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UNITED WAY OF GREATER CLEVELAND'S
DAYS OF CARING

RAPID RESPONSE FAX
PLEASE FAX TO (216) 436-2257
OR LOG ONTO UWS.ORG/DAYSOFCARING TO SIGN UP

- Please fill out a different form for each volunteer job assignment.
- Be sure to include the date(s) and time(s) for each assignment and the maximum number of volunteers needed.

PARTNER AGENCY INFO:

Requesting Partner Agency _____

Project Address _____

City _____ Zip _____

Project Contact _____ Title _____

Phone _____ Fax _____

E-mail _____

Project Date(s) (please list all dates your project may be available): _____

Project is available (please check all times your project may be available):

- 8 a.m. – 12 p.m. 12 p.m. – 4 p.m. 9 a.m. – 3 p.m.

Other (please describe) _____

VOLUNTEER OPPORTUNITY (job description): _____

NUMBER OF VOLUNTEERS NEEDED minimum: _____ maximum: _____

SUPPLIES YOUR AGENCY WILL PROVIDE:

Will a representative give a brief presentation on your organization to the volunteers? Yes No

Will beverages and/or lunch be provided by your agency? Yes No

If Yes, please describe: _____

If No, is there a cafeteria or restaurant close by? (please describe) _____

Please return this fax form *at least 4 weeks prior* to your desired Days of Caring date(s). For more information on scheduling a project, or to discuss volunteer opportunities in the Greater Cleveland area, please contact **Jessica D. Snyder, Special Events Coordinator**, at (216) 436-2123 or jdsnyder@uws.org.

