



## 2011 Volunteer Packet Dallas Bar Association Home Project

Benefiting Dallas Area Habitat for Humanity  
2101 Ross Avenue  
Dallas, Texas 75201  
214/220-7400

February 8, 2011

Dear DBA Home Project Volunteer:

We are pleased to announce that the **DBA HOME PROJECT** is celebrating its **20<sup>th</sup>** year partnering with Dallas Area Habitat for Humanity to build homes for families in our community!

Our Habitat families have been carefully chosen over the years and work hard for their homes, putting in at least 400 “sweat equity” hours on the construction of Habitat homes as a down payment, and repaying Habitat for the cost of their homes through interest-free mortgages. Our efforts over the past 20 years have provided homes for 73 individuals. **The generous support of our volunteers and donors has made this successful partnership possible. We thank you for all you have done!**

We kick off our **2011 Home Project House** this month! Our first build day will take place at the Dallas Area Habitat for Humanity warehouse on **Saturday, February 26<sup>th</sup>** followed by a **second** warehouse build day on **Saturday, March 5<sup>th</sup>**. We will then move to the home site and build from **Saturday, March 12<sup>th</sup>** through **Saturday, May 7<sup>th</sup>**. To build our 20<sup>th</sup> home, we need more than 300 volunteers – construction experience is not required! – and we need to raise \$60,000. You can volunteer to swing a hammer or wield a paintbrush almost any Saturday between the dates mentioned above. To help us by making a donation (we accept checks and credit cards), please complete the attached donation form and follow the instructions for sending in your check, or you can visit our website at [www.dbahp.com](http://www.dbahp.com) to make a donation.

If you would like to participate in the construction of this year’s home, please review the enclosed volunteer packet, which contains the following:

- 1) A packet from the Dallas Area Habitat for Humanity, including a release form required by Dallas Area Habitat for Humanity (please bring the completed form with you on your volunteer day);
- 2) Map and directions to the construction site;
- 3) Habitat for Humanity Fact Sheet;
- 4) Donation Form; and
- 5) Estimated construction schedule.

Please complete these forms and return them to us as directed in the enclosed packet. Please be sure to include your contact information so that we can contact you if inclement weather causes us to cancel your build day. We generally work in rain and snow unless there is lightning. If there is inclement weather you can call Jennifer Knoeber at (214) 325-4532 on any build day to find out if the weather has forced us to cancel (it rarely does).

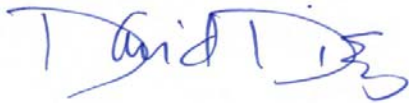
Also, please call or email us if you will not be able to attend so that we can plan to have the requisite number of volunteers and supplies each day. In addition, please keep in mind that volunteers under the age of 18 will be somewhat restricted in their activities, and children under 14 are not allowed on the build site.

As in past years, build-site hospitality (breakfast, lunch, snacks, and drinks) will be generously provided by the **Dallas Court Reporters Association** and its member firms.

Dedication of the home to our 2011 Habitat family is tentatively scheduled for **Saturday, May 21, 2011** at 6654 Cool Morn Dr., Dallas, TX 75241. We hope you can attend! We will also be having our annual Wrap Party with Silent Auction during the week after the dedication, with the Silent Auction starting online and concluding LIVE at the Wrap Party. **As we obtain additional information about the build, Silent Auction and Wrap Party, we will update our website at [www.dbahp.com](http://www.dbahp.com).**

If you have any questions or would like more information about the DBA Home Project, please contact us at the phone numbers or emails below. Thanks again for your support!

Sincerely,



David M. Diaz  
Korn, Bowdich & Diaz, LLP  
[ddiaz@kdbtexas.com](mailto:ddiaz@kdbtexas.com)  
(214) 521-8800  
Co-Chair, 2011 Home Project

Sincerely,



L. Bradley Johnson  
McMillan Lawfirm  
[brad@lbjlaw.com](mailto:brad@lbjlaw.com)  
(972) 422-2424  
Co-Chair, 2011 Home Project

Dallas Bar Association Home Project  
2011 Donation Form

USE MY DOLLARS TO "BUILD" OUR HOUSE! HERE IS MY TAX DEDUCTIBLE CONTRIBUTION MADE PAYABLE TO "DALLAS AREA HABITAT FOR HUMANITY, INC."

NAME: \_\_\_\_\_ FIRM: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_

E-MAIL (Important!) \_\_\_\_\_

**1. If you enclose a check:**

Please make it payable to Dallas Area Habitat for Humanity and write Dallas Bar Association on the memo line.

