

VISTA Bi-Monthly Report

Please submit as a Word attachment via e-mail to VISTA Leader by the due date.

Name:	School/Site:
Dates included in report:	to
Number of personal days taken:	Number of sick days taken:

Data Collection/Research

- *(Briefly discuss the types of research and/or data collection methods you have conducted this two-week period.)*

Training and Meeting Attendance

- *(Please note when each event, including onsite and DPI-sponsored events, occurred, by whom it was presented, and a brief synopsis of the purpose.)*

Action Teams for Partnerships

- *(Please briefly discuss your major activities this period as related to your Action Team and Plan.)*

Volunteer Management

Number of <i>new</i> volunteers you recruited in the past two weeks	
Number of these volunteers that are baby boomers	
Total amount of hours given by <i>all</i> volunteers in the past two weeks	

Resource Development

- *(Please describe each donation, fundraiser or grant and include your best estimate of its dollar value.)*

Technical Assistance and Resource Sharing

Successes (specific accomplishments):

- *(Please be sure to include any "stories" that can be used to illustrate the success of the project.)*

Barriers/Problems Encountered:

- *(Please discuss any challenges you have faced this period, and steps you and others are taking to resolve them.)*

I would like assistance with: