



UNITE & INSPIRE

....to make an impact

U&I ACTIVITY MANDATORY GUIDELINES

1. Volunteers are required to wear U&I Org T-shirts during the activity. If you have not received your Org T-shirt yet, please make sure to collect your T-shirts before the activity.

For T-shirt pickups, contact Katy pickup at 832-540-7662 or Sugar Land pickup at 408-755-0177.

2. Please follow all the CDC guidelines. Refrain from participating in an activity if you are sick or have any symptoms of fever or cough. Maintain social distancing and hygiene procedures during the activity. Wearing a mask is recommended. Please bring your own mask if you decide to wear one.
3. No food or drinks are allowed during volunteering hours due to hygiene and safety reasons.

4. **NO Cancellations please!** Community counts on us. In case of emergency, you are required to inform us at least 48 hours before the activity and delete your spot accordingly.

IT'S IMPORTANT THAT YOU TAKE RESPONSIBILITY WHEN YOU SIGN UP FOR AN ACTIVITY, SO PLEASE SIGN UP ONLY IF YOU CAN COMMIT.

5. Please arrive at the volunteering spot at least 10 minutes before the start of an activity.
6. Any accompanying parent with the volunteer for the activities must be an U&I registered adult.
7. **Volunteering Hours validation:** Your school forms like NJHS/NHS/YES or any kind of forms will **NOT** be signed at the volunteering location by any of our staff members. Please email them to servicehours@uniteandinspire.org.
8. Log your hours promptly using the template provided on the website - Resources –Log Hour Template.
9. All volunteers are required to fill-in the organization email when you enter the partner organization locations and sign-in. Complete all the necessary forms and waivers.
10. Volunteers are encouraged to take pictures and post them in slack **#photos**. If you are the only volunteer, please ask someone to take a picture. This is required for documentation and may be shared on social media for the purpose of inspiration and spreading awareness.
For any additional information, please reach out on Slack #help-me