**Service Project Planning Worksheet**

**Project Title:**

**Course and Instructor:**

**Semester:**

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| Describe your project in once sentence: |
| What need in your community or issue will your project address? |
| What are the goals of the project? |
| How does the project line up with course objectives? |
| What are the specific changes you want to make in your community and among your students with this project? List objectives and outcomes for the project. |
| What skills sets or resources should your students already have that will be helpful to the project? |
| What will be the site of the service project? |
| What makes this service site a suitable option for your group? |
| What resources will you need in order to successfully complete the project? |
| What reflection activities will you use to help your students process their service experience? |
| How will these reflection activities support your intended outcomes for your course? |
| How will the project measure success? |
| What data will need to be collected in order to measure success? |