



Please Report Your Volunteer Hours Today

RSVP Time Sheets are due the 5th of each month for the previous month's volunteer hours.

Please report your hours when you volunteer with any of RSVP's Partner Agencies.

Click here for an updated [RSVP Partner Agency List](#).

If you have forgotten to report your time recently, no problem, we're happy to accept these hours.

Reply to this Email or Email your hours to TWheeler@seniorservices1.org (if you are not requesting reimbursement)

Call in your hours to RSVP at 269-382-0515 or 866-200-8877 ext. 137 (if you are not requesting reimbursement)

Mail Time Sheet to Senior Services at 918 Jasper St., Kalamazoo, MI 49001

Drop off Time Sheet to Senior Services at 918 Jasper St., Kalamazoo, MI 49001

Fax Time Sheet to RSVP at 269-382-3189

Please Note: No matter which option you use to report your volunteer hours through RSVP, be sure to include the following:

1. Your first and last name
2. Your address, email address and phone number
3. The names of each organization/program you volunteer for
4. Date(s) you served and number of hours on those date(s)
5. Short description of your work, such as meal delivery, food pantry, medical driver, reading tutor, mentor, board member, clerical, receptionist, etc.

When You Report Your Volunteer Hours

- You validate important information required by RSVP's state and federal funding agencies
- It helps achieve goals for volunteer participation for RSVP grants
- It maintains your active RSVP membership and benefits

Need an RSVP Time Sheet?

- Click RSVP Time Sheet to print a copy
- Call RSVP at 269-382-0515 or 866-200-8877 ext. 137 or email TWheeler@seniorservices1.org
- RSVP Time Sheets are available at Senior Services of Southwest Michigan

We are ready to assist you if you have questions about your service, reporting your time, RSVP Focus Areas, or RSVP Partner Agencies, call us at 269-382-0515 or 866-200-8877 ext. 137 (Tracie W.), ext. 123 (Traci F.), ext. 127 (Kathy C.).

Thanks for volunteering through RSVP!