**COLORADO STATE COUNCIL**

**ESA for ST. JUDE REPORT FORM**

**Due April 1**

(Reporting period: April 1 through March 31)

**Date:**

**SUBMIT TO: ESA for St. Jude Coordinator**

 **ESA Colorado State Council**

 **The form may be emailed or mailed.**

Chapter Name and Number: City:

Chapter Philanthropic Chair:

Phone: Email:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Project** | **A****Hours** | **B****Donated****Monies** | **C****Donated****Goods $$** | **D****Miles** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **TOTALS** |  | **$** | **$** |  |

|  |  |  |
| --- | --- | --- |
| Total Hours - A |  |  |
| Total Donated Monies - B |  | **$** |  |
| Total Donated Goods - C |  | **$** |  |
| Total Miles times current IRS Rate (posted on the IC website) |  | **$** |
|  |
| **Combined Monies**  | **TOTAL (B, C, and D)** | **$** |
|  |
| **Number of Chapter Members** |  |

**Refer to ESA International Philanthropic Service Guidelines, as posted on the IC website, regarding reporting.**

* Round up miles and hours; i.e., round 3.5 to 4.

**After each event, submit the ESA for St. Jude Completed Event Form on the HQ website.**

**Donations:**

* Send to the ESA for St. Jude Office at HQ.
* The Donation Form is available on the HQ website.
* Checks are made payable to *St. Jude Children’s Research Hospital*.