



**IGNITING
INNOVATION**

ALABAMA FBLA 2012-2013 BLUEPRINT FOR SUCCESS MIDDLE LEVEL



Future Business Leaders of America Alabama Chapter

TO: Alabama Future Business Leaders of America Chapter Advisers

FROM: Lisa Weeks, State FBLA Adviser
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DATE: July 10, 2012

SUBJECT: ALABAMA FBLA BLUEPRINT FOR SUCCESS-MIDDLE LEVEL

Please find the attached Alabama FBLA Blueprint for Success-Middle Level. The goal of the Blueprint for Success is to encourage active chapters, provide guidance in planning chapter activities, and assist chapters in achieving recognition and awards at the state and national level.

The first section titled "Blueprint Guidelines" provides information regarding the requirements for the different levels of achievement along with directions and due date for submission of the Blueprint. The remainder of the Blueprint shows the required and optional tasks and the suggested documentation for each task. Each line item on the Blueprint shows the correlated Alabama and National Outstanding Chapter activities and Business Achievement Award activities.

For example, notice task R4 (Promote FBLA Week); this task correlates with the Level 1 of the Middle Level Achievement Program. "OC stands for Outstanding Chapter of Merit/Chapter Excellence Award Program. Activity O28 is "Plan a community service project for your school or community". This correlates with the MAP Chapter Excellence Award Activity 1 under School/Community Service.

Chapters are NOT required to achieve National Outstanding Chapter, or the Middle Level Achievement Program in order to achieve Outstanding Level on the Blueprint. The information provided for these additional awards are for planning purposes only.

Please do not hesitate to contact your District VP with any questions regarding completion of the Blueprint for Success. Thank you in advance for your dedication in making Alabama FBLA the best. We are looking forward to a successful 2012-2013 year.

BLUEPRINT GUIDELINES

1	Complete all of the tasks listed on the "Required" page and 10 additional items on the "Optional" pages to receive a ribbon at the State Leadership Conference. (Recognition Level)
2	Complete all of the tasks listed on the "Required" page and 15 additional items on the "Optional" pages to receive a certificate and a ribbon at the State Leadership Conference. (Achievement Level)
3	Complete all of the tasks listed on the "Required" page and 20 additional items on the "Optional" pages to receive a certificate, ribbon, and recognition at the State Leadership Conference. (Excellence Level)
4	Complete all of the tasks listed on the "Required" page and 25 additional items on the "Optional" pages to receive a ribbon, lanyards, plaque, and recognition at the State Leadership Conference, plus a \$100 stipend for NLC. (Outstanding Level) Chapters completing the Blueprint for Success-Outstanding Level are eligible for Alabama FBLA Outstanding Chapter.
5	Check all boxes beside the activities you have completed. Refer to the Chapter Management Handbook to verify tasks needed to accomplish goals of receiving Chapter/Member Recognition Awards.
6	Place the code of the corresponding task in the top, right corner of each piece of documentation. Must have at least one piece of documentation for each activity. Documentation for Blueprint for Success must be bound using a report cover (not a binder). (<i>Example: R4 – Celebrate FBLA Week and/or American Free Enterprise Day.</i>)
7	Mail Blueprint for Success by <u>March 8, 2013</u> to: Mrs. Lisa Weeks Alabama Department of Education P. O. Box 302101 Montgomery, AL 36130-2101

REQUIRED

Code	National Outstanding Chapter	Middle Level Achievement Program	Tasks	Suggested Documentation
R1 <input type="checkbox"/>			Increase membership in the local chapter by 5% or have 100% membership in one Commerce and Information Technology class.	Membership Achievement Form/100% Participation Form (in Chapter Management Handbook)
R2 <input type="checkbox"/>			Make a \$100 donation to the <u>ALABAMA FBLA-PBL Foundation</u> . Mail checks to FBLA State Adviser prior to March 8, 2013 .	Copy of Check
R3 <input type="checkbox"/>			Participate in a project that benefits the March of Dimes and send MissionLift form to your local March of Dimes.	MissionLift Form and Copy of Check
R4 <input type="checkbox"/>		L1	Promote FBLA Week and or American Free Enterprise Day (Feb. 11-15, 2013).	Photos/Letters/ Newspaper Articles
R5 <input type="checkbox"/>			Register for 2013 Alabama FBLA State Leadership Conference with 4 voting delegates.	Registration Form
R6 <input type="checkbox"/>			Register all chapter members attending 2013 Alabama FBLA State Leadership Conference for the March of Dimes Mini Walk.	Registration Form and Copy of Check

