



Federated Women's Institutes of Ontario

VOLUNTEER HOURS—BRANCH MEMBER WORKSHEET

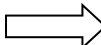
Note to Branch Treasurer: This form should be copied and distributed to each Member. Please record total Branch volunteer hours collected from all Members on "Branch Donation & Volunteer Hours Summary Report".

Note to Branch Member: Please record total volunteer hours from ROSE Sessions on the ROSE Program Report Form. All other hours volunteered on behalf of Women's Institutes are claimed on this Worksheet. At your Annual Meeting, return completed worksheet to the Branch Treasurer.

MEMBER:	
BRANCH:	
DISTRICT:	AREA:

DATE	HOURS

YEAR TOTAL: _____

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Valuing our Volunteers!

Volunteers make strong communities

Volunteers are truly an irreplaceable and valuable contribution to any organization or group. Traditionally there are two ways that we can express the value of our volunteers; through social and economic values. In addition to the social contributions that volunteers make to their communities, volunteers also allow non-profit and charitable organizations to extend their budgets beyond what they could otherwise afford.



One of the ways that we can demonstrate our value and importance to communities, grant-givers, stakeholders, partners etc. is by providing a total number of volunteer hours contributed to communities. This allows us to determine an approximate "value" we have invested in-kind to communities. Consider the impact your Branch has on your community with the following equation:

Estimate of the Value of Volunteer Activity (EVVA) = Total number of volunteer hours x approximate hourly wage rate**

For example: if each volunteer hour is valued at approximately \$27.00/hour (value for the non-profit sector in 2017) and WI Members contributed 500,000 hours of volunteer service - that would mean that FWIO invested \$13.5 million dollars into communities across Ontario!

**** Resource: "The Value of Volunteering in Canada", The Conference Board of Canada (April 5, 2018). Available from: www.volunteer.ca**

What constitutes a Volunteer Hour?

Any time that you are in the position of a WI Member - this is considered a volunteer hour. For example, Branch meetings, preparation, travel etc. Anytime you are doing anything on behalf of the WI is considered volunteering. If you volunteer at the local nursing home (**not** on behalf of WI) then this would not be included in your volunteer hours.

How to Report your Volunteer Hours

Branches now have two ways to report their volunteer hours:

- 1) All hours contributed to planning/hosting/participating in a ROSE Session are reported on the attached "ROSE Program Report Form." You can send these reports to the Provincial Office after each session; they are not considered an "annual form".
- 2) All **other** volunteer hours are reported individually on the "Volunteer Hours - Branch Member Worksheet" and then summarized (i.e. fundraisers, meetings, etc.) on the "Annual Branch Donations & Volunteer Hours Summary Report" (to be completed and sent to your District Secretary).

NOTE: Please run one copy of the "Volunteer Hours - Branch Member Worksheet" for each Member to use to track hours.

THIS FORM MAY BE PHOTOCOPIED.

Federated Women's Institutes of Ontario

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