Name______________________________

Club____________________________________

4-H Age _____________ County________________

Project Start Date____________ Project End Date__________

Leader Signature_________________________ Date________

“TO MAKE THE BEST BETTER”
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## References:

- Service Log  Michigan State University Extension
- Survey  Michigan State University Extension
The Purpose and Benefit of a Community Service project

"I pledge: ... my hands to larger service..."

4-H members are encouraged to develop and practice skills to become helpful or useful in their club, community, country and world. 4-H community service projects allow youth and adults to work together and to help others at the same time.

Getting Started
Determine what is needed in your community/county.

✓ Ask club members and families.
✓ Ask other community groups.
✓ Talk with community officials.
✓ Read the newspaper.

Determine what types of activities you have interest in and the abilities to do.

✓ Consider the size of the project.
✓ Consider the amount of time involved. Do you want a long term or short term project?
✓ Determine if you will need funds to carry out your project.

List the activities you would like to complete:

_______________________________________________________________________________________
_______________________________________________________________________________________
_______________________________________________________________________________________
____________________________________________________

“Learn by doing.”
Setting your goals
What is the goal of your service project?

Please list 3 goals you would like to achieve while participating in your community service project:
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________  

Carrying out your project
You have selected your project, and set your personal goals. Now it is time to start your project.

First thing you need to do is develop a plan. How will you carry out your project? What will the time commitment be? Who will help you, and their duties? Items you will need to carry out the project? Money needed? How will you get the money or supplies if needed?

Document your efforts
On the next few pages you will have a service log to document the date, description, and time you have spent on your project. There are enough service logs for 4 projects. If more are needed you can make a copy and attach to the project book.

Remember to take photos or have someone take the photos for you. Attach the pictures to the service logs for added documentation.

Setting goals is the first step in turning the invisible into the visible.
- Anthony Robbins
**Project 1 Service Log**

**Title:**

---

# 1

*** It's time to start your log for your first project! Follow the sample below and log everything that you do toward your service activity as you do it. Be sure to check off what category the service falls under and record your total hours.

<table>
<thead>
<tr>
<th># 1</th>
<th>What happened</th>
<th>Assessing Needs</th>
<th>Planning Project</th>
<th>Finding Funding/ media support</th>
<th>Doing project</th>
<th>Reflecting</th>
<th>Hours Logged</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11-8-08</td>
<td>Contacted local nursing home to see if they were in need of help.</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1/4</td>
</tr>
</tbody>
</table>

---

How do you feel about the completion of project 1?

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

Total hours spent on project 1: ______

Adult helpers signature: _________________________________
Project 2 Service Log

Title: ____________________________________________

# 2

Date: 11-18-08

What happened: Discussed the outcome of my project with the club.

Assessing Needs | Planning Project | Finding Funding/ media support | Doing project | Reflecting | Hours Logged
---|---|---|---|---|---

1/4

How do you feel about the completion of project 2?

_____________________________________________________________________

_____________________________________________________________________

____________________________________________________

Total hours spent on project 2: ______

Adult helpers signature: ________________________________
Project 3 Service Log

Title:______________________________

<table>
<thead>
<tr>
<th># 3</th>
<th># 3</th>
<th>Date</th>
<th>What happened…………</th>
<th>Assessing Needs</th>
<th>Planning Project</th>
<th>Finding Funding/ media support</th>
<th>Doing project</th>
<th>Reflecting</th>
<th>Hours Logged</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>*** Great ideas, but not much money…. Many of your projects will</td>
<td>11-10-08</td>
<td>Held a bake sale to</td>
<td></td>
<td></td>
<td>x</td>
<td></td>
<td></td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>require you to seek funding to purchase supplies to carry out the</td>
<td></td>
<td>raise money for</td>
<td></td>
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<td></td>
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</tr>
<tr>
<td></td>
<td>project. Did you apply for a grant or hold a fundraiser?</td>
<td></td>
<td>blankets for nursing</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>home.</td>
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</tr>
</tbody>
</table>

How do you feel about the completion of project 3?
_____________________________________________________________________
_____________________________________________________________________
_____________________________________________________________________

Total hours spent on project 3: _______

Adult helpers signature: ____________________________
# Project 4 Service Log

Title: __________________________________________

<table>
<thead>
<tr>
<th># 4</th>
<th>Date</th>
<th>What happened</th>
<th>Assessing Needs</th>
<th>Planning Project</th>
<th>Finding Funding/ media support</th>
<th>Doing project</th>
<th>Reflecting</th>
<th>Hours Logged</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>11-17-08</td>
<td>Handed blankets out to elderly patients at nursing home</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1</td>
</tr>
</tbody>
</table>

*** Your service had an impact! You made the world a better place. I challenge you to keep serving. Go out there and "pledge your hands to larger service".

How do you feel about the completion of project 4?
________________________________________________________________________________________
________________________________________________________________________________________

Total hours spent on project 4: _______

Adult helpers signature: ________________________________
Project Pictures:
Place at least 2 pictures of your community service project.
Add additional pages if needed.
Project Pictures:
Place at least 2 pictures of your community service project.
Add additional pages if needed.
Project Pictures:
Place at least 2 pictures of your community service project.
Add additional pages if needed.
Project Pictures:
Place at least 2 pictures of your community service project.
Add additional pages if needed.
Way to go!

Please circle the answer that represents how you feel about the following statements.

1. My service experience has increased my interpersonal skills (such as trust, listening skills, decision making).
   - Strongly Disagree - Disagree - Neutral - Agree - Strongly agree
   - 1 2 3 4 5

2. My service experience has given me an appreciation for what I have
   - Strongly Disagree - Disagree - Neutral - Agree - Strongly agree
   - 1 2 3 4 5

3. My service experience has caused me to view people and communities from different perspectives.
   - Strongly Disagree - Disagree - Neutral - Agree - Strongly agree
   - 1 2 3 4 5

4. I learned new skills while completing my service projects.
   - Strongly Disagree - Disagree - Neutral - Agree - Strongly agree
   - 1 2 3 4 5

5. I understand the five different steps to community service.
   - Strongly Disagree - Disagree - Neutral - Agree - Strongly agree
   - 1 2 3 4 5

6. Through my service project I have developed leadership skills.
   - Strongly Disagree - Disagree - Neutral - Agree - Strongly agree
   - 1 2 3 4 5

7. I understand the process of how to bring about change in my community.
   - Strongly Disagree - Disagree - Neutral - Agree - Strongly agree
   - 1 2 3 4 5

8. I feel I had a meaningful role in the creation and implementation of community service projects.
   - Strongly Disagree - Disagree - Neutral - Agree - Strongly agree
   - 1 2 3 4 5

Check off the new skill(s) you learned as a result of your service:
- Communication
- Decision making
- Leadership
- Organization
- Problem solving

Check off the types of service you were involved in:
- Disaster relief
- Literacy & Education
- Community Improvement
- Elderly assistance
- Environment
- Public safety
- Health
- Youth serving youth
- Hunger & Homelessness help
This project book was developed by Jennifer Sites, Lee County 4-H Youth Development Program assistant, Cathy Suggs, Lee County 4-H Youth Development Agent November 2008.

**References:**

- Service Log: Michigan State University Extension
- Survey: Michigan State University Extension