



COUNTY OF SAN DIEGO
VOLUNTEER REPORT FORM
PERIOD JULY 1, 2022 - JUNE 30, 2023
Deadline: July 21, 2023

1. DEPARTMENT INFORMATION:

| | |
|----------------|----------------|
| Department: | County Counsel |
| Division/Unit: | A1390 |

2. VOLUNTEER PROGRAM BENEFITS:

- a. GENERAL VOLUNTEERS (this section should include community volunteer, student intern, groups, corporations, etc.)

No. of Volunteers: 5 Hours: 1205.46 x \$37.32 = \$44987.77

Types of work performed by GENERAL VOLUNTEERS in this category:
Legal clerical, research, drafting simple documents

- b. INSTITUTIONAL VOLUNTEERS (this section should include honor camp inmates, PIC/RETC, GAIN, etc.)

No. of Volunteers: Hours: x \$37.32 = \$

Types of work performed by INSTITUTIONAL VOLUNTEERS in this category:
N/A



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c. SPECIALIZED VOLUNTEERS (this section should include utilization of Special Volunteers in positions requiring specific skills and/or expertise levels, for example, an attorney, physician, sports figure or celebrity). These specialized positions have verifiable compensation levels (VCL). If you have such a volunteer, please indicate the position, hours and compensation level below.)

| Position | Hours | x | VCL | = | Dollar Benefit |
|----------|-------|---|-------|---|----------------|
| _____ | _____ | | _____ | | _____ |
| _____ | _____ | | _____ | | _____ |
| _____ | _____ | | _____ | | _____ |
| _____ | _____ | | _____ | | _____ |

| | | | |
|---------------------------|---------------------|---------------------|-------------|
| No. of Volunteers: | Total Hours: | Total Value: | = \$ |
|---------------------------|---------------------|---------------------|-------------|

Types of work performed by SPECIALIZED VOLUNTEERS in this category:
 N/A

d. TOTALS OF DEPARTMENT VOLUNTEERS (from above):

| | No. of Volunteers | | Hours | | Dollar Benefit |
|-------------------------|-------------------|--------------------|---------|--------------------|--------------------|
| 2a. | 5 | | 1205.46 | | \$44,987.77 |
| 2b. | _____ | | _____ | | _____ |
| 2c. | _____ | | _____ | | _____ |
| Total Volunteers | 5 | Total Hours | 1205.46 | Total Value | \$44,987.77 |



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3. DONATIONS TO VOLUNTEER PROGRAM:

Please list all donations to the department's Volunteer Program including monetary donations and tangible/intangible items. Items such as computers, air time, transportation, books, etc. Please assign a fair market value to each and add to the total value of the donations section.

| | |
|---------------------|--------------|
| Item Donated: _____ | Value: _____ |
| Item Donated: _____ | Value: _____ |
| Item Donated: _____ | Value: _____ |
| Item Donated: _____ | Value: _____ |
| Item Donated: _____ | Value: _____ |

Total Value: \$

4. VOLUNTEER PROGRAM COSTS:

a. Cost of direct supervision of volunteers (total hours of direct supervision times hourly rate of staff person(s) directly supervising program volunteers.

| | | | |
|-----------|---|-------------|--------------|
| Hours: 50 | x | Rate: 86.33 | = \$4,316.66 |
|-----------|---|-------------|--------------|

b. Cost of program coordination (total hours of program coordination times hourly rate of coordinator(s)). This section should include coordination of staff, compiling statistics, job description preparation, volunteer placements and recognition, etc.

| | | | |
|-----------|---|-------------|--------------|
| Hours: 15 | x | Rate: 86.33 | = \$1,294.95 |
|-----------|---|-------------|--------------|

c. Other program costs (volunteer training materials/supplies, recognition costs, etc.):

| <u>Item</u> | <u>Cost</u> |
|-------------|-------------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

TOTAL OF OTHER PROGRAM COSTS \$0



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d. **TOTAL OF VOLUNTEER PROGRAM COST**
(Sum of 4a, 4b and 4c)

\$5,611.61

5. NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:

a. Total Dollar Benefits of Volunteers, Item 2d (Page 2) \$44,987.77
b. Total of Donations to Volunteer Program, Item 3 (Page 2) \$0
c. Subtract Total of Volunteer Program Costs, Item 4d (Page 3) \$5,611.61

TOTAL PROGRAM BENEFIT

\$50,599.38

6. RECRUITING:

Please describe your recruiting programs:

Our legal clerical volunteers usually establish direct contact with us first, via referral from local law schools, former volunteers and current and former employees. Some interns receive course credit for volunteering with us.

7. SPECIAL VOLUNTEER PROGRAM ACTIVITIES/ACHIEVEMENTS:

Please describe any special activities and/or achievements your program was involved in during the period of this report:

N/A



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8. VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 2022 -23:

Please describe your program goals. Include activities, number of volunteers, recruitment, training, recognition and other goals:

Departments goal is to bring on at least two-three volunteers during each school semester and during the summer.

9. GENERAL INFORMATION:

| | | | |
|-----------------------------------|--|------------|------|
| Name of Person Completing Report: | Carolina Landeros-Morgan | | |
| Phone Number: | 619-531-4859 | Mail Stop: | A-12 |
| Email: | Carolina.Landeros-Morgan@sdcounty.ca.gov | | |

| | | | |
|------------------------|--|------------|------|
| Volunteer Coordinator: | Carolina Landeros-Morgan | | |
| Phone Number: | 619-531-4859 | Mail Stop: | A-12 |
| Email: | Carolina Landeros-Morgan@sdcounty.ca.gov | | |

10. DEPARTMENT CERTIFICATION:

Claudia G. Silva

DEPARTMENT HEAD SIGNATURE

July 12, 2023

DATE