

# THE OFFICIAL IS 391-392 SENIOR PROJECT PLAN

ACADEMIC ADVISOR: Bill Sonnega

COMMUNITY PARTNER:  
Sauk City Community Education Center

GUIDES / OTHER POTENTIAL PARTNERSHIPS:  
6:8 in Sauk City, WI  
River Arts Inc. Sauk City, WI  
Sauk Prairie Community Center  
Sauk Prairie Conservation Alliance  
Sauk Prairie Chamber of Commerce

The above organizations and leaders will provide insight into how community wellbeing-centered programming and offerings can be accessible, feasible, and impactful. The structures, outcomes, funding, volunteer bases, as well as community outreach methods of these non-profits will also serve as guides in the development of my project.

## **PROJECT PLAN :**

### **Work to implement:**

1. Funding for home gardening supplies at the Community Center in Sauk City, WI

Funding for and availability of home gardening supplies (soil, foundational infrastructure, seeds including vegetable, fruit, and flower seeds), shovels, gloves, watering cans) and corresponding educational pamphlets. Ideally, seek consistent funding to keep these services being offered for as long as possible, but at least for the upcoming season. Have an outdoor station at the garden supply distribution event for kids to pop in and grab a seed of their own to help grow, color, learn to garden, or talk about nature!

## **SENIOR PRESENTATION FORMAT**

1. Introduce Major /interests (and potentially web portfolio).
2. Transition into your Capstone objectives\overview.
3. Show funding proposals and promotional materials, photos from throughout the

process and during the event, and feedback... show your blog section for the event on your IM website.

4. Discuss your partners and guides, process, deliverables, outcomes, learned along the way, takeaways, and potentially, further work you plan to take on, in this area or related, inspired and informed by carrying this project out.

## SEMESTER 1 DELIVERABLES

- 1 . Gain insight from leaders, practices, es, and outcomes to guide organizations.
2. Research, gather, and develop a persuasive and educational foundation of information regarding the sustainability benefit and health benefits of providing resources for home garden implementation for communities to back up your funding proposals.
3. Create a business plan
4. Research and identify potential donors to reach out to and other organizations to connect and collaborate with
5. Apply for a Good Idea Grant: Complete the application, budgeting sheet, and other materials for the grant.
- 6 . Draft funding proposals/new donor reachouts
7. Seek local funding/resources for this in collaboration with the Sauk City Community Center and other local partners.
8. Communicate with the Director of Sauk City Community Center with business plans, grant application updates, donor updates, specific expenditures information, meeting set-up requests, and requests for letters of support.
9. Receive a second letter of support from Dr. Sonnega or the CIS.
10. Solidify steps for the remainder of the year

## SEMESTER 2 DELIVERABLES (MATERIALS, LOGISTICS, FINALIZE FUNDING, GET EVENT ON ITS FEET, WEBSITE, PRESENTATION PREP, FINAL REPORTING/FOLLOW-UPS)

1. For Community Ed. meeting: to work out logistics and lock down the event to take place during the gardening season, brainstorm who to send promotional materials to/where and collaboration on that, pamphlet progress, printing needs, event

date/time, event setup and volunteer details, any other signage materials or supplies needed for the event, have computer charged

2. Write up and design educational pamphlet on home gardening tips and benefits for interested participants
3. Once Sauk date confirmed, email Kurt about photography!
4. Once Sauk date confirmed, Reach out to SP Conservation Alliance to see if they want to spread the word about the event and also if I can hand anything out about their projects or causes at the event, or if someone would like to come volunteer and also spread the word about their projects there!! Info@SaukPrairie.org
5. Request websites outside of Olaf email for IM site and for your personal MT site
6. Create promotional materials for event
7. Add specific dates, times and donors for promo flyers!
8. Get volunteers for event
9. Add recognition of donors for the info packet!
10. Edit promo with specific dates and locations
11. Reach out to Sauk Star and Madison Media about the event!
12. Rent a Camera from St. Olaf or get a volunteer photographer for the Northfield and Sauk event
13. Promote the event: in paper flyers, emails, social media and your project connections (community ed, CAC, SP Env Coalition, Cassie) FOR SAUK: just put flyers up at the sauk libraries etc. :), in bluff view - Marianne will also promote!
14. Purchase materials for the Sauk Event
15. Draw out website design before starting
16. Decide on website structure for IM website: Storymaps for IM site.. Can I keep it going post grad?
17. Communicate with Dr. Sonnega and John Lehan /update about finished materials, etc.
18. Prepare signage including recognition publicization for donors! SEND LOGOS OF SAUK DONORS TO MARIANNE RAULS FOR SIGNS
19. Print pamphlets!
20. Hold an event at the Community Center!
21. Update IM web portfolio Google Drive with new materials, links, relevant/notable works, annotations, questions, and responses.
22. Make categories of projects and posts - EVENT OR BLOG, PORTFOLIO with featured images and name modules within
23. Make a page that calls them in with the blog page or post slider modules

24. Complete Website/ portfolio with what we have so far/foundation.
25. The blog section on the IM site for your event /project
26. Meet with Don more or seek more help with videos etc. as you continue website and need more specifics and help
27. Update the website/blog section as the event happens etc.
- 28. Prepare St. Olaf IM capstone presentation: POSTER WITH EDUCATIONAL PAMPHLET ON IT AND PHOTOS FROM THE EVENT. SHOW WEBSITE AT EVENT WITH BLOG PAGE ABOUT THE EVENT AND REASONING, AND YOUR OWN MAJOR PAGE WHICH CAN INCLUDE MATERIALS, STEPS ETC.**
29. Improve my public speaking skills with the guidance of Bill Sonnega in preparation for capstone presentation: include presentation of project, event, purpose, explanation of major, main takeaways of your major, how your experiences helped you with this project, and future work that may come from project and other experiences (and through independent practice).
30. Examine journalistic writing styles, formats, effectiveness and reach with St. Olaf subscriptions!
31. Write a description of the major for the transcript.
32. Add transcript description and Senior Project/any other updates to Web Portfolio.
33. Add major description, Senior Project, and anything else to the web portfolio.
34. Donor thank yous, offer to pay back the favor, and keep the connections alive!  
Include appreciation in your website/blog.