

**MAYFIELD WOMEN'S CLUB
PROGRAM and PROJECT REPORT FORM**

Please complete this form for every project and program for the club year 2019-2020.

All activities of the Mayfield Women's Club should be recorded on this form. Give one copy to Diane Stevens or Barbara Schaefer and retain one copy in the Committee's folder.

DEADLINE for reports is December 1, 2019 for all fall activities and July 1, 2020 for all spring activities

Program or Project Name: _____

Dates: _____

Chairperson(s): _____ Phone number: _____

Committee Name: _____

Cost from Club Treasury: \$ _____ Money earned (if fundraising): \$ _____

Value of Items Donated to Project: \$ _____

Number of Members Participating: _____ Number of Guests: _____

Total Volunteer Hours (hours x members): _____

Check GFWC category: ___ Arts ___ Conservation ___ Education ___ Home Life
___ International Outreach ___ Public Issues ___ Communication and Public Relations
___ Leadership ___ Membership ___ Legislation

PURPOSE AND DESCRIPTION OF THE PROJECT:

Describe the activity used in this project

What was the purpose of the project?

Who participated? How did they benefit?
