



VOLUNTEER HOURS TALLY SHEET

Name

Activity Number Codes:

- | | |
|---|---|
| <ul style="list-style-type: none"> 1. Planning/preparation for project 2. Assisting/delivery of project | <ul style="list-style-type: none"> 3. Attendance at monthly meetings 4. In-Service Training |
|---|---|

Date mm/dd/yy	Name of Project	Activity Number*	Number of Hours**
Total			

*Insert the correct activity number from the list above to indicate level/type of participation.
 **Round all hours recorded to the nearest half hour.