



THE ROTARY CLUBS OF BERKELEY & LA PENITA

**"Lend a Hand in Friendship"
2018 Global Grant**



WELCOME - - Orientation AGENDA - - -

1. Introduction and Things to do after tonight
2. Puerto Vallarta to Chacala, The typical day & Weekends tours etc.
3. The Chacala Story 2003, 2004, 2005, 2011, 2013, 2015 and now
4. Medical and safety information
5. Tax information
6. Housing – the Techos story and where many will stay
7. Lagniappe: Money, Expenses, Tours, Puerto Vallarta,
8. Complete the 4 forms - Emergency contact/Medical, Release, and Skills survey
9. Make your contribution to Berkeley Rotary Endowment of \$400
10. Have a glass of wine or beer or whatever and enjoy dinner and the discussion

IF YOU HAVE NOT DONE THESE THINGS – PLEASE DO THEM NOW

1. Write your check for the group expenses and project contribution. Make check payable to Berkeley Rotary Endowment and mark for Mexico project
Total \$400 USD Those staying a second week or more please see Grier for amount.
2. Review and sign the project release document – leave it here.
3. **Check to see that we have your housing on the right week.** Please initial and check the master list if correct. Location may change subject to final arrangements with vendors. Your driver will have your destination as well.
4. **If you do not see your flight listed with your name - We need to know your flight number and arrival departure time.**
Please initial or check the master list if correct. If incorrect please send again. We need this so we can meet you and get you to the airport on time for the return.
5. **If you are staying at Casa Pacifica (Susana's)**
Please pay using PayPal with either an account or credit card prior to your arrival in Chacala.



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Things to do after tonight:

Don't be like Grier, Check that your passport is in good order.

If you have not been to this area of Mexico Check out Chacala on the web. We will be in Chacala – NOT Marina Chacala. Chacala is a picturesque beach-town set in small cove on the Pacific coast of Mexico in the State of Nayarit. It is located about 100 kilometers north of Puerto Vallarta.

Nearby towns are:

La Penita de Jaltemba and Rincon de Guayabitos and Las Varas the big town where we will be working (one of site)

- A-** Send us any medical information we might need. This information is held private and given to the project leader and any doctor who may need it.
- B-** Send us your airline information – arrival and departure information. If you checked the airline list as correct –**YOU ARE DONE WITH THIS ITEM**
If you have not booked your flight – See our flights information sheet for flights:
- C- PASSPORTS** US passports must be valid for 6 months beyond your scheduled return date. You can get your passport updated by going to:
<https://travel.state.gov/content/passports/en/passports/services/expedited.html> or phone 1-877-487-2778. Listen carefully and it will walk you to an appointment in San Francisco. You need to NOT carry knives to the passport office as you are scanned.
The agency office is at 450 Golden Gate Ave Suite #3-2501.
Do NOT carry knives if you are going for a passport as you are scanned.
- D-** If you forgot your check book send in your contribution made payable to Berkeley Rotary Endowment \$400 for 1 week. Mark in the memo Chacala or Mexico.

Make payable to:

Berkeley Rotary Endowment and mark in memo Chacala

Mail to:

Grier Graff
494 Hawthorne Avenue
Oakland, CA 94609



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Chacala and a typical day - welcome

We will meet you at the Puerto Vallarta airport upon your arrival.
Please look for the welcome Rotary sign and CHACALA

Weather

The weather is warm. Mornings are OK for work with temperatures hitting the upper-80s by mid-day.
Evenings cool to mid-60s.

Time: Puerto Vallarta is on Central time and Chacala is on Mountain time. Be sure you take this into consideration when booking your return flight.

Electrical & Internet

Electrical grid is the same as US

Internet is available, some locations better than others. Aurora's is spotty, Las Brisas is good and all can use.

Welcome dinner We look forward to seeing you early **evening at Las Brisas** for the welcome dinner once you have settled into your accommodations. Dinner is buffet style so don't worry about when you arrive.

The typical day

7:30 AM - Vans to LasVaras and El Mamey

Vans form Las Brisas and Aurora's, pick up at Susanna's

1:00 PM – lunch then return to Chacala

6:00 PM – drinks and hors d'oeuvres on the beach

6:30 PM – group dinner - different restaurant each night

Breakfast is on your own, Las Brisas serves breakfast to guests and anyone else who want to join them.
For those staying in Techos housing you will have a kitchen.

