PASC Service Project Award

Each year, many councils and chapters across Pennsylvania sponsor community service projects that have a major impact on schools and communities. PASC will annually select one middle school, and one high school, to be recognized for planning and executing an outstanding service project that have an impact and help promote student leadership. In doing so, we hope to recognize those councils and chapters for their efforts. Additionally, we hope to provide a criteria by which schools can evaluate their existing programs.

This award is an opportunity for all of our member schools to showcase a service project they have completed. Any service project, big, small, complex, simple, there are no limits to which service project can be submitted! The project does not have to be original, unique, or special in any way. We are looking for well-organized projects that challenge the student group and serve the community in some way.

In this application packet are the criteria for the award, as well as the application packet. All required materials should be submitted electronically to awards@pasc.net by June 30 in order to be considered for that year. Projects must be completed by that date; if not, they should be nominated for the following school year once they have concluded.

On behalf of the PASC Executive Board, I look forward to being able to honor you for your accomplishments. Please feel free to contact me if you have any questions.

Sincerely,

Rose Ann Fulena

Rose Ann M. Fulena
PASC Executive Director

ELIGIBILITY AND PROCEDURES

The PASC Service Award is meant to be a merit-based recognition program to honor outstanding councils/chapters that perform a program where the primary outcome is meant to be of service to others. This might take the form of raising money, raising donated items, or providing volunteers for a cause. PASC will annually recognize one high school and one middle school with this award.

In order to be considered:

1. A school must be in good standing of PASC at the time the application is submitted.
2. The project being nominated must be a formal project in which the primary purpose of the project is service based (to raise funds, donated items, provide volunteers for a cause, etc.). Examples may include but are not limited to the following:

A. Citizenship: Projects designed to promote the duties and values of citizenship, diversity, and belonging.
(ex. Mock Election, Veterans Day Presentation, Safe Driving program, cultural night, Special Olympics, Awareness events)

B. Fundraising: Projects designed to raise money for a local, state, or national non-profits/charities.
(ex. Four Diamonds, Relay for Life, Make-a-Wish Foundation)

C. Donations: Projects designed to collect donated items to provide to an organization
(ex. Blood drive, toy drive, food drive, donating shoes to a non-profit)

D. Mental Health/Wellness: Projects designed to raise awareness of the importance of mental health or activities to reduce stress/anxiety and promote wellness.
(ex. Campaign to raise awareness on how to seek help, creating a wellness room for teachers/students, post-it note campaign)

E. Environment: Projects designed to clean and beautify your local community.
(ex. School clean up day to pick up all waste on campus, planting a community garden)

F. Community Service: Projects designed to make an impact locally, state-wide, or nationally.
(ex. Boxing items for a local food bank, tutoring, volunteering at a nursing home, recreation activities/programs for youth)

G. Recognition & Morale: Projects designed to recognize individuals and/or organizations for outstanding accomplishments, and advance the overall atmosphere/spirit of the school / community.
(ex. scholarships, awards, faculty appreciation event, special recognitions, awards dinners/breakfasts)

3. Be primarily sponsored by a council or chapter of PASC. The council or chapter may be a cosponsor of a project with another organization, but must be able to demonstrate substantial responsibility for the project in their application.

4. A *specific project* at a *specific school* can only be recognized once every five years.

Example: Pennsylvania-West High School conducts a blood drive that is awarded the Service Project Award. Pennsylvania-West High School may nominate another of their service projects the following year for recognition, but must wait five years before nominating their blood drive again.

Example: Pennsylvania-East High School wants to nominate their blood drive for the Service Project. Because the blood drive at Pennsylvania-East High School has never received the Service Project Award, it is eligible for this recognition.

5. Schools may only nominate one project per year.

6. The application must be signed by a student, school principal, and council/chapter advisor.

7. The program must be completed by June 30 to be recognized for that year.

8. The application in its entirety must be submitted by June 30 to awards@pasc.net.

Applications not in compliance with the regulations will not be evaluated by PASC.

CRITERIA

What is the criteria for this award?

PASC has decided to model our Service Award after the Ardis Kyker State Association Service Award, sponsored by NASSP. The Ardis Kyker Service Award honors Ardis Kyker, who for more than 20 years coordinated the state student council and NHS associations in Minnesota and served as a loyal and hardworking supporter of the purposes of National Student Council (NatStuCo), NHS, and NJHS.

A. Purpose: Were the purposes and goals of the project were well established, communicated, and in agreement with the recommended guidelines for projects found in the [NHS] Constitution (Article XIV, Section 3); fulfill a need within the school or community; have the support of the administration and the faculty; be appropriate and educationally defensible; be well planned, organized, and executed?

B. Planning: How was the project planned? Who was responsible for the planning and when did it take place? How did this planning exemplify good planning techniques? How were student leaders engaged in this part of the project?

C. Implementation: Was the project carried out in an organized and appropriate manner?

D. Involvement: How many people/members were involved in the project and what was the time sequence/duration of the project?

E. Evaluation: How was the project evaluated and what were the results of that evaluation? Did you reach your established goals? Why or why not?

