

Revised June 2022  
Replaces all other project forms.  
In the event of a tie in a category, percentage (%) will determine rating.

Late  
(circle)

\*\*\*\*\*To be completed by the Committee and Leo Council Vice President\*\*\*\*\*

## LEO CLUB PROJECT REPORT

Project: \_\_\_\_\_

Time: \_\_\_\_\_ Man Hours: \_\_\_\_\_ Date(s): \_\_\_\_\_

Location: \_\_\_\_\_

Leos in Club: \_\_\_\_\_ Leos at Activity: \_\_\_\_\_ Percentage Present: \_\_\_\_\_

Description of activity (include enough information to justify the project, only one project report for projects held on multiple days. Also include in the description any follow-up activity to the primary activity. Separate activities held on the same day should be submitted on a separate project report.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Type of Project (check only one):

- a. \_\_\_\_\_ (10) **LEO/LION** Activity (A joint activity held with the agreement of both clubs).
- b. \_\_\_\_\_ (8) **COMMUNITY SERVICE** (Club independently doing service projects).
- c. \_\_\_\_\_ (4) **SCHOOL SERVICE** (Activity that assists the school or another school organization).
- d. \_\_\_\_\_ (2) **FELLOWSHIP** (Picnics, Camps, Social Events involving other District LEO Clubs).
- e. \_\_\_\_\_ (1) **OTHER** (Socials, Sporting Events, Fundraisers, activities involving own LEO Club or other school clubs or other events not covered in items A-D).

Donation(s) in merchandise, material, cash, etc. (check only one and donations can't be counted as a project to prevent duplication of credit):

- a. \_\_\_\_\_ (50) **\$500+ in donations.**
- b. \_\_\_\_\_ (25) **\$250-\$499 in donations.**
- c. \_\_\_\_\_ (15) **\$249 or less in donations.**

NOTE: Please keep a copy of the project report for your club records.

Reports must be received by the end of the month for project reports occurring between the 1<sup>st</sup> and the 20<sup>th</sup> of said month. Projects held on or after the 20<sup>th</sup> will carry over to the following month's deadline. Reports will be submitted to the LEO Council Vice President and the LEO District Chairperson.

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Awards Committee will separate the bottom section of the score sheet.

Name of LEO Club: \_\_\_\_\_

Project Chairperson(s): \_\_\_\_\_

LEO Club Advisor Present (Print): \_\_\_\_\_

Signature of Advisor: \_\_\_\_\_

Send a **SCANNED** copy of the project report to: Leo Kaya Lee-Goins and Lion Winston Watarai  
Email: - [kaya.leegoins@gmail.com](mailto:kaya.leegoins@gmail.com) Email: [watagai98@gmail.com](mailto:watagai98@gmail.com)