Service Proposal

Summer Reading Project

Goal: Create a service proposal relating to education either in your immediate community, or a community abroad that is in need.

Method: Work with a group of 2-4 total people to brainstorm, decide, and plan.

Product: Create a typed proposal that uses a clear organizational strategy to outline the five components listed below. Your product should look professional and fully detail the ideas you and your group come up with.

1. NEED: Establish the need and desire for the project: How do you know this project is needed? How will the residents of your focus community use the services provided?
2. OBJECTIVES: Define the desired outcomes with specific, measurable objectives: What do you want to accomplish, and how will you measure whether the project has indeed addressed the problem?
3. METHODS: Describe the methods you will use to achieve these objectives: What will you actually do in order to meet the objectives?
4. SUCCESS EVALUATION: Determine how you will evaluate the success of the project: How will you know whether the desired objectives have been reached? For example, will you be surveying constituents, or tracking the numbers of individuals using a particular service?
5. PROJECT FUTURE: Describe the future of project: When the resources from this project is used up, how will the project continue? Is it a project that will require a continuous influx of resources, or will it somehow become self-sustaining?

Scoring Guide:

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|  | NEED | OBJECTIVES | METHODS | SUCCESS  EVALUATION | PROJECT  FUTURE | PRODUCT  QUALITY |
| Points awarded  (5 possible per category) |  |  |  |  |  |  |

TOTAL: \_\_\_\_\_/30