

CLIFTON PARK TROOP 246
COMMUNITY SERVICE HOURS REGISTRATION

Project Name _____

Organization Who Benefits _____

Details of Work to be Performed _____

Troop 246 Approval for Credit _____

Date Planned for Start of Work _____

	Date	Scout Name	Time In	Time Out	Total Hours	Type of Work Performed
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

Guidelines to Registering Hours:

1. Please describe the project to Mrs. Weaver, Mrs. Butler, and Mr. Lumpkins to obtain approval prior to working on the project.
2. The project leader should keep note of the hours worked by all scouts and submit this sheet within 1 week of performing the work.
3. If the project extends over several months, please submit an update monthly copy.
4. Send an email to the troop distribution list a list of all participants and hours within a week of EACH WORK DAY.
5. Note special requirements pertain to getting credit for Veteran Scouts Awards. See the Troop handbook.
6. Please call Mrs. Weaver, Mrs. Butler, or Mr. Lumpkins for clarification of the procedure.