

Community Service Project Proposal

Directions: Attach this form to your proposal.

Community service experiences should give students a chance to make a positive contribution in their community. Thank you for submitting a proposal to have a new community service activity or organization approved.

Your Name: _____ Email: _____

- Please describe the community service activity you would like to submit using the outline below.
- Your description should be short and to the point.

- Part I: Project Contacts**
 - Must include organization name, contact person, address and phone number.
 - Attach any brochures, business cards, or Internet homepage addresses to this proposal.**

Organization Name: _____	Contact: _____
Address: _____	Phone Number: _____
Nonprofit Tax ID Number _____	501c(3) document number _____

- Part II: Proposal** (Outlined below, should not exceed 1 page in length)

Project Statement (paragraph 1)

1. Outline the societal problem that the non-profit organization addresses.
2. Describe the exact need of the organization that you propose to fill.
3. Why are you choosing this particular community project?

Project Objectives (paragraph 2)

1. What duties does the organization want you to perform?
2. What will be your duration of service? (e.g. 2 hours, twice a week for 2 months; single event)
3. Where will you do your service?
4. Who will benefit from your work?

Submit completed paperwork to Mrs. Kapala for review at the Community Service Committee meeting