

Jackson County CASA, Inc.  
**VOLUNTEER MONTHLY ACTIVITY LOG**

*The Volunteer Monthly Activity Log is due on or before the 25<sup>th</sup> of each month.*

Volunteer: \_\_\_\_\_ Date Submitted: \_\_\_\_\_

Case Name: \_\_\_\_\_ Number of Children: \_\_\_\_\_

DATE	VISIT/CONTACT SUMMARY or CASE RELATED ACTIVITY Include type (in-person, phone, skype...), location, those present, and comments. Attach additional pages if necessary.	TOTAL HOURS

**NOTE: Be sure to include your travel time, court dates/time in court, time spent on reports, investigations, and any case related activity.**

DATE	IN-SERVICE Title and Description	TOTAL HOURS

**NOTE: All In-Service hours must be CASA sponsored or CASA approved (prior approval is required before submitting the hours).**

**TOTAL VOLUNTEER HOURS SERVED THIS MONTH: \_\_\_\_\_**