



Facilitator Quarterly Activity Report

Dear Leadership Team Members and Facilitators:

To help us provide the kinds of information required by the IRS and considered by potential members and donors, please keep this log of your activities and email it to bobpledger49@gmail.com at the end of each calendar quarter.

NOTE: All hours should represent YOUR OWN INDIVIDUAL HOURS and include your PLANNING, PREPARATION, AND ROUND-TRIP TRAVEL TIME.

FACILITATOR NAME: _____ PERIOD OF REPORT: _____

TEACHING AND PRESENTATIONS FOR ADULTS

Date	Audience Name & Location	Name of Class Taught or Presentation Given	# of Attendees	Hours

TEACHING AND PRESENTATIONS FOR YOUTH (K – 12 through college age)

Date	Audience Name & Location	Name of Class Taught or Presentation Given	# of Attendees	Hours

FACILITATOR VISITS TO PRIVATE OR PUBLIC PROPERTY

Date	Client Name & County	Service Provided – Assessment, Advice, and/or Assistance Treating Trees	# of Trees Treated	Hours

