Your Title Here (should capture the essence of your project)

Your name

MAT-144

The date you most recently edited your write-up

[A note about grading for this write-up: Although you may cross-reference points between sections, the questions from each section must be answered in that section to get credit for your response. The amount of credit you receive will depend on how thoroughly you have considered your implementation: you should attempt to write so that a reasonable reader would need to ask few or no follow-up questions to clarify your overall objective, people you will help, assistance provided, project management, timeline, assessment procedures, ethics and CWV analysis, and reflections. Write-ups that leave many questions unanswered or with significant gaps will earn less credit.]

# Whom will you help? (You must change this section title to summarize its contents)

In this section, you must address the following questions:

1. What characterizes the group? What is their economic status? What mix of ages and genders are they? Etc.
2. Where do the people live? At a specific location or in various locations? In what part(s) of town?
3. How will you decide what kind of assistance and how much assistance to provide to whom? For example, does the assistance provided change based on age, gender, family grouping, etc.?
4. How will you approach people to offer help?
5. How will you keep track of whom you are helping?

# What assistance will you provide? (You must change this section title to summarize its contents)

In this section, you must address the following questions:

1. What specific assistance will you bring to the people who need it (goods, services, training, cash assistance, etc.)? (Here, a response like “cash payments of $50 per person per week” is better than “cash payments”)
2. How and where will you provide the assistance? Will you maintain a location for people to come to? Will you visit people where they are? Will you provide transportation if needed (or if that’s part of your service)? Etc.
3. What kinds of skills are needed to provide this assistance? What special training or certification (if any) is required?
4. How will this assistance help people in the short run? That is, how might people be better off immediately because of the assistance you provide?
5. How will this assistance help people in the long run? That is, how might the assistance you provide have lasting effects, even if it is time-limited?
6. How will you track and document the process by which you are providing assistance?

# Project Management

In this section, you must address the following questions:

1. Where will central operations for your project be? Will you rent a location, look for a donated location, or work in a distributed way (say from people’s houses)?
2. What documentation will you need to generate and maintain for the project, and how will you ensure the security and confidentiality of that documentation?
3. How will you coordinate volunteer efforts, and what will volunteers do? How will you screen volunteers? How many volunteers do you expect to have?

# First Half of the Project

In this section, you must address the following questions:

1. What are the starting and ending dates of your project? (These should be 5 years in the future and run for the 12 weeks of your project.)
2. How many weeks will you need to start up your project before beginning to provide your project assistance? What will you need to accomplish during these weeks? How would you prove to an outside person (e.g., an auditor) that everything is in place to proceed with your program?
3. In the remaining weeks of the first half of your project, how many people do you expect to be able to assist, and in what ways? Provide evidence that the volunteers and time available are sufficient to achieve this goal.

# Second Half of the Project

In this section, you must address the following questions:

1. How many weeks of operations will you have before starting to wrap up your project? During this time, how many additional people do you expect to be able to assist, and in what ways? Again, provide evidence that you have enough people power to achieve your objective here.
2. In the remaining weeks, what steps will you take to wrap up your project? What records will you retain, and how will you archive those? What steps are required to finalize any location-related expenses?
3. How will you conclude relationships with people you are assisting? What additional sources of support can you direct them to after your project is complete?

# Project Evaluation

In this section, you must address the following questions:

1. If you had to determine immediately after the end of your project whether your assistance had helped, how would you do that? What kind of metric or metrics could you use to determine whether a particular individual had been helped? What questions would you need to ask to determine this?
2. Similarly, how could you determine, 3 months after the end of your project, whether your project assistance was still having an effect? How would you get back in touch with people you had helped? What characteristics of their condition could you measure to determine whether any positive impact from your assistance still remained?
3. What else might you need to know before your project starts in order to evaluate success after the project ends?

# Ethics and Christian Worldview Analysis

In this section, you must address the following questions:

1. How does your project demonstrate the Judeo-Islamic-Christian ideal of loving your neighbor as yourself? What other religious and/or ethical principles does your project strive to exemplify or realize?
2. How are the people you propose to help different from you, and how might you structure your project to help bridge differences and lead to increased mutual understanding and respect?
3. How does your project further the goal of affording human value and dignity to all people?

# Summary and Reflections

In this section, you must address the following questions:

1. Whom did you contact to learn about needs in your local community? What input did they provide to direct your investigation?
2. What other local needs did you consider? What was compelling to you about the one you chose?
3. For the assistance you plan to provide, what other avenues are there for people to receive that assistance? How likely is it that it will be available to them?
4. What other factors (legal, political, social, etc.) that were not considered as a part of this presentation might you need to investigate if you were actually to implement a project such as this one?

**References**