

Why Count Volunteer Hours

Credibility of Our Organization

PTA documents the number of hours its members are volunteering to verify that the members are carrying out our Purposes and mission.

Our Tax-Exempt Status

In order to maintain our tax-exempt status, we must be able to prove we are a volunteer association worthy of that status. Documenting the number of volunteer hours is one of the ways to do this.

Grant Fund Applications

When school districts, faculties, or PTA organizations are applying for grant money, it is to the writer's advantage to be able to include the amount of parent engagement. Documenting the number of volunteer hours is often required.

Legislature

PTA documents volunteer hours and uses them to inform Legislators about the high level of parental involvement in our association. Once a year, Utah PTA presents the Governor with a Presentation Check representing the monetary value of PTA volunteer hours for one year.

School Administrators

Superintendents and principals appreciate knowing how much actual volunteer time is spent by parents in their various schools and districts.

Business Partnerships

As schools and businesses seek to become partners to enhance the education of children, it is informative and helpful to be able to document actual hours of volunteer time spent by parents, students, and those participating from businesses.

Recognition

We want to recognize those who spend their time and energy on behalf of Utah PTA. Documenting specific volunteer hours is meaningful individually, by school, by council, by region, and even as a state. Showing appreciation for a job well done is always in order.

Record All Volunteer Hours

- Classroom volunteers. Have a recording procedure at school and be sure to orient school staff and volunteers on the procedure
- Planning hours/meetings
- Hours spent carrying out duties
- Hours spent at home on PTA-related matters by all Board members
- Baby-sitting hours for PTA
- Time spent driving to and from PTA functions
- Hours spent lobbying at the legislature
- Record your hours on Local Unit Report Form(s) which is submitted to council/region (see Local Reports 1, 2 and 3 for more information on page 64 of this section).