Dinner There will be six group dinners on work days at 6:30 PM at various restaurants. Dinner on Saturday and Sunday is not part of the group dinners.

The beach is lovely at night so you can watch the stars if you are not tired.

Weekend dinners A group of us will be going to Majahua in Chacala overlooking the bay for dinner one night depending on availability.

Also, a group may go to Rodeo, Eddie's restaurant in La Penita. It is outdoors and serves both Mexican and ex-pat communities

Sign-ups will take place in Chacala.

Departure van service has been arranged for all departing based on the information you have submitted.



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MEDICAL INFORMATION

Rotary project Las Varas, Las Palmas and El Mamey

Dear Volunteers:

We have a strong desire for everyone to come through this experience without illness or injury. We may not have a doctor or other medical professional in our work groups.

We will do our best to assist you should a medical problem arise but you are responsible for your own health care while on this trip. There are medical clinics in Chacala, Las Varas, La Penita and an American hospital in Puerto Vallarta.

Allergic reactions If you have had serious allergic reactions to food, insect bites and have been instructed to have epipen available to treat such an episode then you must provide your own epipen and inform us that you have this problem. The epipen should be available to you at all times and must not be beyond the expiration date.

Medical problem If you have a medical problem that might be important for team leaders to know about please contact Grier or me. This information will be kept **confidential** and only shared with the physicians who are going to be part of our work team or the clinic if you need to go there. The presumption is that any of these medical issues are stable and well controlled.

Examples of medical issues that would be important should an accident, injury or illness occur include diabetes, asthma, seizures, history of serious allergic reactions to insect sting or to shell fish, atrial fibrillation. We should know if you are being treated with anticoagulant medications; if so please share that information for our records.

If you are being treated for one of these or other significant medical problems, please fill in the medical information on the **Emergency Contacts Form**, mention medication(s) and dosage and how often each is taken.

We will have this information available should a medical problem arise.

Thanks,
Pate Thomson MD



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Travel to Chacala and surroundings, Health related issues; What to do, What to bring:

1. Prevention:

What can get you:

Sunburn, Cuts and bruises, Heat, Traveler's diarrhea
A fall walking at night
A few diseases that you should have been vaccinated for
Mosquito born diseases (low risk)

2. Bring

Your prescriptions
Flash lights, Sun Screen, Sun Glasses and broad brimmed hat
Long sleeved light weight shirt and shorts
Mosquito repellant (also available in Chacala)
Work gloves and shoes that will take a scuff, (vinyl throwaway gloves for painting will be provided)
Knee pads, Protective glasses, ear protection,
Simple first aid kit with band aids, bandages, antiseptic solution
Antibiotic ointment,
And Vicks vapor rub for after bite

NOTE: We will have a First Aid kit at the work site

3. Vaccinations (consult your doctor or PassportHealth.com, or CDC.com).

- a. You should be current on Hepatitis A, Tetanus, influenza,

4. Travelers Diarrhea:

- b. Prevention. Choose what you eat and drink

- i. Consume no tap water!! Bottled water to brush teeth
- ii. Use bottled water and see that restaurants do the same
- iii. Wash hands before eating and after using the restroom
- iv. **Restaurants we use in Chacala have been OK**

- c. Treatment should you get it.

- i. Drink fluids, Cipro or azithromycin (consult your doctor; we will have a small supply you may want to bring your own).

- d. There are clinics in Chacala, Las Varas and specialists in Puerto Vallarta

- e. Travel insurance is a good idea. Be sure that it pays for emergency transport home which is very costly

5. Protect your low back.

Care on lifting heavy items.



