



Workshop Host Manual



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Overview

Thank you for your enthusiasm to host one of our AirCrete Dome Building Workshops!

We believe that people everywhere have a basic right to create quality housing for themselves. Hosting a workshop can be the **fastest** and **most fun** way to build your AirCrete dome. Imagine having a team of up to 35 enthusiastic students from all over the globe working on your dome project. Work becomes play and a lot gets done in a short amount of time. It's a big win/win for everyone.

A fiber reinforced AirCrete structure is **fire-proof, rot-proof, water-proof, termite-proof**, and **very strong** against the destructive forces of earthquakes, hurricanes and tornadoes. It is relatively simple, with only basic skills needed, to build a very beautiful, high quality, energy efficient AirCrete home for a small fraction of the cost of conventional housing.

Domegaia workshops bring people together for an experience of a lifetime. We follow an age-old tradition of building for each other. And as we build, we build friendships, family, and skills that free us from the high costs of conventional housing.

Domegaia supervises the construction of your AirCrete dome with up to 35 participants who learn by providing hands-on labour.

There is definitely a lot to gain by hosting a workshop and it also **requires a lot of careful preparation.**



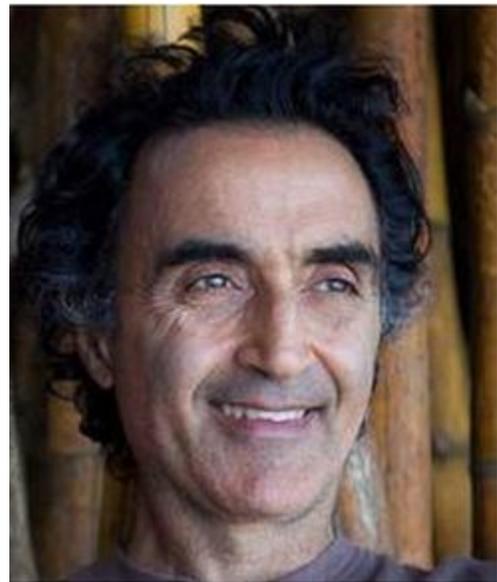
Domegaia Workshop Team

Our team has a wide breadth of knowledge and experience building, teaching, and hosting groups. We love working with hosts in all areas of the world to not only help actualize their unique projects, but also to empower others to do the same. Meet our team!

Hajjar Gibran

Founder/CEO

The son of an inventor, Hajjar Gibran's youth passed building tree houses, hot rods and tiny homes. He was already a skilled designer/builder by the time he finished the engineering program at SDSU. He build his first passive solar home in Nova Scotia, where he won several awards from the Nova Scotia Design Council. In the 80's Hajjar founded Life Designs to support rainforest preservation. For over 10 years he designed and managed the production of responsibly harvested rainforest products to fund legal action that granted indigenous people ownership of over 25,000 acres of virgin rainforest. After his beloved brother's tragic death, Hajjar was inspired to follow his spiritual calling to author *The Return of The Prophet*. Hajjar's award winning sequel to the spiritual classic *The Prophet* by his great uncle Kahlil Gibran was published in 2009 in more than 40 countries around the world.



While building The Gibran Center in Thailand, Hajjar developed an innovative way of building beautiful low cost AirCrete domes that has gained international recognition.

He founded Domegaia in 2014 to answer the global demand for his innovative low cost housing designs.



Gabriel De La Cruz

Workshop Coordinator and Instructor

Gabe serves as our workshop coordinator and is the host's main point of contact for all hospitality logistics including administration, accommodations, meals, transportation, marketing and promotion, workshop social structure, and anything else related to making the workshop an overall enjoyable experience for the host and students!



Gabe is also the host's main point of contact for all building logistics including materials, tools, dome design, dome foundation, and anything related to the dome build.

Host Requirements

It is **imperative** that you, the host, carefully read through and can commit to all of the following Host Requirements in order to be considered to host a workshop.

Accommodations

Domegaia Facilitators' Accommodations

The host must provide comfortable accommodations for the Domegaia facilitators (3-4 depending on the workshop).

- Ideally on the same site as the dome build



- If lodging not available on-site, accommodation could be arranged within a 5-10 minutes drive
 - In this case, the facilitators will need daily transportation which the host is required to arrange
- Access to shower and bathroom amenities
- **Examples:** Private house/cabin, shared house, RV, glamping, airBnb

Student Accommodations

We fill the workshops with 30-35 students, often traveling from all corners of the globe. It is important that convenient and comfortable accommodations are available to accommodate all of the students.

Camping

If the host can offer camping for students, great! Camping accommodation requirements include:

- Plenty of **flat space** for tents
- At least one 1 hot shower and 2 bathrooms
- Parking spaces for campers
- **Bonus:** Camping gear for rent
- **Extra Bonus:** Glamping tents with beds!

On-Site Accommodations (ideal!)

Most hosts have space for students to camp, but it is ideal if you can host students on-site, retreat center style in cabins, bunk rooms, etc. On-site accommodations requirements include:

- At least 1 hot shower and 3 bathrooms
- Parking spaces
- **Bonus:** Retreat center/lodge

Off-Site Accommodations (not ideal)



If your property doesn't have the capacity to host 30-35 people (including Omegaia facilitators) on-site, it is possible for students to lodge off-site.

