Name	Date			
Project				
1. Does the project meet the following criteria?				
Do you have time to do this project well?	☐ Yes	☐ No	☐ Maybe	
Is the project local and within reach?	☐ Yes	☐ No	☐ Maybe	
Will this project make a difference?	☐ Yes	☐ No	☐ Maybe	
Does this project provide learning opportunities?	☐ Yes	☐ No	☐ Maybe	
Are you committed to this project?	Yes	☐ No	☐ Maybe	
2. Define project goals.				
3. Define group member roles and actions.				
4. How will this project help your community?				
5. Who will be impacted by your project?				
6. What do you expect to learn?				
7. What is the time frame? Provide specific dates.				
8. What resources will you need? How will you fund	the projec	ct?		
9. Who are the people and organizations that will be	contacted	?		
10. What are the safety concerns? How will you prac	tice safety	þ		
11. What are the rewards for meeting your goal?				