

FIRST SEMESTER ~ Please return to Marta or Toni

SERVICE PROJECT PLANNING SHEET

OVERVIEW OF THE PROJECT: (What shall we call our service project?) _____

"THEME:" _____

PURPOSE: (Why are we doing this? How does this reflect our theme?) _____

DATE: _____

PLACE: _____

STARTING TIME: _____

ENDING TIME: _____

SET-UP TIME: _____

CLEAN-UP TIME: _____

Supplies each participant will bring: _____

Supplies Teachers will provide: _____

Transportation: _____

Do we need Permission Forms? _____

Other chaperones and adult support: _____

Monetary cost? _____

Other important information:

NOTES: * Please make a copy of completed Service Project Planning Sheet for Marta

SECOND SEMESTER ~ Please return to Marta or Toni

SERVICE PROJECT PLANNING SHEET

OVERVIEW OF THE PROJECT: (What shall we call our service project?) _____

"THEME:" _____

PURPOSE: (Why are we doing this? How does this reflect our theme?) _____

DATE: _____

PLACE: _____

STARTING TIME: _____

ENDING TIME: _____

SET-UP TIME: _____

CLEAN-UP TIME: _____

Supplies each participant will bring: _____

Supplies Teachers will provide: _____

Transportation: _____

Do we need Permission Forms? _____

Other chaperones and adult support: _____

Monetary cost? _____

Other important information: _____

NOTES: * Please make a copy of completed Service Project Planning Sheet for Marta