

PENINSULA DISPATCH



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A NOTE FROM YOUR DISTRICT PRESIDENT

It is hard to believe that 2020 is behind us and we are on to a new year. I am hopeful that 2021 is going to be a better year for all of us and wish each and every one of you a Happy New Year.

I am proud to report that the pandemic has not slowed down Peninsula District Clubs. You have all been hard at work and I am excited to hear more about what has been happening in your clubs at our upcoming conference.

Hopefully you have your calendar marked for the following dates:

- January 28th Chairpersons zoom meeting on reporting
- February 16th Peninsula District Board Meeting and Club Reports are due
- March 27th Peninsula District Spring Conference

Decisions will be made soon if these events will be virtual or in person. Either way we will have a packed agenda and lots of fun. Watch for details in an email soon.

With volunteers like you, we have a chance to make this world a better place. Thank you for all your hard work. It makes all the difference

Cindy Bassage
Peninsula District President



- ✓ January 28th Peninsula District Chair meeting
5:30 pm via zoom
- ✓ February 15 State Reports Due
- ✓ February 16 Peninsula District Board Meeting
- ✓ February 16 Peninsula District Reports Due
- ✓ March 27 Peninsula District Spring Conference

What's going on in your club? Want to share? We have a space for you here!

REQUEST FOR FABRIC FOR QUILTS

Do you have any fabric suitable for little girls? Nancy Gladstone, member of Chambers Bay Woman's Club, has been busy making quilts for President Cindy's project. So far she has made four quilts! They are gorgeous and they are all for boys! Below is a picture of one of the quilts that is ready to be tied. Nancy is willing to make some for girls and is asking if anyone has any scrap fabric to donate. The fabric does not have to be any special size as she will be cutting it into squares. Please contact Nancy Gladstone at 253-777-5335 or happyrockn@gmail.com to make arrangements for pickup of the fabric. Many thanks to Sally Gill and Lynn Cline for your past donation of fabric.



Reports are due on February 16th. Committee chairs will be receiving them from other clubs either via email or us mail. Please be watching for them.

Linda Wolfe and Cindy Bassage will be hosting a zoom meeting for all chairs on January 28th 5:30pm – 6:30pm. A zoom invite will be sent out on January 25th.

Please mark your calendar and plan to attend so we can answer all your questions regarding your responsibility of judging these reports and presenting certificates at Spring Conference.



Report Writing Lesson Update – Nancy Burdick

A workshop on report writing was held via Zoom for district members in December. It was presented by Nancy Burdick and Rita Loseth and attended by about nine members. Areas covered were "Why We Report", "Reporting Guidelines", "Writing Narratives", "Tracking Your Projects", and "Helpful Hints for district and state chairmen".

Writing reports creates the history of our clubs and lets others know what we have done. Reporting guidelines can be found on the GFWC-WS website. Remember reports are to be postmarked on or before February 15th and mailed to district and state chairmen to be considered for an award.

Give as much information as to what you did, include hours, dollars spent, in kind donations, number of members that worked on the project. Remember you only have 2 pages to write the narrative. Keep track of your projects throughout the year to make it easier at the end. There are some forms you can use in the Administrative Manual and also on the GFWC-WS website.

The following is the script used in facilitating the December Zoom program for those who did not attend the workshop.



Why Do We Report?

- Reports are a “diary” of the club’s activities during the year, giving members a picture of the achievements of the group and the accomplishments of individual members.
- Reports are the heart and soul of a club’s history, reflecting the concerns and interests of club members at a particular point in time.
- Reports are the basis of a publicity campaign, illustrating what the group is doing at the moment.
- Reports help future club member’s plan activities, knowing what was or was not successful in the past (Keep your reports and have them available to members for the years to come.)
- Reports are useful for membership recruitment efforts, allowing potential members to gain a realistic picture of the club’s purpose.
- Reports are necessary to compete for recognition and awards on the district, state, and international levels of GFWC.
- Reports provide critical statistical information to help GFWC represent the membership to national policy makers.
- Reports assist clubs when writing grants as they provide the history of the club’s activities that is needed.



