

Dear Volunteers,

We hope this message finds you well. As part of our ongoing commitment to enhance the volunteer experience and ensure the effectiveness of our programs, we have made some important changes to our Volunteer Involvement Policy.

Key Changes:

- **Updated Training Requirements:** All volunteers will now be required to complete a mandatory training session annually.
- **Flexible Hours:** We are introducing more flexible volunteering hours to accommodate your schedules better.
- **Recognition Program:** We will launch a new program to recognize and celebrate your contributions at the end of each quarter.

We believe these changes will create a more positive and rewarding environment for all our volunteers. Your input has been invaluable in shaping these updates, and we encourage you to share any further suggestions you may have.

Thank you for your continued support and dedication. Together, we can make a significant impact!

Best Regards,

[Your Name]
[Your Position]
[Organization Name]
[Contact Information]