

****Time preparing** for an activity includes but is not limited to printing and reading the agenda, minutes, emails, etc.; gathering supplies or materials; preparing a presentation, reviewing information related to an activity, etc.)

RESOURCE DONATION		Dollar Value
Examples include: meeting space, technology, phone conferencing equipment, other equipment, materials, a service with a price assessed, etc.		
Total hours in meeting space at MMDHD/MAISD/Other location		
Total hours use of conference calling technology		
Other resource donation:		
Other resource donation:		
Other resource donation:		

Media Coverage/Impressions/Engagement				
Examples include: Newspapers, Radio, Television, Facebook, Twitter, Snapchat, Flyers, Community Events, Presentations, Trainings sponsored by YOUTHINK Montcalm, Collaborative Efforts with YOUTHINK Montcalm				
Date	Media Coverage/Impression/Engagement	Total Time	Reach	Impressions/Engagement

Our media coverage is an important measurement of our coalitions reach, impressions, and engagement in the community.

- **Reach:** the *number of people* who see your content.
- **Impressions:** the *number of times* your content is displayed.
- **Engagement:** the *number of interactions* people have with your content (i.e.: likes, comments, shares, retweets, etc.)

Signature: _____

Date: _____

Office use: Date Recorded / Form Number
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