

Florida Service Trip
Volunteer Handbook
Saturday, May 9 – Friday, May 15 2020



Student Learning Outcomes

Students who participate with Office of Community Service's program will:

- Develop leadership and communication skills and strengthen self-confidence
- Develop critical thinking about social issues
- Develop a life-long sense of civic responsibility
- Work and communicate effectively across differences
- Plan and implement community-based service activities or programs
- Integrate the values of service and social justice into career and life goals
- Use reflection as a means for learning and personal growth

Staff

Kelly Powers

Director

Center for Community Engagement and Service

401-341-2641

kellyj.powers@Salve.edu

Kathleen Rendos

Assistant Director

Center for Community Engagement and Service

401-341-3298

kathleen.rendos@Salve.edu

Center for Community Engagement and Service

Feinstein Enriching America Program

Location: Gerety Hall 201,202, 203

Phone: 401-341-2440

Email: Community.Services@Salve.edu

Twitter: @SalveService

Facebook.com/SalveCommunityService

Florida Service Trip

May 9-15, 2020

Service Trip Description

Give Kids the World:

Give Kids The World Village is a 79-acre, nonprofit resort that provides weeklong, cost-free vacations to children with life-threatening illnesses and their families. The Village is a unique resort where it provides children and their families' with accommodations in fully-furnished villas, transportation, tickets to theme parks, meals, daily entertainment and much more.

Each year 27,000 children in the United States are diagnosed with a life-threatening illness. The goal of Give Kids The World Village is to provide everything these families need to make their trip the vacation of a lifetime. Since 1986, more than 150,000 children and families have had their dreams come true at the Village.

The Village depends on volunteers, known as Angels, to fulfill hundreds of volunteer shifts every day. Volunteering at Give Kids The World Village means being part of an organization that is truly unique and helping kids and their families create priceless memories in a time when they need it most. Make a difference and volunteer at Give Kids The World Village.

Full Website on Give Kids The World Village:

<http://www.gktw.org/>

The Sunshine Foundation:

Sunshine Foundation's sole purpose is to answer the dreams of chronically ill, seriously ill, physically challenged and abused children ages three to eighteen, whose families cannot fulfill their requests due to financial strain that the child's illness may cause.

Full Website on The Sunshine Foundation:

<https://www.sunshinefoundation.org/>

Florida Service Trip 2020 Timeline & Check List

- ✓ **Applications live on Webpage: August 23rd**
- ✓ **Applications Due: September 30th at Noon**
- ✓ **Applicant Reviews/Selection: September 30– October 3**
- ✓ **Notification of Acceptance Offer to Community Service Office: October 4th before noon**
- ✓ **One-on-one meetings with Director of Community Service: October 15th – October 18th**
- ✓ **Fundraising:** Participants must have a detailed plan of how they are going to fundraise the \$200 for the Sunshine Foundation that will go towards granting a child's wish!
- ✓ **October 22nd:** First Group Meeting, Gerety Hall 201 from 7-8pm
- ✓ **November 5th:** 2nd FL service trip meeting, 7pm, Gerety Hall 201
- ✓ **(Estimated TBD \$220) Airfare Down-Payment:** Due to the SRU Business Office by November 1st
- ✓ **November 25th:** \$550 food, accommodations, and travel fee due to the SRU business office.
- ✓ **Monday, December 2nd:** First installment of \$100 due to Sunshine Foundation Website. The Fundraising for the Sunshine Foundation will go towards granting a child's wish from RI.
<https://www.sunshinefoundation.org/how-you-can-help/>
- ✓ **Tuesday, December 3rd:** 3rd FL service trip meeting, 7pm, Gerety Hall 201
- ✓ **January, 20th 2020 MANDATORY Group Meeting:** (Schedule TBA)
- ✓ **January, 20th 2020: MANDATORY MLK Day of Service Group Project, 10am-3pm (Schedule TBA)**
- ✓ **January, 21st 2020:** Second (final) installment of \$100 due to Sunshine Foundation Website. The Fundraising for the Sunshine Foundation will go towards granting a child's wish from RI.
<https://www.sunshinefoundation.org/how-you-can-help/>
- ✓ **February Group Meeting:** TBA
- ✓ **March Group Meeting:** TBA
- ✓ **April Group Meeting:** TBA
- ✓ ***Mandatory to help with this donation drive* End of Year Yard Sale Event: May 4th – May 9th, 2020**

Service Trip: May 9th- May 15th, 2020

Money Matters

Financial Information: *Please note that the following figures are estimates only. We believe them to be reasonable estimates but reserve the right to change the fees should the flight rate change.*

****All students will pay airfare (TBD estimated \$220) by November 2nd and \$550 accommodations by November 30th to the SRU Business Office.***

The Estimated Program fee of \$770 includes:

- Round-trip air fare Providence to Orlando TBD by flight costs
- Round trip van transportation from Salve campus to airport
- 6 nights lodging double occupancy (Students and faculty will be staying at the Comfort Inn & Suites in Orlando, FL.)
- Includes all meals Breakfast, Lunch & Dinner (not including travel days in airport and recreational day in FL).

