*Please complete this form in its entirety. Submit the form via the Submission Portal during trimester/year end submissions. You will receive an automated receipt email. Any forms submitted after 10:00PM on the deadline will not be accepted and may be deemed ineligible by decision of the JCI Michigan Programming Team. Any questions should be directed to the Programming Team.*

***Submissions should be submitted as a PDF file. You can also include up to six (6) images to help the judges learn more about your project.***

**SPE Category (Check only one)**

☐ **Local Economic Development Program**

☐ **Inter-organization Collaboration Project**

☐ **Local Personal Skill Development Program**

☐ **Local Growth and Development Program**

☐ **Local Community Empowerment Program**

☐ **Long-term Local Community Development Program**

☐ **Local Corporate Social Responsibility (CSR) Program**

☐ **Best Local Peace Project**

☐ **Local United Nations Sustainable Development Goals (UN SDG) Project**

Which of the following Local United Nations Sustainable Development Goals (UN SDG) Project does your project help achieve:

 ☐ No Poverty ☐ Reduced Inequalities ☐ No Hunger

 ☐ Good Health ☐ Sustainable Cities and Communities

 ☐ Responsible Consumption ☐ Quality Education ☐ Climate Action

 ☐ Clean Water and Sanitation ☐ Life on Land ☐ Renewable Energy

 ☐ Peace and Justice ☐ Good Jobs and Economic Growth

 ☐ Partnership Goals

**PROJECT NAME** – Click here to enter text.

**CHAPTER** – Click here to enter text.

**PROJECT CHAIR(S)** – Click here to enter text.

**PROJECT CHAIR(S) EMAIL(S)** – Click here to enter text.

**DATE(S) OF THE PROJECT** *(If the project lasted only one (1) day then list the same date in both of the following sections. If the project occurred on nonconsecutive days list the first day and the very last day, then mention in the ‘project overview’ which specific days the project occurred.)*:

Click here to enter a date. to Click here to enter a date.

**Check if yes, leave blank if no:**

☐ I agree to share this form in a database for other chapters to view

|  **RESULTS – INVOLVEMENT** *\*See last page for explanation\** |
| --- |
| **BASE NUMBER** | **CHAPTER JAYCEES** | **OTHER JAYCEES** | **NON-JAYCEES** | **TOTAL MAN HOURS** |
|  |  |  |  |  |

| **RESULTS – INVESTMENT – PROJECTED**  |
| --- |
|  | **APPROPRIATED CHAPTER FUNDS**  | **VALUE OF DONATED ITEMS**  | **PROJECTED AMOUNT SPONSORED**  | **PROJECTED TO RAISE AT** **PROJECT** | **TOTAL** **PROJECTED****INCOME** |  |  |
| **Income** |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  | **APPROPRIATED FUNDS RETURNED**  | **VALUE OF DONATED ITEMS USED**  | **AMOUNT PROJECTED TO RUN PROJECT** | **FUNDS PROJECTED TO DONATE AWAY** | **TOTAL****PROJECTED EXPENSE** |  | **PROJECTED PROFIT/LOSS FOR CHAPTER** |
| **Expense** |  |  |  |  |  |  |  |

| **RESULTS – INVESTMENT – ACTUAL**  |
| --- |
|  | **APPROPRIATED CHAPTER FUNDS** | **VALUE OF DONATED ITEMS** | **AMOUNT SPONSORED** | **RAISED AT PROJECT** | **TOTAL INCOME** |  |  |
| **Income** |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  | **APPROPRIATED FUNDS RETURNED** | **VALUE OF DONATED ITEMS USED** | **AMOUNT SPENT TO RUN PROJECT** | **FUNDS DONATED AWAY**  | **TOTAL EXPENSE** |  | **PROFIT/LOSS FOR CHAPTER** |
| **Expense** |  |  |  |  |  |  |  |

**Number of members recruited as a result of this project**: Click here to enter text.

**Sponsor(s) for the project?**: Click here to enter text.

**Who benefitted from this project?**:

Click here to enter text.

