



UNITED WAY OF JASPER COUNTY VARSITY LETTER IN COMMUNITY SERVICE

GUIDELINES & FAQ

Please read in its entirety

BASIC REQUIREMENTS

- Complete application
- Must be in grades 9-12 at Newton Senior High School - Newton, Iowa
- Have a 2.0 GPA or higher
- Submit all hours for verification on quarterly basis
- Submit final hours for verification by April 15, 2019
- Complete a minimum of 75 hours* with:
 - o 25 United Way-aligned service hours** and
 - o General Volunteers Hours

** 75 hour benchmark is for 2018-19 school year only. Future years will have a 110 hours minimum*

*** The requirement will be 40 hours for 2019-2020*

UNITED WAY ALIGNED HOURS

What counts as United Way-aligned hours?

You can complete your United Way-aligned hours in a number of ways:

- Hours *must* be served with a non profit, government agency, church or school with a program focusing on one or more of United Way's three focus areas: Education, Health and Income.
- Hours *must* be completed in Jasper County, Iowa
- Hours may be completed with a United Way of Jasper County-funded program at a UWJC Partner Agency
- Hours with a United Way-managed program or project:
 - o Hours with a volunteer project coordinated by United Way
 - o Cardinal United volunteer projects aimed at supporting United way

What is a United Way Partner Agency?

A partner agency is a 501c3 nonprofit organization providing a health and human service program to the citizens of Jasper County. Partner agencies also receive funding from the United Way of Jasper County.

UWJC Partner Agencies for 2018-19 include:

- o American Red Cross
- o Baxter Early Learning Center
- o Camp Fire
- o Clearview Recovery
- o Crisis Intervention Services
- o Family Crisis Center
- o IMPACT
- o Jasper County RSVP
- o Kid Assist
- o Newton YMCA
- o Peck Child Development Center
- o Progress Industries
- o Salvation Army
- o Willowbrook Adult Day Center

Can you share more about the focus areas so I know if my hours align?

Everyone deserves opportunities to have a good life: a quality education that leads to a stable job, enough income to support a family through retirement, and good health. That's why United Way's work is focused on the building blocks for a good life:

- Health: Improving children, youth, parents, families, adults, and seniors physical and mental health.
- Income: Supporting and promoting financial stability and independence for adults, families, and seniors
- Education: Helping children, youth, parents, families, adults, and seniors achieve their potential.

If you are unsure if the hours qualify as United Way-aligned hours please contact unitedwayjc@gmail.com.

GENERAL VOLUNTEER HOURS

How many General Volunteer Hours must be completed?

You must complete 50 General Volunteer Hours for the 2018-19 school year. Subsequent years will be 70 hours.

Must I complete the General Volunteer Hours in Jasper County?

The United Way of Jasper County focuses on stabilizing and improving the lives of local residents. While we recognize many volunteer opportunities take place outside of the community, the United Way strongly encourages for as many General Volunteer Hours to be directly served in Jasper County or directly serving the people of Jasper County.

What are some examples of general volunteer work that counts but doesn't fall into the United Way-aligned category?

- o Hospitals (with the exception of working with children's programs)
- o Non-profit animal services (i.e. Jasper County Animal Rescue League, raising a service animal)
- o Any healthcare/illness related non-profits (ex. American Cancer Society, Heart Association, Lung Association, etc.)
- o Non-profit environmental agencies (ex. Jasper County Conservation Board, Iowa DNR, etc.)
- o Senior Centers/Assisted Living Non-Profits
- o City beautification projects
- o Museums
- o Veterans services
- o Sports related community service hours (ex. Special Olympics, NASA Soccer, Newton youth summer Softball or Little League programs)
- o Mission Trips (see "Church-Related Service Guidelines for more info) – up to a maximum of 50 hours served outside of Jasper County
- o Community Events (ex. RAGBRAI, Newton Fest, Colfax Mineral Springs Days, Jasper County Fair, 4th of July Parade)

CHURCH-RELATED VOLUNTEER HOURS

Churches and faith communities are a wonderful way for youth to learn about volunteering and actively have an impact on their community. Many of the hours served with your church/faith community may be counted under United Way-aligned hours or General Volunteer hours depending on the type of service activity. Please read the guidelines below carefully.

The following church-related hours WILL COUNT toward your varsity letter:

- Church hours that will count toward the Varsity Letter must benefit the external community of the church, for example:
 - o Volunteering with a church-run food bank, clothing bank or congregate meal service

 - o Volunteering with church members for an outside nonprofit (501c3) community-based organization (like running a youth group food drive for local food banks)

 - o Performing volunteer service on a mission trip (like rebuilding a community after a disaster, building a school, digging a well, etc. - up to 25 hours)

 - o Volunteering with a church's Vacation Bible School program that is open to the community at large

 - o Volunteering in the church choir or band performances at a free, public event like a performance at the Maytag Bowl, a performance at a nursing home

 - o Volunteering in the church nursery during special events such as a free community meal or during church services (up to 15 hours a year)

 - o Volunteering and completing yard work, painting and other maintenance work at the church or on church grounds and properties

The following church-related hours WILL NOT COUNT toward your varsity letter:

- Church hours that benefit only the congregation of the church will not count toward the letter, for example:
 - o Volunteering in the church choir, band, or performances

 - o Volunteering to usher in church

 - o Volunteering to doorbell, run a booth to pass out church information, etc.

