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Welcome to Appalachia Service Project’s College Programs!

Appalachia Service Project's College Programs connect young adults across the United States with opportunities to enact change in both their collegiate communities and the Central Appalachian region through advocacy, education, and service, all while equipping students with skills of leadership, entrepreneurship, management, organization, and volunteerism.

Appalachia Service Project’s College Programs seek to provide young adults with a chance to experience ASP’s transformational mission trips and to share the mission of ASP with their surrounding collegiate community.

Now in its 50th year, ASP has relied on college-aged young adults to operate its Summer Program by guiding groups of volunteers through their home repair service project and providing Christian leadership. Summer staff gain significant skills in organization, leadership, and volunteer management. ASP also attracts several college students as volunteers during our Year-Round Program, with a new focus on Fall, Winter, and Spring Break trips to Appalachia. Campus Chapters provide an opportunity for youth volunteers, summer staff, and college student volunteers to remain connected to ASP and engage in service and community outreach while developing valuable skills.

Appalachia Service Project’s Campus Chapters are student-led, collegiate-based organizations. Each Campus Chapter is nationally affiliated with Appalachia Service Project, bringing the mission of ASP to their campus, while also creating opportunities for students to serve in Appalachia and experience the culture first-hand. Students involved with Campus Chapters will primarily work to serve, advocate, and raise funds:

**SERVE**

- Serve their collegiate community through existing organizations to promote service and social justice with their peers
- Coordinate a minimum of one trip to one of ASP's Year-Round centers over Fall, Winter, or Spring Break

**ADVOCATE**

- Host events on campus and in the surrounding community to raise awareness of substandard housing, Central Appalachia, ASP, and other related social issues
- Identify potential summer staffer applicants for Appalachia Service Project
- Share ASP volunteer opportunities with other potential, local groups (e.g., churches, high schools, other student organizations, etc.)

**RAISE**

- Fundraise for organizations addressing substandard housing, including ASP
- Leverage community partnerships as a means for fundraising, in-kind donations, etc.
In order to remain nationally affiliated with ASP, a Campus Chapter must…

1. Apply for affiliation **annually**.
2. Coordinate an ASP service trip to Central Appalachia with a minimum of five volunteers.
3. Be registered as a recognized student organization at your college or university campus. If you are connected to a church or other group, ASP must approve this.
4. Have a faculty advisor who is willing and able to communicate with ASP and provide continuity between student officer transitions.
5. Must remain in good standing with Appalachia Service Project by representing ASP positively as a Christian home repair ministry.
6. Communicate regularly with your ASP representative about your Campus Chapter.
7. Provide annual reporting of all activities.

What does it cost to be nationally affiliated with ASP?

ASP does not charge its Campus Chapters dues at this time but maintains the right to change this policy in future years. If a Campus Chapter chooses to collect dues from members in order to support trips and projects, that is to be determined by your constitution and Campus Chapter officers and does not need approval from ASP.

How can ASP help financially?

ASP is working on ways to help with some of the costs associated with launching a Campus Chapter. If major costs are holding you up from getting started, let ASP know by emailing college@asphome.org.

ASP can help you plan fundraisers by providing brochures and other information for these fundraisers. ASP can also connect you with people and churches in your area that support ASP’s work, as well as alumni of your college or university who are supporters of ASP’s mission. We can contact these people letting them know of your Campus Chapter and how they can support your work through things like volunteering with you, construction guidance, tool donation, lending financial support, and more. ASP is lucky to have many people connected the ministry that want to see our Campus Chapters succeed!
So ASP does home repair...is that what our Campus Chapter does?

Not necessarily! ASP will provide all the framework and training needed to perform home repair if a Campus Chapter proves to be a qualified campus for this work. Otherwise, there are many activities your Campus Chapter can participate in that will promote the mission of ASP on your campus. ASP is all about promoting lives of Christian service. As long as your Campus Chapter is doing work that falls into ASP’s core belief system (see page 6 of this manual), then your Campus Chapter will remain in good standing. Here are some examples of some great ideas, and some not-so-great ideas for projects that can be done.

<table>
<thead>
<tr>
<th>Great Ideas</th>
<th>Not-So-Great Ideas</th>
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<tbody>
<tr>
<td>• Partnering on projects with a local Habitat for Humanity affiliate or other local nonprofit organization.</td>
<td>• Doing nothing (always choose to be active, not passive).</td>
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<tr>
<td>• Organizing advocacy events, such as speakers on the Appalachian region, showings of documentaries, etc.</td>
<td>• Getting involved with a political campaign.</td>
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<tr>
<td>• Fundraising events, both large and small.</td>
<td>• Hosting or representing ASP at a gathering/fundraiser that involves drugs or alcohol.</td>
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<tr>
<td>• Serving meals at a food bank or soup kitchen.</td>
<td>• Participating in any activity that may be discriminatory towards any group or individual.</td>
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<tr>
<td>• Doing a park clean up or enhancing your local community. E.g. building benches and donating them to the college or your city.</td>
<td>• Participating in any event that promotes atheism or any other non-Christian values.</td>
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<tr>
<td>• Conducting construction projects against code regulations or without ASP approval.</td>
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Other Campus Chapter Requirements and Suggestions...