Reporting Guidelines

- Activities listed in GFWC programs/projects should be reported in the appropriate program/project area
- Activities not listed in GFWC program materials should be reported in the program/project area which most closely relates to the activity.
- Annual reporting period is January 1 through December 31.
- Reports should cover activities from January 1 through December 31.
- Money donated or given in cash or check are to be counted as donated money.
- Items donated, cakes baked, shirts sold, ingredients bought for items cooked - will be itemized and considered In-Kind donations.
- Narrative descriptions should support statistical information provided on Statistical form and describe the program/project.
- Report hours spent by each member in approved club programs/projects ONLY. Individual members can not include activities other than those adopted by the club as projects.
- Narratives are optional but greatly increase chances of recognition.
- Narratives may not exceed 2 pages typewritten.
- Reports must be postmarked on or before February 15 in order to be eligible for judging.
- Mail one copy of each report with the statistical form to: Lela Taylor, GFWC-WS President and Cindy Bassage, Peninsula District President. Individual reports need to be sent to state and district chairmen. Special awards require special forms and rules.
- One of the biggest continuing issues we have is clubs entering the same project under both a Community Service Program and another GFWC program – **Cross Reporting!** For example, a club enters a collection of purses filled with toiletry items for domestic abuse victims under both the GFWC Special Project Domestic Violence as well as Home Life. That is a **cross report** giving us false numbers. **Cross Reporting** is not allowed with the exception of these areas: Charlotte Gyllenberg Contest, and Helen Sutton Contest, Community Impact Program.
- If fundraising is a result of a project reported under a CSP, Advancement Area, or Special Project other than fundraising. Example: A golf tournament was sponsored by the club with funds being

raised for a specific charity and this project was reported under GFWC Signature Project Domestic Violence Awareness and Prevention. Since “Dollars Raised” is not an option under Domestic Violence, it can be listed on the Statistical Form under Fundraising ONLY as “Dollars Raised”. The hours can NOT be counted a second time. A narrative report on this project can NOT be included under Fundraising and Development.



Writing Narratives...Tips for a Narrative Report

A good narrative report will include the following...

- A brief description of the project. ▪ The main thing to remember when writing narrative reports is to STATE THE FACTS to include the following information:
- * Who you are * Where and when you did it * How much it cost * What you did *Why you did it * How long it took to do it * How you did it * How many benefited from it • What was the impact to the community? • Was the project successful? • What was the need for the project? • Was the project different, new, special, or creative? • What were the obstacles and what did the club do to overcome them? • Who in the club worked on the project? 2 members, 25 members or all members? • How long did it take to do the project? 2 hours or 6 months?
- Remember that you do not know who will be reading these award entries so keep it • Clear – clean grammar; avoid jargon & acronyms - Don't forget to proof read!! Complete - Topic sentences / Supporting evidence • Coherent - Organize your writing – sentences should flow. • Concise - Delete unnecessary words, trite phrases, redundancies • Concrete – active vs. passive sentences
- Any other groups that the club partnered with, including local government, other service groups (Kiwanis, Elks, etc.) and other nonprofit organizations.
- How monies were raised. Community donation? Did the club hold a bake sale or a home tour? Explain. Report all money that was raised and/or donated for club programs/projects. Estimate the value of inkind gifts. Remember to include disbursements made by members.
- Report hours that were spent only on club-adopted projects/programs. Describe how the time was used—include planning, implementation, results, and evaluation. You may not report travel time to regular meetings, but you can include travel time when connected to projects.
- Include the total number of people participating on a project but, specify how many were club members and how many were non-club members. It is very important to include the number of people who were the recipients of the services provided.
- Volunteer hours spent attending state, district, regional, or GFWC meetings/conventions may be reported under Leadership. Expenses incurred may be reported too. If your club is host of one of these events, you should report your preparation time and all expenses.
- Public Relations information can be included in an award entry narrative BUT you cannot include this information in one award entry AND the Communications & Public Relations award entry – be careful about this!!



