

Sweat Equity Opportunities: Homeownership Program

Sweat equity is an integral part of Habitat's mission to bring people together to build homes, communities, and hope. Sweat equity provides the opportunity for homebuyers to work alongside volunteers and future neighbors to build affordable homes, support the Habitat Restore, attend educational opportunities, and contribute to the community. There are many opportunities to complete your sweat equity requirement.

Habitat Construction Site

A minimum of 100 hours at the Habitat construction site must be completed. You don't need to have prior construction experience to volunteer at the construction site. Just come out with a positive attitude and a willingness to learn. Construction shifts typically occur every Wednesday, Friday, and Saturday. Construction staff will send a weekly email with construction updates. Check out our <u>Construction FAQs</u> for more information about what to expect at the site.

Arrival and shift times

- Shifts currently run from 9 a.m. 3 p.m. Please arrive five to ten minutes early for your shift and stay for the entire time.
- If you need to arrive late or leave early, you must check in with the construction manager, Matt Henrickson at <u>mhenrickson@orangehabitat.org</u> or 919-697-1901.
- When you arrive, please make a nametag and check in with Habitat staff.
- Before beginning each shift, Habitat staff members will lead an orientation to review important information about safety and construction tasks for the day
- Lunch is at 12:00 p.m. You will receive sweat equity for the lunch hour. Be ready to work immediately after lunch. Check in with your Site Supervisor for afternoon shift plans.
- At end of the afternoon shift, please stay to help staff close down the worksite. Please do not leave until the shift is over or the Site Supervisor dismisses you.

What to expect at the site

- Homebuyers will work on multiple Habitat homes, including your future home. The staff frequently moves volunteers among all worksites. When the construction of your home begins, Habitat staff will generally prefer you to work on your own home so partnership volunteers have the chance to work alongside you.
- Habitat homes are usually sponsored by a partnership. Partnerships may be corporations, foundations, private donors, etc. Partnership representatives usually volunteers on site.



We build strength, stability, self-reliance and shelter.

Staff will try to provide the appropriate number of workers on each site by adding extra workers or by moving them to other sites. Sometimes there will not be enough work for everyone, especially early in the day and right after lunch. Staff will usually try to give partnership volunteers tasks before homebuyers because they are usually only on site for a short period of time. Be patient. Ask for something to do if you have not been given a task. Most days there is plenty of work to do. You can always clean up, organize the tools, stack lumber, etc.

Tracking your sweat equity hours

• You must bring your sweat equity log each shift. Leave it in the car until the end of the shift. Hours must be signed for the same day you work. Fill out log before giving to a staff member to sign. Any site supervisor can sign, but it should be the one you work with. You must work a minimum of four hours to count the hours for the day.

To get started:

- Before you start volunteering, you must complete a Construction Safety Orientation. Schedule a meeting with our Construction Manager, Matt Henrickson at 919-697-1901 or <u>MHenrickson@orangehabitat.org</u>.
- All new homebuyers must create a Volunteer Hub account to begin signing up for shifts. You can sign up <u>online here.</u>
- You will see shifts available on Volunteer Hub. Each person receiving sweat equity must register for the shifts they plan to attend.
- If you are bringing volunteers to the jobsite, they must register online. If you are interested in bringing more than two additional volunteers, please contact Ansel at aprichard@orangehabitat.org to ensure there is enough space in order for them to register.

Habitat Restore

Habitat ReStores are home improvement stores that sell new and used furniture, building materials, appliances and household goods. Proceeds support Habitat's mission. There are ten ReStore locations in the Triangle area. Volunteer opportunities include: Cashier, Sales Floor Associate, Customer Service Associate, and Donation Receiver. Volunteer shifts typically vary between two and six hours.

Locations Nearby:

- Hillsborough 672 N. Churton St. Hillsborough, NC 27278
- Durham-Chapel Hill 5501 Durham-Chapel Hill Blvd. Durham, NC 27707



We build strength, stability, self-reliance and shelter.

Tracking your sweat equity hours

• Sweat equity hours completed at the Restore do not need to be added to your sweat equity log. These hours are monitored using an online system. At the end of each month, ask a Restore employee to print out your total hours to submit alongside your sweat equity log.

To get started:

- Check out the <u>Volunteering at the Restore FAQs</u> to learn everything you need to know.
- All new volunteers must complete the <u>Background Screening Form</u> to get started. From there, a Habitat Restore employee will contact you to schedule an orientation.

Educational Opportunities

Habitat regularly offers homeowner workshops and training. Workshops are aimed at making sure you are prepared for successful homeownership. Topics may include home buyer readiness, financial education, healthy living, and home maintenance.

*Required Homebuyer Education Course: All home buyers must complete an HUD-certified home buyer education course prior to closing. Habitat staff will share current offerings with you during the trial period.

To get started:

- Upcoming opportunities will be shared on the biweekly Homeowner Announcements (*Habitat sends out a bi-weekly homeowner email to provide you information about upcoming workshops, pre-approved sweat equity opportunities, and community events and resources.*)
- Contact homeownerservices@orangehabitat.org with questions.

Additional Habitat Opportunities

Habitat regularly hosts events such as fundraisers, celebrations, or community stakeholder meetings. A Habitat staff person may reach out to you regarding some of these opportunities. Time spent at events can be counted towards sweat equity. There are also often opportunities to **volunteer in the Habitat office** to earn sweat equity hours. This will involve helping with mailings, making copies and other office related tasks. We will notify you when these opportunities arise.



We build strength, stability, self-reliance and shelter.

Sweat Equity Tracking

You will receive sweat equity logs to track your sweat equity hours. To receive credit for sweat equity hours, we ask you to get a Habitat or organization representative to sign your sweat equity log to provide proof of time and attendance. You are required to submit a copy of your sweat equity log on or before the 1st of each month.

Submit your sweat equity hours each month by email, fax, or in person.

- E-mail: <u>homeownerservices@orangehabitat.org</u>
- Mail: 88 Vilcom Center Drive | Suite L110 Chapel Hill, NC 27514
- Fax: (919) 932-7079

Failure to submit sweat equity hours each month may result in the forfeiture of hours. If you miss the deadline to turn in your hours by the 1st of the month:

- 1st Occurrence Verbal warning
- 2nd Occurrence Written warning
- 3rd Occurrence Your hours for the month will be forfeited

Sweat Equity Check Ins

Becoming a Habitat homeowner is a rewarding yet challenging journey. But have no fear, the Homeowner Services department is here to support you each step of the way! A Homeowner Services staff person will schedule check-in meetings with you throughout the program. Check-in meetings provide the time to see how you are doing, answer any questions you may have, and problem solve any challenges. Check-in meetings will be scheduled in connection with your progress towards reaching your sweat equity milestones. You are more than welcome to schedule check-ins more often as you are interested and as staff capacity allows.