



# CITY OF HERMOSA BEACH

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## VOLUNTEER GUIDELINES

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## Welcome to the City of Hermosa Beach Volunteer Program!

We are grateful and excited to have you be a part of our volunteer community! Our steadfast commitment is to a future where we take pride in a shared purpose and a sense of personal responsibility and respect. In assisting staff with daily tasks and new programs, volunteers enhance the quality of services provided by the City of Hermosa Beach. We aim to work together and continue to build a community where people can enjoy an enriched quality of life and thrive in a shared sense of belonging.

The purpose of this handbook is to provide guidance and direction to staff and volunteers alike. As you begin volunteering for the City, you may have questions. This handbook is intended to help you answer

those questions and to give you the information necessary to help make your time spent volunteering a positive experience. Thank you for choosing to join us!

### A.1 City of Hermosa Beach Mission Statement

The mission of the City of Hermosa Beach is to encourage and respond to community participation as we provide for an attractive, clean, safe, secure and enriching environment that assures a high quality of life. Our vision of the City of Hermosa Beach is of a premier City thriving in a global community while building on the past, taking action in the present, and pursuing a dynamic future.

Volunteerism allows residents to contribute time and skills in various ways to the community, enriching their lives as well as the lives of others.

The following lists the detailed goals and objectives of the City of Hermosa Beach Volunteer Program:

- Supplement and complement existing citywide programs.
- Extend services and initiate new and innovative programs that could not be otherwise provided.
- Empower volunteers with the opportunity to gain public awareness of the operations of a public City.
- Enable the public with the means to provide more input in the development of their community.
- Provide positive opportunities for volunteers to utilize their talents in a constructive manner while fulfilling their own needs.
- Enable volunteers with an avenue to gain knowledge and experience.
- Develop and enhance a greater understanding and appreciation between City staff and volunteers.
- To provide opportunities for all segments of the community to participate in local government.
- Extend a sense of pride and purpose to all participants.

### A.2 Office of Volunteer Services

The Coordinator of Volunteer Services is located within the Human Resources Department, and is responsible for coordination of staff and volunteers so that their combined efforts jointly enrich and expand opportunities for the delivery of quality services to the community. The Coordinator of Volunteer Services is responsible for planning the effective use of volunteers, assisting staff in identifying productive and creative roles, recruiting suitable volunteers, and tracking and evaluating their contribution to the City.

### **A.3 Becoming a Volunteer**

Each volunteer must complete an initial application form and liability waiver form. It is important for us to know of any medical conditions which may affect your volunteering. If you are a minor, your parents must also sign these forms. No one may volunteer unless a completed liability waiver form is on file Human Resources Department.

All volunteers go through a formal screening process and must be accepted by the City as a volunteer. The amount of screening will depend upon the type of volunteer opportunity you choose. The City may contact references. Also, a motor vehicle driving record check and/or a criminal record background check may occur.

Upon completion of the screening process, you will receive an orientation from the Coordinator of Volunteer Services. You will also receive specific training from the staff member to whom you will report.

### **B.1 What Volunteers can expect from the City of Hermosa Beach?**

The City of Hermosa Beach values its volunteers' service to the community. Volunteers can first and foremost expect to be placed in an environment where their interests, skills and talents help meet the needs of the City.

Volunteers can expect:

- Respect, courtesy, cooperation and appreciation for their efforts.
- To be assigned tasks commensurate with their skills, interest, availability and training.
- That all forms required for the application process to be held confidential by the City.
- Orientation, adequate training and a clear understanding of duties, expectations, and time commitment.
- Adequate space, equipment and supplies to perform assigned duties.
- Supervisors to enforce safety standards and requirements.
- The right to work in an environment free from all forms of discrimination and conduct which can be considered harassing, coercive or disruptive.
- To receive program and policy updates and changes.
- Constructive and beneficial feedback on performance.
- The opportunity to offer feedback and ask questions.

All volunteers serving the City of Hermosa Beach will be working under the supervision of a staff member. Volunteers are an extension of the department system that enables staff to increase services in other areas.

### **B.2 What the City of Hermosa Beach can expect from Volunteers?**

The City of Hermosa Beach takes prides in having a diverse pool of volunteers. Community volunteer involvement reflects the pledge and steadfast commitment to a future where there is a shared purpose and a sense of community with personal responsibility and respect for all.

