



Outstanding District Project Award Application

The club should choose one project completed in this administrative year (April 1 – February 1). The project must be verified by the monthly report form that was submitted to the club’s District and Lieutenant Governors.

Project Name	
Key Club/Division	Project Chair’s Name
President’s Name	Faculty Advisor’s Name
Number of paid Key Club members on February 1 _____ Number of paid Key Club members who participated. _____ Total amount of money spent on the project: \$ _____ Total number of hours volunteered by club on this project. _____ <i>Hours may only be counted for active, paid members of your Key Club.</i>	
Date(s) of project: _____	
Project Description: On a separate sheet of paper please write a description of your project, including the following information: Describe the project and plan. Describe the need for the project. Describe how the plan for the project was implemented. If this project required money, how did your club raise the funds? Describe the impact your club made on your community as a result of doing this project. Describe the impact this project made on the participating club members.	
<i>This certifies that we, the undersigned, have read this report and that the activity described in this report and preparations for this report were performed by paid Key Club members. All signatures are required.</i>	
Project Chair’s Signature	Date
Club President’s Signature	Date
Faculty Advisor’s Signature	Date

This application and supporting documents must be received at the office of the District Administrator no later than February 15. Original or emailed copies will be accepted.