**What was the primary purpose of the project?:**

Click here to enter text.

**Overview of the project** *(describe the project in detail, including history and objectives)***:**

Click here to enter text.

**Primary Goals** *(Share the goals for the project, including their results):*

Click here to enter text.

**What main steps were taken to complete the project?** *(Describe the key preparations and duties to execute the project)***:**

Click here to enter text.

**Describe the main roles of the participating members of the project.** *(List manpower of the members involved in the project.)*:

Click here to enter text.

**Describe the *actual* community impact produced by this project.** *(Use tangible descriptions where possible.)*:

Click here to enter text.

**How did the Local Organization benefit from running this project?** *(Use tangible descriptions where possible.)*:

Click here to enter text.

**What changes would you make to improve the results of this project?** *(List suggested changes to make improvements to the project for the future.)*:

Click here to enter text.

**How does this project align to the JCI Plan of Action? (***How does the project align with your local organization’s Plan of Action?)***:**

Click here to enter text.

**How does this project advance the JCI Mission and Vision?** *(”…to provide development opportunities that empower young people to create positive change” & “…to be the leading global network of young active citizens”)*:

**SPE Category-Specific Question**

**ONLY ANSWER THE QUESTION THAT RELATES TO YOUR CATEGORY (Delete other questions)** Please limit to 300 words.

**Local Community Empowerment Program or Long-term Local Community Development Program –** How did this project address a community need through innovation and collaboration? In what ways does this project have sustainable, long-term impact? If you are submitting under Long-term Local Community please tell us the years the project has been running and how it has continued to improve over the years.

Click here to enter text.

**Local Economic Development Program –** How effective do you feel your use of manpower was and how might you increase the amount earned per man hour in the future? What other factors were critical to the financial success of your project that are not represented by this number, such as sponsorships and donations? How has this project specifically benefited the chapter financially?

Click here to enter text.

**Local Growth and Development Program or Local Personal Skill Development Program –** In what specific ways did this project develop, motivate, and connect your local members? Or What ways did this project help grow the membership or promote the membership for the local chapter?

Click here to enter text.

**Inter-organization Collaboration Project –** How did this project develop and foster collaboration and cooperation between your chapter and the organization(s) you worked with? In what ways did the collaboration provide more impact than if you were to have run the project without them?

Click here to enter text.

**UN Sustainable Development Goals –** What progress did your project make toward eliminating the underlying issue in your community and what next steps would you recommend be taken to eradicate the underlying issue?

Click here to enter text.

**Best Local Peace Project-** In what ways did this project help foster the UN’s Sustainable Development Goals with the intent to educate and create dialogue across cultures, demographics, genders, ages, society issues, and communities?

Click here to enter text.

**Local Corporate Social Responsibility (CSR) Program-** CSR is about how a business takes account of its economic, social, and environmental impacts in the way it is operated-maximizing the benefits and minimizing the downsides. How has this project accomplished these goals or started making progress towards these goals?

Click here to enter text.

**\*\*\* Please submit up to 6 images in a separate PDF that *enhance* your resume submission; note that these images may be used during award presentations and will not impact your scoring. The photo file name should mirror your resume file name. \*\*\***

*Involvement Explanations*

***Base*** *– Chapter’s membership total as of January 1.*

***Chapter Jaycees*** *– Total number of your chapter only Jaycees involved with the project, from planning to implementation.*

***Other Jaycees*** *– Total number of other chapter Jaycees/senators that helped.*

***Non-Jaycees*** *– Total number of people outside the Junior Chamber that helped and that attended the project.*

***Man Hours*** *– Total number of hours the project took, including planning meetings, set-up, clean-up, etc. (This should be number of hours each person put in added together, ex. 8 people each volunteered 4 hours = 32 Hours)*

***Businesses*** *– The number of businesses that took part in the project.*