



# Thurston County 4-H

*Volunteers are the heart of 4-H!*

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4-H Volunteers,

We at the 4-H Office know you spend a lot of time working to provide opportunities for youth to learn valuable life skills. How do we know? We witness them, you ask us for help, or we find out from photos, anecdotes, the news, or from fair entries. We love this!

However, we need to report and share this information with those that can support all of our work with grants and other funding! The best way to do this is to keep a record of the hours that 4-H volunteers have spent working on youth development, which includes planning for meetings, calling the office or families, raising funds, helping at the fair, etc. Fortunately, we have an online database that allows you to report your hours anytime and anywhere that has internet access!

Have you reported your volunteer hours lately? We would love if you could report on a regular basis. Why? Various grant opportunities and needs for this information occur at different times of year, so it's important to have an up-to-date listing available.

We know that reflecting on your time spent takes even more time, which you can include in your logged hours. We have a few things that might make entering your hours a bit easier. You might find it's quicker, and more accurate, to keep track of hours as they occur, so keeping a 4-H hours log sheet on a clipboard or a notebook in your car might help you. Simply write down what time you get in, where you're going (so you know how to categorize), and what time you're finished. Voila! 4-H hours are all ready to be entered. Then, when you have a few minutes at the computer, go ahead and enter them. You can even record your mileage and deduct it when tax time comes around. (WooHoo!)

This might help too. We'll be offering some incentive drawings for things like "First to Enter Fair Hours," "Most Consistent Reporter," "Entered in August," "Most Hours," etc. Spend five minutes entering your hours, get a free dinner in return. After all, time is money!

Instructions to report on the back.

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# Reporting Your 4-H Volunteer Hours

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- Log on to <http://ext.wsu.edu/volunteers>, click on "volunteers logon here"
- Your VolunteerID is the first letter of your first name plus your last name (eg. John Doe's would be jdoe)
- Your Password is: password
- County is: Thurston
- click logon.
- Once there, you may be prompted to change your password and add to your profile--add what you want or only what's required.
- Don't forget to click on Save.
- Then you can click on Add Volunteer Hours in 4-H. You'll need to click "4-H" and follow the directions.
- The next selections are fairly inflexible, but try to fit your hours into the categories WSU has provided.
- Thanks very much for trying this out!! Call or email us if you need help, or if you find that your Volunteer ID doesn't work because it isn't entered into the database yet.

Did you know the latest figure posted by the Independent Sector for the value per hour of volunteers is \$18.77? (But we know your time is priceless!!)

Thanks for all you do!!!

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