



Volunteer Program Package Overview

Project Title: Strengthening La Goyco's Volunteer Program: Enhancing the Volunteer Experience through Welcoming, Data Management and Business Partnerships

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Project Sponsor: Taller Comunidad La Goyco

Liaison: Ms. Mariana Reyes, Executive Director of Taller Comunidad La Goyco

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For More Information: <https://wp.wpi.edu/puertorico/projects/2023-mar-may-2/goyco/>

**This work was produced by undergraduate students in the Worcester Polytechnic Institute (WPI) Global Projects Program. For more information: <https://wp.wpi.edu/puertorico/>*

Welcoming and Greeting Materials

What are the Welcoming and Greeting Materials?

- The Welcoming and Greeting Materials is a package consisting of a poster, calendar, banner, and volunteer profiles.

Who is it for?

- This package is for people who enter a non-profit but do not know much about the organization.

Recommended use for this poster.

- We recommend printing and displaying these materials on the entrance wall or in a highly trafficked area within the non-profit.





¡Bienvenidos al Taller Comunidad La Goyco! Voluntarios nuevos
por favor regístrese a continuación

Nombre / Name	Correo electrónico / Email	Número de teléfono / Number	Dirección / Address	¿Qué habilidades tienes? / What skills do you have?	Intereses de proyectos / Project interest



¡Bienvenidos al Taller Comunidad La Goyco!
Por favor, regístrese abajo para hacer un seguimiento de sus horas
de proyecto

Nombre / Name	Proyecto / Project	Horas / Hours	¿Tienes algún comentario para la goyco? / Do you have any feedback for La Goyco?

Partnership Resource Package

What is the Partnership Resource Package?

- The Partnership Resource package is a resource packet that contains information on different opportunities for businesses to partner with the nonprofit organization, La Goyco.

Why was it produced?

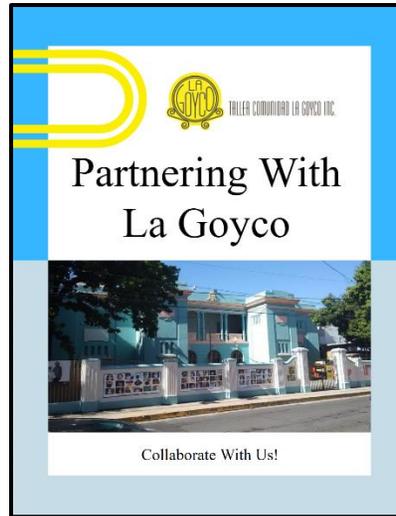
- This document was created to increase the social outreach and financial support of La Goyco.

Who is it for?

- This document is for the staff of La Goyco to present to local business owners.

How can people use it?

- This document can be used as a mobile presentation to provide partnership examples, talking points and a place to take notes at the meeting.



Volunteer Management System for Non-Profits: A User Guide to Google Forms, Google Sheets, and Retool

What is this VMS User Manual?

- This user manual is designed to assist non-profit organizations such as La Goyco in developing a volunteer management system (VMS) for their organization using the Retool software.

Why was it produced?

- This manual was produced to provide an intuitive walkthrough of how such a system can be used.

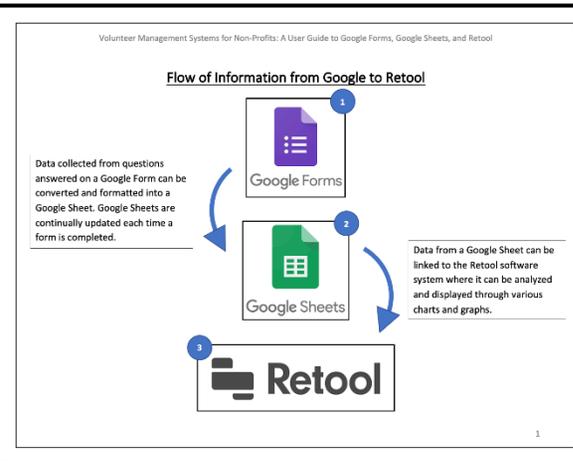
Who is it for?

- This manual is intended for all non-profit organizations. It contains a section detailing the implementation at La Goyco.

How can people use it?

- Organizations can use the VMS to help keep track of volunteer activities, hours, and contact information.

VOLUNTEER MANAGEMENT SYSTEMS FOR NON-PROFITS: A USER GUIDE TO GOOGLE FORMS, GOOGLE SHEETS, AND RETOOL



Retool Volunteer Management System

What is the Retool Volunteer Management System?

- This Volunteer Management System (VMS) is a dashboard used to track volunteer contact information and hours contributed to programs or projects using a software known as Retool.

Why was it produced?

- This VMS was developed to allow non-profits, such as Taller Comunidad La Goyco, the ability to keep track of their volunteers and manage their contributions.

Who is it for?

- This VMS can be used by all non-profit organizations by extending the Google Form, Google Sheet, and Retool templates available.

How can people use it?

- Organizations can use the VMS to help keep track of volunteer activities, hours, and contact information through the use of tables and graphs.



TALLER COMUNITARIO LA JOYA, INC.

Tablero de control para voluntaries

¡Bienvenides!

Total de voluntaries

5

Voluntarie con más horas

Jessica Smith

Datos de voluntaries Año: 2023

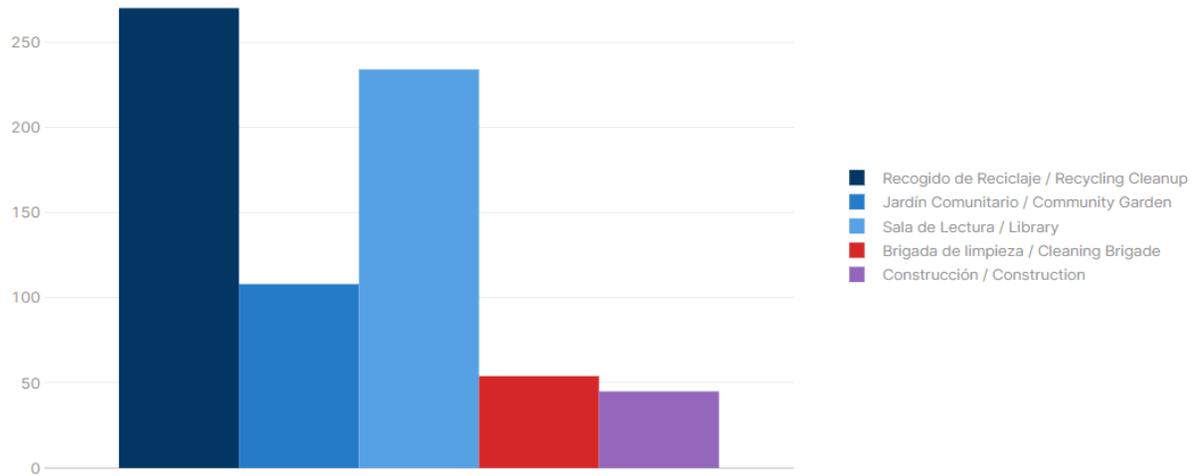
[Contactos](#)
[Hoja de asistencia](#)
[Empresas](#)

Buscar por nombre:

Buscar por intereses:

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Valor monetario de cada proyecto



Grand Total \$711