

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Program Coordinator:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Weekly Programs Report**

Programs

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Partner | Location | # of participants | Type of program | AS/SC/POP/WS | # of bikes given |
|  |  |  |  |  |  |
| Participant age | Days of week: | Times: |
| 7-10 | 11-14 | 14-16 | 17-18 | 19-21 | 22-24 |
|  |  |  |  |  |  |
| Payment Code | Invoice Code | Payment Received | Budget Amount | Actual spent | Parts cost |
|  |  |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Partner | Location | # of participants | Type of program | AS/SC/POP/WS | # of bikes given |
|  |  |  |  |  |  |
| Participant age |
| 7-10 | 11-14 | 14-16 | 17-18 | 19-21 | 22-24 |
|  |  |  |  |  |  |
| Payment Code | Invoice Code | Payment Received | Budget Amount | Actual spent | Parts cost |
|  |  |  |  |  |  |

\*Report Codes

AS=After School Program SC=Summer Camp POP=Pop-up Shop WS=Workshop

\*\*Payment codes

GR=Grant CON=Contract DON=Donation SEL=Shop Supported

**Donation needs:**

**Parts needs:**

**Staffing needs:**

**Partner issues:**

**Transportation Issues:**

**Miscellaneous:**