



2023 Project Reports

Communities are judged on what they can accomplish with the resources they have available. In order to participate in the MCB Community Awards and Judging and to be eligible for other awards through the MCB program, communities and neighborhoods must submit a Project Report for each project. This serves the following purposes:

1. It serves to inform the judges about your community betterment program, accomplishments and youth involvement.
2. The Project Reports are the only source of information used to select which communities receive an online visit from the judges. It is the principal source of information used to select the Gene Speichinger Community of the Year and the J.C. Smith Youth Group of the Year award winners.

In addition to the above reasons, Project Reports can be wonderful historical documents for the community. They can be a marketing tool to show to prospective businesses and other people interested in moving to the community. They also contain a wealth of information that can be shared with other communities.

The Project Report should be a document that explains, reflects and informs others about the community betterment projects and youth involvement. Projects chosen for the reports should exemplify and typify the community's process of visioning, assessment, goal setting, planning and implementation.

Communities participating in the MCB Community Submission and Awards have two opportunities to inform the judges about their accomplishments: Project Submissions and the judges' online visit. Both opportunities are limited because of the amount of time the judges have to complete their task. If more documentation is presented in the Project Report than the judges can review, absorb and retain, then the process becomes counterproductive. We suggest that you select the most important and impactful projects.

The total number of pages for each Project Report should be a maximum of 3 pages. The first page should be the Project Summary Outline. The next document should be a narrative about the project (maximum of two typed pages, single spaced in a 12-point font.) This is for the community project entries as well as the youth project entries.

Submit project information to Elaine Campbell, 8921 Camco Drive, Plato, Mo. 65552
decamcoinc@yahoo.com

Outline of Project Report Format

The submission should include:

- Cover page - one page for all projects submitted, your community name and the year
- List of 2022 submitted projects (community and youth) as well as a list of the projects from the past 2 calendar years. If you did not submit projects for one or both of those years, please state that. This can all be included on one page.
- Project Summary Outline followed by the 2-page narrative about the project. This should be for each of the (up to) 5 community projects and (up to) 2 youth group projects. Fewer projects can be submitted if desired.

Projects

The project year is **January 1, 2022 to December 31, 2022**

On one page, list the projects you want to emphasize this year. The number of projects may include: 1. Up to five community projects (if submitting for a Community Project Judging), 2. Up to five community projects and up to two youth projects (if submitting for Community and Youth Project Judging.) 3. Up to two youth projects (if submitting for Youth Project Judging only).

Each project must be a stand-alone project. Grouping or consolidating of more than one project will result in a reduction of points.

The project reports for a **community and youth group entry** should contain **no more than 3 pages each and feature no more than seven projects**. There may be up to five community projects and up to two youth group projects.

Youth Group projects may be submitted by both formally and informally organized youth groups.

There should be a narrative about each project that includes: who initiated the project, which section of the MAP tool would it fit within, number of volunteers, and cost. Designate which projects were worked on by your community betterment organization and which ones were done entirely by others. Provide documentation to substantiate your projects on the Project Summary Outline. (Proof of funding, grants, etc.) **A project summary page is to be placed before each project submitted and counts in the total number of pages.**

NOTICE: Failure to follow these instructions will result in the reduction of points.

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For further information, clarification or questions contact Elaine Campbell, MCB Board, at decamcoinc@yahoo.com or 417-260-0043.

Good luck!

MCB Board of Directors

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