



Junior Service League *of Beaufort*

2020-21 JSLB SERVICE PROJECT REQUEST

Junior Service League of Beaufort (JSLB) is a nonprofit women's membership organization committed to positively impacting our community through volunteerism. We strive to match our members with fulfilling volunteer opportunities in the Beaufort area.

Through its Service Project Committee JSLB is accepting requests for volunteer placement from nonprofit organizations, community agencies, and service providers for the upcoming league year, which begins September 1, 2021 and ends May 31, 2022.

Successful applicants will demonstrate a need for their proposed projects and will outline measurable outcomes. Service project requests must align with JSLB's mission to support and enrich the lives of women, children and families in our community. Proposed projects may be one-time or recurring within a specific timeframe, but must allow a minimum of two JSLB members to volunteer at a time.

If your organization is interested in submitting a request of service, please complete the Service Project Request Form below. The application must be received via email or postmarked by **April 1, 2021** in order to be considered. Please limit submissions to 8 pages in length, excluding attachments.

JSLB looks forward to receiving your request. Should you need additional information or have questions, please email the Service Director, Kayla Griffin, at service.jslb@gmail.com.

**Service requests are due April 1, 2021
and must be submitted to:**

service.jslb@gmail.com

OR

Junior Service League of Beaufort
c/o Service Project Committee
Post Office Box 1964
Beaufort, South Carolina 29901

JUNIOR SERVICE LEAGUE OF BEAUFORT 2020-2021 Service Project Request Form

DUE: APRIL 1, 2021.

Requests forms must be limited to 8 pages.

Name of Service Project _____

Name of Organization _____

Contact Person & Title _____

Address _____

Phone _____

Email _____

Social Media Handles: _____

Federal Tax ID # _____

Website _____

Organization/Agency Information.

1. Provide a brief history/description of your organization:
2. What is the organization/agency's mission statement?
3. What geographical area(s) does the organization/agency serve?
4. What other community organizations are providing the same or similar services or are attempting to solve the same community problems? How is this organization/agency different?
5. Please provide the name, title, telephone number and email address of the person who is ultimately responsible for the administration of this project:
6. Please attach a list of the organization's/agency's Board of Directors.

Service Project Information.

7. Please describe the proposed service project:
8. Is this a new project or an existing project? Please list any other groups helping with this project in a volunteer capacity.
9. What role(s) would JSLB volunteers play in this project? Would this project exist without the volunteer support of the JSLB?
10. What community need will this project meet? Include research data, statistics, surveys or other indications of this need, if applicable.
11. Please describe the anticipated timing of this project. (For example: Will the project take place on a monthly basis? Will the project take place over the course of one or two days?)
12. How many individuals/families will be served through this project?
13. How will the individuals/families be selected to participate in and/or be informed of this project?
14. How will the individuals/families receive this service?
15. Give two quantitative benefits of this project. (For example: How many people will be sheltered, fed, taught to read?)
16. Give one qualitative benefit of this project: (For example: Name one positive effect this project will have on the community.)
17. What is the anticipated budget for the project?
18. What are the funding sources for this project? How will funds be allocated from each source?

Volunteer Information.

19. Number of volunteers needed for this placement opportunity:
Minimum # _____ Maximum # _____
20. Is training required? If so, please list the date, time, location and a brief outline of the subject matter.
21. What are the requirements and/or skills needed by volunteer? (Please also list any required background checks.)

22. Please provide the name, title, telephone number and email address of the person responsible for training, supervising and evaluating volunteers:

23. Placement Observation: We realize that because of agency policy and/or confidentiality requirements the observation of some placements by other league members is not possible. Please circle your preference below:

Observation is or is not allowed

24. Please use the table below to indicate (mark with an "x") the time of year, day of the week and hours, if applicable.

Time of year		Days of week		Hours	
September		Monday		Daytime	
October		Tuesday		Evening	
November		Wednesday		Flexible	
December		Thursday			
October		Friday			
November		Saturday			
December		Sunday			
January					
February					
March					
April					
May					
June					
July					
August					

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