**2. If you wish to use a credit card, complete the following:**

Please charge my credit card \$ \_\_\_\_\_

Payable to: Dallas Area Habitat for Humanity

\_\_\_\_ Visa \_\_\_\_ Master Card \_\_\_\_ American Express

\_\_\_\_\_ Credit Card Number  
\_\_\_\_\_ Name on Credit Card

Expiration Date \_\_\_\_\_

SIGNATURE \_\_\_\_\_

**3. PLEASE SEND ALL DONATIONS (Check OR Credit Card) AND THIS FORM TO:**

DALLAS BAR ASSOCIATION  
ATTN: Teddi Rivas - DBA HOME PROJECT  
2101 ROSS AVENUE  
DALLAS, TEXAS 75201

**OR:**

**Visit the Home Project website at**  
[www.dbahp.com](http://www.dbahp.com)  
**to make a donation on-line.**

Dallas Bar Association Home Project  
*The longest-running whole-house sponsor for Dallas Area Habitat for Humanity*



Dear DBA Volunteers:

Thank you for volunteering with Dallas Area Habitat for Humanity! We look forward to including you in our ministry of building quality, affordable homes in partnership with deserving, low-income families. You will be building a home that will one day shelter a family and provide them the means to build a brighter future for themselves and their children.

**Please read this entire packet. It contains important information you'll need to make your volunteer experience onsite the best it can be. Please note that you'll need to bring the included release form filled out with you on your volunteer day!**

Your willingness to help others help themselves is true compassion demonstrated in service. I am here to make your experience as meaningful as possible, so if you have any questions, please do not hesitate to contact me. On behalf of our families, thanks again for your dedication to such a worthwhile cause!

Sincerely,  
Jennifer Knoeber  
Director of Volunteer Services  
214-678-2315



## Volunteer Fast Facts

**Where:** **6654 Cool Morn  
Dallas TX 75241**

**Build Dates:** March 12, 19, 26, April 2, 9, 16, 30, May 7  
8:00 a.m. to 4:00 p.m.  
Please arrive on time for safety briefing  
Dedication May 21

**What to Bring:** Signed liability form  
Lunch, water, snacks. *Powdered or bottled Gatorade is recommended.*  
Appropriate clothing : Closed toe-covered work shoes—NO sandals or flip flops.  
Basic hand tools: hammer; nail apron/tool belt; gloves  
Bring sunscreen, bug spray, and/or hats  
*We work rain or shine, please come prepared!*

**WHAT IF IT RAINS?** We will still build! Wear a poncho and expect to get wet.

**SHOULD I BRING POWER TOOLS?** No. We will have the power tools needed on site.

**WHAT ABOUT BATHROOM FACILITIES?** We have port-a-potties available for you on the build site and make sure they are clean.

**WHO DO I CONTACT IF I WANT TO VOLUNTEER ON A REGULAR BASIS WITH HABITAT?**

We'd love to have you join us! Contact Jennifer Knoeber, Director of Volunteer Services, (214) 678-2315 or [jknoeber@dallas-habitat.org](mailto:jknoeber@dallas-habitat.org).

**QUESTIONS:** **Jennifer Knoeber**, Director of Volunteer Services | Office: 214-678-2315 | Cell: 214-325-4532 |  
E-mail: [jknoeber@dallas-habitat.org](mailto:jknoeber@dallas-habitat.org)



## Volunteer Age Limits

**Every volunteer under 18 must have parental signatures on liability forms.**

**Under 14:** Not allowed on the site at all during the construction process and will be asked to leave.

**Ages 14 & 15:** Can help with landscaping and clean up on the last day of the build. One adult (over 21) per youth of this age is required. Parental signature required on release form.

**Ages 16 & 17:** Can help with construction, but not operate power tools or get on the roof. One adult (over 21) per five of this age is required. Parental signature required on release form.

Thanks for your support and commitment to eliminate substandard housing in Dallas County!



## WHO WE ARE

Dallas Area Habitat for Humanity (DAHfH) is a Christian ministry that builds quality, affordable homes in partnership with deserving low-income families. The goal of DAHfH is to eliminate substandard housing in Dallas County by building communities of hope, dignity and self worth. DAHfH works to accomplish this goal with the help of families, individuals, faith-based, corporate and foundation sponsors, and local government.

