Donated Materials or Supplies Record

Project Title: Project # \_

Donor: Phone #

Address:

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: OR Zip: \_\_\_\_\_\_\_\_\_\_\_

Values attributed to donated materials included in the matching share of a project budget should be reasonable and should not exceed current market prices at the time they are charged to the project. Records of in-kind contributions of materials shall indicate the fair market value by listing comparable prices and vendors.

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| **Date** | **Description of Donated Materials or Supplies** | **Fair Value of Donation** | **Is this full retail value?** |
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| **Total Value of Donation . . . . . . . . . . . . . . . . . . . . . . . . . .** | | $ |  |

Signature of Person Donating Materials or Supplies Date

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Signature of Project Supervisor Date

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