

Youth Career Connect | Project ACHIEVE *(Revised 09.21.2015)*
Cost Sharing Form (Cost Sharing and “in-kind contributions”)

Please complete and return this form after a voluntary activity is completed or once every month in the case of ongoing activities or YCC employment work. According to http://independentsector.org/volunteer_time Kentucky’s current volunteer rate is **\$20.29** per hour. The volunteer rate should be used by all persons providing general support for the goals and objectives of the project. A person’s professional rate of pay should be used when specific job-related services are provided to support the goals and objectives of the project. For example, a doctor greeting parents during a meeting would use the volunteer rate. The same doctor would use their professional rate of pay if conducting a workshop about careers in the medical field.

If an employer/school is providing resources or paying for internships, please use this form for documentation, along with invoices, paystubs, or receipts. Students may sign off if submitting paystubs, etc.

Employer | Volunteer Name:

Phone Number:

Address:

Name of High School:

Please provide a description of the Activity below along with the hours/value of services involved:

Activity
Hours Value of Service/Resources (volunteer rate x the number of hours) -OR- (professional rate of pay x the number of hours) \$

I certify that the above information is accurate.

Signature: _____

Date: _____

