DISTINCTION IN SERVICE TO THE COMMUNITY PROJECT
PROPOSAL APPLICATION

Application Deadline: Rolling
Meetings held each month: August – June

Abbreviated Steps for Applying:
1. Speak with your Class Representative and/or Jennifer Boryk (boryk_jm@mercer.edu) prior to completing the application to ensure originality of project idea and navigation through the application process.
2. Obtain an Advisor. This can be a Faculty Advisor or Medical Advisor depending on your project needs. It is imperative that you use this advisor as a resource for troubleshooting and ensuring maintenance of healthcare standards as needed throughout the project. Your advisor should help you with the application process.
3. Complete the application form and submit to Jennifer Boryk and Class Representative.
4. You will be advised when your project will be reviewed by the DISC Committee
   a. You will receive feedback from the committee
   b. You may be asked to revise your original proposal and resubmit it
   c. After the project is approved, you may begin the service learning project at your organization
5. You will be responsible for:
   a. Logging volunteer hours and having hours signed off by organization contact or faculty advisor
   b. Documenting service project
   c. Updating the Committee with Progress Reports January 31 and June 30 each year
   d. Completing service learning commitment
      i. General Volunteer hours-60*
      ii. Project hours-60*
   e. Turning in final project report within 6 weeks of all completed hours
   f. Presenting at the annual Mercer University Service Learning Conference
   *If you are a transfer student or a 3rd year student, project hours are adjusted
6. For specific program guidelines, please visit the following DISC pages:
   Basic Information: https://medicine.mercer.edu/outreach/disc/
   Examples of Student Projects: https://medicine.mercer.edu/outreach/disc/projects/
   Guidelines: https://medicine.mercer.edu/outreach/disc/guidelines/

Application Date: __________

1. Student name(s) that are submitting the proposal
Primary Contact: ________________________________

Campus: ___________________ Email: ________________________________
Phone: _____________________
Additional Contact (leave blank if solo project): __________________________________________

Campus: _________________________ Email: ____________________________

Additional Contact (leave blank if solo project): __________________________________________

Campus: _________________________ Email: ____________________________

2. Are you taking over a previously established DISC project? ____________________________

3. What is the name of your proposed project? ______________________________________

4. What organization are you partnering with? ________________________________________

5. Who is your contact at this organization? ________________________________________
   Email: Address: ______________________________________________________________

5. Who is your Advisor? __________________________________________________________
   Advisor Contact Information: __________________________________________________

6. When do you plan on starting this project? ________________________________________

Please answer the following questions in as much detail as possible. Use as much room as necessary to adequately discuss the topics requested. Refer to the DISC website for sample project applications as needed.

For PREVIOUSLY ESTABLISHED DISC projects

1. Describe in what capacity and for how long you have volunteered with this project?
2. What is the current state of the DISC project that you are taking over? Please include finances if applicable.
3. What will you be adding or changing to “make the project your own”? Please include as much detail as possible including lesson plans or activities if applicable.
4. If needed, how will you continue fundraising for this project?

For NEW DISC projects

1. Describe the target population/community. Explain why this project is needed and what roles you are filling for the community. Was a needs assessment completed?
2. What are the objectives of your project? What do you plan to accomplish?
3. Provide a detailed explanation of the methods of your project and how you plan to accomplish your project’s goal?
4. What are the expected outcomes of your project?
5. What is the sustainability of your project?
6. Provide a general timeline of implementation. Include project start and end dates. If your project has multiple sessions, give approximate dates of session to be held with descriptions of each session. If your project is a one time event, give a timeline predicting of how each step will be accomplished.

7. If this project is education based, provide examples of curriculum or activities.

**ALL Projects**

1. If applicable, how will your project be funded? Include sample budget/supply needs below:

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
<th>How will you pay for this?</th>
</tr>
</thead>
<tbody>
<tr>
<td>100 Blood Glucose test stripes (50/container)</td>
<td>$35 each</td>
<td></td>
</tr>
<tr>
<td>½ Box of disposable lancets (200/ box)</td>
<td>$32 each</td>
<td></td>
</tr>
<tr>
<td>Various medical supplies (gloves, band aide, alcohol swabs, gauze, hand sanitizer)</td>
<td>$30</td>
<td></td>
</tr>
<tr>
<td>Sharps Containers</td>
<td>$10 each</td>
<td></td>
</tr>
<tr>
<td>Nutrition/health handouts and screening surveys</td>
<td>$30</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2. Please include a brief (6 to 8 sentence) summary of your project to be represented on the DISC website.