



Rebuilding Together® Howard County SPONSORSHIP PLEDGE 2010

Please complete in full and return by mail or fax

8775 Centre Park Drive #519 • Columbia, MD 21045 • 410-381-3338 • fax 410-381-4412
www.RebuildingTogetherHC.org

Rebuilding Together® Howard County (RTHC) relies on the generous support of businesses, organizations, congregations, and individuals throughout the Howard County area. We salute your community spirit and gratefully acknowledge your generous support. Together, we bring a safe and healthy home to families in need.

Yes, I want to support RTHC

- Community Builder \$10,000
 ___Yes ___No *We will provide a group of volunteers (20-30) for Rebuilding Day*
- Neighborhood Builder \$5,000
 ___Yes ___No *We will provide a group of volunteers (20-30) for Rebuilding Day*
- Home Builder
 ___ Company \$3,200
 ___ 501(c)(3) or Congregation \$2,700
 ___Yes ___No *We will provide a group of volunteers (20-30) for Rebuilding Day*

- Repair Sponsor \$1,000
- Friend of RTHC \$ 500
- Donor – Thank you for your support!

Yes, I want to make a donation of skilled labor, supplies and/or materials to support the mission of RTHC.

Type of donation: _____

Estimated Value (\$): _____

Name of Sponsoring Company/Organization (*please note that this is the name that will be used on all RTHC promotional materials*): _____

Address: _____

City: _____ State: _____ Zip Code: _____

Name of Company/Organizational Contact: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Home/Cell: _____ Work No: _____ Fax: _____

Email (required): _____

Signature _____ Date: _____

Check enclosed

Please bill me

Organizations wishing to sponsor RTHC and provide volunteers must complete this page

PROJECT DATE: SATURDAY, APRIL 30, 2011 (unless otherwise agreed upon)

House Captain (see description of roles below): _____

Address: _____

City: _____ State: _____ Zip Code: _____

Home/Cell: _____ Work No: _____ Fax: _____

Email (required): _____

Please describe the type of repairs that are best suited for your organization's skill level and time commitment:

Light House: A **LIGHT** house may need scraping, painting and/or cleaning. It may need some weather-stripping or light repair work. It can be staffed with unskilled volunteers and a handyman. This type of site may require a minimum of one or two days of prep work culminating in the completion of the repairs on Project Day

Medium House: A **MEDIUM** house requires an experienced House Captain and one or more skilled volunteers. It may need carpentry, the installation of a wheelchair ramp, electrical and plumbing work. This type of home may require two weekends of prep work culminating in the completion of the repairs on Project Day.

Heavy House: A **HEAVY** house needs a substantial amount of work requiring several skilled people. The House Captain should be prepared for a major workload. It will usually require an advanced crew of skilled volunteers for a multiple weekends of prep work culminating in the completion of the repairs on Project Day.

Would your organization prefer to work with:

Elderly individuals

Disabled individuals

Families with Children

Non-profit facility

Does not matter

Any geographic preference: _____

Would your group be willing to work with a homeowner whose home has excessive clutter within their home?

YES

NO

RTHC makes every effort to locate skilled and professional trades to assist with repairs beyond the normal capabilities of the sponsoring organization. We also encourage sponsors to locate and secure volunteer services through their organizational affiliations and members. List the names of any skilled or **professional volunteers your company/organization has within its ranks.**

Type	Skilled Trade: *	Professional Trade: **	<p>*Skilled Trade: A volunteer who has sufficient technical skills and resources to know what can be done, what cannot be done, and what should not be attempted. These volunteers are typically Crew Leaders who will supervise a small number of volunteers to perform a specific task through completion.</p> <p>**Professional Trade: A volunteer who is an expert in a given trade. These volunteers are a valuable resource and may be needed on multiple sites. Our goal is to use this type of volunteer as efficiently and effectively as</p>
Carpentry			
Drywall/Plaster			
Electrical			
Painting			
Plumbing			
Tree work			
Roofing			
Wheel Chair Ramp			

Other:			possible.
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Rebuilding Together® Howard County

Volunteer Job Descriptions

Point of Contact Roles & Responsibilities

The RT Howard County Point of Contact is the person that RT Howard County staff will communicate with on a regular basis. This may be the same person as the House Captain or the Ambassador. The Point of Contact will receive updates of meetings/trainings, sponsorship invoices, and general information. They are responsible for making decisions related to sponsorship. It is their job to relay information to the appropriate volunteers/organization and to keep RT Howard County apprised of any changes/updates among their volunteers.

House Captain Roles & Responsibilities

The House Captain is the one responsible for the smooth operation and happy atmosphere on Rebuilding Day at their chosen site. The HC is the liaison between RT Howard County and their work crew on Rebuilding Day. He or she is also responsible for defining the work scope and planning of materials at their site (prior to workday) and for motivating, organizing and supervising the work crew on Rebuilding Day.

The HC's specific responsibilities include:

- Attend the house selection meeting (mid-February) and an additional orientation meeting for House Captains in early April.
- Contact the homeowner prior to workday to introduce him/herself and make arrangements to visit the house to see first-hand the extent of work, confirm the needed supplies, plan the best utilization of the work crew and establish a rapport with the homeowner.
- Contact the list of volunteers to confirm their participation and clarify expectations, skills, and/or instructions, and answer any questions.
- Review supplies and materials *before* Rebuilding Day.
- Complete a Rebuilding Day evaluation form and attend an evaluation wrap-up meeting for all House Captains approximately a week after Rebuilding Day.

House Ambassador Roles & Responsibilities

The Ambassador's role is to assist the homeowner in understanding and successfully dealing with the rehabilitation of their home in a tight time frame. This person is a companion to, and even advocate for, the homeowner on Rebuilding Day.

The Ambassador's specific responsibilities include:

- Meeting with the family to assure all questions are answered and a feeling of trust is established (prior to and on workday).
- Helping the homeowner move furniture out of the way and put valuables and knick-knacks away.
- Integrating the homeowner into the work activities of the volunteers (if the homeowner is able-bodied).
- Being available and "checking in" with the homeowner throughout the day to ensure they are comfortable and informed.