**Project Report**

**Project Name**:

**Date Held**:

|  |  |
| --- | --- |
| **Total Number of Members Involved**: (Include all members working on all aspects, including planning, and all members attending. Note: Count each member only once.)  |  |
| **Total Hours**:  |  |
| **Cost - Cost is estimate time + material**  |  |
| **Actual dollars donated or cash spent:**  **Cash value of each item donated**  |  |
| **In-Kind value of any items donated, or**   **purchased to be donated:**  |    |
| **Profit (if applicable):**  | N/A |
| **Describe Project**: Explain how project was planned and carried out. Keep any sign-up sheets, if used, to assist in figuring hours and cost. |  |

Include a small narrative here….