



LINCOLN CITY MATCHING GRANTS PROGRAM

VOLUNTEER LABOR TIMESHEET

Records of in-kind contributions of personnel must include timesheets containing signatures from both the volunteer and the grant project supervisor. Donated labor wages should be calculated with Oregon minimum wage hourly rates .

Volunteer labor may be used as a match only and is never a reimbursable item.

PROJECT TITLE

GRANTEE ORGANIZATION

VOLUNTEER NAME

VOLUNTEER EMAIL

| DATE | DESCRIPTION OF WORK | # OF HOURS WORKED | HOURLY RATE |
|-------------------------------------|---------------------|-------------------|-------------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Total Hours Worked | | | |
| Total Value of Hours (hours x rate) | | | |

VOLUNTEER SIGNATURE _____ DATE _____

PROJECT SUPERVISOR SIGNATURE _____ DATE _____