F. Effect/Results/Impact: How would you describe the overall effect or impact of this service project? Was it successful? If so, in what terms was it successful?

The standards for the Service Project Award program reflect the core purposes and mission of PASC. As we partly operate under the "honor system," we ask for your cooperation in being fully truthful in your answers, and will rely on our students, advisors, and principals to verify the application and completion of the required elements.

Service Project Superlatives: In addition to the two state recipients, PASC has the discretion to give special recognition for the following achievements:

- Greatest percentage of member involvement
- Most creativity in a project
- Best media plan/coverage
- Most service hours earned
- Most effective demonstration of shared leadership in planning – implementation – evaluation

PERSONAL INFORMATION

Name (first, MI, last): _____

Title/Position_____

School District: _____

School: _____

School Address: _____

City/State/Zip: _____

This is a: High School _____ Middle School _____

Phone # _____

Email: _____

PASC Region: _____

Council/Chapter President or Event Chair Name: _____

Council/Chapter President or Event Chair Email: _____

Advisor Name(s): _____

Advisor Email(s): _____

Principal Name: _____

Principal Email: _____

PROJECT INFORMATION

Project Name: _____

Including this year, how many years has this project been occurring? _____

Please be specific in your responses. It is very important that measurable data (numbers) be included.

A. Purpose and Goals **10 points**

i. Why was the project selected / why did you begin this project?

ii. Provide a description of the project

iii. What were the primary goals of the project? Please detail these using the S.M.A.R.T goal (Specific, Measurable, Attainable, Responsible, Timely) format

B. Planning and Implementation **15 points**

i. How was the project planned? (A planning timeline can be uploaded.)

ii. Who was responsible for the planning and when did it take place?

iii. How did this planning exemplify good planning techniques?

iv. How were student leaders engaged in this part of the project?

v. What was the time sequence/duration of the project? Provide a planning schedule with dates for meetings and activities

vi. Identify the steps for organizing the project and describe how the project was carried out. There should be at least three (3) activities/steps involved in implementing the project.

vii. How was the project promoted and publicized to the organization's members? To the school/community?

C. Involvement: Please be specific in identifying quantity values in this section. **10 points**

i. How many council/chapter members were involved in the project?

ii. How many total volunteers were involved in the project?

iii. How many people were impacted by the project (estimate)?

iv. What other school groups or outside organizations were involved? How were they involved? Be specific about their time, effort, and specific responsibilities

E. Evaluation **10 points**

i. Describe how the project was evaluated.

ii. Share up to three highlights of that evaluation (e.g. reasons for success, suggestions for improvements, discoveries, challenges and how they were overcome).

iii. Did you reach your established goals? Why or why not?

iv. What did the members learn from performing this project?

F. Effects / Results / ImpactPlease be specific in identifying quantity values in this section. **20 points**

i. How would you describe the overall effect or impact of this service project?

ii. Was it successful? If so, in what terms was it successful?

iii. Was the project promoted to local, state, and/or national media? (You may submit one example of a media release used AND links to any media coverage.)

iv. Did the project benefit a PASC State Charity Partner or PASC Presidential Project?

v. Dollars raised / Pounds collected / Number of families/people served by the project / Number of items collected / Other totals (identify what was counted)

H. Total Service Hours

One of the goals of PASC is to report the total service hours as a state total generated by our councils, chapters, and student leaders participating in the PASC Service Award Program.

Many organizations today measure the scope of service in the total hours that are accumulated through volunteer involvement. Although making an estimate may prove difficult, please try to calculate the total number of service hours generated by your state project using this formula:

Total Service Hours = (number of volunteers) x (number of hours to accomplish project)

Example 1: Use your response to question D3 and multiply by the average, estimated time each person would have given to participate in the project.

Example 2: If a council or chapter has 25 members who work 3 hours on a project, that project generated 75 total service hours. For state total, add all local totals and report that number below.

i. Total Service Hours for this project

I. Summary **10 points**

Provide an explanation as to why you believe this specific project is worthy of special recognition by PASC.

J. Photographs

Schools are invited to submit photographs that document and illustrate the project. We ask that along with the photos, you include a document that has captions or descriptions for each photo submitted. All submissions become property of PASC and may be used by our organization as part of your application, including on our website and social media. Photo files should uploaded in JPG or PNG format. By uploading a photo, the user affirms that it is not copyright material and all permissions have been granted if the photo is not owned by the user.

SIGNATURES AND CERTIFICATION

We have reviewed this application and verify that to the best of our knowledge the information contained within is factual for the PASC Service Project Award.

As council/chapter President or event chair, my signature affirms that I have reviewed this application, that all of the information on this application is complete and correct, and that all evidence and information prepared and submitted for evaluation is accurate and complete.

Student's Signature _____ Date _____

As advisor, my signature affirms that I have reviewed this application, that all of the information on this application is complete and correct, and that all evidence and information prepared and submitted for evaluation is accurate and complete.

Advisor's Signature _____ Date _____

As principal, my signature affirms that I have reviewed this application, that all of the information on this application is complete and correct, and that all evidence and information prepared and submitted for evaluation is accurate and complete.

Principal's Signature _____ Date _____