



## Corporate Caring Volunteer Week 2018 Volunteer Project Guidelines

- Projects should be for more than 6 people but not too large for Agency Project Leaders to manage.
- If the project is large (over 100 volunteers), the Corporate Caring Volunteer Week team may contact you requesting the project to be divided into smaller team projects.
- Generally, most employees are released for ½ a day of work; if possible, schedule your project(s) accordingly (e.g. 9am - 1pm or 1pm – 5pm). Full-day and other time slots are acceptable.
- Agencies cannot require funding or donations for the project(s).
- Agencies are welcome to submit more than one project!
- Any questions about guidelines can be directed to The Contra Costa Crisis Center.

