



NEW LEADER SUMMER PROGRAM OVERVIEW

Team Building

- Coordinate multiple pre-trip group prep activities
- Plan practice construction activities & safety awareness sessions
- [Required Reading](#) for Everyone:
 - ASP Rules and Regulations
 - ASP Safety Manual
 - ASP 3 S's

Age Requirements

Minimum age for youth is 14; however **if a 13 year-old has completed the 8th grade, they may plan to participate.**

Center Expectations

- Leased School, Community Center or Church
- Sleeping - air mattress on gymnasium or classroom floor
- Showers – not always indoors and not always hot water
- Air conditioning – not available in all centers
- Follow ASP dress code guidelines
- Daily chore assignments for all
- Daily devotions and evening activity

Food

- 3 meals per day
 - Breakfast
 - Packed lunch (bring snacks & drinks)
 - Dinner
- Standardized menu
- Supplemental snacks recommended

Safe Sanctuaries

- **Background check policy:** All adults 18 and above, whether a group leader or not, are required to have undergone a background check before going on an ASP trip. High school seniors who turn 18 before their post-graduation summer of service are exempt from this policy.
- Minimum 2 adults per work crew
- Separate shower times – youth/adult/gender
- Minimum 2 adults of same gender as youth in each sleeping area

Forming Work Crews

- **Divide group into work crews:** Max 5-7 vols per crew, Minimum of 2 adults per crew
- One vehicle for each crew is required
- Balance males and females if possible
- Group leaders with some basic knowledge of carpentry preferred
- Work project selection based on construction skill level – see [CIF](#)

Description of (optional) Floating Volunteers

- Serve as resources for work crews – supply delivery, project assistance, staff assistance
- Must have separate vehicle capable of hauling materials
- Must participate in all ASP activities

Medical Information

- ASP does not cover accident or medical emergency expenses that may result from an occurrence on an ASP trip
- Group leaders are responsible for medical welfare of volunteers
- Signed and notarized [Vol Statement and Registration form](#) required for each volunteer
- Accident and medical insurance recommended for each volunteer
- Current tetanus shots recommended
- Short term med/accident insurance available via [UMGBM](#)

How to Pack - Individuals

- Work site – shirts with sleeves and long pants at all times - Sturdy shoes
- Center – Discrete attire – knee length shorts; shirts with sleeves
- No valuables
- Twin size air mattress and sleeping bag
- Personal toiletries/towels/shower shoes



NEW LEADER SUMMER PROGRAM OVERVIEW—cont'd

Basic Tool Kit List for Each Volunteer

- Eye protection - glasses
- Ear protection - earplugs
- Work gloves
- Hammer
- Measuring tape
- Dust mask
- Nail apron
- Hat

How to Pack – the Group/Each Crew

- First Aid kit
- Water coolers & water jugs
- Coolers for lunches
- Sandwich containers
- Ladders
- Specialty tools if you have them
- Safety equipment for each vol
- Basic tool kit for each vol (see above)

Transportation

- One vehicle per work crew of 5-7 people
- Cargo van, mini van, SUV, or pickup truck recommended
- Haul crew, luggage, tools, supplies
- Utility trailer for tools is helpful
- Seatbelts for each passenger
- Passenger safety at all times

Typical Summer Week with ASP

Sunday

- 3:00 p.m. Arrive at your center, register, meet other groups.
- 4 - 5 p.m. Staff meets with group leaders to:
 - discuss the center and community
 - explain the home assignments
- 5 p.m. Evening Gathering
- 6 p.m. Dinner
- 7 p.m. Group leaders/staff travel to meet families
- 11 p.m. Lights-out; rest for a wonderful experience

Monday - Friday

- 6:30 - 8 a.m. Rise and shine, devotions, breakfast
- 8:30 - 4:30 Work day with lunch break at noon at the site.
- 5 - 6 p.m. Clean up and make an inventory of supplies needed for the next day.
- 6 - 7 p.m. Dinner
- 7 - 10 p.m. Center clean-up; Evening Gathering (a time of fellowship, reflection, sharing, singing, playing, sometimes with a guest speaker, local musician, artist, or other special event); team time; staff and group leaders discuss details of the day's work; free time.
- 10:30-11 p.m. Quiet time
- 11:00 p.m. Lights out

Saturday

- 7 - 10 a.m. Groups depart. No breakfast provided

Budgeting for the Trip

- \$325 per person
- Allow for one vehicle per work crew
- Vehicle rental fees
- Gasoline for each vehicle
- Meals to and from home
- Lodging to and from home
- Miscellaneous expenses
 - Drinks and snacks
 - Ice for coolers
- Other possible expenses
 - Group insurance, extra donations
 - Special activities, etc.

Typical Repairs

- Roofing/Drywall/Insulation
- Stairs/ Porches
- Painting/Wheelchair ramps
- Foundation Repair/Floor Repair