Students outside anticipated cost:

- All recreation, cultural, and tourist activities
- Airport food on travel days (Saturday, May 9 & Friday, May 15)
- You will also may to bring additional money of personal spending for any purchase outside the listed ones above

****Please note the fundraising for the Sunshine Foundation is a separate cost of \$200. To be raised by each individual student.

Financial Assistance: Students can send a letter of request and may be required to meet with the Director of the Center for Community Engagement and Service. Financial assistance will only be given to cover partial cost of the flight cost. Financial Assistance will be given on a case by case basis.

How to pay for my flight: The airfare down payment is due by November 2nd through the Business Office at Salve Regina University. Students can pay the business office by VISA, MasterCard or by electronic check through their portal. If by check write in the memo line "Florida trip" and the student's full name.

Refund policy: The flight deposit is not refundable under any circumstance. The \$550 accommodations is also non-refundable.

**To be an eligible participant on the Florida service trip all students must adhere to the timeline application process, and have all required documents submitted on time. You will receive an electronic notification of all completed requirements to confirm your place on the trip.*

Packing list for Florida

WHAT TO PACK: A backpack or duffel bag as you will not be checking your bag and it will be a carry on item. **Please DO NOT over-pack.** You may also want a separate (drawstring bag) to hold an extra shirt, water bottle, camera, etc. All liquids **MUST** be 3.oz or smaller.

CLOTHES: Shorts, jeans, lightweight shirts, and a jacket or sweatshirt for layering are best. You will need clothes and shoes (closed toed shoes at all times when volunteering at GKTW and no tank tops while volunteering.)

- ___ 2-3 outfits
- ___ 1-2 t-shirts
- ___ 1 long-sleeved shirt or sweatshirt
- ___ 1-2 pairs of shorts
- ___ 1 pair of closed-toe shoes
- ___ 1 pair of shower sandals
- ___ Swimsuit & Beach Towel (pool at hotel)
- ___ 1 Rain Jacket or Poncho

TOILETRIES (Airplane size)

- ___ Toothbrush/Toothpaste
- ___ Deodorant
- ___ Soap
- ___ Shampoo/conditioner
- ___ Medications
- ___ Contacts/case/solutions
- ___ 1 Roll of Toilet Paper

GEAR: ESSENTIAL

- ___ Sunscreen (SPF 15 or higher)
- ___ Mosquito Repellent
- ___ 2 Personal Water Bottles
- ___ Sunglasses/hat
- ___ Small \$\$\$ bills (Ex: \$1/\$5/\$10) for touring day

OPTIONAL

- ___ Camera
- ___ Cell phone (USE OF CELL PHONES WILL BE **VERY** LIMITED)
- ___ 1 Flashlight

What to leave at home:

- Laptops, iPods, etc.

What to Wear & Arrival (GKTW):

► ***Closed-toe shoes must be worn at all times during your Volunteer shift.***

► All clothing must be family-friendly. Please do not wear clothes that are too short, tight, or revealing. Inappropriate messages printed on clothing will not be permitted. Shorts are also

permitted as long as they are an appropriate length.

► If you are serving food on your shift, please consider bringing a hat from home. If not, a hairnet will be provided. Volunteers are also asked to wear shirts with sleeves. Tank tops will not be permitted in food venues.

Example of carry luggage on size:

Carryon items are limited to one bag plus one smaller, personal-type item. Southwest Airlines limits carryon bag dimensions to 10x16x24 inches. All Customers and Employees and their items are subject to a thorough physical search. [Full details.](#)



Pre-Trip Meetings

**All participants are required to attend the pre-trip meetings and service projects before going on the Florida Service Trip. No exceptions will be granted.*

- ✓ October 23: First Group Meeting, Gerety Hall 201 from 7-8pm
- ✓ November 5th: 2nd FL service trip meeting, 7pm, Gerety Hall 201
- ✓ Tuesday, December 3rd: 3rd FL service trip meeting, 7pm, Gerety Hall 201
- ✓ January, 20th 2020: MANDATORY MLK Day of Service Group Project, 10am-3pm (Schedule TBA)
- ✓ February 2020 Group Meeting: TBA
- ✓ March 2020 Group Meeting: TBA
- ✓ April 2020 Group Meeting: TBA
- ✓ ***Mandatory to help with this donation drive* End of Year Yard Sale Event: May 4th – May 9th, 2020**

Frequently Asked Questions

Will this service trip count towards my Feinstein Community Service Hours?

