

DAYS OF CARING 2010

Agency Agreement

One Agreement per agency is required in order to participate in Days of Caring. Please submit by July 2 at 5PM.

1. An Agency Representative has been assigned as lead contact for the Days of Caring project. The Representative has or will attend *All In A Day's Work* training and a Days of Caring Agency Meeting. The Representative will also be present during the Days of Caring project(s) and will remain onsite for the duration of the project(s). Agency Representative _____
2. Agency Representative will prepare and present an orientation of your agency for the volunteer group during the Days of Caring project.
3. Agency will secure and provide all necessary supplies and tools for the completion of the Days of Caring project, unless otherwise coordinated with United Way staff.
4. Project as described in the Project Proposal will be completely ready for volunteer teams to begin upon arrival and will provide enough work for all volunteers to feel useful for the duration of the project.
5. Any changes in the project from the original Project Proposal will be communicated to United Way staff before the day of the volunteer project.
6. Volunteer groups will have access to restrooms and drinking water.
7. Agency will display a Days of Caring project yard sign, provided by the United Way, for at least the day the volunteer project is taking place.
8. Agency will send a thank you note to the volunteer group the week following Days of Caring.
9. If there are any special confidentiality/liability issues concerning the project, agency location or clients, the agency must describe in space below. Please include what sort of issues and what is required of volunteer teams to be in compliance with your agency's guidelines.

Executive Director

Date

Agency Representative

Date

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Another Project
Mobilized By:



HandsOn
MID-WILLAMETTE VALLEY