

Rutgers Cooperative Extension, NJ EFNEP Youth Cover Sheet

COUNTY				YOUTH
NUTRITION EDUCATOR ONLY: GROUP INFORMATION				
Nutrition Educator's Name				
Site Name		City		
Site Description				
Volunteer Name		Group Number (Assigned by the Secretary)		
Group Start Date		Group End Date		
Total # of Participants		# of Lessons		
Total # of Graduates		# of Sessions		
Total # of Dropped		# of Hours Taught		
Date Submitted to the Secretary:				
SECRETARY ONLY				
Date Reviewed		Secretary Signature:		
SUPERVISOR ONLY				
Date Reviewed		Supervisor Signature		
MANDATORY FORMS				
Please initial to confirm all forms are complete & have been included in this packet.				
Educator		Secretary		Supervisor
<input type="checkbox"/> PPA <input type="checkbox"/> Site Issue Forms (if needed) <input type="checkbox"/> Volunteer Registration Forms <input type="checkbox"/> Youth Class Summary Sheet <input type="checkbox"/> Youth Class Attendance Summary Sheet		<input type="checkbox"/> Pre & Post Grade Surveys (sets matched up) <input type="checkbox"/> Drop Form (if needed) <input type="checkbox"/> Participant Drops <input type="checkbox"/> Lesson Plan <input type="checkbox"/> Tally Sheet		

STATE OFFICE			
Date Received		Received By	<input type="checkbox"/> Electronic/Digital