



2015-2016 ANNUAL SERVICE REPORT CONTEST

Club: _____

2015-2016 President: _____

ATTACH A NARRATIVE REPORT OF ONE OF THE FOLLOWING:

MULTIPLE SERVICE PROJECTS
(Report on no more than the three (3) best individual service projects)

SINGLE SERVICE PROJECT
(Do not cover more than one (1) service project)

A. DESCRIPTION OF PROJECTS:

1. **Describe only definite service projects. A SERVICE PROJECT IS AN ACTIVITY CONSISTENT WITH THE OBJECTS, OBJECTIVES, AND POLICIES OF KIWANIS INTERNATIONAL, DEvised OR PLANNED BY A KIWANIS CLUB OR CLUB COMMITTEE, AND PERFORMED BY MEMBERS OF THE CLUB FOR THE BENEFIT OF OTHERS.** Individual contributions or services are not reportable unless they are the result of committee planning and arrangement. Do not include fund-raising projects or other Kiwanis administrative committee functions.
2. **Describe your service project(s) using the following three headings:**
 - (a) **NEED** - Describe the conditions that motivated your club to undertake this project.
 - (b) **PLAN** - Describe committee organization and the method of project promotion.
 - (c) **HIGHLIGHTS AND EVALUATION** - Indicate scope and significance of project, citing the major features and the effects for your community.

B. REPORTING - The narrative portion must be completely typewritten, doubled-spaced, one-sided, and 8-1/2" x 11" size sheets should be used. Supportive materials (photographs, newspaper articles, videos, etc.) may be submitted with the report. When reporting on a continuing project, it must be specifically stated in the narrative what is new and different in the project for this year:

1. **MULTIPLE SERVICES** - Name and number (1, 2, 3, etc.) **EACH** of the **THREE** projects. Describe by **NEED, PLAN, and HIGHLIGHTS AND EVALUATION**. Not to exceed three (3) double-spaced typewritten pages - one per project.
2. **SINGLE SERVICE** - Give the name of the project. Describe by **NEED, PLAN, and HIGHLIGHTS AND EVALUATION**. Not to exceed three (3) double-spaced typewritten pages

C. AWARDS - One (1) overall WINNER in Multiple Services, and one (1) overall WINNER in Single Service, in recognition of the Club with best overall service program in the District, and the Club with the single, best service project in the District. The number of Honorable Mention Awards will be determined by the judges.

SUMMARY OF SINGLE SERVICE PROJECT OR MULTIPLE SERVICE PROJECTS REPORTED:

List title of club's project(s) in same numerical order as reported in narrative.
Check (N) for new; (C) for continuing project

	N C			Kiwaniis Service Hours	Kiwaniis Funds Expended	Percentage of Club Members Involved
	N	C				
1.						
2.						
3.						

File this completed report with the District Office by October 31, 2016.

Signed: _____
2015-2016 President