



Habitat for Humanity

Central Arizona

Southeast Valley Lutheran Coalition

Volunteer Information Packet

2021-2022

Scheduled Day and Times:

Saturdays Beginning Sept. 25, 2021
See Schedule for Start Times

Please arrive 15 minutes prior to start to sign in and attend the morning meeting.

To receive schedule updates, send your email address to sevlhabitat@gmail.com

Address: 667 W 19th St. Tempe



How Can I Get Involved:

- Building the Home – Be a volunteer to pound nails on Saturdays! No experience required, our Team Leaders will show you how!
- Support the Mission Financially – Use the State Tax Credit for Programs That Benefit the Working Poor to get a dollar for dollar credit. See details below.
- Bring lunch for our Saturday volunteers. Contact Ron Lichty at lichtyr@cox.net for details.

Arizona Tax Credit

Because Habitat for Humanity qualifies as an eligible charity, donations to Habitat are eligible for a dollar-for-dollar tax credit up to \$400 for individual and \$800 for joint filers.

To Claim the Credit You Must:

- Be an Arizona resident
- Complete Arizona tax form 321 to file with your state tax return.
- Postmark contributions or make them online by April 15th.

Do I have to itemize to claim Charitable Tax Credits?

No, You do not have to itemize deductions to claim a credit for contributions.

Can I take the Working Poor Tax credit if I take the School Tax Credit?

Yes, they are separate credits and you are allowed to take advantage of both.

Donating is easy at <https://habitatcaz.org/donate/individual-donation/>

When making your donation, be sure to let Habitat for Humanity know that you are doing so on behalf of the **Southeast Valley Lutheran Coalition**, and which church you want credited.



WELCOME

Southeast Valley Lutheran Coalition

Thank you for volunteering with Habitat! Whether you swing a hammer or raise a paintbrush, you are reminding families that they're seen, valued and a vital part of this community.

As the volunteer day approaches, please make note of the following:

What to expect:

- No prior construction experience is necessary. Volunteers are guided by our skilled team leaders through each task.
- Each task vary in intensity. There will be something for everyone! Please note that the task may change from what is initially communicated.
- All tools/materials will be provided on site.
- All individuals who enter the site will have their temperature checked.

What to wear:

- Please dress with safety and modesty in mind.
- Wear clothes that you wont mind ruining
- A belted or elastic waistband jeans are preferable.
- Closed-toe, closed-back non slip-on shoes. Work boots are preferred but thick-soled tennis shoes with a solid grip are acceptable.

Come join us to build:

When: Each Saturday -
Sept. 25, 2021 - Jan. 29, 2022

Time:

-6:30am - 12pm (Sept. 25 - Oct. 31)

-7:30am - 1pm (Nov. 1 – Jan. 29)

PLEASE ARRIVE 15 MINUTES EARLY TO SIGN IN.

Where:

667 W 19th St, Tempe, AZ 85281

Register at vhub.at/faithgroups

*WE HAVE MOVED TO A CONTACTLESS PROCESS. COMPLETE YOUR WAIVER ONLINE PRIOR TO ARRIVING FOR THE DAY.





What to bring:

- Water bottle (water will be available on site as well).
- Sun block and sun protection (hat, sweat rag, etc...).
- Lunch/Snack (check with your coordinator if lunch will be provided).
- Please leave large items like purses and backpacks in your car or at home.

Rain Hotline:

- In case of rain, call our Rain Hotline to see if sites are open:
602-262-8679

Build Site Safety Overview:

The job site is a place full of activity. Be aware of your surroundings at all times. You are responsible for your own safety as well as the safety of others. **If you see something unsafe notify a Team Leader immediately.** Please note the following:

- **No one under 16 years old is permitted on or around the active construction site.**
- **All volunteers must complete the volunteer waiver prior to participating in construction.**
- **Volunteers should carry medical ID and emergency contact information.**



Tool Safety:

- Always follow specific directions from site leaders regarding the safe use and operation of tools.
- Safety glasses are required when using power tools.
- Inspect the cords, outlets, and blades before using.
- Do not disable any safety features.

Lifting and Carrying Items

- When lifting, stand close to the load, bend your knees, use a firm grasp, and lift by straightening your legs.
- Keep your back straight and your body vertical.
- Get help with heavy or long loads.

Roof and Ladder Safety:

- Exercise caution when utilizing a ladder. Ensure ladder is on a stable surface.
- Use a partner to steady a ladder.
- Ensure A-frame ladders are fully extended.
- Do not lean or reach for items when on a ladder - move the ladder instead.
- When on the roof, move slowly and carefully. Never walk backwards.
- Never lay anything down on the roof. Tools and other objects can slide and fall off, injuring others.
- Be aware of people working above and below you.



Stay engaged with Habitat for Humanity Central Arizona!

Shop: All proceeds from ReStore sales support Habitat's operations in the Valley.

Donate: Your financial support helps local families build strength, stability, and self reliance through housing.

Arizona Charitable Tax Credit: Allocate your Arizona state tax dollars to support our mission!

**2021-2022 Southeast Valley Lutheran Coalition
Build Schedule Lot #18004**

Address: 667 W. 19th St. Tempe

Homeowners: Abdi & Saidio Jama Family

Lunch should arrive by
11am

<u>Week</u>	<u>Date</u>	<u>Start Time</u>	<u>Construction Task</u>	<u>Max. Volunteers</u>	<u>Lunch Provided By:</u>
0	9/21/2021	TBD	Window and Door Modules		On Your Own
1	9/25/21	6:30AM	Start Wall Framing	20	Esperanza
2	10/2/21	6:30AM	Continue Framing/Prep for Trusses	20	MVLC
3	10/9/21	6:30AM	Build Gable Modules/Truss Prep	20	Holy Trinity
4	10/16/21	6:30AM	Install Safety Rails, Roof Framing	20	Desert Cross
5	10/23/21	6:30AM	Complete Framing (Ready for strap and shear inspection)	15	Mountain View
6	10/30/21	6:30AM	Begin shingling and drywall blocking	15	Esperanza
7	11/6/21	7:30AM	Complete Shingling	15	Holy Trinity
8	11/13/21	7:30AM	Begin Drywall	20	Desert Cross
9	11/20/21	7:30AM	Continue Drywall	20	Mountain View
H	11/27/21		Closed for Thanksgiving		Closed for Thanksgiving
10	12/4/21	7:30AM	Complete Drywall	20	Esperanza
11	12/11/21	7:30AM	Begin doors and trim	15	Holy Trinity
12	12/18/21	7:30AM	Complete doors, trim, prep for painting	15	Desert Cross
H	12/25/21		Closed for Christmas		Closed for Christmas
H	1/1/22		Closed for New Year Holiday		Closed for New Year Holiday
13	1/8/22	7:30AM	Interior paint	20	Mountain View
14	1/15/22	7:30AM	Exterior paint, prep for landscaping	20	Esperanza
15	1/22/22	7:30AM	Landscaping/Install accessories	20	Holy Trinity
16	1/29/22	7:30AM	Touch up, Punch List, Final Clean	15	Desert Cross
17	2/12/22	TBD	Dedication		Dedication - Homeowner or Mountain View