200 N. Martingale Rd., Ste. 405
Schaumburg, IL 60173
847-342-4500
www.1891FinancialLife.com

PROJECT SUMMARY - JUNIOR ACTIVITY OR YOUNG ADULT EVENT

PLEASE RETURN FORM WITHIN 30 DAYS OF THE EVENT

Thank you for participating in an 1891 Financial Life Junior Event! We hope you had fun, made new friends, learned something new, and discovered ways to make a positive difference in your family, school, church, or community.

Today's Date: _____

Impact Team Name and Number: _____

Supervising Adult(s): _____

Primary Phone: _____ Email: _____

Include additional supervisors on a separate sheet of paper. Please provide the same information as above.

Project Name: _____ Date of Event: _____

CHECK ONE: ☐ Junior Event, Age 0-16 ☐ Young Adult Event, Age 17-25

CHECK ONE: ☐ 1st Event ☐ 2nd Event

1) Sign In:

Please have all volunteers/attendees sign in on the separate Sign In sheets on page 3 and 5.

How many 1891 members volunteered at the event? _____ Estimate of how many people attended? _____

2) Funding Paperwork

How did you use the $125 grant? If you collected items, how much did you collect?

_____

_____

_____

List project expenses to be deducted from proceeds. Include **original** receipts for expenses.

_____

_____

_____

_____

_____

Money raised (if applicable)..... $_____

Total donations (if applicable)..... $_____

TOTAL PROCEEDS..... $_____

This amount is to be deposited into Impact Team's bank. Attach **original** bank deposit.

Subtract additional project expenses ..... $ -_____

NET PROCEEDS ..... $_____

SUMMARY CHECKLIST

Please make sure you have completed the following items with this summary form to ensure proper funding.

☐ Bulletin ad or other printed or digital promotion

☐ Proper original expense receipts

☐ Photos of the event are included or emailed to: **outreach@1891FinancialLife.com**

If Applicable:

☐ Deposit receipt

☐ Copy of cleared check made out to recipient

3) Share Your Success: Send Photos and Videos!

Please provide printed or digital pictures/video for newsletter, website, press release, and/or social media coverage.

☐ Printed photos of the event mailed with this form (printed photos cannot be returned)
☐ Digital pictures/videos emailed to **outreach@1891FinancialLife.com**

Tell us about highlights, special guests, reactions of the children/young adults, etc.

_____

_____

_____

_____

4) Officer Signature:

ONE OFFICER SIGNATURE REQUIRED:

Print Name: _____ Signature: _____

Position: _____ Email: _____ Phone: _____

Date:_____

Please submit this form to:
1891 Financial Life Outreach and Engagement
200 N. Martingale Rd., Ste. 405, Schaumburg, IL 60173
FAX: (847) 342-4556 • Email: outreach@1891FinancialLife.com

Volunteer Sign In Sheet

Thank you for volunteering! By providing your details, you agree we may contact you for event updates, future opportunities, and important information.

PLEASE PRINT

Name of Parent:____________________ **Junior/Young Adult:**____________________

Email address: ____________________ Phone Number:____________________

Parent, please check one: ☐ Beneficial Member ☐ Social Member ☐ Not a member

Junior, please check one: ☐ Beneficial Member ☐ Social Member ☐ Not a member

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Attendee Sign In Sheet

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