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Things to bring

1. Travel documents
 - Passport
 - Copy of Passport stored in another place
 - Visa – you will receive it in PV, you need it to leave
 - Travel insurance – highly recommended**
2. Days are hot in the sun, comfortable in the shade, nights lovely for sleeping –
Sunscreen (days) & bug repellent (nights) necessary for us northerners.
Temperature range about 85 F day – 65 F evening
3. **Stuff**

Broad brim hat, also maybe a baseball cap	Sun Screen
Mosquito repellent with DEET	Sun glasses
Prescription medications	Beach towel
Binoculars	Camera
Flashlight a must	Musical instrument or such
Wash cloth (they typically do not provide wash clothes)	
Personal items and shampoo	Medicine for tourists
Spanish/English dictionary	Book or reading material
4. **Work clothes and tools**

Light clothes for work,	Work shoes
T shirt during the day	Work gloves
Protective eye wear	Ear plugs
Knee pads	
5. **Clothes**

Light sweater at night	Sandals
Shorts (OK for work as well)	Swim suit
Long pants if you get cold or get bitten a lot	
Long pants or skirt if you plan on going to PV for the weekend (optional)	
Rain jacket (it seldom rains this time of year)	
6. **The bionic folks**
 - Ice pack – ice is not readily available



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Safety and map

Frequently there are stories in the news about violence in Mexico. We will provide you with an update if we become aware of any changes in the area where will be staying.

Our van drivers are local from Chacala, fully licensed to drive vans. The vans are un-marked.

Chacala is at the end of a road and there is little reason for people to go there who are not tourists or locals. We have in the past felt safe.

Below is a map of Mexico with the states shown. We arrive in Northern Jalisco (14) Puerto Vallarta and stay in Nayarit (11) Chacala north of La Penita.

Please review the US federal government recommendations on travel to Mexico at
<https://travel.state.gov/content/travel/en/traveladvisories/traveladvisories/mexico-travel-advisory.html>
Neither Rotary International nor any Rotary Clubs can guarantee safe travel within Mexico.





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Emergency Contact Information

For family and friends

First if possible

Email Eddie, Marianna and Grier

Eduardo Dominguez echopk@mac.com

Marianna Day madak99@aol.com

Grier Graff gg@graffarchitects.com

You should expect a response within 24 hours

Phone if you must

Marianna Day 831-435-4908

Grier Graff 510-355-8202

These are usa phone numbers accessible through internet.

They are NOT available during work hours

For truly an emergency which cannot wait

Eddie Dominguez cell phone: 011-52-1-322-156-7430

One of his restaurants Rodeo: 011-52-327-274-1367 (leave message)

Also leave a message at Las Brisas 011-327-219-4015

Many of the staff speak English, ask for Karla or Brisa if they are there

Be sure to tell them you are with the Rotary group



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Tax Information

Rotary Club Members and Volunteers,

Volunteers have asked what they can deduct in connection with their trip.

"Although you can't deduct the value of your services given to a qualified organization, you may be able to deduct some amounts you pay in giving services to a qualified organization. The amounts must be: Unreimbursed and Directly connected with the services;" (IRS quote)

The new tax law hasn't changed what is & isn't deductible. It changed because many taxpayers will no longer itemize because the standard deduction has been increased.

Please review the IRS regulations for charitable work

<https://www.irs.gov/pub/irs-pdf/p526.pdf> (see bottom of page 4 to top of page 6)

Here are two articles about dos and don'ts for charitable work <https://www.thebalance.com/the-dos-and-don-ts-of-tax-deductions-for-volunteers-2502595>

<https://www.google.com/search?q=forbes+dec+11+charitable+tas+contributions&oq=forbes+dec+11+charitable+tas+contributions&ags=chro>

Your contribution to Berkeley Rotary Endowment is deductible in full. You will receive a separate acknowledgement letter regarding your donation.

Always consult your tax advisor before claiming any deductions, since not all taxpayers are treated alike, and you are definitely unique.

VALERIE BACH, Enrolled Agent
Accountant, among other things



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Lagniappe – this section

From our trips to New Orleans after Katrina – "A little bit extra"

How much MONEY should I bring?

Bring what is comfortable for you. Chacala is largely on a cash basis.

Bank ATM machines:

Do **NOT** use the ATMs in the airport. ATM machines are available in Las Varas. Exchange rate is \$18.5 MSN:\$1.00 USD, NO ATM in Chacala

INDIVIDUAL EXPENSES

You pay directly for:

Housing, Breakfast, drinks on the beach, weekend meals.