The following are general guidelines as to what the City expects of all volunteers, regardless of their age, gender or background:

- Consider your volunteer service to the City a serious commitment.
- Report promptly to all shifts as assigned.
- In the event that you cannot hold your commitment to the scheduled assignment, notify your supervisor or volunteer coordinator as soon as possible.
- Update volunteer application and background check when required.
- Cooperate with staff, other volunteers and community members.
- Maintain a good attitude.
- Comply with all rules of conduct of the City and Department you serve.
- Remember that you represent the City of Hermosa Beach at all times.

### **B.3 Guidelines and Rules**

#### *Insurance:*

Liability insurance is provided to you as a volunteer for the City. As a volunteer, you are covered by the City's general liability policy so long as you are acting within the scope and course of your assigned duties. Automobile insurance follows the automobile. If you are driving a City vehicle, City insurance will be in effect. Likewise, if you are driving your own vehicle, even while on City business, your automobile insurance will be applicable on a primary basis per the California Vehicle Code, CVC 17152. We conduct a motor vehicle driving record check for all volunteers who drive as part of their volunteer work, so we ask that you provide proof of insurance and a copy of your driver's license to the Human Resources Department if this applies to you.

#### *Expenses:*

Volunteers are reimbursed for expenses which have been pre-approved by your supervisor. Mileage will also be reimbursed if pre-approved by your supervisor. You may, however, claim a mileage tax deduction instead of taking the reimbursement. Please consult with your accountant or the Internal Revenue Service for current mileage reimbursement rates or tax benefits. If you do choose to claim mileage, you will be required to complete the City's mileage reimbursement form and obtain approval from your supervisor before payment can be made to you.

You may also be eligible for a number of other tax benefits as a volunteer under the general charitable contribution deduction of the Internal Revenue Code. Deductions are explained in Internal Revenue Service Publication Number 526, Income Tax Deduction for Contributions. A copy of this document is available in the Human Resources Department. Please be sure and check with your tax advisor or the Internal Revenue Service for specific deductions allowed, as the City does not provide this service.

#### *Volunteer Duties:*

A description of your assignment will be developed prior to your volunteer placement so that you are provided a clear, complete and current description of the duties and responsibilities of your assignment. In addition, a listing of volunteer assignment qualifications, a designated work space and supervisor will also be provided. You may not perform professional services for which certification is required, unless you already hold the appropriate certificate or license, and have received approval from the Coordinator of Volunteer Services. Upon seeking approval, please make sure to provide copies of any certificates or licenses, including any special driving licenses, first aid or CPR certification.

*Placement and Schedules:*

Work schedules of volunteers are diverse and varied depending on the department, program and or location of volunteers. Volunteers should work with their supervisor to set a schedule that is mutually acceptable. If a volunteer cannot make it to his or her assignment on a scheduled day, the volunteer should notify his or her job supervisor as soon as possible.

*Problem Solving:*

If a problem should arise concerning any condition of your volunteering with the City, you should attempt to reconcile the matter with your supervisor. All volunteers are encouraged to attempt to settle problems or issues requiring attention within the department to which the volunteer is assigned. However, if you feel that a workable agreement or a satisfactory solution to your problem has not been reached from discussion within the department, then notify the Coordinator of Volunteer Services.

*Recognition:*

Because we feel that volunteers are invaluable resources, various awards and activities are planned each year, and are part of our efforts to recognize volunteers for helping make our community a better place to live. Please inquire with the Human Resources Department to find out more information.

## **B.4 City Policies**

Below are detailed policies and procedures. Complete copies of these policies are available in the Human Resources Department. We expect all volunteers to follow:

*Risk Management:*

Risk management explores safety risks involved in work and volunteer tasks. The Coordinator of Volunteer Services and the Risk Manager work together to minimize any potential risks to the volunteer or City. This means that before volunteers begin their service, the supervisor is responsible for informing the volunteer of safe work practices as required for all employees. Any injury to the volunteer or losses to any third party which involved a volunteer must be reported and processed in accordance with existing City policies on matters of this nature.

*Attendance:*

All volunteers are responsible for arriving on time for their scheduled commitments. In the event that a volunteer cannot make their scheduled appearance, alert the assigned supervisor or coordinator in advance. Failure to appear for your shift without notifying your staff supervisor may result in your dismissal from the volunteer program.

