



Project Ayuda AmeriCorps Program

Monthly Time Report

Use this form to keep a log of your service hours throughout the month. This form is due to the PVCC AmeriCorps Campus Coordinator on the 5th day of the month following those service activities.

Mail: PVCC Project Ayuda 18401 N. 32nd St. Phoenix, AZ 85032

Member Name: _____ Month: _____

Location: _____

	Week 1	Week 2	Week 3	Week 4	Week 5	Monthly Total
Service						
Fundraising						
Training						
Weekly Total						

Member Signature: _____ Date: _____

Site Supervisor Signature: _____ Date: _____

Campus Coordinator Signature: _____ Date: _____

Number of Volunteers Recruited at Your Site: _____

Reflection on your Service: Describe in the box below the community service activities you have performed during this month and some of the results you have seen. **For example: 1) I tutored three elementary aged children this month and have noticed that they are completing and returning their homework more often. 2) I served low income diabetes patients at the clinic. They were being taught valuable sugar in-take diets do's and don'ts.**

Indirect Service (Training) can only apply toward 20% of your total service hours.

Examples of Indirect Service Activities:

- AmeriCorps orientations or trainings.
- Class time providing reflection or learning about your service.
- Professional development opportunities.
- Planning and preparation for service activities.
- Research
- Workshops/ conferences around your service theme.
- **Fundraising can only be 10% of your total service hours**