



February 6, 2007

Dear Friends:

Does your organization need its hallways painted, food sorted or packed, a playground area repaired or a social activity planned with some of your clients or any other project that is on your “to do” list that you just don’t around to?

On Wednesday, June 6, 2007 teams of volunteers from local organizations and businesses will once again roll up their sleeves for the National **Day of Caring®!**

“We all benefit from volunteering and sharing with others in our community”

**Tracy Boyle
HSBC Bank Canada**

Day of Caring® is a special day, when community organizations and the people they serve benefit from the human resources provided by businesses and other groups to complete projects that you would not otherwise be able to do.

Projects vary depending on the organization, but past history has taught us that there are common elements that may make your project more appealing to corporate teams. We have provided information on making your projects sound appealing to potential partners and volunteers, as well as some examples of past successful projects.

“Our experiences with the Day of Caring has been nothing but positive. It is a great opportunity to have many people come together to connect and provide memorable experiences for others.”

**Trish St.Onge
Catholic Family Services**

We invite you to become part of this year’s **Day of Caring®**.

Please find enclosed your Day of Caring project proposal package which must be submitted to the United Way by March 30, 2007.

We hope that your organizations will be a part of this incredible program. If you have any questions or you are not able to attend the information session but would like assistance developing a project please do not hesitate to contact Lily Olson, Coordinator of Labour Programs and Services at 975-3478 or Christine Epp, Coordinator of Volunteer Saskatoon at 975-3477.

Sincerely,

A handwritten signature in black ink, appearing to read 'Lily Olson'.

Lily Olson
Coordinator, Labour Programs & Services

A handwritten signature in black ink, appearing to read 'Christine Epp'.

Christine Epp
Coordinator, Volunteer Saskatoon



What Makes a GREAT Project?

A GREAT PROJECT:

- ✓ is well planned, organized and executed
- ✓ showcases your agency, your role in the community and your partnership with the United Way
- ✓ allows for interaction between the volunteers and the organizations staff and clients
- ✓ is FUN!
- ✓ provides a meaningful and positive experience for the volunteers
- ✓ allows the volunteers to work as one large group
- ✓ can be completed in one day (4-5 hours)
- ✓ has a catchy and/or entertaining titles and description
- ✓ has a clear description
- ✓ has an accurate budget

Deadline for project applications is March 30th, 2007. Fax your project application form to the United Way office at 244-0583 or office@saskatoon.unitedway.ca .



NEEDS SOME PROJECT IDEAS?

There have been many projects over the years that have provided a fun and meaningful experience for volunteers and made a significant difference for the agencies and their clients.

Just to name a few:

- ✚ **“Spiffy Our Biffy”** – Volunteers helped the Girl Guides build a new outhouse at their camp
- ✚ **“New Beginnings”** – The Autism Services 7th Street home was given a facelift with some spring clean-up in the yard as well as painting and landscaping
- ✚ **“Let’s Get Blooming”** – Staff and Resident’s at Oliver Lodge worked with volunteers to plant flowers in the flower beds and pots in the courtyard and patios at the Special Care Home
- ✚ **“Fantastic Family Fun Fair”** – Volunteers from HSBC helped plan and execute the Family Picnic and Fun Fair for Catholic Family Services
- ✚ **“Planting Peace”** – The Saskatoon Community Service Village received help to erect a peace pole and landscape a small garden around it in the heart of the community as an international symbol of peace.
- ✚ **“Pot of Soup Kick-Off”** – Customers at Saskatoon Friendship Inn were served lunch by volunteers from Saskatoon Credit Union

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Project Request Form

Name of Agency _____

Project Contact: Name: _____

Title: _____

Telephone: _____ Fax: _____

Email: _____

Address: _____

Project Name: *(Should be "catchy"; attention grabber):*

Brief Description of Project:

Time required for completion: _____

(Note: 4 to 5 hour projects are most manageable)

Supplies needed to complete this project: *(please complete Project Supplies Sheet attached)*

Can your agency fund the materials and supplies for this project? YES NO

Number of volunteers required: _____

Special Skills Required (if any): _____

Does your agency have liability insurance that would cover United Way *Day of Caring*® volunteers? YES

NO

Project Budget and Supplies (*Estimate as accurately as possible*)

Please note: Project costs, if any, are the responsibility of the agency and volunteer team.

Materials and Supplies

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Equipment Rental

_____	\$ _____
_____	\$ _____
_____	\$ _____

Other

_____	\$ _____
_____	\$ _____
_____	\$ _____

Total Estimated Budget	\$ _____
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Deadline for Project Requests is Friday, March 30th, 2007