

# DASVANDH BOX INITIATIVE

## *Volunteer Packet*





# LET'S TALK ABOUT IT

- The Dasvandh Box Initiative
- My role as a volunteer
- Checklist
- Have questions and need help?



# THE DASVANDH BOX PROGRAM:

## *Why are we doing this?*

Dasvandh is a cornerstone of Sikh philosophy. Established with the concept of Vand Chhakna by Guru Nanak Dev Ji, Dasvandh is the responsibility of every Sikh. For centuries Sikhs have participated in Dasvandh and have supported countless activities aimed at doing the Guru's work.



More recently, however, young Sikhs growing up in North America are less familiar with this duty. It's our goal to educate Sikh youth about Dasvandh from an early age so that they can participate in the spirit of Dasvandh as they grow.



# THE DASVANDH BOX INITIATIVE: *Our Goals*

The Dasvandh Box Initiative is designed to:

- educate our Sikh children on the meaning of Dasvandh
- be a rewarding experience in learning about the importance of seva
- encourage leadership
- be easy to participate in
- remind parents and children to perpetuate the act and spirit of Dasvandh



# THE DASVANDH BOX PROGRAM:

## *How will this work?*

- This is an 7-week long program
- On the day the Dasvandh Box Program kicks off, the educator will present the meaning of Dasvandh and introduce the aspects of the program to the children
- The class will vote and select a project on the DVN platform – all donations will be sent from the Gurdwara liaison to DVN in support of the chosen project
- The children will receive the boxes and take them home, collecting money through a variety of means; they will keep track of raised funds through their weekly tracker
- Parents will also receive a letter explaining what the Dasvandh Box Initiative is
- On a weekly basis, children will bring their boxes to class and the funds will be collected by the Gurdwara sevadaar and recorded on a class chart
  - At the end of the 7 weeks, the volunteer mail in a check to DVN.



# MY ROLE AS A GURDWARA LIAISON

Task	My role	When does this happen
Contact School Educator	<ul style="list-style-type: none"> <li>Connect with the Khalsa School President / Educator in person or on the phone to give them a high level overview of the program and why it's important</li> <li>Send them DVN's "Letter to Khalsa School.pdf"</li> <li>Follow-up to:               <ol style="list-style-type: none"> <li>The program's start on September 28, 2014</li> <li>Get the number of students in the school/class</li> <li>Get the numbers of school educators and parents</li> </ol> </li> <li><a href="#">A follow-up email</a> is listed in the Appendix</li> </ul>	As soon as possible
Keep DVN Updated	<ul style="list-style-type: none"> <li>Once you know the above numbers, let us know!</li> <li>Join one of two <b>webinar</b> dates in which we'll cover everything you need to know! Please join either on <b>Tuesday, 9/16/14 at 8:15pm EST</b> or <b>Thursday, 9/18/14 at 8:15 pm EST</b>. We'll send you log in details! Feel free to extend the invite to your Gurdwara's educators!</li> <li>We'll send <b>you</b> a "Dasvandh Box" package that includes everything the school/class will need to launch the program</li> </ul>	As soon as possible 9/16/14 or 9/18/14
Discuss Details with the School Educator	<ul style="list-style-type: none"> <li>Once you receive the materials, please follow-up with the school/class educator</li> <li>Ensure that the educator has informed teachers about giving the presentation and program.</li> </ul>	At least 1 week before the launch
Take pictures / videos!	<ul style="list-style-type: none"> <li><b>Please plan to be at the event and take pictures / videos</b> and post them to Facebook, Twitter, and Instagram, tagging Dasvandh Network and using <b>#DasvandhBox</b>; please also email pictures and videos to <a href="mailto:dasvandhbox@dvnetwork.org">dasvandhbox@dvnetwork.org</a></li> </ul>	Launch Day—Sept. 28!
Assist with questions, collecting and counting donations	<ul style="list-style-type: none"> <li>Check-in with the Gurdwara Sevadar / classroom as appropriate, ensuring they are regularly collecting the funds in a classroom jar and recording the donations</li> <li>Please ensure the appropriate Gurdwara Sevadar has collected and counted the funds at the end of the program</li> </ul>	Throughout and at the end of the program
Submit donations online through <a href="http://dvnetwork.org">dvnetwork.org</a> or mail	<ul style="list-style-type: none"> <li>Instructions in "Appendix"</li> </ul>	Within 1 week after the program ends



ANY ?'s

We are here to help –  
do not hesitate to contact us with any questions:

[dasvandhbox@dvnetwork.org](mailto:dasvandhbox@dvnetwork.org)



# THANK YOU!

Launching this program would not be possible without your support! Thank you for your help and continued support in allowing Dasvandh Network do the Guru's work and spreading the meaning of giving throughout our community!



# APPENDIX



# EMAIL TEMPLATE: *Follow-up to school educator*

Follow-up email, expressing interest:

Dear <Punjabi School Educator> ,

Thank you for your interest in supporting the Dasvandh Box Initiative. We can supply you with the following materials to help prepare your school for launching this event. Here's an overview of the materials:

Teachers/Educators: Dasvandh Box Overview, which will also be presented on <agreed upon date> and a one-pager detailing the projects involved.

Parents: Letter explaining the Dasvandh Box project

Children: A donation box

Please provide us with the number of teachers, children, and the number of families whose children will be participating. Once we receive this information, we will send you a package containing all the items detailed above.

Thank you!



# SUBMITTING A DONATION: *Mail to DVN*

After you have tallied all the donations, please mail in a check by **Wednesday, November 19<sup>th</sup>**

Checks should be written out to **Dasvandh Network**

Please mail checks to:

Dasvandh Network  
4429 Hycliffe Drive  
Troy, MI 48098