

FY 2015 U.S. Fish and Wildlife Service
 YOUTH CONSERVATION CORPS
 WORK ACCOMPLISHMENT REPORT

Date Submitted:

STATION NAME	ORG CODE	NUMBER OF ENROLLEES	ENROLLEE SALARIES	STAFF SALARIES	OTHER COSTS	TOTAL COSTS
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ADDRESS	NAME AND PHONE NUMBER OF PERSON TO ANSWER QUESTIONS REGARDING THIS INFORMATION:
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PROJECT TYPE	QUANTITY	APPRAISED VALUE	PAID ENROLLEE HOURS	VALUE PER HOUR
TOTALS				

U.S. Fish and Wildlife Service
Youth Conservation Corps
WORK ACCOMPLISHMENT REPORT INSTRUCTIONS

Station Name - Organizational name of host site.

Organization Code - FWS Organization code.

Number of Enrollees - Use the actual number of enrollees.

Enrollee Salaries - Use data from the payroll information.

Staff Salaries - Salaries paid, relating to YCC activities.

Other Costs - Any other expenses, such as vehicle rental, supplies, materials, etc, relating to the YCC program.

Total Costs - Total of Enrollee Salaries, Staff salaries and Other Costs.

Address - Full address of the host site.

Name and Telephone Number - List name and telephone number of the contact person at the host site to call for additional information regarding this report.

Project Type - Use a description of what the project is. For example: fence project, trail project, litter pick-up, etc.

Quantity - This should be a measurable and meaningful number. For example number of miles of fencing (other measures such as feet, meters, etc. are acceptable), number of miles of trail, numbers of acres rehabilitated habitat, number of hours spent doing litter pick-up.

Appraised Value - The value of the project had it been done by a contractor or by Service personnel at their normal salary. Estimate to the best of your ability.

Paid Enrollee Hours - The total number of hours worked on the project. (e.g., 8 hours, 4 enrollees = 32 hours.)

Value per Hour - Divide the Appraised Value by the number of Paid Enrollee Hours. This will give you the value per hour for each project.

Totals - Please remember to total the Appraised Value and Paid Enrollee Hours.

FY-2015 YCC Narrative:

Field Station: _____

Narrative: