

SWEAT-EQUITY OPPORTUNITIES: REPAIR WITH KINDNESS PROGRAM

WHERE CAN YOU EARN SWEAT EQUITY?

RESTORE *(May be completed by friends and family on your behalf)*

- Atlanta Location - 271 Chester Ave SE
 - Volunteer Shifts: Tuesday-Saturday. 10:00 a.m.-1:30 p.m. or 1:30-5:00 p.m.
- South Fulton Location - 5626 Old National Hwy
 - Volunteer Shifts: Wednesday-Saturday. 10:30 a.m.-1:30 p.m. or 1:30-5:00 p.m.
- Schedule shifts for either location in VolunteerHub (instructions in FAQ section)

WAREHOUSE *(May be completed by friends and family on your behalf)*

- Volunteer Shifts: Friday, 8:00 a.m.-12:00 p.m.
- Schedule shifts in VolunteerHub (instructions in FAQ section)

HOME CONSTRUCTION *(May be completed by friends and family on your behalf)*

- Volunteer Shifts: Saturdays, 7:30 a.m.-3:30 p.m.
- Schedule shifts in VolunteerHub (instructions in FAQ section)

HOME SMART CLASSES *(Sweat-equity credit only for Repair with Kindness participant household members)*

- Please visit <http://www.atlantahabitat.org/education-1/> for a current list of classes and to register for a class.
- Each class can only be used to earn sweat equity once per program participant.
- Any “required” classes noted on the course schedule are only required for the home purchase program. As a Repair with Kindness program participant, you are not required to take any classes.
- You do not need to log these classes on your log sheet, but you may if you want to. We will take attendance in each class and automatically add the earned hours to your file.

COMMUNITY INVOLVEMENT *(Sweat-equity credit only for Repair with Kindness participant household members)*

- You may complete sweat-equity hours by attending your neighborhood’s Neighborhood Association, Neighborhood Planning Unit or Parent Teacher Association (PTA) meetings.
- You must complete a Community Meeting Report for each meeting you attend, in addition to logging it on your log sheet. Download here: <https://www.atlantahabitat.org/programs/sweat-equity>

FINANCIAL COACHING *(Sweat-equity credit only for Repair with Kindness participants)*

- You may earn sweat-equity hours by attending individual Financial Coaching sessions with Atlanta Habitat. Coaching sessions are offered via phone, virtual, or in person. Sign up by calling Karyn Woods at (404) 465-1040, or online at <https://outlook.office365.com/book/DrKsCalendar@atlantahabitat.org/>.

HOME IMPROVEMENT *(May be completed by friends and family on your behalf)*

- Your RWK inspector may determine that minor home improvement projects are needed, such as trimming bushes near the home, or clearing out your home to increase contractor accessibility. If they make that determination, they will recommend you earn sweat equity on those specific projects, and will let the Sweat Equity team know which home improvement projects will count for hours.
- You must submit photos of the volunteer project as well as log hours on the log sheet.

**SUBMIT ALL SWEAT-EQUITY DOCUMENTATION TO
SWEATEQUITYSUBMISSIONS@ATLANTAHABITAT.ORG**

Please see the next page for Sweat Equity FAQs. If you have additional questions about completing your hours, please contact Carol Parker at 404-465-1133 or at carol.parker@atlantahabitat.org.

SWEAT EQUITY FAQ: REPAIR WITH KINDNESS PROGRAM

How do I sign up with VolunteerHub?

To schedule a shift at the ReStores, the Warehouse, or a Build site, create an account at vhub.at/AHFHSweatEquity and sign up for shifts through that portal. Make sure you are signed in to see available shifts.

What if I don't have internet access?

If you cannot use the internet to access VolunteerHub, please call the following contacts at least a week in advance.

Please identify yourself as a Repair with Kindness participant earning sweat equity.

For the ReStores: Megan McCabe, 404-525-2114 x190

For Builds or Warehouse: Meg Mabry, 404-465-1097

Where do I find out about new sweat-equity opportunities?

Please visit <http://www.atlantahabitat.org/programs/resource-center/sweat-equity/> and scroll to the bottom of the page for the latest RWK Sweat-Equity Opportunities list.

Do I need to attend Volunteer Orientation?

As a Sweat Equity volunteer, you do not need to attend volunteer orientation.

How do I track sweat-equity hours on my log sheet?

You will need a log sheet (recording form) to document hours completed. Additional log sheets are available on the Atlanta Habitat website at www.atlantahabitat.org/sweat-equity. All types of sweat-equity hours must be logged on the log sheet in order to be counted. Do not submit the same information more than once. If you are doing the similar shifts on a regular basis, each shift must be logged separately. An Atlanta Habitat staff member must sign off each time sweat-equity hours are completed at the ReStore, Warehouse, or Builds, even if you "clock in" through VolunteerHub. If you are earning sweat equity via Remote Classes, you must also complete a Remote Class Report for each class attended. If you are doing Community Involvement, you must also complete a Community Involvement Report for each meeting. If you are volunteering at other Atlanta area nonprofits, you must also submit photos of the volunteer project.

How many hours do I need to earn?

You are required to complete 40 sweat-equity hours within 3 months of program approval. We recommend starting your hours immediately after the initial inspection to make sure you complete them by your deadline. Failure to complete this program requirement will result in immediate removal from the program.

How many hours will I receive for an hour of volunteering/class/attending an event?

You receive one hour of sweat-equity credit for every hour you participate. There will be opportunities to receive double and triple sweat equity for certain classes/events.

Can I come to classes / volunteer shifts late, or leave early?

To get full credit for sweat-equity hours, you are required to stay for the entire duration of the class or shift. If you arrive 10 minutes late or leave prior to the end of the class/shift, you will not receive sweat equity for attending.

Do any of my inspections count for sweat-equity hours?

Only the initial RWK inspection counts for sweat equity. You will earn 2 hours, as a boost to get started.

Do donations to Goodwill, the ReStore, or other organizations count for hours?

No. While we appreciate the thought, sweat equity is meant to enable interaction with and impact on the community, or add skills and experiences to our program participants.

Can friends and family join me on volunteer shifts, or volunteer without me?

If you are volunteering at the ReStore, Warehouse, or on a home construction build site, a maximum of three people may earn sweat equity per group. Each member of your group must sign up for the shift with their own VolunteerHub account. If they volunteer without you, they need to have their own log sheet to get hours signed off by a Habitat staff member.

Can I do something else to earn sweat equity that isn't listed on the opportunities sheet?

No. The only options to earn sweat equity are all listed on the opportunities sheet. If you have a physical hardship that prevents you from completing any of the available opportunities, *and* do not have friends or family who can earn hours on your behalf, please contact Carol Parker to discuss your options.