

Hunter Development Program
Volunteer Time and Mileage Form
2065 HWY 278 SE | SOCIAL CIRCLE, GEORGIA 30025



Name: John Doe Location of Class or Event: Example Academy
(School Name and GISA or GIAA)

Type of Class or Event: Shotgun Team Number of students participating in Shotgun Sports 20

Email: johndoe@exampleacademy.com Name of Volunteer Supervisor: Trevor Griffin

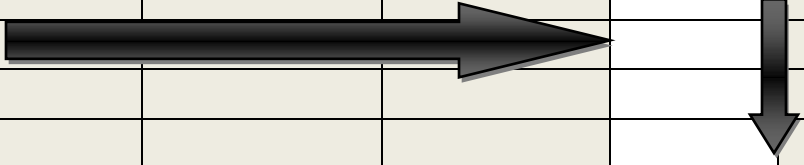
Contribution to Class or Event: shotgun training

Administrative – Hours spent preparing for a course outside the classroom (e.g. obtaining materials, practicing a presentation), attending a meeting or annual workshop or training

Instruction – Hours spent in the classroom or field setting-up/breaking down for the course registering students or teaching

Travel – Hours spent traveling to and from activities (driver or passenger should record this time)

Miles Per Date: Total mileage, driven to and from the class/event location. Only drivers may record mileage

Date	Log time in ¼ hour increments (e.g. 15 min = 0.25, 45 min = 0.75 etc.)			Total Hours A + B + C	Log Miles in Whole #s Miles Per Date	Signature (<u>each</u> line)
	A. Admin Hours	B. Instruction Hrs.	C. Travel Hrs.			
8-20-19	2			2		John Doe (signed) or <i>John Doe</i>
8-22-19		2	.5	2.5	10	John Doe (signed) or <i>John Doe</i>
8-24-19		2	.5	2.5	10	John Doe (signed) or <i>John Doe</i>
8-26-19		2	.5	2.5	10	John Doe (signed) or <i>John Doe</i>
8-28-19		2	.5	2.5	10	John Doe (signed) or <i>John Doe</i>
						
			Total Hours >>	12	40	<< Total Mileage

Signature of Volunteer Supervisor: LEAVE BLANK (signed by Trevor Griffin) Last Date of Class/Event: 8-28-2019

Office Use Only

Signature of HDP Staff: _____

Data Entry Date: _____