

**Project Data Sheet**  
**IFC/Postal Workers Food Drive**  
**5/14/05**

**Primary Purpose**

*To help the IFC collect the food from the Carrboro & Chapel Hill post offices and move them to the IFC in Carrboro.*

**Goals**

*Goal A: To help the IFC and build a relationship with the Jaycees.*

*Goal B: Involve 10-15 Jaycee members.*

*Goal C: Involve 1 new members.*

*Goal D: Involve 1 guests in the project.*

MANPOWER	Name	Daytime Phone	Evening Phone	Email
VP	Tim Miller	919-599-2175	Same	<a href="mailto:tsmiller@intrex.net">tsmiller@intrex.net</a>
Chair	Christina Jaromin	336-512-3832	Same	<a href="mailto:burrchillies@yahoo.com">burrchillies@yahoo.com</a>

**Materials (List all materials that are necessary to conduct this project)**

Item	Source of Donation or amount spent
Sign up sheet	Chair
Pizza and other snacks	IFC/Ryan Ford

**Contact Info (List contact info for any individuals who helped with this project)**

Name	Email	Phone number	Role in project
Ryan Ford	<a href="mailto:Rycek4545@yahoo.com">Rycek4545@yahoo.com</a>	814-574-2562	Contact at IFC

**Time Line (check when these tasks have been scheduled/include date):**

	<u>Scheduled</u>	<u>Actual</u>
<input type="checkbox"/> Date of project established.	4/5/05	Same
<input type="checkbox"/> Schedule presenter	N/a	N/a
<input type="checkbox"/> Reserve location	N/a	N/a
<input type="checkbox"/> Initial abbreviated PDS approved by the VP in charge.	N/a	N/a
<input type="checkbox"/> Project put on website calendar.	4/6/05	Same
<input type="checkbox"/> Announce at General Membership Meeting.	4/11/05	Same
<input type="checkbox"/> Information sent out on email lists (e-newsletter & Yahoo Group).	4/6/05	Same
<input type="checkbox"/> Announce at General Membership Meeting	4/26/05	Same
<input type="checkbox"/> Final abbreviated PDS approved by the board.	N/a	N/a
<input type="checkbox"/> Wrap-up at General Membership Meeting	5/23/05	Same

**Evaluation of Goals**

*Result A: The food was moved and the IFC was very happy*

*Result B: 5 members attended, 50% of the goal.*

*Result C: 0 new members attended, 0% of the goal.*

*Result D: 2 guests participated in the project, 200% of the goal.*

**Helpful Information for future chairs**

People backing out at the last second did not work. It is something that is happening more frequently lately, so it is always a good idea to have double the amount of volunteers signed up than needed because the chair is put in a difficult position when people back out at the last minute. Ryan, the organizer, did give us the idea that we might be able to serve dinner at the homeless shelter in the near future though, so that is a nice project that we might be able to help with, as long as we have enough volunteers.