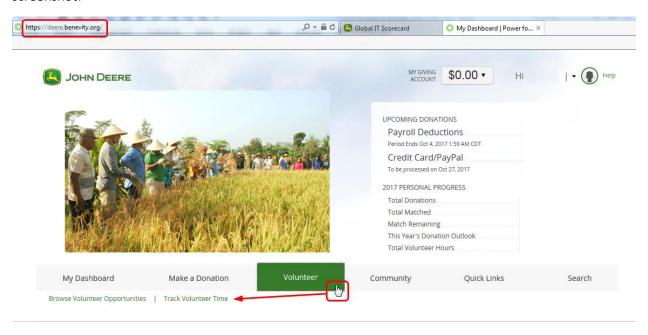
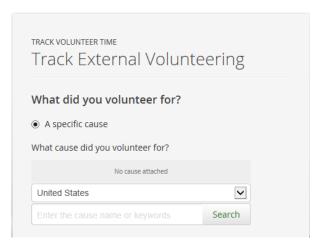
## John Deere Volunteer Time Matching

This short guide is meant to help Deere employees enter time volunteered with helping out PV X-plosion softball teams. Time is tracked on the Deere fiscal year calendar on a November to October basis. For every hour volunteered time-wise, Deere will match with a \$25 donation up to \$1,000 for the fiscal year.

The website for keeping track of this is <a href="https://deere.benevity.org/">https://deere.benevity.org/</a>. It looks something like the following screenshot:



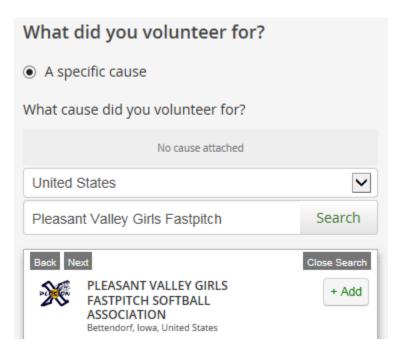
On the page, hover the cursor over the Volunteer block in the middle of the page and then click on "Track Volunteer Time." It will open a page where the volunteer event can be recorded.



In the Search text box type "Pleasant Valley Girls Fastpitch" and click on the Search button.

The search will bring back a choice for the Pleasant Valley Girls Fastpitch Softball Association. PV X-plosion teams are a part of the PVGFSA which is a 501(c)3 organization that is federally tax-exempt and a registered non-profit in the state of Iowa.

Click the "+Add" button and then scroll down to answer the remaining questions.



Enter the time in hours and minutes that were volunteered.



Enter the date. Typically this is the same day for each box as you will want to record volunteer time per day.



For Volunteer Type select "None of the Above" and do the same for Employee Resource Group.

## Volunteer Type Select if applicable (if not, choose None of the Above): JD Inspire (Science, Technology, Engineering and Math) Personal Volunteer Time Off Pro Bono -GLSG Serving Our Communities Employee Resource Group None of the above

## Employee Resource Group Select the Employee Resource Group that organized this event (if applicable – otherwise choose None of the Above): .EDU BERG (Black Employee Resource Group) HOLA (Latinos/Hispanics) WomenREACH None of the above

Make sure that the Dollars for Doers is selected.

Add an appropriate description for the activity. "Helped the team with practice." Etc.

Click on the "Next: Confirm Volunteer Time" button at the bottom of the page. Confirm the time.

Choose your volunteer rewards:
Dollars for Doers
O No Reward

Description of this volunteer activity:		
Comments for Admin:		
Comments for Charity:		

The application will note a successful entry.

Thank you for volunteering your time to help the PV X-plosion softball team(s) and for taking the time to tap into this significant means of financial support for the organization.

TRACK VOLUNTEER TIME

## Thank You for Volunteering

Your time has been submitted successfully.



Opportunity/Cause Name	PLEASANT VALLEY GIRLS FASTPITCH SOFTBALL ASSOCIATION
Tracked Time	2:00
Request Status	Submitted for approval You will be notified by email once your submission has been reviewed by an administrator.