



CLASS PROJECT GUIDELINES

PURPOSE

1. To develop and implement one project that will benefit the Big Country community.
2. To give class participants the opportunity to work collaboratively as a team, utilizing the combined resources, talents and skills of class members, as well as the leadership skills promoted within the Leadership Abilene program.

OBJECTIVES

1. Choose a project that makes a positive, lasting impact on our community in some way.
2. Choose a project that allows every class member the opportunity to participate.
3. Choose a project that fits within the Class Project Timeline on page 2.
4. Choose a project that can be completed with in-kind gifts and donated services only.

GUIDELINES

- All class members are expected to participate in some capacity.
- Class members may select one project to meet the objectives listed above.
- The class project may be a proposal addressing a community service activity, a community improvement project, or a combination of the above. An organization or nonprofit agency may not benefit from a Leadership Abilene class project in consecutive years.
- The use of cash funds from current class members should be kept to a minimum.
- Cash contributions may come from class members only. In-kind contributions may be solicited from outside organizations with prior approval of the staff liaison. Any exceptions must be approved by the staff liaison. No tax receipts shall be issued by the Chamber of Commerce.
- Raising or soliciting funds from individuals outside of the current class membership, including foundations, businesses, Chamber members, Leadership Abilene sponsors or corporations is prohibited unless prior approval by President & CEO of the Abilene Chamber of Commerce.
- Class members will submit a class project proposal, including any financial details, to the Leadership Abilene Committee (via the staff liaison) for approval by November 30.

- Class members will be expected to devote time outside of the regularly scheduled Leadership Abilene monthly class meetings to plan and complete the project. Depending on monthly session schedules, a limited amount of time may be included in some class meeting agendas for additional class project planning.
- The class shall appoint a project treasurer, and a precise financial report shall be submitted to the Leadership Abilene Committee (via the staff liaison).
- The class project must be completed prior to the class graduation.
- A summary of the class project will be presented by a class member at the graduation ceremony.
- The selected organization must be an official 501(c)3 non-profit or a direct entity of the City of Abilene, Abilene Independent School District or Wylie Independent School District.

TIMELINE

November Class Session: Project Guidelines introduced and project brainstorming

December to Late-January: Potential projects explored and a final project selected

Early February: Project proposal submitted to Leadership Abilene Committee for approval

March to May: Planning and execution of Class Project

Monthly: Reports on project execution will be provided to LA Committee prior to 2nd Wednesday of each month

Graduation: Project completion

SAMPLE CLASS PROJECTS

If a year is not represented in this list, that means we do not have a record of that year's class project. If after reviewing you find record of a project from a year that is missing from this list, please email Jennifer Kent at jennifer@abilenechamber.com. From our records, Leadership Abilene class service projects began in 1998.

Class Year: 1998

Non-profit assisted: Abilene Zoo

Service Project Description: Purchased a new giraffe to replace the one that had perished.

Class Year: 2000

Non-profit assisted: Day Nursery of Abilene

Service Project Description: Built a new playground at Ash Street location.

Class Year: 2006

Non-profit assisted: Boys & Girls Club

Service Project Description: Community Garden at the club on North 10th Street.

Class Year: 2007

Non-profit assisted: Connecting Caring Communities

Service Project Description: Cleared brush, cleaned up gardens at the Friendship Houses, as well as, helped with other projects that they needed completed.

Class Year: 2010

Non-profit assisted: Feast of Sharing at HEB

Service Project Description: Helped cut pies as well as served during the event.

Class Year: 2013

Non-profit assisted: Habitat for Humanity

Service Project Description: Painted a house.

Class Year: 2014

Non-profit assisted: Global Samaritan / Dyess Spouses

Service Project Description: Painted the exterior of their warehouse at Global Samaritan. Worked with one of the commanders to identify and serve several families of deployed airmen by doing yard and maintenance work around their homes.

Class Year: 2015

Non-profit assisted: Presbyterian Encampment in Buffalo Gap

Service Project Description: Cleaned, repainted, and did general repair work out at the Encampment. We also bought a bench in memory of Hudson Wade.

Class Year: 2016

Non-profit assisted: Presbyterian Encampment in Buffalo Gap

Service Project Description: Spent the day painting, cleaning, trimming trees and bushes, etc.

Class Year: 2017

Non-profit assisted: Presbyterian Encampment in Buffalo Gap

Service Project Description: Various projects at the encampment site.

Class Year: 2018

Non-profit assisted: Faithworks of Abilene

Service Project Description: Painted the building, built wheelchair ramps, cleaned around the building, and completed other activities to ensure a welcoming environment for the individuals served by Faithworks.

Class Year: 2019

Non-profit assisted: Abilene Cultural Affairs Council/Downtown Business

Service Project Description: Cleaned up downtown Abilene by picking up trash, pulling weeds and polished the storybook sculptures.

Class Year: 2020

Non-profit assisted: Noah Project

Service Project Description: Started the Leadership Abilene Endowment Fund. Also helped the Noah Project with some donations and volunteer hours to restore their teen game room. Brought toys and kitchen supplies.