

## Community Service Project Proposal

### Directions:

1. Complete the Proposal form in ink and sign it. Print clearly or type. Attach additional pages(s) as needed.
2. Have the Proposal form signed by a parent or guardian.
3. Submit the Proposal for approval and signature. (Juniors and seniors submit the form to your social studies teacher.) All other students submit the form to the appropriate counselor or the principal's designee.

**Project Starting Date** \_\_\_\_\_

**Student's Name** \_\_\_\_\_ **I.D.#** \_\_\_\_\_

**School** \_\_\_\_\_

**Grade Level** \_\_\_\_\_ **Title of Project** \_\_\_\_\_

**Project Description** - What is your project? Be specific about what you will do.

**Need** - Why is this project needed? For whom will it be valuable?

**Final Results** - What do you hope to accomplish as result of your work?

I have reviewed my son/daughter's Community Service Project Proposal and understand that a community service project must be completed in order to meet the graduation requirements for Dade County Public Schools.

**Parent/guardian's signature** \_\_\_\_\_

**Student's signature** \_\_\_\_\_

**Signature of approving principal's designee** \_\_\_\_\_

## Project Summary Report

### Directions:

1. Complete the Project Summary Report in ink and sign it. Print clearly or type.
2. Complete all parts of the required essay as outlined below on your own paper.
3. Attach the essay to the Project Summary Report form. (It is strongly suggested that a duplicate copy be made of the essay.)
4. Have the completed Summary Report reviewed and signed by a parent/guardian.
5. Submit the Summary Report and the attached essay for final approval and signature. (Juniors and seniors submit the form to your social studies teacher.) All other students submit the form to the principal's designee.

**Project Completion Date** \_\_\_\_\_

**Student's Name** \_\_\_\_\_ **I.D.#** \_\_\_\_\_

**School** \_\_\_\_\_

**Grade level when project was completed** \_\_\_\_\_

**Title of Project** \_\_\_\_\_

**Required Essay:** Summarize your community service experience in essay form. Address each of the following in your essay. (Five Paragraphs)

- A. Briefly describe your project and the main activities of your project. Describe changes you made from your original proposal.
- B. Briefly outline the steps you took to plan, implement, and complete the project. Indicate how much time you spent in completing all aspects of this project.
- C. Describe the problems that occurred during the project. Explain how these problems were handled.
- D. Describe the impact you believe your project had on the community or on the people who received your service.
- E. Describe what you learned about your community as you worked on your project. Describe what you learned about yourself and the importance of giving something back to others.

I have reviewed my son/daughter's Project Summary Report and understand that a community service project must be completed in order to meet the graduation requirements for Dade County Public Schools.

**Parent/guardian's signature** \_\_\_\_\_

**Student's signature** \_\_\_\_\_

**Signature of approving principal's designee** \_\_\_\_\_

### Activity Log Form

All students must use the Activity Log form to record their community service activities. \*\*Only students working to meet the requirements for the Florida Academic Scholars certificate or the Superintendent's Diploma of Distinction need to complete the "Hours Completed" section of the Activity Log form. Use additional sheets, as needed.

| Date | Community Service Activities | **Hours Completed |
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\_\_\_\_\_\*\*Total Project Hours

Parents/Guardian's Signature \_\_\_\_\_

Student's Signature \_\_\_\_\_

Signature of teacher or principal's designee \_\_\_\_\_