Tracking Your Projects

Forms can be found in the GFWC-Washington State Admin. Manual and also on the GFWC-WS website.

- Start with your club minutes. Speakers, meeting projects, should be in your minutes.
- Create a spreadsheet to track each project under each of the different CSP or advancements.
- When a club completes a program/project, the chairman should immediately document the facts to retain the accurate information. Make sure to get members statistical information on a routine

basis. This can be accomplished by having a Member Record Form, Spreadsheet, or any system which works well for clubs. Sample sheets are in our GFWC-WS Admin. Manual.

- Keep track of your speakers – you can count the length of time a speaker speaks times the number of members at the meeting (not the number of club members in the club). If your speaker talked about recycling – that goes under Environment.
- Determine what was the focus of the program? Community Service Programs and Advancements in the Administration Book will give you project ideas and also help determine where your projects should fall under. Ultimately your club decides where to report a project.
- Create a worksheet that your project chairmen fill out and turn into your reporting person.
- IF you keep track throughout the year, it will make the end of year process easier. Where does it go?
- Share the work in writing reports. A one-day session with a salad and soup lunch can get all of the work done if a committee of five or six get together to compile the information provided by the chairman. Writing reports can be a wonderful leadership development experience; it's a big job when left to one or two members.



Judging Reports - State Chairmen & District Chairmen

Chairmen can judge the reports or ask others to judge.

- Judging criteria will be based upon the community or club impact of the projects submitted.

State Chairmen Choose top 10 projects to send to your GFWC counterpart.

- Club Creativity Awards are based upon the creativity of a project. (Only State Chairmen select a Club Creativity Award.)
- Choose your ONE project for the Creativity Award.

NOTES: We are no longer asking for # of members participating on the statistical form, but in an award entry narrative, the number of members participating does help the reader understand the impact a club may have had and how supported the club was with the project. **YOU CANNOT COUNT NON MEMBERS NOR CAN YOU HAVE MORE MEMBERS PARTICIPATING THAN YOU HAVE IN YOUR CLUB.**

LEADS AND LEADERSHIP – Sandra Groves

There were no applications received for a LEADS candidate this year from any clubs in the State of Washington, even after the deadline was extended by one month. Cindy Bassage was selected for 2020 but the conference was cancelled so she will represent Washington at the next national convention.

**DON'T FORGET TO NOMINATE A CLUBWOMAN OF THE YEAR
AND A NEW CLUBWOMAN OF THE YEAR!**

A Message from GFWC Headquarters

On January 6, the country looked on as deep divisions in our nation were displayed. The frightening events at the U.S. Capitol have us all on edge, not only in Washington, D.C., but also in every community. As we address the fragile state of our democracy, we must realize it takes a good faith effort to sustain it...Respecting the opinions of others, encouraging open dialogue, and working together to meet challenges are good faith efforts that have distinguished GFWC for more than 130 years. As an esteemed member of a remarkable nonpartisan organization that values Unity in Diversity, we encourage you to pave the way to healing and strengthening our country through constructive actions.

Benefits of Community Service

1. Volunteering connects you with others

If you're feeling lonely, isolated, or simply want to widen your social circle, volunteering in your local community is an important – and often fun – way to meet new people. In fact, one of the best ways to make new friends and strengthen existing relationships is to commit to a shared activity together, and volunteering lets you do just that.

If you've recently moved to a new city or country, volunteering is an important and easy way to meet new people and it also strengthens your ties to that local community and broadens your support network. Furthermore, it connects you to people who have common interests and passions and who could go on to become great friends.

