

# Project Completion Record

**TOASTMASTERS**  
INTERNATIONAL

Use this form to keep track of your *Competent Leadership* projects as you complete them. When all 10 projects are complete, submit a copy of this record along with the CL award application to receive your CL award.

Project	Roles	Date	VPE Initials
<b>Project 1: Listening</b>			
Complete 3 of 4	Ah-Counter Speech Evaluator Grammarian Table Topics Speaker		
<b>Project 2: Critical Thinking</b>			
Complete 2 of 3	Speech Evaluator Grammarian General Evaluator		
<b>Project 3: Giving Feedback</b>			
Complete 3 of 3	Speech Evaluator Grammarian General Evaluator		
<b>Project 4: Time Management</b>			
Complete Timer +1	Timer Toastmaster Speaker Topicsmaster Grammarian		
<b>Project 5: Planning and Implementation</b>			
Complete 3 of 4	Speaker General Evaluator Toastmaster Topicsmaster		
<b>Project 6: Organization and Delegation</b>			
Complete 1 of 6	Organize a Club Speech Contest Organize a Club Special Event Organize a Club Membership Campaign or Contest Organize a Club PR Campaign Help Produce a Club Newsletter Assist the Club's Webmaster		
<b>Project 7: Facilitation</b>			
Complete 2 of 4	Toastmaster General Evaluator Topicsmaster Befriend a Guest		
<b>Project 8: Motivation</b>			
Complete 1 Chair + 2 Other	Membership Campaign or Contest Chair PR Campaign Chair Toastmaster Speech Evaluator General Evaluator		
<b>Project 9: Mentoring</b>			
Complete 1 of 3	Mentor for a New Member Mentor for an Existing Member HPL Guidance Committee Member		
<b>Project 10: Team Building</b>			
Complete Toastmaster + General Evaluator	Toastmaster General Evaluator		
OR 1 of the Following	Membership Campaign Chair Club PR Campaign Chair Club Speech Contest Chair Club Special Event Chair Club Newsletter Editor Club Webmaster		