Day of Service Project Registration Tool

1. Project Name [Enter a title]

2. Project Location:
   - Street address
   - City, State, Zip
   - Virtual Opportunity (participate online from home)

3. Brief Description: Describe the activity

4. How many volunteers are expected to serve? [Estimated Number or unknown] [Actual number who participated]

5. How many national service participants are expected to serve [Estimated Number] [Actual number who participated]

6. How many other attendees, i.e., non-national service participants, are expected [Estimated Number] [Actual number who participated]

7. Name(s) of VIP attendees and titles or affiliations:

8. Names of notable partner organization(s):

9. When does the opportunity for service start? [Date and time]

10. When does the opportunity or service project end? [Date and time]

11. Rain date?

12. Is this a one-time event or is it re-occurring? If re-occurring, how often will it occur? [Weekly, Monthly, Semi-annually, Annually]

13. Lead Organization [Name, Address, phone, e-mail, website]

14. If grantee, then which program: [e.g. ACSN, NCCC, SC-FGs, SC-SCs, SC-RSVP, VISTA]

15. Contact Name, phone and e-mail address for organization listed in # 13 above:

16. Press contact name, phone, and e-mail:

17. Populations expected to be served as beneficiaries: [CNCS populations of interest, e.g. New Americans, Older Americans, Rural Residents, Low-income Individuals, Veterans, Faith-based Communities, Communities of Color, Native Americans, People with Disabilities, Veterans, Active Military, Military Families.] If population not specified by one of the descriptions, please indicate in your own words the population in the following space:_____

18. Populations expected to be serving as national service participants: [CNCS populations of interest e.g. New Americans, Older Americans, Rural Residents, Low-income Individuals, Veterans, Faith-

based Communities, Communities of Color, Native Americans, People with Disabilities, Veterans, Active Military, Military Families.]

19. Populations expected to be serving as volunteers: [CNCS populations of interest e.g. New Americans, Older Americans, Rural Residents, Low-income Individuals, Veterans, Faith-based Communities, Communities of Color, Native Americans, People with Disabilities, Veterans, Active Military, Military Families.]

20. Which of these CNCS strategic focus areas best describes this opportunity [check all that apply]
    • Disaster Services
    • Economic Opportunity
    • Education
    • Environmental Stewardship
    • Healthy Futures
    • Veterans and Military Families
    • Capacity Building

21. Relevant attachments/links (such as an event flyer, website, press release, photos)

22. Performance measures:
    • Number of community volunteers recruited by CNCS-supported organizations or National Service Participants
    • Number of community volunteers managed by CNCS-supported organizations or National Service Participants
    • Hours of service contributed by community volunteers who were recruited by CNCS-supported organizations or national service participants
    • Hours of service contributed by community volunteers who were managed by CNCS-supported organizations or national service participants