



The Washington State University Extension 4-H Volunteer Hour Reporting System and Me as a 4-H Volunteer

1) **What's in it for me?**

The Volunteer Hours Reporting System is a system for recording the data that the Washington State Department of Labor and Industries requires for WSU to ensure volunteers are indeed working on behalf of the university. Reporting of volunteer's hour's documents volunteers coverage for injuries they might sustain and it is also documentation for the liability coverage WSU provides to its volunteers.

2) **How much time will this take?**

Initially, setting up your account will take just a few minutes. After that updating your monthly hours should only take 10 – 20 minutes per month.

3) **Why are we doing this?**

The Volunteer Hours Reporting System is a system for recording volunteer hour worked on behalf of WSU. The Washington State Department of Labor and Industries requires for WSU to ensure volunteers are indeed working on behalf of the university.

Additionally, local decision makers (like County Commissioners) will be very impressed with the # of hours adults give to their communities through 4-H.

4) **What's in it for me?**

- a) Provides valuable information for Counties to report Volunteers contributions to their County's Decision Makers;
- b) Valuable documentation for your own job history (volunteer or paid);

5) **What's in it for 4-H?**

In 2008 a volunteer hour was worth \$20.25. Reporting your hours helps 4-H and WSU Extension aggregate all the valuable efforts of volunteers in their County and statewide into a dollar amount.

6) **Will my privacy be protected?**

WSU takes the privacy of all its Volunteers and Students very seriously. The program and data reside on separate servers and the data is secured behind the WSU firewall.