*Sign-In/Tracking Hours:*

All volunteers are required to sign-in for their shifts and all hours will be documented. The City must keep track of the hours you volunteer to assure coverage under our self-insured liability and workers' compensation programs. Time records are used to determine how service levels have increased and which services have been enhanced by volunteers. Timesheets are to be filled out each time a volunteer works, at the end of the month, or whenever stipulated by the supervisor. Each volunteer is asked to follow this practice. Volunteers might also want to maintain this record to document their experience and commitment.

*Proper Attire/Grooming:*

Volunteers are responsible for presenting a professional image to the public. Volunteers should dress appropriately for the conditions and performance of their duties as well as maintain good hygiene and grooming while working. All volunteers should practice common sense rules of neatness, cleanliness, and comfort. Certain positions require specific clothing requirements which are left to the reasonable discretion of the City Department.

*Facility Usage:*

Please avoid personal phone calls, visits or other interruptions while on duty. Volunteers are prohibited from taking or using City supplies, materials, equipment, or facilities for personal use. City computer and telephone usage for personal reasons will be subject to the discretion of the City Departments.

*Accidents in City Vehicles:*

In the event of an accident involving a City vehicle, you should immediately contact the local police. You are also responsible for immediately notifying your supervisor, who will help you complete an accident investigation form along with any other required documents. Any volunteer, during the course of volunteering, involved in a serious motor vehicle accident may be required to take a urine, blood or breath test to determine whether or not that volunteer's ability to drive was impaired by alcohol or a controlled substance as defined by state statutes. For purposes of this policy, a serious accident is defined as one that injures someone, or where property damage exceeds \$750.

*Software Piracy:*

The City complies with all copyright laws for software programs installed and used on City-owned computers. Volunteers are expected to adhere to the City's policy, which includes prohibiting the use of unauthorized copies of software on City computers; prohibiting the installation of software on City computers that was not purchased through appropriate City policies; and understanding that all computers, software and computer information is City property. Therefore, all who use City computers cannot assume any right to privacy in such use.

*Alcohol:*

The City is committed to providing a safe and drug/alcohol-free environment for volunteers, the staff and the public. Volunteers shall not consume or possess alcoholic beverages while conducting City business and/or while on any City property. Any volunteer who reports for duty under the influence of, or whose performance is impaired by, the use of alcohol will be relieved of his/her volunteer duties. The use of illegal substances will not be tolerated.

*Drugs:*

Any volunteer who uses, brings, possesses or is suspected of being under the influence of any form of narcotic, drug, or hallucinogen, except prescribed drugs and under the direction of a physician, is subject to immediate dismissal. In addition, any volunteer who transfers, sells, or attempts to sell same on City property or while on City business, at any time, is subject to immediate dismissal.

*Smoking:*

Smoking is prohibited in the City of Hermosa Beach, including all City facilities, and City vehicles.

*Harassment:*

Harassment based on race, color, national origin, ancestry, gender, age, religious convictions or disability will not be sanctioned or tolerated. Harassment of any person is strictly prohibited, whether directed at an employee or citizen. All City workers have a right to work in an environment free from all forms of discrimination and conduct which can be considered harassing, coercive or disruptive. A volunteer who experiences harassment should report the incident immediately to the program supervisor.

*Safety:*

Volunteers are expected to use safe work practices and immediately report unsafe conditions that exist in the workplace to their supervisor.

*Volunteers Serving Minors and Elderly Populations:*

The City will exercise appropriate care in the placement of volunteers into positions serving populations that include minors, the elderly or the frail, and individuals with disabilities.

*Reassignment:*

Understanding that interest, availability and other factors change, volunteers may request reassignment at any time to another City Department.

*Dismissal:*

Volunteering for the City is a privilege. All volunteer assignments are served "at-will" and are subject to termination by the City at any time, for any reason or no reason, and without advance notice. You may terminate your service at any time as well; please notify your supervisor in the event that you decide to end your volunteer service. Policies and procedures shall be enforced by any manager, supervisor or acting supervisor. Any exception(s) to these policies shall be determined on a case by case basis. The City reserves the right to request that a volunteer leave immediately if circumstances warrant such action.

## **C.1 Code of Ethics**

We encourage you to read and practice the following code of ethics for volunteers:

As a volunteer, I realize that I am subject to a code of ethics similar to that which binds the professionals in the fields in which I work.

