

Government Manual

Add a Mission Statement

Step 1. Select *Mission Statement* from the Menu. Click on *Add*.

Main Contact	Leaders	Mission Statement	Organization	Legal Authority	Programs	Sources of Information
		Add				
		Mission Statement Heading				

Step 2. Enter the following data: *Paragraph* and *Footer*.

Mission Statement

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Paragraph:

Footer:

* **Sort Order:**

Step 3. Click on the button.