- All Campus Chapters must be open to all people – regardless of religion, age, race, cultural background, sexual orientation, disability, or other.
- Campus Chapters should strive to hold one event per month to make sure ASP’s name is present on campus, but rest assured that these events do not all have to be large or take a lot of time and resources to plan. They can be advocacy events or smaller fundraising events.
- Campus Chapters must not alter the ASP or Campus Chapter logo in any way. ASP will provide your individual Campus Chapter with an approved logo that can be used. ASP can provide you a custom logo upon request only.
- Safety must always be a high priority when serving.
Appalachia Service Project Guiding Principles

Campus Chapters should hold the values of ASP in mind in all work they do. If you are ever unsure about a decision your Campus Chapter is making, reference these statements and see if your Campus Chapter is reflecting them. If you are still unsure about the actions of your Campus Chapter, reach out to our team at college@asphome.org for additional guidance.

Mission

Appalachia Service Project is a Christian ministry, open to all people, that inspires hope and service through volunteer home repair and replacement in Central Appalachia.

Vision

Appalachia Service Project envisions the eradication of substandard housing in Central Appalachia and the transformation of everyone who comes in contact with this ministry.

Guiding Principles

- We believe that each person is a child of God imbued with dignity and worth.
- We accept people right where they are and just the way they are.
- We believe that affordable, safe, sanitary housing is a basic human right.
- We are committed to witness through the good quality of our work and careful stewardship of our resources.
- We believe God calls volunteers to serve others as partners in ministry and we will encourage their growth in faith as they are involved in this service.
- We believe where ASP is involved in local communities we will encourage, affirm, and support social and economic justice.
Volunteering with Appalachia Service Project

We ask that each of our Campus Chapters organizes and leads at least one volunteer trip to ASP each year. These trips can be over a traditional break from school (fall, winter, spring, summer break) or even a long weekend, depending on your Campus Chapter’s proximity to Central Appalachia.

Campus Chapter officers will register for their trip on ASP’s website and communicate with ASP about any needs they may have. Trip organizers will then recruit, fundraise, and organize all aspects of the trip.

Bringing new faces on your trip is the best way to recruit new members for your Chapter. Make sure you are visible on campus with recruitment tables and flyers, talking to large classes, and/or partnering with other organizations to reach new audiences on campus! Feel free to use other recruitment techniques as well—get creative!

The most important aspect of a successful ASP trip is the work you do with your participants both before and after your trip. You should spend the months leading up to your trip organizing fundraising events, bonding with your entire group, and engaging with the issues you will be addressing on your trip. Coordinating a volunteer experience for your group in your community will allow your team to begin using tools and understanding home repair, which will help prepare you for your trip.

After your trip, organize a meeting to debrief with your group. Processing your experience together is a very important aspect of service! You may also consider having an event on campus to share about your experience with your peers, maybe even raise some funds for the county you served in that week. There are many options for debriefing, choose what works best for your group.

As always, ASP is happy to assist in this process with recruitment materials, guidance, and so forth. You may direct questions to our College team at college@asphome.org or reach out to our Volunteer Department at (800) 289-4254.
Advocacy

The last aspect of ASP’s College Programs that is asked of our chapters includes being an advocate for our mission in your communities. College students are capable, inquisitive, and passionate individuals, and we believe that when presented with our mission, they will understand and value what we do and may even join us in our efforts.

It is important to define what we advocate for at ASP, and we hope your Campus Chapter will also advocate for some or all of these things on your campus.

- Substandard housing inequalities across the United States and the world.
- The region of Central Appalachia in terms of economic, environmental, and public needs and issues.
- The mission and purpose of Appalachia Service Project and the need for such an organization in this region.
- The need for service and volunteer work in our culture and era.

Your Campus Chapter’s existence will shed light on many of these issues naturally, but we call you to be intentional about creating spaces for these conversations to take place. We hope you will provide expertise and resources to your campus and your community about these issues, facilitate discussions about possible solutions, and develop the necessary partnerships to solve them. As young adults, the issues of the world are now your issues, and the world will soon be looking to you to help solve them. Use the time you have now to begin asking the right questions and exploring possible solutions so that you are ready to lead the world in their implementation.

ASP is willing to provide resources and data needed for advocacy and may be able to assist with the execution of and/or travel to your campus to attend your advocacy events.
Fundraising

One of the best ways to get your name out on campus and support the mission of ASP is to fundraise on campus. By raising funds for the work ASP is doing every day, you are also raising awareness about ASP and the issues of substandard housing across the country.

