



## Responsibilities of Member Organizations in support of outreach/public awareness of the LTQA

Name of your organization: \_\_\_\_\_

Organization Representative: \_\_\_\_\_

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

**It is important that each member organization take the responsibility to support the LTQA's outreach and public awareness efforts through the dissemination of information about the LTQA's mission, goals and progress. Below is a list of priority actions that each member organization is requested to participate in. Please check the priority actions that your organization is willing to support:**

- ☐ Adding the LTQA link to your organization's web site
- ☐ Write up about LTQA in print/ e-periodicals and other communications to your members and others
- ☐ On the agenda for your organization's next board meeting
- ☐ Brief updates in reports to your organization's board of directors and committees, as appropriate
- ☐ Brief updates in progress reports, articles and information provided to your organization's state affiliates/chapters
- ☐ Assist in the recruitment of new member organizations to the LTQA

### ***Additional activities as appropriate***

- ☐ In listservs or blogs for your members and others
- ☐ At a booth at your organization's exposition
- ☐ At open forums or briefings about the campaign at your organization's conferences
- ☐ In presentations/you make at other organizations' conferences
- ☐ In your organization's annual report
- ☐ In progress reports to your organization's staff
- ☐ Distribute press releases about your organization's or your members' progress with LTQA
- ☐ In speeches at your organization's conferences

Signature: \_\_\_\_\_ Date: \_\_\_\_\_