Budget \$120 to \$150usd

COVERED GROUP EXPENSES

You paid for these with your contribution to Berkeley Rotary Endowment:

Transportation (PV airport to Chacala & return), Daily transport to work sites, Welcome dinner, Lunch – work days, Six group dinners;

Project contribution - We recognize that everyone is a volunteer and it is appreciated. We ask all to contribute to the project and your contribution to Berkeley Rotary Endowment includes a contribution.

Laundry There is a laundry in Chacala and Las Varas – may not be same day return.

SHIRTS

- You will receive a T-shirt for the work days. You will need additional work shirts as we only provide one.
- You may receive a polo shirt with the project logo on the front. This is your dress shirt that provides recognition for Rotary and a team look. There are no special times you need to wear it. **UNLESS** - there is a Rotary event we are attending as a group and then the group look will be appreciated.

These shirts will be available in Chacala at the welcome dinner. These shirts are MEN'S sizes ONLY.

Photography

We appreciate your taking photos. Please send a copy of your 15-20 favorite pictures.

Water bottle

As a statement about plastics and because you need to keep hydrated we want everyone to use a water bottle and not use commercial bottled water. You will have water at your housing and water in carboys at the work site. If you have been on our 2015 project please bring your water bottle. If you need a water bottle let Grier know.

Videos

2015 La Prepa HS & Las Palmas Primary

"Shoulder-to Shoulder" Changing Lives in Costal Nayarit <https://youtu.be/TtYqFRCWcgk>

2013 La Penita, three sites – Conalep HS, Community Center & an elementary school

<https://www.youtube.com/watch?v=2EULiNAy9MA&feature=youtu.be>

2006-07 New Orleans, After Katrina Saving Warren Easton HS, produced by Rotary International

<https://www.youtube.com/watch?v=8TKMSVEsfzI>

Chacala area tours for the weekend and Thursdays

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LAND TOURS:

Alta Vista Petro glyphs - ceremonial center of ancient culture, Alta Vista is a place where stone talks & communicates with modern man. Interesting jungle walk to observe nature. A must for bird watchers - morning recommended. Duration 2-3 hrs \$15 USD/person - 5 person minimum

La Penita Market - Discover a market for everyone & everything. Mexican artisans, food, clothing, silver & more. **Thursday ONLY**. Morning recommended. 2-3 hrs - \$10USD/person - 5 person minimum

San Blas/LaTovara - La Tovara, the "Everglades of Mexico". Observe crocs to canaries as you enjoy a guided tour on canals that are spring fed freshwater combined w/salt water. A bird watcher's paradise. Trip includes a short visit to historic San Blas, originally a Spanish fort built in 1768 & a stop port where all the shrimpers gather. Now shrimpers call it home 7-8 hrs - \$35USD/person - 5 person minimum (Jungle tour extra)

Puerto Vallarta - shopping for the day - Visit Old Town, the Mercado Municipal, shops along the Rio Cuale & stroll the Malecon. Enjoy one of the many rustic restaurants along the way. All day or an overnight. Take the bus from Las Varas - \$5usd or Get a group and take the van - 5-12 people, Price to be determined.

BOATING ADVENTURES:

Coastline Tour - View the beautiful Pacific coastline from Las Cuevas 'the coastal caves' & view a rock formation that looks like a big ship to Chacallia w/gorgeous ocean front homes, & spot waterfowl and sea creatures along the way. 45-60 minutes - \$15USD/person - 4 person minimum.

Las Cuevas - secluded small beach w/calm clear water that is great for snorkeling, swimming & picnicking. Hike over the volcano and have the boat pick you up (about 1 hour) – take your picnic. Or, you can be ferried to the beach for 1/2 or whole day. Boat will pick you up at time of your choice. 4 person minimum, Price to be determined.

Chacallia Beach – Marina Chacala (gated community) tranquil waters make this beach very safe for swimming. Boat will drop you off at time of your choosing. It is an easy walkout and you end up near Casa Pacifica. 4 person minimum, Price to be determined.

Sport Fishing - deep sea fishing for dorado mahi mahi, marlin & yellow tail tuna. Gear & bait provided. \$50USD/hr - 4 person minimum.

Light Tackle Fishing - Snapper, grouper, sierra, rooster fish & corvine are plentiful near Chacala, Gear & bait provided. Same as Sport Fishing.

