

United Way of Northern
Shenandoah Valley

United
Way



DAY OF CARING
INFORMATIONAL GUIDE

WHAT IS DAY OF CARING?

It's a single-day service event like no other! Day of Caring brings together teams of volunteers to help nonprofit organizations across Winchester, Frederick County, Clarke County, Shenandoah County and Page County. Our volunteers take to the streets, offices, playgrounds and schools of our community. They dedicate their day to painting, landscaping, cleaning and more. All to prove the amazing difference one day can make when we work together. Spend one day volunteering with us at local nonprofits to complete more than 100 projects. Let's Live United

United Way facilitates Day of Caring projects that are designed to serve our community's most vulnerable residents including the elderly, disabled, low-income, and military veterans at no cost to them. Many nonprofit organizations are also supported through this event which allows them to continue focusing on serving the needs of the Northern Shenandoah Valley.

Day of Caring projects involve a variety of services and can include minor home safety repairs, painting, cleaning, tidying, landscaping, gardening, and more!

CONTACT US:

For questions up until Day of Caring, please contact Elise at United Way.

Elise Stine-Dolinar
(540) 536-1610

estinedolinar@unitedwaynsv.org

Project Selection:

Through a rigorous matching process, we select projects that align with team skills and tools. We do our best to accommodate both team interests and project needs. Team leaders will be contacted between July and August with information about their assigned project site in order to properly prepare.

We strive to ensure that our homeowners and nonprofits don't spend a dime on their projects. If you feel inspired to sponsor all or a portion of a project, please either reach out to our United Way contact to coordinate your gift, or make a Day of Caring sponsorship to help all efforts.

Project Planning

Team Leaders will receive project assignments in August, with a description of the property and scope of the project work. The project team must coordinate who will be supplying the necessary tools, allocate team responsibilities, and review any safety tips. Additionally, the team must determine bathroom locations and parking arrangements.

PROJECT TIMEFRAMES

All projects are anticipated to be finished within one day, or approximately 4-8 hours. In extenuating circumstances, projects can be shorter or longer. Please specify your availability or project length using your best judgment. United Way does the very best they can to match project length with team availability.

EVENT KICKOFF

Stay tuned for more information on the Day of Caring Kickoff to be updated shortly!

LUNCH PLAN

Lunch is the nonprofit or project site's responsibility. Your team should confirm that you are receiving lunch from your nonprofit site -- if you need the lunch provided by United Way, please communicate with United Way as early as possible.

WASTE REMOVAL

Waste can accumulate at some project sites. Branches, weeds, debris, and other garbage may need to be discarded off-site. Please do your best to discard waste in a responsible manner at refuse station. If you are unable to do so, please contact United Way so that we can ensure it is disposed of.

DAY OF CARING AFTER PARTY

We hope you will join us ALL DAY at TGI Fridays in Winchester! A percentage of all sales that day go back to support United Way!

DAY OF CARING PHOTO CONTEST

All Day of Caring participants are encouraged to share team and project photos via social media. Please tag or mention us and include the hashtags #OneValleyUnited or #UWNSVDayofCaring

Facebook: [@UWNSV](https://www.facebook.com/UWNSV)

Instagram: UWNSV

or email us at uwphotocontest@gmail.com

AFTER THE EVENT

Additionally, participants are invited to provide feedback for continuous improvement by submitting these forms:

1. Team Leader Evaluation Form
2. Post-Project Evaluation/Reflection

These forms will be available for completion shortly. All feedback forms must be submitted

no later than Friday, September 24th.

INCLEMENT WEATHER OPTIONS

Each nonprofit agency is responsible for making its own arrangements in case of inclement weather. Day of Caring is never cancelled due to bad weather, but you may need to make project changes during the day or reschedule with the homeowner or nonprofit organization. Most importantly, COMMUNICATE with the United Way contact and all volunteers about these plans before the actual day, so the contingency arrangement is understood.

LOOKING TO SUBMIT A PROJECT? HERE IS OUR PROJECT FAQ:

Who can submit a project? Any 501©3 in Winchester City, Frederick, Clarke, Shenandoah or Page County. We have occasionally done projects at local parks, churches, fire stations and civic organizations. Not sure if you qualify – just ask!

What kind of projects can be submitted? Almost anything you think a regularly skilled volunteer could accomplish in about 4-8 hours. Some highly skilled projects are a little less common (roofing, plumbing, etc.), but it's not totally out of the question, we just need to know ahead of time. We've also had volunteers read to kids, do activities with seniors, etc. It doesn't have to be manual labor!

What if I know of an individual who needs a project done? Any individual needing a project completed MUST have it submitted by a 501©3 organization. The organization must make sure the project has been sufficiently vetted before submitting. Example: You know of an elderly resident living alone on a limited income that needs some landscaping done. A Person at your organization would submit the project on behalf of the resident and manage the communication between volunteers and the homeowner. These projects MUST be submitted by July 15th in order to be eligible for Day of Caring.

Can I submit more than one project? YES!!!!

Who is responsible for the supplies to complete the project? The organization submitting the project is responsible. If you have a project and you can't provide the supplies, please still let us know, as EARLY as possible and we will work to accommodate if we can.

How many volunteers does the organization get? As many as you ask for – it can be 2-200. We work with teams of all sizes!

How long are they there? They typically arrive around 9AM and most teams finish up by 3PM or 4PM.

Do we have to feed volunteers lunch? Yes please! If you are not sure if you need to feed your group - please contact the team. Each site is required to have drinking water on hand at all times.

Do we get to pick our volunteers? No, we pair your organization up with a group based on skill, size and a variety of other factors. It is a giant puzzle to put together, so we appreciate your flexibility!

When is Day of Caring? Wednesday, September 15th for all areas!

When are projects due? July 30th for projects at non-profits (see above for information on project deadlines for projects at individual homes).

How do I submit a project? <https://www.unitedwaynsv.org/project-submission-form>