



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.

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

Signature of Person Donating Materials or Supplies Date

Signature of Project Supervisor Date