



NFRW POLITICAL & CAMPAIGN VOLUNTEER AWARD

2024-2025 FORM INSTRUCTIONS

Revised 03/2024

PLEASE NOTE: *The NFRW Political and Campaign Volunteer Award form has changed significantly, with broadened categories which should result in more reportable hours. It is critical that you read this form in its entirety.*

INSTRUCTIONS

Members of the Political and Campaign Award committee **will begin collecting 1) political and campaign hours and 2) call totals every six months leading up to the NFRW Biennial Convention held every two years.**

Any volunteer hours and calls not reported to NFRW by the period deadline, may be added within six months of the initial deadline. For example, the 1st reporting period deadline is January 15, so volunteer calls and hours can only be added prior to the 2nd period deadline of July 15. Volunteer calls or hours received after the initial period deadline will not be considered for that period award. Clubs will be prohibited from rolling their calls/hours into the 4th period, so as not to give any club an unfair advantage. Instead, they will report the pertinent information in the appropriate 4th reporting period.

Awards will be presented at the end of each period in two categories:

1. Top political and campaign hours logged
2. Top number of calls logged

An award announced in Capital Connection will be given at the end of each reporting period for the most calls and campaign hours to the top:

1. Member
2. Club based on size 1-15 Total Members, 16-24 Total Members, 25-39 Total Members, 40-64 Total Members, 65-89 Total Members, 90+ Total Members
3. State Based on size: 1-16 Clubs, 17-26 Clubs, 27-34 Clubs, 35-44 Clubs, 45-87 Clubs, 88+Clubs

The final cumulative awards, which will span the total two-year period, will be given at the NFRW Biennial Convention.

The process for collecting political and campaign hours begins with the individual member submitting their hours and/or call totals to the Club on a **best estimate basis**. Round up to the closest whole hour.

Note: Please proofread your work before submitting.

- A Primary or Associate member **cannot** volunteer longer than approximately 4,320 total hours in a six-month reporting period (assuming the most extreme case which is not realistically feasible)
6 months x 30 days x 24 hours a day = 4,320 hours
- An average Primary or Associate member can make between 250-300 calls per hour if set to power dialer on an app, and 75-100 if hand dialing.
- Associate member volunteer calls and hours can only be counted by one club.

The next step in the collection and reporting of campaign hours is at the Club level via the online form (see link below). Once the Club receives the members' reported hours and/or total calls at the end of each six-month period, **the Club will complete and submit the Club Report directly to the NFRW** using the online form.

Once received and processed by the NFRW, this information will be forwarded to the States. An award will be given in each category for the specified time period, detailed below.

The final step prior to the NFRW Biennial Convention is the aggregation of the campaign hour and calls reports submitted by the Clubs which will represent 2 years of activities.

For questions, please contact NFRW Campaign & Elections Committee Chair Beverly Owensby at nfrwcampaignelections@gmail.com.

POLITICAL & CAMPAIGN VOLUNTEER AWARD: CATEGORIES

I. POLITICAL & CAMPAIGN: VOLUNTEER CALLS

When in doubt, count the call

Include all calls for any political activities. You can call via traditional phone or using dialing apps, which will record the number of calls you have made, or you can use your best estimate.

Note: if you are using a Dialing app, power dialer calls are included and appropriate for inclusion in your total.

EXAMPLES OF VOLUNTEER CALLS

- Scheduling Meetings, Events, or Speakers
- Calling for general business of the Federation (Local, State or National) or other Republican causes
- Ballot Questions or Initiatives
- Calls to Action for Issues and/or Legislative activities
- Campaign Calls
- Polling Calls

II. POLITICAL & CAMPAIGN: VOLUNTEER HOURS

When in doubt, count the hour

Include (where applicable):

1. Travel time to and from the activity
2. Research and development of the activity (Example: Social media posts / letters to the editor)
3. Preparation and breakdown of activity

Hours collected are on a **best estimate basis**. Round up to the closest whole hour.

Primary and Associate member hours should be counted.

EXAMPLES OF VOLUNTEER ACTIVITIES

- **All time** spent at Club, Region, State, and National Federation meetings or conventions (in person or virtual)
- All campaign and political activities benefiting the **Federation**, the Republican Party, or Republican candidates
- Attendance at all Republican events, including Lincoln Day Dinners, **even if tickets were purchased for attendance**
- **Running for Office** (partisan or non-partisan) as a Republican Candidate
- Working on any aspect of a Republican campaign (partisan or non-partisan)
- Working on Republican ballot questions, initiatives, or petitions
- Serving as an elected member of your Local, County, State or National Party Committee

- Attending, preparing for, or volunteering at Club, Region, State, and National Federation meetings or conventions
- Serving on committees
- Attending, preparing for, or volunteering at meetings or conventions of the Local, County, State, and National Republican Party or local meetings or conventions
- Working at a Local, County, State, National Republican office
- Working at a Local, County, State, National Republican candidate or elected official's office
- Working as an Election Officer, Poll Watcher, Challenger, or Election Integrity worker
- Organizing or teaching a Campaign Management School
- All campaign activities benefiting our Republican Party, candidates, and/or the Federation
- Time spent making political and campaign calls
- Walking precincts
- Preparing letters to the editor or elected officials
- Time spent making phone calls and texting
- Researching issues and legislation
- Radio, TV and social media appearances
- Posting to social media
- Voter registration
- Writing or editing a digital or hardcopy club newsletter
- Attendance at rallies
- Any other political or campaign activities

If you have any questions on whether an activity counts towards this award, please contact NFRW Campaign & Elections Committee Chair Beverly Owensby at nfrwcampaignelections@gmail.com.

CAMPAIGN AWARD: DIRECTIONS

Club Online Form:

<https://republicanwomen.wufoo.com/forms/political-campaign-volunteer-award/>

Effective with the period starting July 1, 2023, the Committee will begin collecting campaign hours **every six months** leading up to the NFRW Biennial Convention held every two years.

Clubs will be responsible for assigning one person to collect all information from its members and submitting the online form no later than the due date to be considered for the period award. Upon completion of the online form, both the member inputting the data and the State President will receive a receipt with a copy of the information. The committee will also provide a spreadsheet of the information collected to the State President.

The time periods for collection will be:

First Report: July 1, 2023 - December 31, 2023 (Due online to NFRW no later than: January 15, 2024) Second Report: January 1, 2024 - June 30, 2024 (Due online to NFRW no later than: July 15, 2024) *

Third Report: July 1, 2024 - December 31, 2024 (Due online to NFRW no later than: Jan. 15, 2025)

Fourth Report: January 1, 2025 - June 30, 2025 (Due online to NFRW no later than: July 15, 2025)

- The fourth report includes a section for the 2-year totals for hours and calls

The final cumulative awards, which will span the total two-year period, will be given at the **NFRW 43rd Biennial Convention** to be held in Orlando from September 25 - 28, 2025.