



## Volunteering with DLFF

### Before the Project

- Add project date/time to your calendar. Set an alert
- Complete all required waivers and permission slips
- Familiarize yourself with the organization with whom you are volunteering. Visit their website to learn more about them.

### Day of the Project

- Adhere to DLFF dress code**
  - Please wear your **DLFF t-shirt** when volunteering  
*Contact Mrs. Shegda if you need a DLFF t-shirt*
  - In general, no open-toe shoes, no ripped jeans (or pants with holes) and wear shorts of an appropriate length.

### While volunteering

- Be attentive and respectful.** Cell phones should be put on silent and stowed away, *with the exception of when you take your photo for the DLFF Scholar Tracking Form.*
- Be responsive.** Scholars are expected to be active listeners and are encouraged to ask questions about the organization, community needs and the tasks you are doing.
- Take a photo of yourself. A selfie or group photo is needed for the DLFF Scholar Tracking Form.** *Notes: 1. DLFF may use tracking form photos for future marketing efforts; therefore, photos must be respectful and show your full face. 2. Due to confidentiality concerns, only take photos of yourself and other DLFF Scholars.*

### After the Project

- Reflect.** *Complete all DLFF reflection assignments*
- Submit a DLFF Scholar Service Tracking Form** within 24 hours of volunteering. The form is found on the DLFF Scholar Resources page:  
<https://dlff.org/scholar-resources>

