



### **Checklist for Establishing a Partner at Large Relationship**

- ☐ **Contact** the Cobb Chamber to discuss desire to be involved with Cobb County school systems and resources you can provide.
- ☐ **Complete** a PAL Partnership Plan and return it to the Cobb Chamber for approval by the Cobb Chamber Education Department and Cobb County public school districts.

*The Cobb Chamber Education Department will notify the business/organization of the decision. Upon approval only will the Cobb Chamber Education Department e-mail the appropriate schools of the new Partner at Large.*

**Note: Some partnerships may or may not serve to fill a need at a school or be beneficial to both parties, therefore each school has the opportunity to accept or decline participation.**

- ☐ **Keep** a copy of the Partnership Plan for your records.
- ☐ **Choose** three or more schools within the same school district system to partner with or contact the Cobb Chamber for assistance.
- ☐ **Meet** with your selected schools and begin your partnership activities once you receive a confirmation e-mail from the Cobb Chamber approving your partnership.

Please email a copy of the completed form to [partners@cobbchamber.org](mailto:partners@cobbchamber.org); fax to 770-690-4028 or mail to Cobb Chamber Education Department · P.O. Box 671868 · Marietta, GA 30006



### Partner at Large (PAL) Partnership Plan

The Cobb Chamber Partners in Education Program is coordinated by the Cobb Chamber of Commerce's Education Department for the Cobb County and Marietta City Schools. Our mission is to establish and support partnerships that utilize community resources to enrich and extend the education opportunities for Cobb County and Marietta City students.

### Community Partner Contact Information

**Business/Organization Name:** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**City:** \_\_\_\_\_

**State:** \_\_\_\_\_

**Zipcode:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Fax:** \_\_\_\_\_

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

**Type of Business:** \_\_\_\_\_

**Website Address:** \_\_\_\_\_

### Partnership Activities Section

**(to be completed by community partner for approval by the Cobb Chamber and Cobb County Public School Systems)**

This plan signifies a commitment to the partnership for a period of **one school year**. The plan should highlight the most significant activities/contributions planned as a result of the partnership. This document is a starting point for planning partnership activities and should not limit the activities of the partnership. All parties should be aware that additional needs may arise. Complete all information.

**Have you ever been a Partner in Education with Cobb County or Marietta City Schools?**

☐ **No**   ☐ **Yes**   If so, specify which school(s) and for how long: \_\_\_\_\_

**Would you like to work with:**   ☐ **Cobb County Schools**   ☐ **Marietta City Schools**   ☐ **Both**

**In detail list activities you plan to do with your partner schools (use the back or the form or add additional pages as needed):**

**Authorizing individual:** \_\_\_\_\_

Name

Business

Phone Number

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