



Technical Assistance Report by Project

List of hours paid/pro-bono between the dates of
1/1/2001 and 10/10/2010

Employee	Date	Service Type	Hours	Details
Project: Northwood Manor (Organization: Ashland Care Givers Association)				
Paid				
Beth	3/31/2003	Developer	15.50	Jan-Mar: SHP, Licensing, site visit, and start-up
Beth	8/27/2003		16.00	Northwood Manor start-up, Faith in Action, and FHLBB
Beth	9/2/2003	Subsidy Applications	0.25	Faith in Action
Beth	9/11/2003	Subsidy Applications	0.50	Faith in Action
Beth	9/29/2003	Subsidy Applications	0.25	Email Saucier (2)
Deb	10/9/2003	Subsidy Applications	0.25	Faith in Action review
Beth	11/6/2003	Developer	0.25	Email Cambridge/KTC re Seales/FHLBB email
Beth	11/17/2003	Developer	0.50	Talk to Cambridge about FHLBB closeout report
Beth	11/18/2003	Developer	0.25	Email Cambridge re same
Beth	11/19/2003	Developer	0.25	Talk to Seales re lack of audit
Beth	12/12/2003	Subsidy Applications	1.50	AHP Completion Report; update proformas
Beth	12/15/2003	Subsidy Applications	1.75	AHP completion report; email Cambridge
Deb	12/16/2003	Subsidy Applications	0.25	Update 15-year proforma; e-mail Cambridge
Deb	12/17/2003	Subsidy Applications	1.00	Faith In Action application
Deb	12/18/2003	Subsidy Applications	3.50	Draft of Faith in Action app; Call with Laurie
Deb	12/22/2003	Subsidy Applications	5.00	Faith in Action application
Deb	12/23/2003	Subsidy Applications	3.00	FIA narrative
Deb	1/7/2004	Subsidy Applications	2.50	Faith in Action Application
Beth	1/7/2004	Service Planning	0.50	Review 2004 budget, email Glenda
Deb	1/15/2004	Subsidy Applications	3.00	Faith in Action Application
Deb	1/20/2004	Subsidy Applications	0.50	Faith in Action application
Deb	1/22/2004	Subsidy Applications	2.00	Faith in Action app
Deb	1/26/2004	Subsidy Applications	2.00	FIA review with L. Saucier; FIA budget narrative
Deb	1/29/2004	Subsidy Applications	1.00	Faith in Action -- mailing
Total Paid Hours			61.50	
Total Hours for Northwood Manor			61.50	