No - Due to the fact that your Feinstein hours of community service have to be completed in Rhode Island, this trip will not count towards your hours.

What is Give Kids The World Village?

Give Kids The World Village is a 79-acre, nonprofit resort in Central Florida that provides weeklong, cost-free vacations to children with life-threatening illnesses and their families.

Check out the website: <http://www.gktw.org/>

Is Give Kids The World Village a national charity?

Give Kids The World Village welcomes families from all 50 states and 75 countries. It is our mission to never turn away a child in need, and we will partner with a wish-granting organization or children's hospital to help fulfill their wish trip to Central Florida, no matter where they call home.

Is Give Kids The World Village affiliated with or part of any other organization?

Give Kids The World Village is an independent nonprofit organization. We partner with over 250 referring wish-organizations to fulfill a child's wish to Central Florida. However, we operate independently from these organizations and our corporate partners. All Give Kids The World personnel are based at the Village in Kissimmee, Florida. There is only one Give Kids The World Village in the world. Give Kids The World is a registered nonprofit in all states where required.

How are children selected to visit Give Kids The World Village?

Give Kids The World Village is for children between the ages of 3 and 18, who have been diagnosed by a licensed doctor with a life-threatening illness. Children are sponsored in their local communities by one of over 250 wish-granting organizations and children's hospitals that collaborate with Give Kids The World to grant these children their special wish vacation to Central Florida. If the child expresses the wish to visit Central Florida, then Give Kids The World Village is contacted and arranges a joyful, week-long vacation, at no cost to the family.

What is the Sunshine Foundation?

Sunshine Foundation's sole purpose is to answer the dreams of chronically ill, seriously ill, physically challenged and abused children ages three to eighteen, whose families cannot fulfill their requests due to financial strain that the child's illness may cause. In the 1960's, Philadelphia police officer Bill Sample was assigned to a local children's hospital. He encountered critically ill, and often terminally ill, children and saw first-hand how these children's families were burdened not only by mounting medical bills, but also by the frustration of not being able to provide their children's special dream. In 1976, Bill took out a personal loan and, with the help of others, started Sunshine Foundation and began making dreams come true for these truly deserving children.

"Not all children are able to run and play and enjoy life. Many are innocent victims of birth defects, accidents and deadly diseases. Shouldn't each child know that somebody cares enough to see his or her dream come true?" -Bill Sample

Where does the \$200 fundraising money go?

The Sunshine Foundation currently has over 400 children located throughout the United States waiting for a special dream come true. By far, the most-requested dream is for a trip to the Orlando attractions. Average cost of each dream for family is \$5,000. Your fundraising money will help answer the dream of a local Rhode Island child on this waiting list!

What are my options on getting to the airport?

Participants have the option of taking a Salve shuttle from campus to and from the TFGreen Providence Airport. Alternatively, participants also have the option of being dropped off at TFGreen airport on the morning of departure and being picked up on the day the group returns.

How many students are selected for the trip?

There is a 20 student capacity for the Florida Service Trip.

How does the waitlist work?

The waitlist will be activated in October after any original participants have not paid their \$(TBD) airfare down payment or if people have decided to drop out. Waitlist participants are always emailed regarding their change in status if anything happens.

What do I eat during the Florida Service Trip?

All food menus are planned in advance according to specific dietary restrictions and allergies. There is always plenty of food and water. Breakfast is through the Comfort Inn & Suites and usually consists of cereal, bagels, oatmeal, fruit, etc. Lunch & Dinner will be provided by Give Kids the World in their Cafeteria. All participants must bring their own water bottle, to keep consistent with being Ecofriendly! Participants must also pack & bring their own personal snacks they would like for the week (example: granola bars, fruit snacks, pop tarts, etc.).

What size can my luggage be?

Southwest Airlines limits carryon bag dimensions to 10x16x24 inches. You will not be checking your luggage and MUST bring it as a carry on item. This means that ALL liquids (shampoo, conditioner, toothpaste, sunscreen etc.) must be 3oz or less!! If you are unsure what items are allowed through security please visit <https://www.southwest.com/html/customer-service/baggage/index-pol.html> and look through the detailed list available.

Will I know the detailed Schedule ahead of time?

Yes, each participant is given a detailed schedule that outlines the events for the week. This will be given closer to the date of trip.

What car will be driving around in Florida?

We will have two 15 passenger rental vans.

If we have free time, are we able to explore FL on our own?

No, due to this being a University sponsored service trip you will not be allowed to go off on your own without the group present.

