



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

1. DEPARTMENT INFORMATION:

Department:	Department of General Services
Division/Unit:	Fleet Services

2. VOLUNTEER PROGRAM BENEFITS:

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

No. of Volunteers: 1 Hours: 320 x \$37.32 = \$11,942.40

Types of work performed by GENERAL VOLUNTEERS in this category:
Peter Sharp is participating in the Hiring Our Heroes/Department of Defense Skillbridge program, which is an internship program meant to aid retiring and/or separating military personnel with transitioning their experience and skills into the civilian work force. Peter is assigned to the Fleet Services Division within the Department of General Services. Peter is functioning as a Program Manager and has been assigned with revitalizing Fleet's Tool Program. In this role, he has developed short- and mid-term goals in terms of budgetary programming for various tool funds, as well as established a long-term plan to consistently address emerging shop equipment needs.

- 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:



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	No. of Volunteers		Hours		Dollar Benefit
2a.	1		320		\$11,942.40
2b.					
2c.					
Total Volunteers	1	Total Hours	320	Total Value	\$11,942.40

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: _____
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: 16	x	Rate:	=	\$ _____
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- 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:	x	Rate:	=	\$ _____
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- c. Other program costs (volunteer training materials/supplies, recognition costs, etc.):

<u>Item</u>	<u>Cost</u>
Cell phone	\$81.46
Desktop computer	\$123.08
IT Other - Intune / AD Account / E-mail	\$156.18



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TOTAL OF OTHER PROGRAM COSTS

\$360.72



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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:

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9. GENERAL INFORMATION:

Name of Person Completing Report:	Cynthia Lerma		
Phone Number:	(619) 623-4687	Mail Stop:	O-366
Email:	Cynthia/Lerma@sdcounty.ca.gov		

Volunteer Coordinator:			
Phone Number:		Mail Stop:	
Email:			

10. DEPARTMENT CERTIFICATION:

DEPARTMENT HEAD SIGNATURE

DATE