GFWC-WI REPORTING DEFINITIONS

The following definitions apply to the GFWC-WI Reporting forms. Use this information as a guide when completing your reports.

Community Service Programs or Special Programs are the programs and projects club members approve, initiate, and participate in to serve their communities, including projects with GFWC Affiliate Organizations.

- Assign all your club projects into "**ONE"** of the GFWC reporting Service or Special programs.
- Select the **"BEST"** GFWC reporting Service or Special program for the project even if it could be reported in multiple places.

Total Number of Projects is the numerical account of the Club approved programs and projects initiated and participated in by your club.

Total Number of Hours is the amount of time that members worked on Club approved programs and projects.

Total $ Donated is the monetary amount given to Club approved programs and projects.

Total $ In-Kind Donation reflects the monetary value of goods provided to Club approved programs and projects.

Total $ Spent are the costs incurred by members or clubs to achieve Club approved Advancement program goals.

Total $ Raised is the monetary amount raised from Club approved fundraising and development programs and projects.

Project Narratives are the information about each Club approved program and project in detail.

- Tell us about the projects in your own words.
- What was the need?
- How was it successful? Why?
- What other organizations or clubs were involved?
- **How was it different, new, special, or creative?**
- Who benefitted from the project?
- 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?

Total Books Read are the number of books ESO members read from your club.