

# BUILD DAY PLANNING TOOLKIT



WELCOME! This packet will help you and your team prepare for a successful build day and set expectations for working with your homeowner.

## PRE-BUILD DAY

- Recruit 8-12 volunteers
- Send vol. group the release form
- Schedule a training (optional)  
*our team will come to you*
- Send vol. group the build day details  
(2 weeks out)
- Send my group a build day reminder  
(1 week out)

## BUILD DAY

8:00 a.m.  
Arrive

8:05 a.m.  
Safety huddle, mission moment, & tool trailer orientation

8:15 a.m.  
Site leader assigns roles & work begins

12:00 p.m.  
Break for lunch

4:30 p.m.  
Site clean up & project completion

5:00 p.m.  
Dismissed from a job well done!

## POST-BUILD DAY

- Follow-up call with staff
- Send staff any photos to share
- Complete volunteer survey
- Follow along on social media and newsletters for homeowner updates



# GETTING TO KNOW YOUR HOMEOWNER



It takes grace and humility to ask for help. Your homeowner has provided lots of financial, health, and personal information in order to qualify for repairs through Rebuild Upstate.

If your homeowner isn't being as social as you imagined, it may be because they are experiencing stress from their side of the build day. Your homeowner may be living with a disability that prevents them from physically or socially interacting with your group.

Please don't mistake silence for a homeowner not being appreciative.

## YOU'D BE OVERWHELMED IF A DOZEN STRANGERS SHOWED UP AT YOUR HOUSE, TOO.

Here are tips to engage homeowners in your workday experience:

1. Have 1-2 volunteers greet your homeowner in the morning.
2. Need a break? A small group (no more than 3 of volunteers) can offer to speak with the homeowner. Ask about their home, favorite memories, or how long they've lived there.
3. Bring an extra lunch for the homeowner and invite them to eat with you.
4. Show the homeowner your completed project. Be mindful of any disability that would prevent your homeowner from safely accessing the build site.
5. Take a photo with your homeowner!



**IT FELT LIKE GRAND CENTRAL STATION.  
I'M SO APPRECIATIVE FOR WHAT THEY'VE DONE.**

# SERVE AS OUR EYES AND EARS



got build day photos?

email them to [info@rebuildupstate.org](mailto:info@rebuildupstate.org) to get featured on our social media!



# WHAT TYPES OF REPAIRS WILL MY TEAM BE DOING?



## ACCESSIBILITY.

- Ramps
- Grab Bars/Railing
- Standing Shower Installation
- Door Widening

THE AVERAGE COST OF BEING HOSPITALIZED AFTER A FALL IS \$30,000.

REDUCING UTILITY BILLS PROTECTS A HOMEOWNER'S FINANCIAL STABILITY.

## WEATHERIZATION.

- Install Replacement Windows
- Door Replacement

PROVIDING WARMER, DRIER HOMES REDUCES DOCTOR VISITS AND ABSENTEEISM FROM SCHOOL OR WORK.

## HEALTH.

- Roof Repair
- Carpet Removal
- Floor Installation
- Mold Removal

REPAIRS REDUCE NEIGHBORHOOD BLIGHT AND INCREASE PRIDE OF OWNERSHIP.

## NEIGHBORHOOD REVITALIZATION.

- Siding Replacement
- Subfloor Repair

HOME REPAIRS MAKE A DIFFERENCE.