## WHO WE HELP

Dallas Habitat for Humanity gives a hand up—not a hand out—to deserving families who meet our strict criteria. In return they are offered the opportunity for affordable homeownership with a 0% mortgage.

### Habitat Families Must:

- Be employed and able to afford monthly payments of \$600-\$750 and a one time escrow payment of \$2000 for taxes and insurance
- Have at least one year of good rental history
- Be willing to complete 400 hours of sweat equity
- Have an acceptable credit history
- Be a United States citizen or permanent resident
- Meet family income level criteria
  - Family of 2: \$ 13,660—\$32,785
  - Family of 3: \$15,370— \$36,880
  - Family of 4: \$17,075—\$40,980
- Attend homebuyer education classes on home maintenance, budgeting and planning

### We Help Low-Income Families:

Our Family's Median Income: \$26,356  
(average family size of 3.35)

% Female Homebuyers: 73%  
% Children 0-17: 57%

## Habitat Homeownership

Creating success for families and the greater community

Families save over **\$100,000 in interest payments** with their Habitat 0% mortgage

Habitat families contribute **over \$800,000 in property taxes each year** to the city.

Since 1986 Dallas Habitat has created stable, permanent housing for over 2,330 family members, including more than **1,220 children.**

## Results

**Children of low-income homeowners are:**

**33%** less likely to have children as teens

**35%** less likely to receive welfare

**20%** more likely to graduate from HS

**62%** more likely to acquire post secondary education

(Source: Harkness & Newman, 2003)



## Directions to 6654 Cool Morn Dr., Dallas, TX 75241

### From the North (downtown Dallas, east Dallas, northern suburbs, northern Fort Worth):

- Take I-45 south to **Simpson Stuart Road**, exit 277.
- Turn right/west onto Simpson Stuart and continue approximately 1.2 miles.
- Turn left/south onto **Bonnie View** and continue approximately 0.6 miles.
- Turn right/west on **Tioga St**, the sixth block (1/2 mile) after turning off Simpson Stuart. There is a stoplight.
- Continue west on Tioga St. to Cool Morn Dr, the third left turn.
- Turn left/south on **Cool Morn Dr**.
- Continue south until you reach 6654 Cool Morn Dr. 6654 will be on the left/east side of the street just past the intersection of Santa Gertrudis.

### From I-20 (south Fort Worth, south Arlington, Duncanville, De Soto, Lancaster, southeastern suburbs):

- Take I-20 to **Bonnie View Road**, exit 472.
- Go north on Bonnie View (left turn if coming from the west; right turn if coming from the east).
- Continue 0.7 miles on Bonnie View to **Tioga St.**, the second left turn after the park. There is a stoplight.
- Turn left/west on **Tioga St**.
- Continue west on Tioga St. to Cool Morn Dr, the third left turn.
- Turn left/south on **Cool Morn Dr**.
- Continue south until you reach 6654 Cool Morn Dr. 6654 will be on the left/east side of the street just past the intersection of Santa Gertrudis.

### From further south:

- Take I-45 north to I-20.
- Take I-20 West to **Bonnie View Road**, exit 472.
- Turn right/north on Bonnie View.
- Turn left/west on **Tioga St**, the second left turn after the park. There is a stoplight.
- Continue west on Tioga St. to Cool Morn Dr., the third left turn.
- Turn left/south on **Cool Morn Dr**.
- Continue south until you reach 6654 Cool Morn Dr. 6654 will be on the left/east side of the street just past the intersection of Santa Gertrudis.

**When parking, please do not park directly in front of the house and please do not block driveways of residents in the neighborhood. Thank you.**

Thank you for volunteering with us! Bring this coupon to either of our store locations and save on your purchase of household products, home décor, do-it-yourself home improvement items, furniture, and house wares.