2. Volunteering builds self-confidence and self-esteem

Doing good for others and the community helps to create a natural sense of accomplishment. And working as a volunteer can also give you a sense of pride and identity, helping to boost your self-confidence further by taking you out of your natural comfort zone and environment.

Indeed, volunteering helps you to feel better about yourself, which you can then take back to your 'regular' routine, hopefully creating a more positive view of your own life and future goals.

Research shows that volunteering could be particularly useful and important in boosting the self-esteem and confidence of adolescents who are just starting out on their life journey. A 2017 study from the University of Missouri and Brigham Young University that included almost 700 11- to 14-year-olds examined how sharing, helping and comforting others affected self-confidence. The study found that altruistic behaviors may indeed raise teens' feelings of self-worth and that adolescents who assisted strangers reported higher self-esteem one year later.



3. Volunteering is important for physical health...

Interestingly, volunteering has distinct health benefits that can boost your mental and – perhaps more surprisingly – *physical* health. Indeed, a growing body of evidence suggests that people who give their time to others might benefit from lower blood pressure and a longer lifespan.

A 1999 study showed that 'high volunteers' (helping out at two or more organizations) had a 63 per cent lower mortality rate than non-volunteers. And more recent research (2013) from Carnegie Mellon University found that adults over 50 who volunteered regularly were less likely to develop high blood pressure (hypertension) compare to non-volunteers. Hypertension is an important indicator of health as it contributes to stroke, heart disease and premature death.

4. ...and mental health

Volunteering keeps you in regular contact with others and helps you develop a solid support system, which in turn combats against feelings of loneliness and depression. Volunteering with animals has also been shown to improve mood, reducing stress and anxiety.

Finally, volunteering boosts mental health simply because it makes you happier; the so-called 'helper's high'. Human beings are hard-wired to give to others, and by measuring so-called brain activity and happiness hormones, researchers have found that being helpful to others can deliver great pleasure.

5. Volunteering is important for a sense of purpose

Because volunteering means choosing to work without receiving monetary compensation, people often choose to give their time to issues or organizations they feel are important or have a special connection to.

For example, if you're a big animal lover you may want to volunteer at a pet shelter. Or, perhaps you've living with or have recovered from an illness and want to dedicate some of your spare time to a charity that helps others living with the same condition. Volunteering like this helps address a social problem that is meaningful to you and in turn helps to build a sense of purpose, which furthermore boosts your own happiness.

You can try volunteering at any age to help build a sense of purpose, but it's often particularly common in older adults – those that have retired or maybe lost a partner or friends. Whatever your age or life story, volunteering can be an important technique to help give your life new meaning and direction!

6. Volunteering helps you forget your own problems

One other benefit of volunteering is that focusing on others can give us a deeper sense of perspective and help distract us from negative thoughts and help stop rumination. Volunteering often involves helping those in need and can be useful in showing us that, in fact, our own lives are not as bad as we thought they were.

Conclusions: the importance of volunteering

It's clear the benefits of volunteering are huge – improved mental and physical health, new friends and avoiding loneliness, a sense of purpose and deeper self-confidence. In turn, *all* of these things will help to boost your overall happiness: a win-win situation for all involved.

Calvin Holbrook writes, the benefits of this altruistic act are proven by science. Happiness.com



Community Service Volunteer Hours and Contribution

Member Name _____ Month Reported _____

Enter your total hours and contributions.

PROJECT	NOTES	VOLUNTEER HOURS	\$ DONATED	IN KIND DONATIONS
ARTS & CULTURE				
ENVIRONMENT Federation Forest Recycling Gardening				
EDUCATION & LIBRARIES				
HEALTH & WELLNESS				
CIVIC ENGAGEMENT & OUTREACH				
MEMBERSHIP				
FUNDRAISING				
COMMUNICATION AND PUBLIC RELATIONS				
WOMEN'S HISTORY				
LEADERSHIP				
GFWC SIGNATURE PROJECTS Domestic violence awareness & prevention				