



COMMUNITY ACTION DAY PROJECT SUBMISSION FORM

Please complete the form below to indicate the pertinent details for your organization's volunteer project. The completed form should be submitted to the Manager of Mobilization, Engagement, and Marketing by email at MSmith@uwst.org. Please note that you should allow a minimum of 4-6 weeks to plan your event. We will do our best to accommodate your request, however it may not always be possible.

Contact Information:

Organization Name:

Today's Date:

Contact Person:

Phone Number:

Email Address:

Address:

City, State Zip:

Project Location:

Outside of the Workplace

Inside of the Workplace

Flexible

If outside the workplace, indicate the address if different from the address listed above:

Address:

City, State Zip:

Select any areas of focus that apply:

Children and Youth

Basic Needs

Senior Supports

Other

Event Timing:

Month:

Weekday Event

Weekend Event

Project Length:

Number of Volunteers:

Other Information:

Is this a "people project" (i.e. serving with children, seniors, or others) or physical labor projects (i.e. painting, landscaping, organizing, etc.)?

People

Labor

If available, would your organization need assistance with donated materials to help complete the project and offset costs?

Yes

No

If yes, please indicate the approximate amount needed:

Received by: _____

Date: _____