**10% off a single, non-sale item**

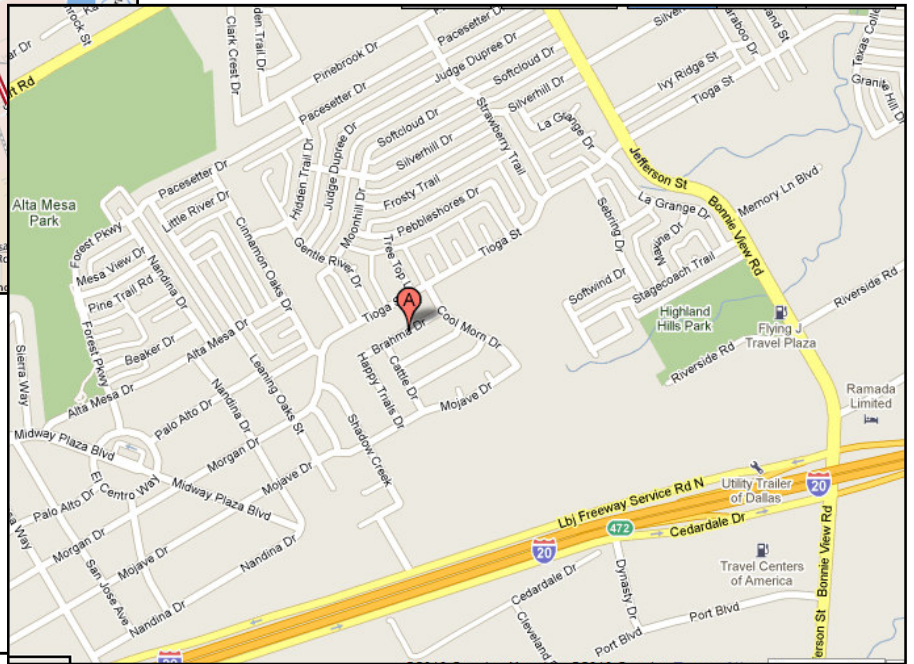
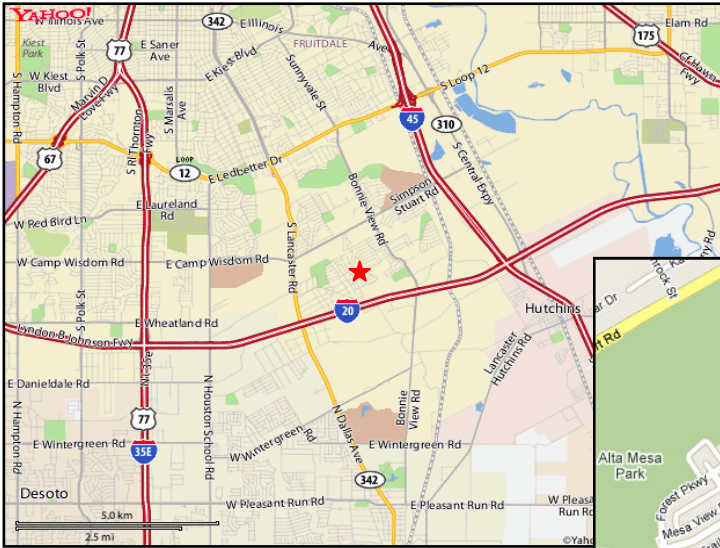
Dallas Store  
2800 N. Hampton Rd.  
Dallas, TX 75212  
(214) 678-2360



**HOME IMPROVEMENT  
OUTLET STORE**

6654 Cool Morn, DBA. Expires June 30, 2011

Garland Store  
451 W. Interstate 30  
Garland, TX 75043  
(972) 303-0203





**RELEASE FROM LIABILITY, AND ASSUMPTION OF RISK, AND COVENANT NOT TO SUE AGREEMENT**

I, (please print) \_\_\_\_\_, acknowledge that I have volunteered to participate without pay on the construction site and in other activities with Dallas Area Habitat for Humanity (“DAHfH”), Dallas Texas. I am aware that this construction site may also be a public-improvement project sponsored in whole or in part by the City of Dallas. I understand that these activities are not conducted in the course of trade or commerce and do not involve the lease or sale of goods or services. I will never seek compensation from DAHfH or the City of Dallas for these activities.

I am aware that construction is a HAZARDOUS ACTIVITY. I am voluntarily participating in the activities of construction, which include but are not limited to, the construction of residential buildings, loading and unloading materials, painting, finishing, framing, transporting to and from building sites and other related activities with the knowledge of the danger involved and with the knowledge that medical facilities may not be available in the event of illness or injury to myself. I hereby agree to accept any and all risk of injury, illness, or death and verify this statement by placing my signature below.