Coral Reef Snorkeling - offshore coral island provides clear water perfect for snorkeling - restaurant on island for your dining pleasure. 6-7 hrs - 5 person minimum, Price to be determined. About the same cost as fishing.

Puerto Vallarta Restaurants recommend by Lucy

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SEAFOOD

Mariscos Polo, Basilio Badillo 223 tel (322)113 0364 cash only noon – 10 PM

Joe Jack's Fish Shack, Basilio Badillo 212. . noon-11 pm tel (322)222 2099

***fish tacos, nicoise salad with shrimp or mahi mahi, fish and chips, etc.

Fresh Mint Mojitos

El Barracuda, on the beach by Paraguay 1290 noon-10pm tel (322)222 4034

MEXICAN

Cafe de Olla, Basilio Badillo 168, 9am-11pm tel(322)223 1626 Cash only

Mama Rosa, Basilio Badillo 223, Tel(322)222 2000

8am-2pm. Breakfast Brunch Buffet and 5:30pm-11pm Dinner

MEXICAN INTERNATIONAL

El Brujo, Venustiano Carranza 510. 1pm-10:30pm. Tel (322)223 2036

***Shrimp Fajitas on an Iron Plate Flambé. With hand made tortillas

ASIAN

Archie's Wok, Francisca Rodriguez 130 by the pier. 2pm-11pm. Tel (322)222 0411

Excellent fresh food: Calamari, Drunken Noodles, Fish in Banana Leaves, Chicken or Shrimp with Ginger stir fried vegetables

MEDITERRANEAN

Vitea, Beachfront and Libertad 8am -11:30pm. Tel (322)222 8703

Also serves generous half portions

Trio, (sister restaurant). Guerrero 264. 6pm-11:30 pm (322)222 2196

Daiquiri Dicks Beachfront and Venustiano Carranza. 9am- 11pm tel (322)222 0566

BREAKFAST

Freddy's Tucan Basilio Badillo 245 8am -2:50pm. Cash only

VERY SPECIAL

Cafe des Artistes Avant Garde. Guadalupe Sanchez 740 6pm-11:00pm

tel(322)222 322

Puerto Vallarta Hotels recommended by Lucy

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They are all on the south side of town which is the most fun, interesting, etc.

1. EMPERADOR HOTEL: beachfront, reasonable, located near the pier. Web page: info@hotelempadorpvcom
2. PLAYA LOS ARCOS HOTEL BEACH RESORT: also beachfront. also reasonable prices. great location. near Basilio Badillo. Had some mold problems.
- 3.. HACIENDA ALEMAN: Not on beach, about four blocks up from the beach on Basilio Badillo. Also has a great German restaurant. Normally it is 165 dollars a night. but after Easter it will be 30 per cent off.

These are my favorite choices. They all have web pages, and you can check them out further there.

Also for general info about Vallarta: vallartainfo.com is a great resource.

SHOPPING recommended by Lucy:

1. LUCY'S CUCU CABANA. Basilio Badillo 295. Best folk-art shop in town, and wonderful owners. open 10am to 2pm.. mon thru sat. Discount for Rotary, CASH only. Will likely be closed in May.
2. GALERIA DANTE: spectacular huge art gallery. Basilio Badillo 269. Open mon to fri 9am to 5pm. Claire, the owner, is very helpful, and is willing to give discounts to the Rotarians.
3. The street of Basilio Badillo is a great shopping area in general from the beach all the way to calle Insurgentes.
4. FRIDAY farmer's market at hotel marsol, 103 Francisca Rodriguez, near the pier.
5. SATURDAY: farmer's market in Lazaro Cardenas Park. near Basilio Badillo street.

6. Jewelry modern

Alberto's Basilio Badillo 216-2 Colonia Emiliano Zapata (opposite Joe Jack Fish shack) This family-run shop has been in business for three generations. Lovely one-of-a-kind pieces designed by young designer Emerson. Many pieces have stones - opals, pearls, amethysts, topaz, and other semi-precious stones.

From the O'Deas, Hotel Rio Malecon Vallarta, Morelos 170 Centro This hotel is in the central area near the Malecon, no ocean frontage.



