What is One Bus, One Cause?

Through *One Bus, One Cause*, the Volunteer Center aims to introduce the UCLA community to a wide variety of needs that Los Angeles faces and the ongoing volunteer opportunities that address those needs. This initiative involves sending one bus of about 50 volunteers out each month to do community service work with an organization that may or may not already have an affiliation with UCLA, engaging in that community service effort and learning of the cause it supports, and providing a way for volunteers to engage in similar projects that support the cause on an ongoing basis.

Who can participate in *One Bus, One Cause*?

Any member of the UCLA community (student, staff, faculty, alumni, parent, etc.) may participate as a volunteer, or in a leadership role as a Project Leader or Task Captain. Volunteers must be at least 15-years-old; ages 15-17 need to have parent/guardian permission and waiver signature to participate. Some community partners may have additional restrictions. For more information about UCLA Volunteer Guidelines, please visit http://map.ais.ucla.edu/go/1000084.

How can I sign up to participate?

Visit http://volunteer.ucla.edu/one-bus-one-cause/ to learn about upcoming projects and sign up to be a volunteer or Task Captain. If you are interested in applying to be a Project Leader, please suggest a site at http://volunteer.ucla.edu/site-application/ and address any questions to volunteer@ucla.edu.

I'd like to register a group of people. How?

The UCLA Volunteer Center runs 100% from donations and grants. Our events are open to everyone (ages 15+), so we allow volunteers to sign up on a first-come, first-served basis. In addition, we like every volunteer to know what they are getting into, so we ask that each potential volunteer read the project description at *One Bus, One Cause* and then sign up with their individual information. Groups of friends or members of the same organization are welcome to join any of our projects, but each person must read the description and sign-up individually to participate.

Why am I on the waitlist?

Since the bus can only hold ~50 people, volunteers may be placed on a waitlist. There is usually some drop-off the week before the event, so save the date and you'll likely be invited to attend a few days before the service day.

Can I drive myself to the site?

For safety and liability reasons, we prefer that all volunteers take the bus from UCLA to the site.

Can you verify my service hours?

The Volunteer Center is happy to verify service hours for any need. After the project is complete, email volunteer@ucla.edu with what information/records you need and a staff member will be able to verify attendance and hours served. Please note that hours cannot be verified by Project Leaders or until after the day of the event.

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What are the criteria for selecting sites?
Visit [Suggest a Site](#) for more information. Sites will be selected based on whether or not they meet the above criteria and also how effective the proposed site activities are in engaging all 50 volunteers. Sites will be selected at least 1-2 months in advance of the event.

What support does the UCLA Volunteer Center provide?
We encourage you to explore all options for funding for your 1B1C event, but the Volunteer Center can provide some help:
- **Staff support:** A Volunteer Center staff member will be assigned to advise you on all questions that arise in the planning and execution of your event
- **1 bus:** A bus to transport ~50 people from UCLA to the site will be provided
- **Food & water:** Food (breakfast and/or lunch), snacks, and water are provided for all volunteers
- **Supplies:** The Volunteer Center has a limited supply of materials to help your project, and arrangements can be made for other materials you will need

Supplies and funding are limited, so projects that focus on person-to-person interaction rather than beautification projects are encouraged.

What is a Project Leader?
Each *One Bus, One Cause* project will have 1-2 Project Leaders who coordinate all aspects of the service project from start to finish. This includes working with Volunteer Center staff, the community partner, Task Captains, Service Liaisons, and volunteers to make a big difference in the community. Project Leaders are responsible for ensuring that the project is well-managed, the impact on the community is clear, and that the service work gets done.

Responsibilities include (but are not limited to):
- Work with the UCLA Volunteer Center to select a site and design the project
- Work with the Community Partner to select the scope of work for the day and arrange a welcome for volunteers that reflects the impact being made to the community
- Prepare a list of needed supplies to complete the project, including delivery plan and budget with the UCLA Volunteer Center
- Communicate to volunteers the goal of the day and the need the event addresses
- Manage and delegate service work to Task Captains
- Encourage future service to volunteers, including advertisement of similar student service groups on-campus, non-profit community partners off-campus, and other ways of getting involved in civic engagement once the service project is over

What is a Task Captain?
For every 10-25 volunteers, a Task Captain is assigned to help them through their service work. Task Captains often lead a specific subset of the volunteer work, such as painting a mural, building a community garden planter, or mentoring a small group of schoolchildren. Task Captains are led by the Project Leader and work closely with volunteers to make a difference and impact in the community.

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Responsibilities include (but are not limited to):

- Work with the Project Leader on the scope of work, design of project, and needed supplies to complete the project
- Report to and manage tasks from Project Leader; provide assistance as needed
- Ensure that each volunteer has a task to do and is completing it to the best of his/her ability
- Find new tasks for the group to take on once finished with the assigned task
- Communicate to volunteers the goal of the day and the need the event addresses
- Manage and delegate service work to volunteers
- Ensure that volunteer efforts meet the expectations and goals of the organization
- Encourage future service to volunteers, including advertisement of similar student service groups on-campus, non-profit community partners off-campus, and other ways of getting involved in civic engagement once the service project is over

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