As consideration for being permitted by DAHfH, and where applicable, by the City of Dallas, to participate in the activities and use DAHfH’s their tools and facilities, I hereby agree and covenant that I, my assignees, heirs, distributees, guardians, and legal representatives will never to file, make any claim, lawsuit, or other proceeding (whether judicial or administrative) against, sue, or touch the property of DAHfH, the City of Dallas, or Administaff Companies, Inc. or and their directors, officers, agents, employees, volunteers, suppliers, contractors, or subcontractors for injury, illness, or damage resulting from my participation in this DAHfH activity. I HEREBY FOREVER RELEASE AND DISCHARGE DAHfH, THE CITY OF DALLAS, AND ADMINISTAFF COMPANIES, INC. FROM ALL KNOWN AND UNKNOWN ACTIONS, CLAIMS, EXPENSES, OR DEMANDS (INCLUDING BUT NOT LIMITED TO ATTORNEYS’ FEES AND OTHER LITIGATION-RELATED EXPENSES, NEGLIGENCE CLAIMS AND WRONGFUL DEATH CLAIMS PURSUANT TO TEX. CIV. PRAC. & REM. CODE § 71.021) THAT I, OR MY REPRESENTATIVES, NOW HAVE, OR MAY HEREAFTER HAVE, FOR INJURY, DEATH, OR DAMAGE RESULTING FROM OR RELATED IN ANY WAY TO MY PARTICIPATION IN DAHfH ACTIVITIES (INCLUDING BUT NOT LIMITED TO ACTIONS, CLAIMS, OR DEMANDS RESULTING IN WHOLE OR IN PART FROM THE NEGLIGENCE OF DAHfH, THE CITY OF DALLAS, ADMINISTAFF, OR THEIR DIRECTORS, OFFICERS, AGENTS, EMPLOYEES, SUPPLIERS OR CONTRACTORS, IN BOTH THEIR PUBLIC AND PRIVATE CAPACITIES). THIS RELEASE IS INTENDED BY ALLBOTH PARTIES TO BE BROAD IN ITS EFFECT.

I hereby consent to release for possible publication my name and/or photo(s) and /or video images taken by any authorized DAHfH employee or volunteer, or any media representative for news and/or publicity purposes. This may include television, newspaper, magazine article, social media sites (MySpace, Facebook, Twitter, etc.) and/or DAHfH publications (newsletters, flyers, brochures, World Wide Web Page, etc.). I also agree to allow the publication or broadcast of my name in connection with any photo(s) and/or video images taken, and I understand that I will not receive remuneration for my voluntary participation or future use of any photo(s) and/or images of me. I understand that photos and /or videos for the media and /or World Wide Web may be used in publications and/or Web sites outside of DAHfH control.

I further understand Administaff is an offsite staff leasing services company and that neither Administaff nor the City of Dallas is in no way responsible for my actions or the actions of the agents or employees of DAHfH. I understand that Administaff and the City of Dallas has no duties or obligations to provide or implement any safety policy or safety training to the volunteers, including myself, for participation in construction site projects for Dallas Area Habitat for Humanity. I acknowledge that the City of Dallas makes no representations or warranties, express or implied, as to the nature and hazards or absence thereof of participating in these construction activities. I further recognize and agree that while engaging in these activities I will NOT be an agent, servant, or employee of the City of Dallas and will NOT be covered by the City of Dallas for any workers’ compensation, death, disability or other benefits typically available to City of Dallas employees.

I have carefully read this release from Liability and Assumption of Risk Agreement and I fully understand its contents. I am aware that this is a release of liability and a legal contract between me, DAHfH, the City of Dallas, and Administaff Companies, Inc. and that it affects my legal rights. This agreement contains the entire understanding of the parties and there are no oral agreements that apply to or are binding concerning my participation. I am signing this document of my own free will.

\_\_\_\_\_  
**Participant Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Emergency Contact Name**

\_\_\_\_\_  
**E-mail Address**

\_\_\_\_\_  
**Emergency Contact Phone**

\_\_\_\_\_  
**Address**

\_\_\_\_\_  
**Signature of parent or Guardian if volunteer is under 18**

\_\_\_\_\_  
**City, State, Zip**

\_\_\_\_\_  
**Phone**

\_\_\_\_\_  
**Organization**

**Please fill out this form completely. Thank you!**  
Dallas Area Habitat for Humanity surveys volunteers via e-mail. If you prefer not to receive these e-mails, please check here \_\_\_\_\_.



# Dallas Area Habitat for Humanity Fact Sheet

## Mission Statement

Dallas Area Habitat for Humanity, an ecumenical housing ministry in partnership with families, volunteers and others, builds communities of hope, dignity, and self-worth through the construction of quality, affordable housing and the nurture of decent, safe neighborhoods. Our goal is to eradicate substandard low-income housing in Dallas County.