- I will keep confidential matters confidential.
- I interpret 'volunteer' to mean that I have agreed to work without compensation, but having been accepted as a worker, I expect to do my work according to standards.
- I promise to work with an attitude of open-mindedness; to be willing to be trained for the assignment; to bring to the assignment interest and attention.
- I realize that I may have personal and educational qualities that my co-workers may not have and that I should use these to enrich the projects which we are working on together.
- I realize, also, that I may lack personal or educational qualities that my co-workers have, but I will not let this make me feel inadequate, but will contribute to the team with the assets that I have.
- I understand that I am expected to live up to my work commitment, and I will give ample notice if I cannot fulfill it.



- I believe that my attitude toward volunteer work should be professional.
- I believe that I have an obligation to my work, to those who direct it, to my colleagues, to those for whom it is done, and to the public.

## **C.2 Volunteer Rights**

Each volunteer in the City is viewed as an important part of the organization's ability to get the job done. As a volunteer you are afforded rights as individuals and volunteers. Below are some of the rights volunteers may expect during their tenure with the City. In addition, please refer to Attachment A (*the Volunteer Protection Act of 1997*).

- Volunteers are to be treated with respect and courtesy.
- Volunteers are to receive proper training for the job to be done.
- Volunteers are to be informed about any reimbursement policy, e.g. for the use of private cars, etc.
- Volunteers are not to be discriminated against because of race, ethnicity, religion, gender, age, handicap, marital status, family, or sexual orientation.
- Volunteers will receive information on issues regarding legal protection, liability and other concerns.
- Volunteers will be recognized for their efforts in providing program services.
- Volunteers will be treated as co-workers.
- Volunteers will know as much about the organization as possible.
- Volunteers will be evaluated and receive recognition.

## **C.3 Volunteer Bill of Rights**

On behalf of the citizens of the City, the mayor and city council affirm that members of the corps of volunteers have the right to:

- Meaningful work which meets their interests and needs;
- Respect for the individual's skills and dignity;
- Recognition of their contributions;
- Confidentiality in all personal matters and records;
- Accurate records of volunteer service;
- Equal partnership with paid staff team members;
- A published job description for each assignment;
- Orientation to the volunteer program and specific job training;
- Guidance and support of a program supervisor;
- Frequent communication and performance feedback;
- Ability to change assignments;
- A place for discussing for issues and suggestions;
- An open door with the Coordinator of Volunteer Services.

## **D.1 ATTACHMENT A VOLUNTEER PROTECTION ACT OF 1997**

This is the text of Public Law 105-19; the Volunteer Protection Act of 1997 as signed into law by President Clinton on June 18, 1997:

One Hundred Fifth Congress of the United States of America

At The First Session

Begun and held at the City of Washington on Tuesday, the seventh day of January, one thousand nine hundred and ninety-seven.

An Act

To provide certain protections to volunteers, nonprofit organizations, and governmental entities in lawsuits based on the activities of volunteers. Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled.

### **Section 1. Short Title**

This Act may be cited as the 'Volunteer Protection Act of 1997'.

### **Section 2. Findings And Purpose**

(a) Findings. The Congress finds and declares that:

(1) The willingness of volunteers to offer their services is deterred by the potential for liability actions against them;

(2) As a result, many nonprofit public and private organizations and governmental entities, including voluntary associations, social service agencies, educational institutions, and other civic programs, have been adversely affected by the withdrawal of volunteers from boards of directors and service in other capacities;

(3) The contribution of these programs to their communities is thereby diminished, resulting in fewer and higher cost programs than would be obtainable if volunteers were participating;

(4) Because Federal funds are expended on useful and cost-effective social service programs, many of which are national in scope, depend heavily on volunteer participation, and represent some of the most successful public-private partnerships, protection of volunteerism through clarification and limitation of the personal liability risks assumed by the volunteer in connection with such participation is an appropriate subject for Federal legislation;

(5) Services and goods provided by volunteers and nonprofit organizations would often otherwise be provided by private entities that operate in interstate commerce;

(6) Due to high liability costs and unwarranted litigation costs, volunteers and nonprofit organizations face higher costs in purchasing insurance, through interstate insurance markets, to cover their activities; and

(7) Clarifying and limiting the liability risk assumed by volunteers is an appropriate subject for Federal legislation because:

(A) Of the national scope of the problems created by the legitimate fears of volunteers about frivolous, arbitrary, or capricious lawsuits;

(B) The citizens of the United States depend on, and the Federal Government expends funds on, and provides tax exemptions and other consideration to, numerous social programs that depend on the services of volunteers;

(C) It is in the interest of the Federal Government to encourage the continued operation of volunteer service organizations and contributions of volunteers because the Federal Government lacks the capacity to carry out all of the services provided by such organizations and volunteers; and

(D)(i) Liability reform for volunteers, will promote the free flow of goods and services, lessen burdens on interstate commerce and uphold constitutionally protected due process rights; and (ii) therefore, liability reform is an appropriate use of the powers contained in article 1, section 8, clause 3 of the United States Constitution, and the fourteenth amendment to the United States Constitution.

