



Habitat for Humanity of Lenawee County

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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?



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.

Rock the Block To-Do List

Funding Amount: **\$5000.00**

Location: **Onsted MI**

Dates: **September 9th & 10th**

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
- Recruitment of volunteers outside of Onsted community
- 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 Volunteer groups (don't forget to offer to email waivers to save time on DOE)
- Plan a Clean-up crew

Repair Management

- Project time management/set meeting times/stay on track
- Identify houses
- Edit Questionnaire
- Engaging Homeowners (goal 20 houses)
- Inquiries Sent
 - a. June 13th
- Inquiries returned
 - a. July 18th
 - b. Collect \$10
- Write Contracts
 - a. July 25-29
- Create Material list with Construction Team
- Contracts signed by
 - a. August 12th
- Write Completion Doc's for homeowners
- Prepare repair folders with pictures
- Assign folders to volunteer groups
- Have Doc of Completion signed by homeowner

Construction Management

- 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.
- Dumpster drop off
 - a. Stevenson's 734-279-2611
- Porta-Potty drop off
 - a. Black Swamp 517-263-3023

Development Director

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

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

