposing SIG:

Phone: (H) (C)

E-mail:

SIG Coordinator(s):

Phone: (H) (C)

E-Mail:

What is the title of the SIG?

Explain the proposed content and expected activities.

Describe the role of members.

**What is the preferred membership limit, if any?
Why is this limit preferred?**

What is the expected frequency of meetings?

Where do you plan to hold meetings?

**Are there any anticipated prerequisites for SIG members (material, knowledge or skill)?
If so, what are they?**

Are there any anticipated participation costs for members (venue rental fees, trip fees, materials)? If so, please list them.

**For questions or further information contact Ellen Slutzky, SIG Chairperson:
soarsigs@gmail.com**