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VOLUNTEER supplied EMERGENCY & MEDICAL INFORMATION

EMERGENCY CONTACT INFORMATION:

Volunteer's Name _____

Primary contact

Emergency contact (name) _____

Relationship _____

Address (city & state) _____

Phone _____ Email _____

Secondary contact

Emergency contact (name) _____

Relationship _____

Address (city & state) _____

Phone _____ Email _____

Medical information

If you are being treated for a significant medical problems, please list the condition and medication(s) and dosage and how often each is taken.

This information will be kept confidential and only shared as needed with the local healthcare personnel or volunteer physician who is part of our work team.

Signature

Send to Grier Graff, project leader
gg@graffarchitects.com
Phone 510-653-4500

VOLUNTEER AGREEMENT AND RELEASE – Chacala – La Varas, Las Palmas, El Mamey 2018

Please read before signing, as this constitutes the agreement as a volunteer and the understanding of your working relationship as a volunteer with the Rotary Club or Clubs, Rotary International, (collectively and individually hereinafter called "Sponsor" or "Sponsors"). Thank you for choosing to participate in this project.

I, the undersigned, acknowledge and state the following:

I have chosen to perform volunteer work in La Varas and Las Palmas, Nayarit Mexico involving carpentry, painting, electrical, concrete forming and pouring, and other building trade related work at two sites (Las Palmas Secondary, El Mamey Primary, Felipe Angeles Primary schools and/or related site) called ("Project").

I understand this work entails a risk of physical injury and involves hard physical labor, lifting and other strenuous activity; that some of these activities will take place in the out of doors; that the areas I will work in and near may contain debris and construction materials of unknown origin and may be hazardous to my health; and that I will be working closely with others which may result in accident or injury caused by another participant in Sponsor's activities. I certify that I am in good health and physically able to perform this type of work. I agree to cooperate and abide by any health, safety and security protective measures that are suggested or required of me on the work site.

I understand that engaging in this activity involves certain risks, not all of which are foreseen. I am engaging in this Project at my own risk. I understand that this activity is construction related at various sites in La Varas & Las Palmas, Nayarit, Mexico and the surrounding areas. I assume all risk and responsibility for any damage or injury to my property or any personal injury, which I may sustain while involved in this project, and related medical costs and expenses.

If I suffer any accident or injury, I authorize any other participant in Sponsor's activities to administer first aid, treatment or service to assist me. I understand that the aid, treatment or service will be provided at my sole risk without any liability or risk to Sponsor or the aid provider. I UNDERSTAND THAT IF I AM INJURED IN THE COURSE OF THE PROJECT, THAT I AM NOT COVERED BY THE WORKERS' COMPENSATION PROGRAM OF THE SPONSOR.

In the event that I am participating in the activities of Sponsor through my participation with another group or other organization, I understand that Sponsor has no affiliation with the other organization other than joint participation in Sponsor's activities. If another organization provides accommodations, I understand that Sponsor is not involved in those activities. As consideration for participating in the Project, I hereby agree that I, and my assignees, heirs, guardians, and legal representatives, will not make a claim against or sue the Sponsors, Berkeley Rotary, La Penita Rotary, other Rotary clubs contributing and participating, Rotary International or their employees, agents or contractors for injury or damage resulting from the negligence, whether active or passive, or other acts, however caused, by any of their officers, employees, agents, or contractors as a result of my participation in the Project. I HEREBY RELEASE AND DISCHARGE THE SPONSORS, AND THEIR OFFICERS EMPLOYEES, AGENTS AND CONTRACTORS FROM ALL ACTIONS, CLAIMS, OR DEMANDS THAT I, MY HEIRS, GUARDIANS, AND LEGAL REPRESENTATIVES NOW HAVE OR MAY HAVE IN THE FUTURE FOR NEGLIGENT INJURY OR DAMAGE RESULTING FROM MY PARTICIPATION IN THE PROJECT.

PHOTOGRAPHY I understand that Sponsor or other persons or entities may take photographs or create video or audio recordings of my activities with Sponsor. I consent to that and I grant and convey to the Sponsors in perpetuity all right, title and interest to any such photographs or recordings without royalty.

AGE I hereby certify that I am at least 18 years old.

I HAVE CAREFULLY READ THIS AGREEMENT AND FULLY UNDERSTAND ITS CONTENTS. I AM AWARE THAT THIS IS A RELEASE OF LIABILITY FOR NEGLIGENCE AND I SIGN IT OF MY OWN FREE WILL.

