

NDWC REPORTING FORM

DATE: _____

CHAIRMAN OF EVENT: _____

NAME OF PROJECT/PROGRAM/FUNDRAISER: _____

DESCRIPTION OF PROJECT (INCLUDE NAMES AND PHONE OF CONTACT PERSONS):

PUBLICITY AND PROMOTION USED:

NAMES OF MEMBERS INVOLVED:

BUDGET

Estimated Cost

Expenses

Income Raised

BENEFITS OF THE PROJECT

To the club

To the community

PROJECT CHAIRMAN'S RECOMMENDATIONS AND COMMENTS

TOTAL MONEY MADE (Cash and Estimate donations – including gifts bought, food made, etc.)

TOTAL MAN HOURS (include committee meetings, travel, baking, etc.)

Copies to Committee Folder and Club President