

Donated Volunteer Labor Worksheet
MW Lakes/ Rivers Grant Program

Please use this form to record boat use, and time spent meeting/ corresponding or monitoring. Fill out the first nine columns and your names only. (See page 2 for example filled form.) Return completed forms to: Emily Heald, Water Program Coordinator, water@discoverycenter.net; PO Box 237, Manitowish Waters, WI 54545; or 715-543-2085.

Volunteer Name (s): _____ **Volunteer Signature(s)** _____

Project Number: _____ Project Name: _____

Date	Start Time	End Time	Description of Work Performed*	Names or Initials	Waterbody(s)	Boat Type	Findings? **	Hours	X	# People	=	Total Hours
			Total Value of Services Performed:			Boat Type 1 (e.g. pontoon)		Boat Hours 1				
						Boat Type 2 (e.g. kayak/canoe)		Boat Hours 2				
						Boat Type 3 (e.g. fishing boat)		Boat Hours 3				
										Total Person Hours	=	

*** Did you monitor?**
 Boat landing/ dock/ piers/ logs/ rocks; perimeter; walk shoreline; observe shallows; use rake; monitor via boat; other activity

****Did you find?**
 Curly leaf pondweed; Eurasian water milfoil; purple loosestrife; mystery snails; rusty crayfish; zebra mussels; waterfleas; hydrilla; Japanese knotweed; phragmites; freshwater jellyfish; other

Office Use Only: I hereby certify that the donated services have been performed and that this claim is fair and correct.

 Signature of Project Manager

 Date

EXAMPLE
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Please use this form to record boat use, and time spent meeting/ corresponding or monitoring. Fill out the first nine columns and your names only. (See page 2 for example filled form.) Return completed forms to: Emily Heald, Water Program Coordinator, water@discoverycenter.net; PO Box 237, Manitowish Waters, WI 54545; or 715-543-2085.

Volunteer Name (s): Beth Doe, John Doe, Mary Doe Volunteer Signature(s) _____
 Project Number: _____ Project Name: _____

Date	Start Time	End Time	Description of Work Performed*	Names or Initials	Waterbody(s)	Boat Type	Findings?***	Hours	X	# People	=	Total Hours
4/10/13	10am	12pm	Monitored Rest Lake and Rest-Stone Channel Shoreline by Pontoon	BD, JD	Rest Lake and Rest-Stone Channel	Pontoon	Rusty Crayfish	2		2		4
4/12/13	3pm	4pm	Emailed Deckhands Information	BD	N/A			1		1		1
4/30/13	2pm	4pm	Monitored Fawn Lake Shallows in Kayaks with Rake	JD, and Kevin Duss (visiting friend)	Fawn Lake	2 Kayaks	Mystery Snails	3		2		6
5/2/13	10am	11am	Called Deckhands with AIS Update	BD	N/A			1		1		1
5/16/13	3pm	4pm	Monitored Clear Lake Shoreline at Rest Lake Park by Foot; Checked Boat Landing and Docks	BD, MD	Clear Lake		None	1		2		2
5/30/13	8am	9am	Emailed AIS Coordinator Data!	BD	N/A			1		1		1
Total Value of Services Performed:					Boat Type 1 (e.g. pontoon)	Pontoon	Boat Hours 1	2 hrs				
					Boat Type 2 (e.g. kayak/canoe)	Kayak	Boat Hours 2	2 kayaks for 3hrs= 6 hrs				
					Boat Type 3 (e.g. fishing boat)		Boat Hours 3					
										Total Person Hours	=	15

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****Did you find?**
 Curly leaf pondweed; Eurasian water milfoil; purple loosestrife; mystery snails; rusty crayfish; zebra mussels; waterfleas; hydrilla; Japanese knotweed; phragmites; freshwater jellyfish; other

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