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| Leader: Marc  Team: Heidi, Justin, Akbar, Carolyn (SR= Lauren/Kathryn) | | Initiative: Service/Impact Committee  Due Date: 10/21/2016 | | | Last Review:  This Review: | | **SI** |
| **Objective:**  To connect alumni through service-related initiatives and opportunities.  --------------------------  **Key Deliverables:**  1. Service Summit  2. Service/Impact Data Collection and Recognition  --------------------------  **Costs:** | Action Steps | | Today’s Status | Due Date | Cost? | Accountable | |
| 1. SERVICE SUMMIT: Finalize location, date, size, and scope. | |  | Q4, 2016 |  | Justin (Marc) | |
| 1. SERVICE SUMMIT: Choose a theme. | |  | Q4, 2016 |  |  | |
| 1. SERVICE SUMMIT: Send an email to Denver Scholars letting them know we’re coming to their city and asking if they want to be involved and if they have any useful connections. | |  | Q4, 2016 |  |  | |
| 1. SERVICE SUMMIT: Research hotels in Denver. | |  | Q4, 2016 |  |  | |
| 1. SERVICE SUMMIT: Create a menu of potential speakers, sorted by tiers. | |  | Q4, 2016 |  | Marc (Michaella) | |
| 1. SERVICE SUMMIT: Create a dream agenda. | |  | Q1, 2017 |  |  | |
| 1. SERVICE SUMMIT: Send a Save the Date to alumni. | |  | Q1, 2017 |  |  | |
| 1. METRICS: Develop quantitative goals for key deliverables. | |  | Q4, 2016 |  | Akbar | |
| 1. METRICS: Determine sample size goal. | |  | Q4, 2016 |  |  | |
| 1. SERVICE SUMMIT: Identify hotel and sign a contact booking space. | |  | Q1, 2017 |  |  | |
| 1. SERVICE SUMMIT: Identify local Scholars and their connections in Service Summit city. | |  | Q1, 2017 |  | Marc (Justin) | |
| 1. METRICS: Develop data inputs and method of collection. | |  | Q1, 2017 |  |  | |
| 1. METRICS: Collect data through multiple asks in multiple ways. | |  | Q1 & Q2, 2017 |  |  | |
|  | 1. METRICS: Develop an approach to collect impact data, both qualitative and quantitative. | |  | Q2, 2017 |  | Akbar | |