



## Charitable Internship Program Quarterly Report

This Fill-in Form will allow you to enter information while the form is displayed and then print the completed form for your records and for filing with the Foundation. Should you desire to print this form out and complete it by hand, please print clearly.

Due Date:

- 1st Qtr
- 2nd Qtr
- 3rd Qtr
- 4rth Qtr

Contractor

Name: \_\_\_\_\_

ID # \_\_\_\_\_

Supervisor Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Expected Graduation date: \_\_\_\_\_

Joy to the World Foundation must receive a completed copy of this form between the 18th and 22nd of the appropriate month to issue your check!

1. List your service activities in general and the average weekly hours for each category Hours

Check here if your hours have changed (please explain below) Average Weekly Hours \_\_\_\_\_

2. Give a brief summary of your activities over the past three months.

3. What are some of your goals for the next three months?

4. List any income received for your Charitable Activities from the associated organization.

5. List any Vacation time used (number of weeks) during this quarter.

6. List any Support Development time used (number of weeks) during this quarter.

Associate's Signature: \_\_\_\_\_

"I have read this report and verify that it is accurate."

Supervisor's Signature: \_\_\_\_\_