

Kingman United Methodist Church

PO Box 287 Kingman, KS 67068

Website: www.kingmanumc.org Facebook: Kingman United Methodist Church

Phone: 620.532.3381

**Neighbors Helping Neighbors Guidelines**

Neighbors Helping Neighbors is a volunteer based initiative of Kingman United Methodist Church to help people who are seniors and/or struggling with disabilities in Kingman County, who are attempting to live on low, fixed incomes. We strive to coordinate groups of volunteers who work to help people in our community.

While completing your project within one year to your satisfaction is one of our goals, we cannot guarantee that we will do all of the work you request. Due to the number of requests we have, we may not be able to do your project. We try to match the skill level of our volunteers to that which your particular job requires, but this is not always possible. We are also concerned with the safety of the volunteers and discourage them from doing any work that may cause injury or impose a risk to their health.

We will need the information from a completed application to help determine whether or not we can assist you. After we receive your completed and signed application, we will contact you to set up a time to visit you and review the project you are needing help with.

The following are guidelines that we use in completing your project:

1. We provide you with volunteers for you to complete your project. We are not a general contractor and we are not a professional home renovation/repair business.
2. We do not provide materials for the project. The funds for materials must come from your own resources.
3. PLEASE DO NOT GIVE CASH OR CHECKS TO ANY VOLUNTEERS.
4. We do not commit to doing your project until a contract has been discussed with you.
5. We may not be able to finish your project in the time frame that you expect. We may not be able to do all that you request. Please keep in mind that we are assisting you with a project that you have. That is all that we are committing to – providing you with assistance for a project you have.
6. You will need to be on your property when the volunteers are present the day of the project.
7. If you are physically able, you, or a member of your family, are encouraged to work with the volunteers on your project. This is not a requirement for us to help you.
8. We do not guarantee that we will do this project for you.
9. Projects of health and safety will take precedence over projects of a cosmetic nature.
10. If you are placed on a mowing rotation, we do not guarantee when your lawn can be mowed. (See our statement about Lawn Care Services if you are interested in this.)
11. There is no guarantee or warrantee expressed or implied in the work that is done, now or when the project is complete. Kingman UMC is not a general contractor service. You are agreeing to have volunteers do your project for you. If you are concerned about this, you should not consider Kingman UMC’s Neighbors Helping Neighbors as a possible resource to help you with your project.
12. Although Kingman UMC does accept donations through the mail, we do not allow volunteers or staff to accept financial contributions for the projects that they do for you. If you wish to make a contribution, please mail this to us at PO Box 287, Kingman, KS 67068.
13. Your application for Neighbors Helping Neighbors is only good for the year in which you applied for assistance. If at the end of the year your project has not been completed, we will attempt to contact you to discern if you are interested in having your project considered for the following year.

By signing the application, you are affirming that the project for which you are requesting help is one you are not able to complete with the resources currently available to you.

You also understand that there is risk of damage to your personal property by volunteers. In order for us to proceed, you must agree to not hold Kingman United Methodist Church or its volunteers liable for any damage to your property. You agree to release Kingman United Methodist Church from all liabilities to property and personal injury.

If you should have any problems with staff, volunteers, or the execution of your project, please call Wanda Daniel at 620-314-0288.

***Please keep this document for future reference. Do not send this back to Kingman UMC. Send back only the application form (included in this mailing) that you complete.***