

## Roundtable Process Report

The Penny Harvest Coach must work with at least two Penny Harvest Leaders to complete this form. If your school has more than one roundtable, a separate application must be filed for each roundtable.

### School Information:

District \_\_\_\_\_ School # and Name \_\_\_\_\_

Penny Harvest Coach \_\_\_\_\_ Phone #: \_\_\_\_\_

### Roundtable Information:

Roundtable Name \_\_\_\_\_

1. How many and in what grades were these students? *Eg., 3 from 3rd grade, 4 from 4th*

K	<input type="text"/>	1	<input type="text"/>	2	<input type="text"/>	3	<input type="text"/>	4	<input type="text"/>	5	<input type="text"/>	6	<input type="text"/>	7	<input type="text"/>	8	<input type="text"/>	9	<input type="text"/>	10	<input type="text"/>	11	<input type="text"/>	12	<input type="text"/>
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2. How many boy/girls were on the roundtable? # of boys \_\_\_\_\_ # of girls \_\_\_\_\_

3. Estimate the total number of hours that each student leader on the roundtable probably spent on all roundtable related activities, including time spent in school, at home, and in the community. *Circle one.*

0-5 hrs      6-10 hrs      11-15 hrs      16-20 hrs      Other: \_\_\_\_\_

4. How were your student leaders on the roundtable selected? *Check all that apply.*

- Chosen by their peers (voted in, class representatives, etc.)
- Chosen by you and/or other staff
- Self-selection (applied, wrote an essay, etc.)
- Serve as part of last year's roundtable and/or a part of a year-long Penny Harvest leadership team

5. Which community or communities did your roundtable focus on? *Check all that apply.*

- School Neighborhood       Local Community/City       State/Country       World

6. What were the top three community needs that your roundtable identified? *Choose three.*

- Children       The Elderly       The Environment
- Health       Human Rights       Disaster Relief

7. How did your roundtable identify and research community needs and organizations? *Check all that apply.*

- Interviewing or talking with others, such as
  - Penny Harvest students
  - Parents, family members, neighbors, or community members
  - Teachers or other school staff
- General research, such as
  - Internet, newspaper, television
  - The Organization Finder
  - Penny Harvest resources, past yearbook
  - The Penny Harvest Coach did the research
  - Other – please explain: \_\_\_\_\_

*Continued on next page*

