

Habitat for Humanity of Lenawee County

Jennifer Bush & Wendy Knox

What is Rock the Block?

Before:



After:



- Community Focused
- Exterior Repairs
- Yard Maintenance
- Blight Removal
- Volunteer Event





How do I get Started?

- Make some decisions
 - Where?
 - Where do you want to hold your event?
 - When?
 - What time of the year makes sense for your affiliate?
 - How long will your event last?

• Who?

- Who is in charge of managing this event?
- Who (in the assigned area) do you want to reach?
- How many households can you help in the amount of time you have?



Rock the Block To-Do List

Funding Amount: \$5000.00

Repair Management

O Project time

Identify houses

Inquiries Sent

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management/set meeting

times/stay on track

Edit Questionnaire

C Engaging Homeowners

a. June 13th

a. July18th

b. Collect \$10

a. July 25-29

a. August 12th

Create Material list with

Construction Team

Write Completion Doc's

for homeowners

O Prepare repair folders

Assign folders to volunteer

Have Doc of Completion

signed by homeowner

with pictures

groups

Contracts signed by

(goal 20 houses)

Inquiries returned

○ Write Contracts

Location: **Onsted MI** Dates: **September 9**th **& 10**th

Construction Management

- O Review job sites
- Ordering materials
- Assign Team Leaders
- Safety Training on event day
- Make PPE List Appropriate for work load
- Bring PPE and tools to job sites.
- $\bigcirc~$ Dumpster drop off
 - a. Stevenson's 734-279-2611
- O Porta-Potty drop off
 - a. Black Swamp 517-263-3023

Development Director

- Questionnaire & Cover letter
- O Event Brochure
- O Fundraising
- O Day-of Event Logistics
- Volunteer Photos and
 Social Media
- O Pallet of Water
- O Food for Friday
- Invite elected officials
- Order 6 door magnets

How?

Rock the Block is a Team Event!

Do: Make a Checklist

Don't:

Assume anyone is in charge of anything that is not on the list. **Volunteer Coordination** ○ Secure a "Home-base" for volunteers and staff Order tent, tables and chairs Meet with United way (Laura Pipis) for planning Before and After photos Direct recruitment of **Onsted Volunteers** \cap Recruitment of volunteers outside of Onsted community O Do we have power washers? (Dan Tomford, Jeff Brehmer or Steven Dunn?) ○ Order dumpster a. Stevenson's 734-279-2611 Order Porta-Potty a. Black Swamp 517-263-3023 Call and Email ALL \cap Volunteer groups (don't forget to offer to email waivers to save time on DOE) O Plan a Clean-up crew

Do:

Build a Relationship with your Target Community

Don't:

Assume everyone wants Habitat's help or that people "Should be grateful"

- Contact City officials
 - Mayor
 - Fire Department
 - Police
 - City Manager
- Hand out fliers explaining what the event is.
 - Be clear about scope of work
 - Cost to participate
 - Dates
- Make formal invitations and give them to the houses in your focus area.
 - Be very clear about deadlines
 - Provide clear submission instructions and contact information
- The MORE engagement, the larger chance of success.

Do:

Remember the VALUE of your volunteers

Don't: Skimp in this area

- This is a volunteer event
- Provide
 - Safety equipment
 - Tools
 - Water
 - Lunch
- If you have the budget, provide a thank you gift or souvenir.
- Do NOT forget the Handwritten Thank You notes after the event.

Lesson's Learned

Do's

- Get an early start on planning
- Engage the community and it's leaders
- Get volunteers involved as early as possible
- Order an extra dumpster
- Port-a-potties on site

Don'ts

 Make any assumptions



- Agree to projects without inspecting them
- Agree to projects that exceed your volunteers skills



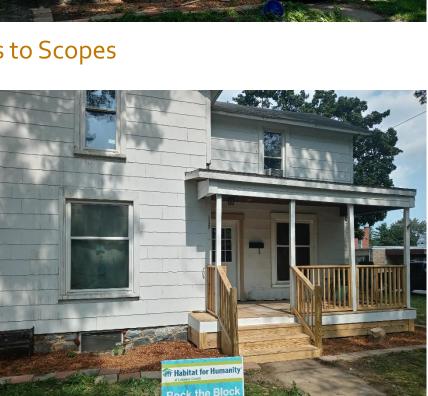
Lesson's Learned

Do's

- Take before and After photos from the same location and point of reference.
- Write a contract expressing the Scope of Work.
- Secure Team Leaders that are comfortable directing volunteers on their job site.
- Try to get as many supplies and tools on the job sites the day before the event as possible.

Don'ts

- Make last minute changes to Scopes of Work
- Do work that is not outlined in the contract
- Add households/ projects the day of the event





Questions and Discussion

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