

KEY CLUB

REGION 18 | DIVISION 22M

PROJECT REPORT FORM (PRF)

Waiākea High School Key Club 2023-2024

PROJECT NAME: Origami Cranes for Hiroshima Peace Memorial

LOCATION: Q201

DATE: August to end of September **TIME:** N/A **to** N/A

CHAIRPERSON Emily Meyer and Helena Corrigan **ADVISOR:** Sato

CONTACT INFO: PHONE NUMBER PHONE NUMBER **PROJECT ATTIRE:** N/A

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	Emily Meyer	10						8
2	Mihoko Tanaka	10						8.5
3	Helena Corrigan	9						9
4	Tianna Calles	9						2
5	Shannon Eckert	9						0.75
6	Katalina Dorratt	9						0.75
7	Olivia Ooka	10						1.5
8	Annie Huynh	10						12
9	Emily Vo	9						0.5
10	Rayne Kusano	11						1.75
11	Jamie Labasan	11						0.5
12	Elle Watson Correa	9						0.5
13	Tiffany Wong							2.5
14								
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		13	x	Yes		No

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Spent:		Total Hours:	Flyers, Brochures, etc?			
None		48.25		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! ☺

Key Club members folded 1,001 cranes and strung them on strings in pairs of 50 to be sent to Japan for the Hiroshima Peace Memorial. The project was successful and finished in time. We should do this again.