

Community Service Project – Middle Level

This event recognizes FBLA-Middle Level chapters that successfully implement a community service project to serve the citizens of the community.

Description

Reports must describe a chapter project that serves the community and conforms to the guidelines and format stated. The activity must be in the interest of the local community, focus on one primary project and be designed for chapter participation.

Business Education Curriculum Standards:

Communication, Marketing

State Eligibility

Each local chapter may enter one (1) report. The local chapter must be on record in the Pennsylvania state and the FBLA-PBL national offices as having paid dues by January 31 of the current school year.

For chapters to be eligible for state and national recognition, the report must be RECEIVED by February 18, 2012. Middle level members are not eligible to attend the Pennsylvania State Leadership Conference.

National Eligibility

Each state may submit the top two (2) reports from its active local middle level chapters who are on record in the FBLA-PBL national office as having paid dues by January 31 of the current school year.

All middle level FBLA members in grades 5 through 8 are eligible for this event.

State Regulations

1. The report must be RECEIVED by no later than February 18, 2012 and mailed to the PA FBLA Staff Assistant/Middle Level Coordinator. Reports must be accompanied by the cover sheet.
2. The report must be prepared by student members, not advisers. Local advisers should serve as consultants to ensure that the report is well organized, contains substantiated statements, and is written in an acceptable business style.
3. The report must adhere to the following guidelines: Points will be deducted or reports will be disqualified for not meeting the following guidelines:

Procedure

Report Contents

1. Reports must be keyed in the order of the questions listed below in the Report Format section.
2. The report must describe a community activity that was conducted during the current school year.
3. The report should be no more than five pages including the cover sheet and attachments.
4. Pages must be on standard 8 ½" x 11" paper.
5. Each side of the paper providing information is counted as a page.
6. Copies should be sent rather than important original documents.
7. Scrapbooks and loose or bulky exhibits are not acceptable.
8. Pages may not be laminated or bound in sheet protectors.
9. Reports should be stapled in the upper left-hand corner with the cover sheet.

3 copies of the report and cover sheet should be mailed to:

Mr. Luke Skerpon
PA FBLA Staff Assistant/Middle Level Coordinator
287 Hamilton Hall
University Park, PA 16802

Please do not use signature required on delivery method.

Report Format

The report will consist of questions and answers. Key the following questions followed with your comments and description.

1. Describe the chapter's Community Service Project.
2. State the purpose and/or goals of the project. The purpose and/or goals should be keyed as numbers or bullets.
3. Describe how the chapter chose this particular project as a community service activity.
4. Describe the steps the chapter members used to plan and develop the project.
5. Describe how the chapter completed the project.
6. Describe why this project is unique.
7. Explain the benefits and impact your project had on the community and its citizens.
8. Explain and give evidence of how the project was publicized by attaching at least one article or flyer.
9. You may incorporate pictures into the report.

State Judging

Ties will be broken as follows:

First Tiebreaker: Total points of the *Description of project* section on the rating sheet.

Second Tiebreaker: Total points of the *Description of project planning and development* section on the rating sheet.

Local Recognition

Local chapters may decide the number and type of awards or recognition to be presented locally.

State Recognition

The state FBLA office will provide certificates of participation to local chapters who participate in this event. After comparing the results of all participating chapters in the state, recognition will be issued to the 1st and 2nd place winners in this event.

National Recognition

Each state may submit two winning projects that will be recognized by the national center on the FBLA-PBL web site.

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Written Report Rating Sheet

Evaluation Item	Not Demonstrated	Does Not Meet Expectations	Meets Expectations	Exceeds Expectations	Points Earned
Content					
Description of project	0	1-7	8-14	15-20	
Statement of project goals	0	1-3	4-7	8-10	
Description of project choice	0	1-3	4-7	8-10	
Description of project planning and development	0	1-3	4-7	8-10	
Description of implementation	0	1-3	4-7	8-10	
Uniqueness of project	0	1-2	3-4	5	
Service to the community	0	1-2	3-4	5	
Evidence of publicity	0	1-2	3-4	5	
Format of Report					
Followed project criteria	0	1-3	4-7	8-10	
Correct grammar, punctuation, spelling, and acceptable business style (deduct 1 point for each error)	0	1-5	6-10	11-15	

Total Points

/100 max

Submission Penalty:

Deduct five (5) points for failing to submit entry form with report

Final Score

/100 max

School: _____

City: _____ Region: _____

Judge's Signature: _____ Date: _____

Judge's Comments: