



Utah's Statewide GEAR UP Education Program



Tutor or Outside Volunteer Effort Turnaround Report (ETR3)

Month: _____
School / Location: _____
Volunteer Name: _____
Title or Occupation: _____

I certify that the hours below accurately reflect my time devoted to GEAR UP objectives and activities this reporting period outside of my normal teaching or employment. I was not compensated for this time from the school district, or from GEAR UP or any other Federal funds.

Volunteer Signature

Date

For Outside Volunteers ONLY

Phone Number:

Business Name (if applicable):

Address:

Normal Hourly Rate:
\$ _____

ACTIVITY LOG

Please estimate time to the nearest *15 minute increment*.

Date	Description of Activity	# Hours
TOTAL:		

Note to GEAR UP Program Associates: Please assist the tutor or volunteer to check all the activities that apply to donated time and complete page 2 of this report.

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Page 2

The purpose of this additional checklist is to provide valuable linkage and impact data for matching cost share contributions or time spent tied to specific program areas outlined in the GEAR UP Annual Performance Report.

Your cooperation in completing this section of the report will provide important focused data to track and understanding the impact of GEAR UP activities. Linkage of time to specific GEAR UP goal and categories is a requirement for audit purposes.

Check all that apply and indicate the specific number of hours to the nearest *15 minute increment*.

General Department of Education GEAR UP Goals and Program Areas

Department of Education Goal	Hours
<input type="checkbox"/> Tutoring / homework assistance / academic enrichment	
<input type="checkbox"/> Computer assisted lab / online help	
<input type="checkbox"/> Mentoring	
<input type="checkbox"/> Counseling / advising / academic planning / career counseling	
<input type="checkbox"/> College visits / college student shadowing / college chats	
<input type="checkbox"/> Job site visits / job shadowing / career expert visits	
<input type="checkbox"/> Summer/weekend or other after school enrichment programs	
<input type="checkbox"/> Educational field trips or other instructional presentations	
<input type="checkbox"/> Workshops / seminars / training activities	
<input type="checkbox"/> Family/parent events or programs	
<input type="checkbox"/> Cultural events or other unspecified GEAR UP event	
<input type="checkbox"/> Other miscellaneous activities (not specified above)	

Utah's Statewide GEAR UP Program Specific Goals

Statewide Goal	Hours
<input type="checkbox"/> 1.2.1/1.2.2 Informational meetings / academic enrichment	
<input type="checkbox"/> 1.3.1/1.3.2/1.4.1 GEAR UP student program enrollment / tracking / other events	
<input type="checkbox"/> 1.4.2/1.4.3 Completion of student data files and program reports	
<input type="checkbox"/> 1.5.1/1.5.3 Small group tutoring / tutor review sessions	
<input type="checkbox"/> 1.6.1/1.6.2 Separate parent meetings or appointments	
<input type="checkbox"/> 2.1.1/2.4.1 ACT/SAT/AP test prep / review / session	
<input type="checkbox"/> 3.1.1/3.1.2/3.2.1 Financial aid workshops / meetings / assessments	