

## Reporting on Neighborhood Volunteer Activities

Volunteering for your neighborhood is a valuable activity and we strive to measure the impact of your actions! Each quarter, Neighbors West-Northwest (NWNW) collects information about the volunteer activities in the coalition area to share with the Office of Neighborhood Involvement. This information is then compiled city-wide to describe the value volunteers bring to the City. This information helps advocate for civic involvement support from the City. We track your activities in five ways:

- **Participation Totals:** In meetings, events, and organizing time.
  - # of Volunteers (Organizers/Board Members)
  - # of Participants (Public/Guests)
  - Counting Method
  - Time Spent by Volunteers
- **Communication & Outreach Statistics:** Efforts to reach community members
  - Circulation/# printed or distributed
  - Issues per Quarter/ times used
  - Unique Social Media & Website Hits
  - Total Social Media & Website Hits
- **Partnership Tracking:** What organizations, businesses and agencies do you work with?
  - Is this partnership with an under-engaged group?: *Various groups of people have been historically under-engaged in the neighborhood system including people of color, immigrants, refugees, low-income individuals and families, youth, elders, people that are houseless, renters, people with disabilities, lesbian, gay, bi, and transgendered people.*
  - Description: What support or service did the partner provide?
  - Status: New, Ongoing, or Complete
- **Trainings:** Diverse learning opportunities for leaders, volunteers or the public.
  - Examples include: emergency preparedness workshops, informative film series, sustainability events, invasive species presentations, and board orientations
- **Narratives:** Numbers don't always demonstrate all of a volunteer's hard work.
  - The narrative component demonstrates 1) the value of your efforts, 2) the value of the neighborhood system and 3) how additional resources could benefit volunteer work. They often address organizations' strengths, accomplishments and challenges.
  - We report on activities that address four categories in our grant contract:
    - **Strengthened the community capacity of your neighborhood.** Community capacity is your organization's ability to accomplish your goals. This topic often includes a description of a training or development of new policies/systems.
    - **Increased the number and diversity of people involved.** This topic discusses events that brought new and diverse people to engage in your organization.
    - **Encouraged and facilitated communication.** Generally, this information is captured in the communication statistics and we highlight new or unusual communication efforts.
    - **Fostered networking and collaboration.** This section often discusses new partnerships or collaborative projects between neighborhoods. These can vary from events to advocacy positions shared by two or more NWNW organizations.