



Lawrenceburg Educational Grant Program Service Learning Project Information

The Lawrenceburg Educational Grant Program requires a Service Learning component effective July 2004. The program should enhance the students' educations by allowing them to give something back to their community and to learn from the experiences.

Lawrenceburg High School students are required to perform a minimum of 50 hours of community service in order to be eligible to participate in this grant program.

- **Volunteer activities are reviewed and approved based on whether or not the activity provides a benefit to the Lawrenceburg community and/or Dearborn County community.**
- **Students must complete a Service Learning Report form for each volunteer activity completed (see reverse-side of this page for report form).**
 - Report forms are available at the DCF office 322 Walnut St., Lawrenceburg, or by visiting the DCF website at dearborncf.org
 - Completed forms **MUST** include a signature from the organization's representative who oversaw the volunteer activity, as well as a narrative addressing each of the questions asked at the bottom of the form. No student can sign.
 - Incomplete forms or forms for unapproved organizations and/or activities will not be accepted.
 - **Report forms MUST be submitted to the Foundation within 90 days of each date of service to receive credit for the services performed.**
 - Senior students - Hours completed following LHS's graduation date and/or Service Learning Report forms received after LHS's graduation date will **not** be considered.
 - **It is the student's responsibility to make sure the appropriate number of hours have been completed and that his/her Service Learning Report forms are on file in the DCF office prior to his/her graduation date.**
- **Any volunteer activity not shown on the approved list must first be approved by DCF prior to participating in the activity.**
 - Any volunteer report forms received for non-approved organizations/activities will not be accepted.
- **Organizations and activities are periodically added to the list, if approved by DCF. Please check the list regularly for the most up-to-date approved list of organizations and/or activities. A list of approved organizations and/or activities is available by contacting the DCF office at 539-4115 or by visiting the DCF website at dearborncf.org**
- **It is encouraged that students keep a copy of the Service Learning Report form(s) for their records.**



**Lawrenceburg Educational Grant Program
Service Learning Report Form**

8.10.09

The following information is required as part of the program. Incomplete forms or forms for unapproved activities will NOT BE ACCEPTED. Report Forms MUST be submitted to the Foundation within 90 days of each date of service. List the individual dates, hours performed and description of activity on this form.

Student Name: _____ Social Security Number: _____

Address: _____

Home Phone Number: _____ Year graduating from LHS: _____

In five sentences or more for each question, please answer the following on a separate typed sheet and attach it to this form:

1. What work did you do for this organization?
2. What did you learn from this experience?
3. Would you be willing to volunteer with this organization again? Why or why not?

THIS SECTION TO BE FILLED OUT BY AUTHORIZED REPRESENTATIVE FROM ORGANIZATION. (PLEASE DO NOT INCLUDE MORE THAN ONE ORGANIZATION PER FORM.)

Name of Organization: _____

Address of Organization: _____

Name of Authorized Representative: _____ Title: _____ Phone: _____

DATE OF SERVICE	# OF HOURS	ACTIVITY PERFORMED

TOTAL HOURS: _____

I certify that the above student did perform the stated activities and hours on the dates listed above.

Signature of Authorized Representative of organization/activity. (A student's signature is not acceptable).

Date Signed

**PLEASE SUBMIT COMPLETED FORM TO THE DEARBORN COMMUNITY FOUNDATION, INC.
322 WALNUT STREET, LAWRENCEBURG, IN 47025 PHONE: (812) 539-4115**