**ATTACHMENT F-1 DEADLINE: January 23, 2020**

**MEMORANDUM**

TO: Business Professionals of America Chapter Advisors

FROM: Rob Schumacher, Secondary Level CEAC Rep

 Eric McGuire, Middle Level CEAC Rep

DATE: December 2, 2019

SUBJECT: **Torch Awards**

The Business Professionals of America’s State Leadership Conference is just around the corner. We hope many of the members are diligently working on their Torch Awards. We hope to recognize your members with both Diplomat and Statesman Torch Awards during our annual State Leadership Conference.

In order for your members to receive this special recognition award, they must first complete the resume explaining in detail the activities performed. This information, along with a detailed description of the Torch Awards Program, is available through the National Website at <http://www.bpa.org/awards/torchsystem>. All applications must be ***entered online and verified by the Local Chapter Advisor no later than 5:00 p.m., Thursday, January 23, 2020.***

Please contact Rob Schumacher at rschumacher@delawarebpa.org or Eric McGuire at emcguire@delawarebpa.org with any questions. Thank you!