

KEY CLUB

REGION 18 | DIVISION 22M

PROJECT REPORT FORM (PRF)

Waiākea High School Key Club 2023-2024

PROJECT NAME: Action 4 Animals Howl'o'ween Hustle

LOCATION: Volcano Golf Course (99-1621 Piimauna Dr, Volcano, HI 96785)

DATE: 10/13/24 **TIME:** 10:30am **to** 3:00pm

CHAIRPERSON Liko Godinez-Morrison & Tianna Calles **ADVISOR:** Mrs. Sato

CONTACT INFO: PHONE NUMBER PHONE NUMBER **PROJECT ATTIRE:** Key Club Work Shirt

NOTES:

K-Family		Kiwanis Sponsor Event		Division Project		Major Emphasis		Interclub	
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CHAIRPERSON(S)' CHECKLIST: (CHAIRS RECEIVE 1 HOUR IF THESE RESPONSIBILITIES ARE MET)

- Make sure that a sufficient/required number of members are signed up for the project, the day before the project.
- *If more than twenty members are required to sign up for the project, use another sheet; BE ORGANIZED.*
- Pick up the PRF from the clipboard in Mrs. Sato's Room (Q-201)
- Contact EVERY member signed-up **and** the ADVISOR by 8:30pm the day before the project; remind when, where, what to bring and wear; **ask for REPLY.**
- Sign-in and sign-out each attendee, at the project.
- Complete the rest of the PRF: total the hours for each member (to the nearest 0.25 hour), complete checklist at bottom & provide an evaluation of the project. **CHECK YOUR MATH!!**
- Submit the PRF to the website, NO LATER THAN 1 WEEK after the project.
- Be prepared to report about the project, at the following General Membership meeting.

#	MEMBER'S NAME	GR.	CONTACT #	TEXT?	E-MAIL	SIGN-IN	SIGN-OUT	HRS.
1	Liko Godinez-Morrison	9				10:20	3:30	5
2	Tianna Calles	9				10:20	3:30	5
3	Katalina Doratt	9				10:15	2:00	3.75
4	Shannon Eckert	9				10:25	3:30	5
5	Camila Megargel	10				10:55	3:30	4.75
6	Jamie Labasan	11				10:55	3:30	4.75
7	Maiyah Panis-Vuong	12				10:40	3:30	5
8	Tiffany Wong	12				10:40	3:30	5
9								
10								
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15								
16								
17								
18								
19								
20								

<u>FUNDS</u>	<u>PROJECT</u>	<u>HOURS</u>	<u>SCRAPBOOK</u>			
Raised:	Who was the project done with?	Total Members:	Pictures?			
N/A		8	X	Yes		No

PROJECT REPORT FORM (PRF)

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Spent:	Action 4 Animals	Total Hours:	Flyers, Brochures, etc?		
N/A		38.25	<input type="checkbox"/>	Yes	X No

PROJECT EVALUATION: What preparation was involved? What was done at the project? Was the project successful? Should we do the project again? Please feel free to add any other information. Please write on the back of this paper! ☺

Members helped set up kennels and tents for the dogs. Members were tasked with walking dogs and helping run the dog painting station. The project was fun and successful and we should 100% do this again.