

# GROUP PROJECT INTAKE FORM



His House recognizes the importance of establishing strong relationships with community partners in order to create opportunities to serve, while meeting the needs of the organization. To get started, please complete the form below.

## CONTACT INFORMATION

Company/Organization/Ministry Name

Contact Person's Information

Name  Title

Address

Phone  Fax  Email

## GROUP INFORMATION & QUESTIONNAIRE

How did you hear about His House Children's Home?

What is your company/Organization/Ministry Mission statement?

Company/Organization/Ministry Information (*if different than above*):

Address

Phone  Fax  Website

## GROUP INFORMATION & QUESTIONNAIRE

What is your role in your company/organization/ministry's volunteering efforts?

**Goals for Volunteerism:** What do you hope to achieve (goal) in this project?

Last revised on 2/04/2021

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If a project or date has already been determined with our office, please provide details including expected completion date and budget (if applicable):

How many people do you expect to participate?

Is there a specific date or time of the week you would prefer?

What type of volunteer work most interests you? Please check the types of projects you would like to participate in from the list below:

- Service Projects:
  - Cottage makeover
  - Landscaping
  - Painting
  - Organization
- Office Support & Project Management
- Support Intake team in the Distribution Center
- Other (please explain):

Please provide us with a sample timeline for your project. Include due dates for items such as when you will need the first proposal submitted date of site visit and project date options.

DATE	ITEM

**Goals for Volunteerism:** What do you hope to achieve (goal) in this project?

Please return your intake form via email to Adrienne: [ASimeon@hhch.org](mailto:ASimeon@hhch.org)