Am I allowed to switch flights when down in FL if I would like to stay longer?

No, airline tickets are purchased months in advance and are at a group rate making you unable to switch flights.

If I don't like the food served during the week, am I allowed to eat on my own?

No, you cannot go out on your own to buy food. However, we highly suggest bringing your own snacks for the week!

If I do not like my volunteer shift given at Sunshine or GKTW, am I allowed to switch?

Since both organizations relying solely on volunteers, we are not able to switch the shift you are assigned. Every volunteer role is equally important.

I am allowed to choose my roommate for the week?

No since this is a group service trip we would like everyone to get to know each other and step out of their comfort zones!

Do I have to participate in the daily group reflection questions?

Yes, group reflections help each individual learn more about themselves and help connect the group after a long day of various volunteer shifts.

Can I count these hours towards my Feinstein Hours?

No, Feinstein hours must be completed in Rhode Island.

Do I have to have my Feinstein Hours completed in order to participate in the Florida Service Trip?

Yes, Feinstein hours must be completed and approved before you partake in the service trip.

(Formstack Online Application)

Center for Community Engagement and Service - Salve Regina University

Florida Service Trip: May 9-15, 2020

Participant Application

Exact dates for departure and arrival subject to change

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Instructions: Please read and fully understand this GKTW Handbook. If you believe you match all of the criteria to participate in the program, please fill out the following forms. Application and uploaded documents are due online **September 30 at NOON.**

Contact Information: *Please notify the Center for Community Engagement and Service of any address or phone number changes so we can easily contact you.*

Full Name (As it appears on Driver's License or Passport): _____

Local Address During School (Residence Hall or Off Campus) _____

Permanent Address (Home): _____

Salve Email: _____

Cell Phone: _____

Graduation Year: _____

Major/Minor: _____

Salve ID #:

Date of Birth: _____

Gender:

First Generation College Student?: _____

(It is a requirement that you must have all your Feinstein hours done before the trip) Have you completed your Feinstein Community Service Hours yet? _____

How did you hear about the Service Trip? _____

T- Shirt Size: S M L XL XXL

Do you have any allergies? *

Do you have any dietary preferences? *(Vegan, vegetarian, lactose intolerant, gluten free)

Emergency Contact Information

Primary Contact Name*
Relationship*
Primary Phone*
Alternative Phone*
Email*
Address*

Upload GKTW Service Trip free response questions below*

1. *Why do you want to spend the week volunteering? What do you hope to gain from this experience?*
2. *If you had to describe yourself in 3 words, what would they be and why?*
3. *Have you had any disciplinary problems with Salve Regina University? If so, please explain.*
4. *Have you participated in a service trip before? If so, what type of service trip and give a brief description of what you did?*

Upload your resume*

Academic Information* Upload a copy of your Academic Evaluation form to the Office of Community Service.

Please Note: *you must have a minimum 2.7 GPA or permission from the Director, Center for Community Engagement and Service, to be approved for the Give Kids the World Service Program.*

Financial Assistance: Students can upload a letter of request and might be required to meet one-on-one with the Director, Center for Community Engagement and Service. Financial assistance will only be given to cover partial cost of the flight cost. Financial Assistance will be given on a case by case basis.

Two References*

1. Reference Name
Relationship
Email
Phone
2. Reference Name
Relationship
Email
Phone

Participant Signature:

By submitting this application, I certify that the information on this application is correct. I acknowledge that acceptance into the program is subject to certain eligibility requirements and is at the discretion of Salve Regina University. I understand that students on service trips must comply with the Student Code of Conduct and any

other applicable rules. I acknowledge and agree that Salve Regina may revoke my acceptance or withdraw me from the trip at any time if:

- I am no longer a matriculating student at Salve Regina,
- I no longer meet eligibility requirements of the Program,
- I fail to pay the required non-refundable deposit and all Program fees,
- I fail to comply with all requirements of the Program including requirements pertaining to passport participation agreements and releases, and vaccinations.
- I have been found to have violated the Student Code of Conduct or any other law, rule, or regulation and/or I have engaged in unprofessional and/or inappropriate behavior that would affect my ability to preserve the high standards of the University as a student studying abroad.
- I have read the Service Trip Code of Conduct and Emergency Contact Form and understand that I will need to submit a signed paper copy to the Center for Community Engagement and Service

I also authorize Salve Regina to publish for public relations purpose my photograph or photographs in which I appear.

Applicant Signature*

Created by:

Center for Community Engagement and Service

Feinstein “Enriching America” Program

Location: Gerety Hall 201,202, 203

Phone: 401-341-2440

Email: Community.Services@Salve.edu

Twitter: @SalveService

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