



**Volunteer Impact Report**  
**Building Compassion, Hour by Hour**

Please turn in your Volunteer Impact Report to TIHAN's Volunteer Coordinator immediately after the end of the month by e-mail (<mailto:VolunteerCoordinator@tihan.org>), mail (2660 N. 1<sup>st</sup> Ave, Tucson, Arizona 85719), or in person. This form helps TIHAN keep track of the wonderful services you provide, allows TIHAN to apply for grants, and demonstrates to donors TIHAN's impact. **Please include your preparation and travel time when calculating your hours of service for each volunteer task.** Thank you for increasing AIDS awareness and supporting people living with HIV.

Name of Volunteer (Print): \_\_\_\_\_ Date Submitted \_\_\_/\_\_\_/\_\_\_

**Please INCLUDE Travel TIME!**

Date	Volunteer Services Provided		Number of Hours (Please round to the nearest half hour.)	Office Use Only: Entered (Date and initials)
	Code (See Reverse)	Brief Description		

<u>Codes:</u>	<u>Description</u>
<b>A</b>	Administrative Work – Receptionist, Data Entry or Mailings
<b>DE</b>	AIDS Awareness Education, Training, Speaker, Clergy, Liaison or Community Events
<b>CPS</b>	Care Team, Link Specialist, Poz Cafe, MarketPlace, Poz Breakfast or Holiday Programs
<b>T</b>	Attended Orientation, Training (Care & Support or Speakers, Receptionist, Data Entry) or Continuing Education
<b>ED</b>	Fundraising, Board, Board Committee or Advisory Group
<b>VC</b>	Volunteer Recruitment, Appreciation, Assisted at Orientation, Interview
<b>TNT</b>	Attended Tuesday Nights at TIHAN (TNT)

*This is your space to review the month. This form helps to keep TIHAN staff informed, allows you to reflect on the impact you have made and express ideas to help improve TIHAN. Please answer these questions each month.*

- 1. What was the best volunteer experience for you this month? What impact did you make? What was the most fun? What was the most meaningful?**
  
- 2. What was the most difficult volunteer experience for you this month? What made it difficult?**
  
- 3. Do you have any concerns, questions, or suggestions? Is there anything personal we should be aware of for next month (scheduling conflicts, vacations, personal concerns)?**