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**Why It’s Important to Track Your Volunteer Hours**

* A volunteer’s donated time is very valuable to a nonprofit
* We want to be able to report out what the return on investment (ROI) is for all your hard work
* Knowing the hours you worked as a volunteer helps shed light on the impact of your work on our community and mission
* Helps MUW make our volunteer programs stronger by knowing where you spend your time
* You can report back to your employer and be proud of your contribution to community impact

**How to Track Your Hours**

* Use MUW’s simple hour tracking sheet
* Fill it out each time you work on an MUW project
* Email to the Volunteer & Community Engagement Manager (kate@muw.org) at the end of each month