



GFWC VIRGINIA PILOT PROGRAM

ELECTRONIC REPORTING OPTION

2018 FOR LEE DISTRICT JUNIOR CLUBS

1. Clubs will have the option to submit reports to District CSP & Advancement Area Chairmen electronically, by attaching the report(s) to an email.
2. Clubs may continue to report the traditional way if they so choose.
3. For either way of reporting, Clubs will only need to send the District Chairmen their Narrative Form. (There are 2 Junior Chairmen for Lee District: Leadership and Membership. All others should be sent to General Chairmen.) If they do submit reports electronically to the District Chairmen, they need to submit a GFWC Virginia Narrative Form only, no GFWC Statistical Form. Part of this pilot program is to eliminate the Statistical Form to the District Chairmen.
4. District Chairmen must acknowledge receipt of the club's report.
5. **Clubs must still send by mail 3 paper copies of the GFWC Virginia Statistical Form-Annual Club Record and 3 copies of all GFWC Virginia Narrative Forms to their District Director of Junior Clubs. Also, keep a copy for your club's records.**