

Getting Approval for a Youth Service Project

Thank you for your interest in helping animals and/or PAWS. If you would like to receive formal credit from PAWS for your project, ***please complete the attached Youth Service Projects form and submit it for approval to the Education Programs Manager prior to beginning your project.*** If your service project is approved, PAWS will send you an official letter of acceptance to the address you provided on the Youth Service Projects form. **Note: You must have prior approval to receive credit.**

Once you receive your letter of acceptance from PAWS, follow these steps to receive credit:

- 1) Complete your project and keep a log of your service hours, including a description of the work completed. See the attached example log sheet for more information.
- 2) With your parents' or guardian's approval, have someone take a photo of you working on your project. Have your parent or guardian sign the photo waiver. (A photo waiver will be sent to you after your service project is approved.)
- 3) Write a short reflection paper on your experience (1–3 pages).
- 4) Send copies of the following items to PAWS at the address below:
 - Project log
 - Reflection paper
 - Photo(s) and signed photo waiver
 - Forms from your school or group that require PAWS signatures

Once we receive your project log, reflection paper, photos, photo waiver, and school forms, we will send you an official letter of credit from PAWS.

Please direct all forms and inquiries to:

Education Programs Manager
PO Box 1037, Lynnwood, WA 98046
Phone 425.787.2500 x258 Fax 425.743.0245
Education@paws.org



Youth Service Project Form

Student Information

Date _____ Name _____ Age _____

Address _____ City, State, Zip _____

Home phone _____ Cell phone _____ E-mail _____

Parent/Guardian e-mail (if different) _____

School Information

Name of School _____

City, State _____ School year _____

Teacher or other contact _____

Phone _____ E-mail _____

Project Information *Please use separate sheet of paper to complete the questions below.*

- 1) What are the school (club, troop, or other) requirements for this service project? Please include number of hours and deadline for completion.
- 2) Why would you like to help animals and/or PAWS as part of your project?
- 3) Describe your project idea in detail. Include as much information as possible such as your goals, the individual parts of the project, and a timeline.
- 4) How will your parent(s) or guardian(s) help you with this project?

If you are younger than 18 years old, please have your parent or guardian sign below:

Signature of parent or guardian _____

Print name of parent or guardian _____

To be completed by PAWS Staff

Date received _____

Accepted? Yes No Comments: _____

Staff Lead _____



If you choose foster care for your service project, hours will be credited as follows:

Frequency	Type	Weeks involved	Daily hours of care
Most commonly fostered animals	Weaned kittens	1-5 weeks <i>(lots of cleaning/care)</i>	1-1.5 hours
	Kittens with Mom	2-9 weeks	1 hour or more
	URI cats	2-4 weeks	1 hour
	Weaned puppies	1-4 weeks <i>(lots of cleaning/care)</i>	2-3 hours
	Other medical needs and lack of space for adult dogs		
Least commonly fostered animals	Puppies with Mom	2-8 weeks	1-2 hours

Example log for a dog biscuit bake-sale fundraiser

Date	Time	Hours	Work
Sept 1	3-5p.m.	2	<i>Internet research to find local dog parks</i>
Sept 3	4-5p.m.	1	<i>Internet research about PAWS, contacted PAWS for brochures to handout at dog parks</i>
Sept 9	4-5p.m.	1	<i>Went to grocery store to buy supplies</i>
Sept 10	4-6p.m.	2	<i>Baked dog biscuits</i>
Sept 13	7-9p.m.	2	<i>Put dog biscuits in pretty bags, made tags for each bag</i>
Sept 14	10a.m.-2p.m.	4	<i>Set-up a table and sold dog biscuit bags at Dog Park X</i>
Sept 20	4-6p.m.	2	<i>Baked dog biscuits</i>
Sept 21	7-9p.m.	2	<i>Put dog biscuits in pretty bags, made tags for each bag</i>
Sept 27	10a.m.-2p.m.	4	<i>Set-up a table and sold dog biscuit at Dog Park Y</i>
Sept 28	12-1 p.m.	4	<i>Brought donations to PAWS and took a tour</i>

