

A21.—Group Service Project SIGN-UP and TRACKING (Form # 10)



Activity/Event/Project: _____
Address OR Description: _____
DATE (Month/Day/Year): _____ **DAY:** _____
Start Time (approx.): _____ **End Time (approx.):** _____
Examples: i.e.; 0800 = 8 a.m. OR 1500 = 3 p.m.

Activity, Event, or Project TYPE: (check all that apply)

CIA Trip **COMPETITION** (i.e.; Drill / Raider / Academic) **FUNDRAISER**
CO-CURRICULAR (Leadership Development) **COMMUNITY SERVICE**
BOTH Co-Curricular & Community Service:

MISSION COMMANDER: _____
Other Cadet(s)-in-Charge? _____
Responsible Squadron? (Operations or Mission Support) _____
PA Cadet/Team Assigned: _____ **Photo:** _____ **Social Media:** _____
LOGISTICS Cadet/Team Assigned: _____
Description (What are we doing?) _____
How many Cadets will be needed? _____
Dress (Civilian, PT, Uniform, Unit t-shirt, Polo, etc.): _____
Activity or Event Supervisor: _____
Are there any special instructions? (Transportation, meals provided, items needed to bring, etc.)

Other Remarks _____

CADET SIGN-UP **** Cadet(s) in Charge take/maintain ATTENDANCE (check mark)					
	(print name & times available)	Community Service HOURS		(print name & times available)	Community Service HOURS
✓			✓		

Mission Commander (verify participation & hours): Signature _____ **Date:** _____
Activity/Event POC: (If needed?) (Verify participation & hours): Signature: _____ **Date:** _____
INITIAL INSTRUCTOR REVIEW (Before WINGS Entry) _____ **DATE:** _____
WINGS (logged by) PERSONNEL: _____ **DATE:** _____
FINAL INSTRUCTOR REVIEW (After WINGS Entry) _____ **DATE:** _____
FINAL REVIEW BY DIRECTOR OF PERSONNEL: (INITIALS) _____ **DATE:** _____
Final Review by Mission Commander: _____ **DATE:** _____