

Project Title _____ **Agency** _____ **Project Date(s)** _____

*Optional work column should be tallied from all WORKSHEETS(s)#2 & recorded here at end of project if individuals have more travel time than work time.

Include month / dates / year

VOLUNTEER VALUE REPORT WORKSHEET #1 – SIGN-IN SHEET: PARTICIPANTS, TRAVEL, AND SUPPLIES

NAME	City	State	Driver	Mileage	Rider	Travel	*Work	Date	Date	Supplies	Cost	Comments, notes, phone, e-mail, etc.
			D	Roundtrip	R	Total time round trip	Total time all project work	Arrive	Depart	List items for project and record total \$ Don't include if reimbursed by agency/owner		
1.												
2.												
3.												
4.												
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16.												
17.												
18.												
19.												
20.												

Optional: Use this space to record four column totals.

Total

Total

Total

Total

NSS