**Steps to initiate an InterVarsity Kit-build on campus   
Doug Schaupp**

**DISCERNMENT AND OWNERSHIP.**

In partnership with your staff and your central leadership team, pray together and discuss the idea of about bringing a kit-build to campus. It costs $1,100 for the minimum of 50 caregiver kits. ($22 each) Create a rough draft of a plan of when you might do it on campus.

Have a meeting where all of your student leaders can process and pray about this idea of a kit-build. Show them the “Shorty Video.” Finalize the decision. Pray about the level of financial risk you want to take on.

**LOGISTICS**

* Find a date for the event, and reserve a good room on campus for it.
* Prayerfully decide on the number of kits you want to purchase and build.
* Register with World Vision. Please use [Kits@worldvision.org](mailto:Kits@worldvision.org) and/or 1-800-478-5481
* Place your Kit order with your World Vision Event Specialist **three weeks** before your event.
* Your order will arrive Receive the product delivery at least 3 weekdays before your event. It will probably be a large delivery.
* Publicize your event widely on campus. Invite everyone you can. (See ideas below)

**THE DAY OF**

* Bring your kit build supplies to campus. It will be heavy.
* Set up the assembly lines in the room.
* Collect money for the kits there (or before)
* After assembling the kits, pack them in the boxes on site. Pray over the boxes.
* Bring the boxes home, and set up a pick up date with World Vision.
* Receive invoice from World Vision after your event, and pay within 30 days of receipt

**CREATE NEXT STEPS AND EXCELLENT FOLLOW-UP**

(See “10 Steps to great follow-up” article)

**COUNTING THE COST**

Sometimes we jump into things without counting the cost. Below we have tried to   
anticipate how much time and energy needs to go into each part of the campaign.   
Hopefully this will help you discern with your team if you wish to do all the components   
of the campaign, or you may wish to only do a few.

**KIT BUILD COORDINATOR: Estimated 5 hours of work.**

(details above)

**SMALL GROUP LEADERS PREP: (4-6 hours)**

Prep the SG series and the accompanying discipleship values.

* Help the leaders take the values deeper in their own lives.
* Set up an excellent follow-up system.
* Help your SG leaders understand the power of good debrief conversations throughout the campaign. Give them a few debrief questions they can ask folks every day.

**PROXE COORDINATOR. (10 hours)**

* Order the proxe. InterVarsity staff can order it through the staff store online.
* Buy and compile all the parts of the proxe.
* Train the proxe (become comfortable yourself with the talking points which you can find online.) Be sure that everyone practices the key closing line after the 4th Circle: “What would it take for you to let Jesus into your selfishness and transform you from the inside out?”
* Create a sign up sheet for times people will serve at the proxe. Remind them the day before of their slot.
* Make sure the follow-up process starts at the proxe station itself. Create a good follow-up card.
* Assign someone to set up and break down each day.
* Learn each day, and improve it the next day.

**LARGE GROUP #1 COORDINATOR (4-10 hours)**

* Prep the Large Group.
* Prep the Talk. Luke 12. RICH FOOL PASSAGE. (see notes in SG series for thoughts on teaching this passage.)
* Train on the first 3 proxe panels at LG. Let them practice in pairs.
* After LG, train the 4 circles (it is too much to do all at once.) Let them practice a few times.

**LARGE GROUP #2 AND KIT BUILD COORDINATOR (4-10 hours)**

* Prep LG and the Kit Build. Make sure the room can handle both parts of this process.
* Prep the Talk. Matt 25. (see my Matt 25 talk as an example)
* Prep the Call to faith.
* Prep the response team to process with folks who commit to Jesus.
* Invite to missional activity of their choosing next week.