



COUNTY OF SAN DIEGO
VOLUNTEER REPORT FORM
PERIOD JULY 1, 2021 - JUNE 30, 2022
Deadline: July 15, 2022

1. DEPARTMENT INFORMATION:

Department:	Board of Supervisors
Division/Unit:	5 th District

2. VOLUNTEER PROGRAM BENEFITS:

- a. GENERAL VOLUNTEERS (this section should include community volunteer, student intern, groups, corporations, etc.)

No. of Volunteers: 2 Hours: 92 x \$35.56 = 3,271.52

Types of work performed by GENERAL VOLUNTEERS in this category:
Our student workers assist with a number of office/work related tasks, including but not limited to: policy briefs, research, writing letters, creating certificates, creating spread sheets, organizing data, preparing for policy briefings, communicating with constituents, supporting the office staff with day-to-day duties and outreach correspondence, writing proclamations, and etc..

The volunteers were/are:
Brennan Pearson = 12 hours, unpaid
Maddie Goodpaster = 80 hours for school credit, unpaid

- b. INSTITUTIONAL VOLUNTEERS (this section should include honor camp inmates, PIC/RETC, GAIN, etc.)

No. of Volunteers: Hours: x \$35.56 = \$

Types of work performed by INSTITUTIONAL VOLUNTEERS in this category:



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3. DONATIONS TO VOLUNTEER PROGRAM:

Please list all donations to the department's Volunteer Program including monetary donations and tangible/intangible items. Items such as computers, air time, transportation, books, etc. Please assign a fair market value to each and add to the total value of the donations section.

Item Donated:	_____	Value:	_____
Item Donated:	_____	Value:	_____
Item Donated:	_____	Value:	_____
Item Donated:	_____	Value:	_____
Item Donated:	_____	Value:	_____

Total Value:

4. VOLUNTEER PROGRAM COSTS:

- a. Cost of direct supervision of volunteers (total hours of direct supervision times hourly rate of staff person(s) directly supervising program volunteers.

Hours: 20 x Rate: 46.04 = \$920.80

- b. Cost of program coordination (total hours of program coordination times hourly rate of coordinator(s)). This section should include coordination of staff, compiling statistics, job description preparation, volunteer placements and recognition, etc.

Hours: x Rate: = \$

- c. Other program costs (volunteer training materials/supplies, recognition costs, etc.):

<u>Item</u>	<u>Cost</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

TOTAL OF OTHER PROGRAM COSTS



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d. **TOTAL OF VOLUNTEER PROGRAM COST**
(Sum of 4a, 4b and 4c)

\$920.80

5. NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:

a. Total Dollar Benefits of Volunteers, Item 2d (Page 2) \$3,271.52
b. Total of Donations to Volunteer Program, Item 3 (Page 2) \$0
c. Subtract Total of Volunteer Program Costs, Item 4d (Page 3) \$920.80

TOTAL PROGRAM BENEFIT

\$2,350.72

6. RECRUITING:

Please describe your recruiting programs:

Word of mouth.

7. SPECIAL VOLUNTEER PROGRAM ACTIVITIES/ACHIEVEMENTS:

Please describe any special activities and/or achievements your program was involved in during the period of this report:



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8. VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 2021 -22:

Please describe your program goals. Include activities, number of volunteers, recruitment, training, recognition and other goals:

To provide a meaningful experience for our student workers as they learn about government in a hands-on way.
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9. GENERAL INFORMATION:

Name of Person Completing Report:	Shaina Richardson		
Phone Number:	619 380 7433	Mail Stop:	
Email:	Shaina.Richardson@sdcounty.ca.gov		

Volunteer Coordinator:	(same as above)		
Phone Number:		Mail Stop:	
Email:			

10. DEPARTMENT CERTIFICATION:

DEPARTMENT HEAD SIGNATURE

DATE