You should strive to hold one event per month to make sure your name is present on campus, but these events can differ in scale based on your availability and student interest. Here are some ideas to get you started:

- Advocacy events: a photo gallery of Appalachia, a speaker, or the showing of a documentary
- Small fundraising events: bake sales, popsicles, succulents, Halloween pumpkin painting, Valentine’s roses, finals pick-me-ups, or anything else creative you can think of
- And at least one larger event (a 5k run, benefit dinner, or other event you think your community would respond to)

Be sure to reach out to other Campus Chapters to brainstorm ideas together, you can contact them all on the “ASP Campus Chapter Officers” Facebook page. If you are having trouble joining this page, you can email College@ASPhome.org for assistance.

Your Campus Chapter is not a registered non-profit and does not hold 501(c)3 status, and thus cannot accept tax-exempt donations. Checks written directly to Appalachia Service Project can be mailed in to headquarters, allowing them to count for tax exempt status. But NO checks written to your chapter or ANY cash donations are tax exempt. Please distinguish when you are raising funds for your chapter from when you are raising funds strictly for ASP.
Volunteer Recruitment and Management

Who can volunteer with your Campus Chapter? Anyone! Campus Chapter officers can recruit fellow students, students attending nearby universities, faculty and staff, local churches, high schools, and community members to partner on potential projects. It is up to the individual Campus Chapter as to whether or not they want to charge volunteers a fee if they are not Campus Chapter members.

Ways to Recruit Volunteers

- Staff a promotional booth at on-campus informational events.
- Use posters around campus to advertise your meetings.
- Contact local churches.
- Get your friends to join you.
- Recruit through Fraternity and Sorority Life, Campus Housing, and other student organizations.
- Include information about volunteering at your fundraisers and events.
- Advertise with flyers, online posts to campus-wide pages, posters, etc. around campus.
- Gather an e-mail list distribute information you have about available volunteer dates.
- Reach out to other active Campus Chapters to share successful recruitment efforts and to collaborate on new, creative ideas.

How to manage volunteers on service trips

- Ensure the site leader has collected all Volunteer Statement and Registration forms and copies of insurance cards. Keep them in a safe place throughout the workday.
- You should have 4-8 students on each work crew.
- Never leave volunteers on a site without fully understanding their project!
- Always identify the safety hazards on the worksite and how to avoid them.
- Go over proper tool safety and provide information on how to use them correctly.

Remember, that a volunteer’s experience with you at one event or on one trip will determine whether or not they return for future events. We need volunteers to execute our mission, so it is imperative that we go above and beyond to be organized, enthusiastic, and professional in all the work that we do.
Developing Community Partnerships

Many of your local communities will already have organizations currently working to improve housing in your towns and cities, and it is ASP’s belief that partnerships with those already working in these communities is imperative to the work that we hope to accomplish. While they may not be doing the same work that our Campus Chapters aim to complete, they are still an integral part of the community and are a great source of support, knowledge, growth.

Once you have researched local organizations and key community members in the area, reach out to set up face-to-face meetings with them. This is a great opportunity for you to share with them what your Campus Chapter does and the types of projects you look for, as well as learn more about that person or organization’s role in the community. Once you both understand each other, you can form mutually beneficial partnerships, because it is important to consider what you can do for them as well. Don’t expect them to help you without gaining anything in return!

These key community members and organizations can help you with a variety of things, whether that be financial assistance, project referrals, knowledge about the politics of the community, historical information, education on the problems facing your particular community, construction expertise, potential student members, community volunteers, and a variety of other possibilities. Reach out to schools, churches, organizations, businesses, and anyone else whose work seems to align with ASP’s mission. If you have questions about who to reach out to, or the best ways to form these partnerships, feel free to contact ASP for assistance.
Other Information

Active ASP Campus Chapters (as of August 2018)

- Appalachian State University
- Athens Drive High School
- Belmont University
- East Tennessee State University
- George Mason University
- Kent State University
- North Carolina State University
- Union College
- University of Kentucky
- University of North Carolina at Chapel Hill
- University of Tennessee
- University of Wisconsin at Madison
- Virginia Tech
- Western Carolina University

Other resources to help you launch your Campus Chapter are available on ASP’s website at ASPhome.org/College. There, you can find the following:

- College Programs Quick Facts Sheet – as a recruitment tool
- Application for National Affiliation
- Example of a Campus Chapter Constitution
- Sign-Ups for volunteer weekends and/or weeks with ASP at one of our Year-Round Centers
- Advocacy Resources
- Frequently Asked Questions
- Home repair tools (if your Campus Chapter has been approved for home repair):
  - Editable home repair application
  - Editable family work agreement
  - Editable volunteer release form
  - ASP Construction Manual
  - Initial Home Visit (IHV) Guide
  - Tips on distributing applications
  - Blank Work Order Form – only a guideline
  - Qualification Ranking System (QRS) guide sheet for initial home visits

Any other questions can be directed to ASP at college@asphome.org. We love to hear from our Campus Chapters.