(b) Purpose. The purpose of this Act is to promote the interests of social service program beneficiaries and taxpayers and to sustain the availability of programs, nonprofit organizations, and governmental entities that depend on volunteer contributions by reforming the laws to provide certain protections from liability abuses related to volunteers serving nonprofit organizations and governmental entities.

### **Section 3. Preemption And Election of State Non-applicability**

(a) Preemption. This Act preempts the laws of any State to the extent that such laws are inconsistent with this Act, except that this Act shall not preempt any State law that provides additional protection from liability relating to volunteers or to any category of volunteers in the performance of services for a nonprofit organization or governmental entity.

(b) Election Of State Regarding Non-applicability. This Act shall not apply to any civil action in a State court against a volunteer in which all parties are citizens of the State if such State enacts a statute in accordance with State requirements for enacting legislation:

- (1) Citing the authority of this subsection;
- (2) Declaring the election of such State that this Act shall not apply, as of a date certain, to such civil action in the State; and
- (3) Containing no other provisions.

#### **Section 4. Limitation On Liability For Volunteers**

(a) Liability Protection For Volunteers. Except as provided in subsections (b) and (d), no volunteer of a nonprofit organization or governmental entity shall be liable for harm caused by an act or omission of the volunteer on behalf of the organization or entity if:

(1) The volunteer was acting within the scope of the volunteer's responsibilities in the nonprofit organization or governmental entity at the time of the act or omission;

(2) If appropriate or required, the volunteer was properly licensed, certified, or authorized by the appropriate authorities for the activities or practice in the State in which the harm occurred, where the activities were or practice was undertaken within the scope of the volunteer's responsibilities in the nonprofit organization or governmental entity;

(3) The harm was not caused by willful or criminal misconduct, gross negligence, reckless misconduct, or a conscious, flagrant indifference to the rights or safety of the individual harmed by the volunteer; and

(4) The harm was not caused by the volunteer operating a motor vehicle, vessel, aircraft, or other vehicle for which the State requires the operator or the owner of the vehicle, craft, or vessel to:

(A) Possess an operator's license; or

(B) Maintain insurance.

(b) Concerning Responsibility Of Volunteers To Organizations And Entities.

Nothing in this section shall be construed to affect any civil action brought by any nonprofit organization or any governmental entity against any volunteer of such organization or entity.

(c) No Effect On Liability Of Organization Or Entity. Nothing in this section shall be construed to affect the liability of any nonprofit organization or governmental entity with respect to harm caused to any person.

(d) Exceptions To Volunteer Liability Protection. If the laws of a State limit volunteer liability subject to one or more of the following conditions, such conditions shall not be construed as inconsistent with this section:

(1) A State law that requires a nonprofit organization or governmental entity to adhere to risk management procedures, including mandatory training of volunteers.

(2) A State law that makes the organization or entity liable for the acts or omissions of its volunteers to the same extent as an employer is liable for the acts or omissions of its employees.

(3) A State law that makes a limitation of liability inapplicable if the civil action was brought by an officer of a State or local government pursuant to State or local law.

(4) A State law that makes a limitation of liability applicable only if the nonprofit organization or governmental entity provides a financially secure source of recovery for individuals who suffer harm as a result of actions taken by a volunteer on behalf of the organization or entity. A financially secure source of recovery may be an insurance policy within specified limits, comparable coverage from a risk pooling mechanism, equivalent assets, or alternative arrangements that satisfy the State that the organization or entity will be able to pay for losses up to a specified amount.

Separate standards for different types of liability exposure may be specified.

(e) Limitation On Punitive Damages Based On The Actions Of Volunteers:

(1) General Rule. Punitive damages may not be awarded against a volunteer in an action brought for harm based on the action of a volunteer acting within the scope of the volunteer's responsibilities to a nonprofit organization or governmental entity unless the claimant establishes by clear and convincing evidence that the harm was proximately caused by an action of such volunteer which constitutes willful or criminal misconduct, or a conscious, flagrant indifference to the rights or safety of the individual harmed.