OPTIONAL				
Code	National Outstanding Chapter	Middle Level Achievement Program	Tasks	Suggested Documentation
	Awards/Conferences/Competitive Events			
O7□			Host an end-of-the-year banquet to recognize outstanding FBLA members.	Agenda
O8□			Enter at least one FBLA competitive events at Regional Conference.	Copy of Registration Form
O9□			Attend the Joint Leadership Development Conference (JLDC). (Sept. 24-25, 2012)	Registration Form
O10□			Plan an induction ceremony for new officers/members.	Program
	March of Dimes			
O11□			Promote Prematurity Awareness Month (November).	Photo(s)/Article
O12□			Place March of Dimes coin boxes at local business/school.	Photo(s)/Reporting Form
O13□			Have members sign a petition for preemies at http://www.marchofdimes.com/petition .	List of signed members
O14□		L2	Participate in Blue Jeans for Babies day on November 16, 2012. (Purchase t-shirts from local March of Dimes Representative).	Photo(s)/ Copy of Reporting Form
O15□			Submit a “Banners for Babies” to be displayed at the 2013 State Leadership Conference. (Form is posted on the State Conference Registration Website)	Form/Copy of check
	Communications/Publications			
O16□			Local chapter officers memorize the nine goals of FBLA.	Certificate of Completion
O17□			Submit at least 2 pictures to your District VP for publication.	Photo(s)
O18□			Design a bulletin board promoting FBLA in a high traffic area within the school.	Photo(s)
O19□			Post a copy of FBLA calendar of events on your school/chapter website.	URL
O20□			Send 2 pictures with captions from chapter activities to your district Vice President.	Email with Photo
O21□			Provide each chapter member with a copy of the FBLA Creed and Goals.	Copy of Handout
	School Service			
O22□			Sponsor a School Support Personnel Day.	Photo(s)
O23□			Participate in the FBLA Go Green Project.	Photo(s)/List of Activities
O24□			Sponsor a “Campus Clean-Up Day” at a school.	Photo(s)
O25□			Participate in World Kindness Day. (November 13, 2012)	Photo(s)/List of Activities
O26□			Sponsor a Random Acts of Kindness Week.	Photo(s)/List of Activities
O27□			Conduct a School Supply Drive at your school.	Photo(s)/Flyer

O28	<input type="checkbox"/>	OC		Plan a service project for your school or community.	Project Planning Form
		Recruiting and Promoting FBLA			
O29	<input type="checkbox"/>		L2	Create an FBLA display for Open House.	Photo(s)/Invitation
O30	<input type="checkbox"/>			Sponsor an FBLA booth at a community/school event.	Photo(s)/Copy of Promotional Items
O31	<input type="checkbox"/>			Honor your superintendent/principal/administrator as an honorary FBLA Professional Division member.	Photo(s)/Letter
O32	<input type="checkbox"/>			Invite a state officer to a chapter meeting or event.	Photo(s)/Letter
O33	<input type="checkbox"/>			Host a Career and Technical Student Organization Adviser Appreciation Day in February to recognize Career Tech Month.	Photo(s)
O34	<input type="checkbox"/>		L1	Hold an FBLA Recruitment Poster Contest "Gateway to Greatness."	Photo(s)/Award/Poster
O35	<input type="checkbox"/>			Design a chapter t-shirt.	Photo(s)
O36	<input type="checkbox"/>			Present a PowerPoint on Leadership based on the FBLA Goals.	Copy of Handouts
O37	<input type="checkbox"/>			Host a get-to-know-you event in your local chapter.	Photo(s)
O38	<input type="checkbox"/>	OC		Invite an administrator to local meeting.	Letter of Invitation
		Community Service			
O39	<input type="checkbox"/>			Sponsor a meal for a family in need.	Photo(s)/Receipt
O40	<input type="checkbox"/>			Promote a recycling project.	Photo/Receipt/Documentation
O41	<input type="checkbox"/>			Sponsor an activity that benefits the Armed Forces.	Photo(s)/Letters
O42	<input type="checkbox"/>			Honor local veterans in a Veterans' Day program.	Photo(s)
O43	<input type="checkbox"/>			Adopt a child/family for the holidays.	Photo(s)/Receipts/Article
O44	<input type="checkbox"/>			Assist victims of a disaster.	Photo(s)/Article/Certificate
O45	<input type="checkbox"/>			Host a can food drive for your local food bank.	Photo(s)
		Partnerships			
O46	<input type="checkbox"/>			Partner with a local business/corporation to participate in a chapter activity.	Photo(s)/Letter
O47	<input type="checkbox"/>			Sponsor an activity with a non -Career and Technical Student Organization.	Agenda/Photo(s)
O48	<input type="checkbox"/>			Invite an elected official or business representative to a chapter meeting or event.	Photo(s)/Letter
O49	<input type="checkbox"/>			Take a business related field trip.	Photo(s)
O50	<input type="checkbox"/>			Sponsor an activity with another Career and Technical Student Organization.	Agenda/Photo(s)
		Other			
O51	<input type="checkbox"/>			Sponsor a Dress for Success Day.	Photo(s)
O52	<input type="checkbox"/>			Host a Multimedia Talent Show Contest.	Copy of Promotional
O53	<input type="checkbox"/>			Any other activity that is unique to your chapter.	Flyer/Photo/Agenda

O54□	OC		Submit at least one member's name who has completed the Business Level or higher of the Individual Membership Recognition Program.	Check Outstanding Chapter form
O55□	OC		Have one officer prepare minutes from a local chapter meeting.	Attach Minutes
O56□	OC		Complete the Leadership/ Chapter Checklist.	Check Chapter Management Handbook
O57□	OC		Conduct the M&M icebreaker at one of your meetings.	Check Chapter Management Handbook
O58□	OC		Prepare a local chapter Treasurer's Report for one our your chapter meetings.	Attach copy of report
O59□	OC		Sponsor a CEO day where members dress in professional attire.	Attach News Release
O60□	OC		Donate at least one of your members services to a local business or faculty members.	100 word summary
O61□	OC		Write a press release about the March of Dimes or your promotion of FBLA week.	Attach copy of Press Release
O62□	OC		Volunteer your chapter's services to benefit someone with special needs in the community.	100 word summary