## General Information

Dallas Area Habitat for Humanity is a 501(c)(3), non-profit organization founded in 1985. It is an affiliate of Habitat for Humanity International, founded in 1976 to eliminate poverty housing and homelessness worldwide and make decent shelter a matter of faith and works.

Today, Dallas Area Habitat is the sixth largest homebuilder in Dallas and ranks third in homebuilding among U.S. Habitat for Humanity affiliates. Dallas Area Habitat has built more than 700 homes, housing more than 2,000 people, in partnership with 9,000 volunteers as well as faith groups, civic organizations, corporations and foundations. In 2011, we will build 80 homes.

## How It Works

Using volunteer labor and donations of money and materials, Habitat builds simple, decent homes, working hand-in-hand with low-income homebuyers we know as partner families. Habitat homes are sold with no profit added to the sale price and no interest charged on the mortgage.

Habitat is not a give-away program. Families must qualify for our program. First, the family must have the *need* for a home, the *ability* to pay for a home, and the *willingness* to participate in our program. The families must be permanent residents of the United States, have good or no credit history, and have proof of steady income for the past 2 years. Also, the family must earn between 25-60% of the median income of the area.

Partner families invest 400 hours of "sweat equity" in building their own home and homes of others. Then the families buy their houses and make monthly mortgage payments. These payments are put in our "Fund for Humanity," a revolving fund that helps build more houses.

## A Simple, Decent Home

Styles of Dallas Habitat homes vary by neighborhood, but each is built on the model of a simple, decent home that meets the families' fundamental needs to live at a price that is affordable.

The average Dallas Area Habitat home is 1,100 square feet and offers three to four bedrooms and one-and-a-half to two baths. Garages are not standard, but some are built due to deed restrictions. We do, however, supply a shed for the families to store yard equipment, tools, etc.

## An Affordable Home

There is an overwhelming need for affordable housing in Dallas. A 2002 report by the Mayor's Task Force on Affordable Housing cited a shortfall of more than 30,000 affordable housing units in Dallas.

Failure to address the needs of lower income, working families "will jeopardize our current and future employment base and perpetuate the conditions of our most distressed neighborhoods," the report warned. The need for affordable housing is as diverse as Dallas' population, and no single solution can address it all. Nonetheless, scant opportunity for affordable home ownership is at the heart of Dallas' housing need.

**2011 Dallas Bar Association Home Project**  
**Construction Schedule for the 20<sup>th</sup> DBA Home Project House**

Off-Site Build Days: February 26 **and** March 6 at 2800 N. Hampton Rd.

On-Site Build Days: March 12 – May 7 at 6654 Cool Morn Dr., Dallas

Dedication Day: May 21 at 6654 Cool Morn Dr., Dallas

<u>Date</u>	<u>Activity</u>	<u>Maximum Number of Individual Volunteers Needed</u>
Pre-build Feb. 26	Warehouse Day (Off-site) - Frame walls for the house.	25
Pre-build March 5	Warehouse Day (Off-site) - Frame walls for the house.	25
DAY 1 March 12	(Ramrod Day) <u>Framing:</u> Framing, run cap plate, mark truss layout, brick flashing, sheath walls.	25
DAY 2 March 19	<u>Trusses:</u> Stand trusses, install braces and lookout ladders, run sub-fascia, Install windows.	25
DAY 3 March 26	<u>Decking:</u> Dry-In: Deck and felt roof, sheath gables, install exterior doors, ran runs/mid-web runs.	25
DAY 4 April 2	<u>Roofing:</u> Run shingles, start exterior trim, soffit, siding prep, trim out porch, brick frieze.	25
DAY 5 April 9	<u>Siding:</u> Begin siding; finish shingles, ridge and vent caps, finish soffit, brick.	25
DAY 6 April 16	<u>Siding:</u> Finish siding, finish trim, exterior paint prep.	25
OFF DAY April 23	NO CONSTRUCTION – Easter Weekend	25
DAY 7 April 30	<u>Paint:</u> Finish all paint prep, finish all remaining trim.	25
DAY 8 May 7	<u>Landscape:</u> Smooth lot, lay sod, plant trees, shrubs, and plants.	35
May 21	Home Dedication!	<b>EVERYONE!</b>

\*PLEASE NOTE: The building schedule and activity may be altered due to inclement weather or other events beyond our control.

Dallas Bar Association Home Project  
*The longest-running whole-house sponsor for Dallas Area Habitat for Humanity*

**2002 RECIPIENT, STATE BAR OF TEXAS PARTNERSHIP AWARD**