(2) Construction. Paragraph (1) does not create a cause of action for punitive damages and does not preempt or supersede any Federal or State law to the extent that such law would further limit the award of punitive damages.

(f) Exceptions To Limitations On Liability:

(1) In General. The limitations on the liability of a volunteer under this Act shall not apply to any misconduct that:

(A) Constitutes a crime of violence (as that term is defined in section 16 of title 18, United States Code) or act of international terrorism (as that term is defined in section 2331 of title 18) for which the defendant has been convicted in any court;

(B) Constitutes a hate crime (as that term is used in the Hate Crime Statistics Act (28 U.S.C. 534 note));

(C) Involves a sexual offense, as defined by applicable State law, for which the defendant has been convicted in any court;

(D) Involves misconduct for which the defendant has been found to have violated a Federal or State civil rights law; or

(E) Where the defendant was under the influence (as determined pursuant to applicable State law) of intoxicating alcohol or any drug at the time of the misconduct.

(2) Rule Of Construction. Nothing in this subsection shall be construed to effect subsection (a)(3) or (e).

## **Section 5. Liability For Non-economic Loss**

(a) General Rule. In any civil action against a volunteer, based on an action of a volunteer acting within the scope of the volunteer's responsibilities to a nonprofit organization or governmental entity, the liability of the volunteer for non-economic loss shall be determined in accordance with subsection (b).

(b) Amount Of Liability:

(1) In General. Each defendant who is a volunteer, shall be liable only for the amount of non economic loss allocated to that defendant in direct proportion to the percentage of responsibility of that defendant (determined in accordance with paragraph (2)) for the harm to the claimant with respect to which that defendant is liable. The court shall render a separate judgment against each defendant in an amount determined pursuant to the preceding sentence.

(2) Percentage Of Responsibility. For purposes of determining the amount of non-economic loss allocated to a defendant who is a volunteer under this section, the trier of fact shall determine the percentage of responsibility of that defendant for the claimant's harm.

## **Section 6. Definitions**

For purposes of this Act:

(1) Economic Loss. The term 'economic loss' means any pecuniary loss resulting from harm (including the loss of earnings or other benefits related to employment, medical expense loss, replacement services loss, loss due to death, burial costs, and loss of business or employment opportunities) to the extent recovery for such loss is allowed under applicable State law.

(2) Harm. The term 'harm' includes physical, nonphysical, economic, and non-economic losses.

(3) Non-economic Losses. The term 'non-economic losses' means losses for physical and emotional pain, suffering, inconvenience, physical impairment, mental anguish, disfigurement, loss of enjoyment of life, loss of society and companionship, loss of consortium (other than loss of domestic service), hedonic damages, injury to reputation and all other non-pecuniary losses of any kind or nature.

(4) Nonprofit Organization. The term 'nonprofit organization' means:

(A) Any organization which is described in section 501(c)(3) of the Internal Revenue Code of 1986 and exempt from tax under section 501(a) of such Code and which does not practice any action which constitutes a hate crime referred to in subsection (b)(1) of the first section of the Hate Crime Statistics Act (28 U.S.C. 534 note); or

(B) Any not-for-profit organization which is organized and conducted for public benefit and operated primarily for charitable, civic, educational, religious, welfare, or health purposes and which does not practice any action which constitutes a hate crime referred to in subsection (b)(1) of the first section of the Hate Crime Statistics Act (28 U.S.C. 534 note).

(5) State. The term 'State' means each of the several States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, the Northern Mariana Islands, any other territory or possession of the United States, or any political subdivision of any such State, territory, or possession.

(6) Volunteer. The term 'volunteer' means an individual performing services for a nonprofit organization or a governmental entity who does not receive:

(A) Compensation (other than reasonable reimbursement or allowance for expenses actually incurred); or

(B) Any other thing of value in lieu of compensation, in excess of \$500 per year, and such term includes a volunteer serving as a director, officer, trustee, or direct service volunteer.

## **Section 7. Effective Date**

(a) In General. This Act shall take effect 90 days after the date of enactment of this Act.

(b) Application. This Act applies to any claim for harm caused by an act or omission of a volunteer where that claim is filed on or after the effective date of this Act but only if the harm that is the subject of the claim or the conduct that caused such harm occurred