

## Example of ADA Supporting Documentation for Redwoods Responds GL Premium Credits

For reference purposes, only. Documentation should include total ADA by month for each time period.

<b>Boys &amp; Girls Clubs of Example Town</b> <b>Average Daily Attendance - Entire Organization (all locations)</b> 2/01/2019 to 5/31/2019								
Month	Total # Unit Attendance Days	Total # Unit Days	Sum Avg Unit Attendance	Avg Attendance Per Unit Per Day	Unique Member Atten. Days	Unique Org Days	Avg Attendance Per Day for Org	
Oct-20	1000	12	83.33	83.33	1000	12	83.33	
Nov-20	900	17	52.94	52.94	900	17	52.94	
Dec-20	850	11	77.27	77.27	850	11	77.27	
Jan-21	825	21	39.29	39.29	825	21	39.29	
<b>Totals</b>	<b>3575</b>	<b>61</b>	<b>252.83</b>	<b>252.83</b>	<b>3575</b>	<b>61</b>	<b>252.83</b>	

Total # Unit Attendance Days = Sum of all Units' Attendance Days. Those Attendance Days are counts of Members unduplicated by combo of Unit and day.  
 Total # Unit Days = Sum of all Units' Days with attendance. (e.g. Unit A open 20 days in month, Unit B open 22 days in month. Total = 42 days)  
 Sum Avg Unit Attendance = Sum of Average # of Attendees for Each Unit (e.g. Run this report with Page Break by Unit, and add up the individual Averages)  
 Avg Attendance Per Unit Per Day = Calculation of Total # Unit Attendance Days / Total # Unit Days  
 Unique Member Attend. Days = Sum of each day's attendance unduplicated by Member.      Unique Org Days = # of Days there was attendance in the organization  
 Avg Attendance Per Day For Org = Calculation of Unique Member Attend Days / Unique Org Days

<b>Boys &amp; Girls Clubs of Example Town</b> <b>Average Daily Attendance - Entire Organization (all locations)</b> 2/01/2021 to 5/31/2021								
Month	Total # Unit Attendance Days	Total # Unit Days	Sum Avg Unit Attendance	Avg Attendance Per Unit Per Day	Unique Member Atten. Days	Unique Org Days	Avg Attendance Per Day for Org	
Oct-20	500	12	41.67	41.67	500	12	41.67	
Nov-20	600	17	35.29	35.29	600	17	35.29	
Dec-20	300	11	27.27	27.27	300	11	27.27	
Jan-21	500	21	23.81	23.81	500	21	23.81	
<b>Totals</b>	<b>1900</b>	<b>61</b>	<b>128.04</b>	<b>128.04</b>	<b>1900</b>	<b>61</b>	<b>128.04</b>	

Total # Unit Attendance Days = Sum of all Units' Attendance Days. Those Attendance Days are counts of Members unduplicated by combo of Unit and day.  
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 Avg Attendance Per Unit Per Day = Calculation of Total # Unit Attendance Days / Total # Unit Days  
 Unique Member Attend. Days = Sum of each day's attendance unduplicated by Member.      Unique Org Days = # of Days there was attendance in the organization  
 Avg Attendance Per Day For Org = Calculation of Unique Member Attend Days / Unique Org Days