 - o Mission trip activities that include team building, praise and worship, evangelism, travel and meals

SCHOOL-RELATED VOLUNTEER HOURS

There is no specific hour requirement for school-related activities; however, you may volunteer through your school or a school group. Any school-related service activities must be focused on serving the community at large, not just the school/student body, to count toward the Varsity Letter in Community Service.

The following school-related hours WILL COUNT toward your Varsity Letter in Community Service:

- School-related hours serving the community at large (must serve more than your school/student body) will count, for example:
 - o Volunteering in the concession stand for a school sporting event ONLY when the proceeds benefit a nonprofit (501c3) organization

 - o Making posters for a school activity that benefits a nonprofit (501c3) organization, like making posters to Relay for Life

 - o Holding a car wash or other fundraiser that benefits a nonprofit (501c3) organization

 - o Red Pride Service Day

 - o Volunteering with a school-based club by organizing a school food drive and donating proceeds to a nonprofit (501c3) community-based food bank

 - o Performing with your school choir/band/theater group for a senior center, nursing home, daycare outside of school hours and not for school credit

 - o While performing sports management duties does not count toward the varsity letter, managing or coaching younger teams of students in junior high or elementary school will count

 - o Volunteering with a lower level school (junior high or elementary) helping teachers or students with education and enrichment related activities

Additional School-Related Guidelines

- School hours must be BEYOND what is required for graduation, a class, credit or homework.
- Many hours earned toward Silver Cord designation may also count toward your varsity letter when applicable.

FREQUENTLY ASKED QUESTIONS

Can I receive any compensation for my time?

You cannot receive any monetary compensation for your time. However, you may accept t-shirts or food and beverage as many events and organizations will offer these items when individuals are working events.

I have to complete community service hours so that I can graduate, can I count these hours towards my Varsity Letter?

Any community service or volunteer hours done to meet a graduation requirement DO NOT count toward your Varsity Letter in Community Service. Volunteer hours that are counted for the Varsity Letter are to be done above and beyond what is required.

Does RED PRIDE Service Day hours count?

Yes the hours working on Red Pride Service day do count.

Can I count my time babysitting, doing yardwork or other chores?

No, this work would not count unless these activities are performed through a nonprofit (501c3) organization that runs a program providing this support to low-income individuals/families.

I'm in a play, do the practice and performance hours count?

Only when a performance is for a special group (i.e. nursing home, a day care center, etc.) are the performance hours counted. No practice or performance hours are otherwise counted toward your Varsity Letter in Community Service. However, assisting with a youth theater summer camp or program would count as volunteer hours.

I volunteered on a mission trip through my church, how do I count these hours?

If you volunteer on a mission trip or other volunteer vacation, the hours are calculated as 8 hours a day and you may use up to 25 hours from one trip. You must provide documented proof of service. Conferences, services, meals, travel time and other team building activities do not count toward your total hours per day.

Do hours served with 4H, Girl Scouts or Boy Scouts count?

Only when your club is participating in service activities can you count your time toward your Varsity Letter in Community Service.

I volunteered as part of a political campaign, do these hours count?

No. While we encourage everyone to participate in the election process and vote, we cannot count hours spent volunteering for a political campaign.

I have to complete community service hours for a class, can I count these hours?

Any community service or volunteer hours done as a requirement for a class, DO NOT count toward your Varsity Letter in Community Service. Volunteer hours that are counted for the Varsity Letter are to be done above and beyond what is required for a class.

I job shadowed. Can I count these hours?

No, hours spent performing a job shadow does not count for this award, even if it is with a non-profit agency.

I volunteered with a local company but wasn't paid, can I count these hours?

Unfortunately, no you cannot. If the company is not a non-profit organization we cannot count these hours. This includes many childcare facilities that are not non-profit organizations. Be sure to check with the organization you are volunteering with ahead of time to ensure they meet the guidelines.

I volunteered with my family, can my parent be the contact for my verification?

Unless your parent works for the organization you volunteered with, you may not have your parent sign off on hours. You will need to get the contact information for the organization representative who can verify your volunteer work. In cases where your parent does work for the organization, please have someone unrelated to you as your contact.

I'm not sure if the hours count or not. Who do I contact?

You can contact Mr. Randy Mills, Mrs. Kelly Tremel or Jessica Lowe with the United Way of Jasper County (unitedwayjc@gmail.com)