

Project Name Here
Project Date Here

Primary Purpose

The primary purpose of this project is to...

Goals

- Goal A: This goal should relate directly to the primary purpose.*
Goal B: Involve ## Jaycee members, 0.00% of the 244 January 1, 2004 base.
Goal C: Involve ## new members, 0.00% of the 244 January 1, 2004 base.
Goal D: Involve 0 guests in the project.

MANPOWER	Name	Daytime Phone	Evening Phone	Email
VP		###-####	###-####	
Director		###-####	###-####	
Chair		###-####	###-####	

Materials (List all materials that are necessary to conduct this project)

Item	Source of Donation or amount spent
Ex. Fliers to advertise	Ex. Jaycee Office
Ex. Signup sheet	Ex. Chair

Contact Info (List contact info for any individuals who helped with this project)

Name	Email	Phone number	Role in project
		###-####	
		###-####	
		###-####	

Time Line (check when these tasks have been scheduled/include date):

- Date of project established.
- Schedule presenter
- Reserve location
- Initial abbreviated CPG approved by the board.
- Project put on Bits & Bytes.
- Announce at General Membership Meeting.
- Information sent out on RJCProjects email list.
- Announce at General Membership Meeting
- Final abbreviated CPG approved by the board.
- Wrap-up at General Membership Meeting

<u>Scheduled</u>	<u>Actual</u>

Evaluation of Goals

- Result A: Result of goal A.*
Result B: ## members attended, % of the goal.
Result C: ## new members attended, % of the goal.
Result D: ## guests participated in the project, % of the goal.

Helpful Information for future chairs

What worked or didn't work with the project?

Impact Statement

How did the project impact you, the "Gateway Chapter" Jaycees, and the community?

Level 1 project, no more than \$50 appropriation, with VP approval