SIGNATURE: _____ DATE: _____ PHONE _____

PRINT NAME: _____ STREET _____

CITY: _____ STATE _____ ZIP _____

EMERGENCY CONTACT INFORMATION: _____

(name, city, phone) _____



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April 17 - May 11, 2018

Volunteer Skills Survey *(This is a two sided document))*

Thank you for Joining Berkeley & La Penita Rotary and others in the 2018 project in Las Varas, Las Palmas and El Mamey school rehab project

In order to better serve the community and to help make this a rewarding experience for all, we would like to understand your skills and desires so that we can refine our plans.

We ask that **EACH** volunteer to fill out this survey.

Please rank your preference for volunteer jobs **1 being your preferred job** and the higher number being the least desirable. **If you do NOT want to do something mark NO.** Please indicate if you are skilled in this area. We will help teach you if you are not skilled in the area you want to work in. We will try to honor your requests but can't promise your assignment in advance. If you have a problem we will reassign you.

Volunteer's name _____

Week attending (circle) **April 17-25** **April 25 – May 3** **May 3-11**

Building Skills – I want to help by:

*Tool & supply organizer or go-for _____ Spanish speaker (circle) **YES** **NO**
Organize the tools, hardware store trips, clean, sharpen tools and maintain as needed.
This may be covered by local volunteers

*Cleaning, scrubbing, prep for painting, patching (plaster) and painting _____
Describe skill level, willingness to work on ladders; work on scaffold, (circle) **YES** **NO**

*Plumber _____
There may be plumbing the extent will be determined by the advance team. Familiarity with plumbing work is not necessary for trenching and installing pipes. Describe skill level.

*Electrician _____
There may be electrical wiring the extent will be determined by the advance team. Familiarity with electrical work is not necessary for installing conduit and pulling wires. Describe skill level, willingness to work on ladders; work on scaffold, (circle) **YES** **NO**

*Heavy work _____
Work includes – chipping/drilling concrete, digging etc.

*Carpentry – desk building, _____
We plan to build a number of computer desks or tables to furnish the new computer rooms. Wood will be plywood, edge banded with available solid stock, generally fairly simple joinery. Joints will be glued and screwed or nailed. You may want to bring some tools.

*Carpentry & concrete, _____
We may build a number of outdoor tables and benches or patio to provide for an eating/play area for students. Finished tables and benches will be painted concrete. Forms will be metal and reusable. Patio will be concrete.

Name _____

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*Wood finishing _____

This will be limited to the computer desks. Desks will need to be stained and clear coated with polyurethane or other material. Application will be brush and roller (no spray equipment will be used) Limited to week 2 & 3

*Painting _____

The scope of painting is not fully developed. There will be lots of painting. Painting will be brush and roller.

*Ceramic tile installation _____

This is limited to installing of floor tile over the existing concrete floors to provide a cleanable surface. Work consist of:
- mixing mortar, - setting tile, - cutting tile and -carrying materials. There will be an el albanil (tile mason) on site

*Gardener _____

It is not clear how much gardening will be needed. Likely more weeding etc. than real gardening. So if you are interested let us know

*Site manager _____

There will be work at several work areas and a site manager is needed for each area. You MUST be familiar, skilled and wiling to teach skills. Please circle area if interested.

Painting, Carpentry, Desk building, Electrical, Plumbing, Tile, Other _____

Spanish speakers:

*Translator _____

Spanish speaker who would be available to translate at the work site during work. Please indicate your level of Spanish.
This is in addition to any work task you are doing.

Spanish - English Classes

*Teach English to locals _____

We are working on having English classes for local at the schools. These will be primarily conversational classes and do **NOT** require you to speak fluent Spanish. The classes will be informal.

They are not certain. Arrangements will be made depending on volunteers being available.

These classes, if they happen, will be concurrent with the rehab work.

Please indicate if this will be your primary contribution if the classes can be arranged. You may opt for not every day.

(circle) **Teach as primary task** **Teach & hands-on work** (combination do both, different days)

Thank you for helping with this school rehab work.

You may return your form by **email to:**
Grier Graff (gg@graffarchitects.com)

You may return the form by
fax to: 510-653-6525