

# Project Planning Check-in #2

This activity will allow members to:

- Evaluate the service project's progress.
- Practice active listening.
- Think through problems to find solutions.

How to lead this activity:

Time to see if your club is on track! Here's an activity for the whole club: Take this quick quiz to find out if you still have work to do before moving forward. This activity should be led by the club president.

1. Let members know you will read a short list of questions to them. Ask members to respond "yes" by standing up or respond "no" by staying seated.
2. The club secretary should record all answers.
3. Let members know if members answer "no" to any question, you will pause to discuss it as a group until all members answer "yes."
4. Begin by reading each question out loud:
  - a. Is the budget updated to reflect the club's current spending?
  - b. Does the budget show that the club can afford all of the supplies needed for the service project?
  - c. Has the club sent thank-you notes to everyone who helped with the fundraiser?
  - d. Has the club sent thank-you notes to everyone who donated money or in-kind items?
  - e. Has the club told others about the service project?
  - f. Has the club invited others to join the service project?
5. When the activity is over, thank everyone for their time and participation.



GOAL