Off-site accommodations requirements include:

- Plenty of affordable accommodations **within a 10 minutes drive** from the build site
- Daily shuttle transportation to and from the build site (usually pick up and drop off from one central location) (see more under 'Transportation' section)

Please note: We always have some students who arrange their own off-site accommodations.



Meals

One of the joys of the workshop is sharing good meals together! We recommend that the host hires a kitchen crew to take on the task of making 3 meals a day for 10 days for 30-35 people. That's a lot of food! If the host delegates this large task, they are freed up to attend the workshop.

Requirements for meals:

- Welcome and Farewell meals
 - Welcome dinner
 - Farewell lunch or dinner
- Three **hearty** meals a day
 - Healthy
 - Vegetarian options
 - Meat or fish dish once a day
 - Plenty of fruit
- Daily refreshments
 - Tea, coffee, snacks (people need their coffee!)
 - Snacks available throughout the day
 - Plenty of good drinking water for 30-35 people (**very important!**)
- Dining area
 - Enough room for 30-40 people to all sit **together**
 - Plenty of shaded coverage from weather (especially harsh sun and rain)
 - Buffet style serving close to dining area

Tips for the host:

- Hire a kitchen crew!
- Use our favorite 3-basin dishwashing system - soap, rinse, rinse
 - Everyone cleans their own dish every time!



Transportation

Airport

Please provide our workshop coordinator, Gabe at gabriel@domegaia.com, with all information about the closest airport(s) to your property location, shuttle services, bus services, etc.

It is great if the host can provide transportation for the students to and from the airport, but this is not a requirement.

Provide transportation for the Domegaia team to and from the airport.

Errands

The host must provide a vehicle and someone to run errands if we need materials, tools, food, etc., - before and during the workshop.

Shuttle

This applies to students booked for off-site accommodations.

The host needs to provide daily shuttle service to and from the dome build site. We recommend that you choose one central location where students will meet to grab the shuttle.

We recommend renting vans and/or buses.

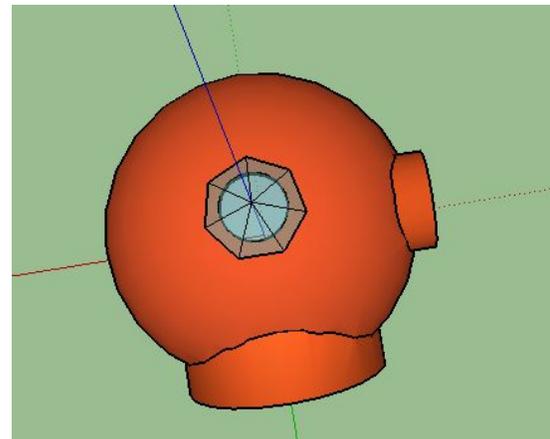
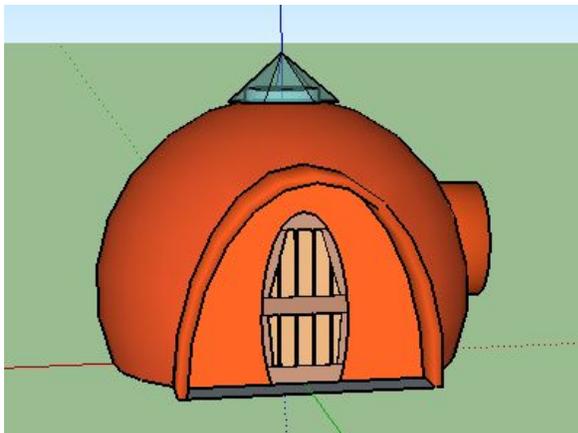


Dome Build Logistics

Dome design

During a 10-day workshop, we teach the students as much as we can. We've found that our Basic Dome Design (images shown here) can be built from start to finish in 10-days (assuming all preparations go smoothly and as needed).

If the host would like a custom dome design, we charge a \$1,000 fee. We can adjust the design only to a certain degree as it is critical that we impart all necessary knowledge on the students.



Permitting

To permit an AirCrete dome or any other building made from non-conventional materials, you'll need a stamp of approval from an engineer or architect who is licensed in your area.

We recommend you contact your local building department for more specific guidelines.



Insurance

We recommend that you get insurance for the workshop event because you will be hosting 30-35 people on your property.

*Domegaia requires students to sign a Liability Waiver before the workshop begins. This does not insure the host.

Dome foundation

It is the host's responsibility to have the dome foundation built **one week prior to the start date** of the workshop.

Without experience working with AirCrete you may choose other material for your foundation. We can provide guidance but it is your responsibility to understand your ground and climate conditions. You may want to consult with a local builder who is familiar with building foundations. The depth, material and amount of structural reinforcement is up to you.



Build site preparation & requirements

Properly preparing the build site for hosting 30-35 is very important to ensure a smooth, enjoyable experience for everyone, including the host.

The following are **requirements** for build site preparation:

- At least a 20' x 20' **hard, level surface** to make and build AirCrete blocks
 - The blocks must be made on a hard level surface so they don't break while in their delicate state.
 - Examples: driveway, barn floor, basketball court
- **Two to three** 8' x 4' workbenches
- **8,000 watt electricity** source for mixing AirCrete and operating tools
- Pressurized water source
- Weather protection for the work site (ex: pop-up tent, barn)
- **ALL TOOLS AND MATERIALS MUST BE GATHERED ONSITE AT LEAST TWO WEEKS BEFORE START OF WORKSHOP**
 - This is critical. Our instructors will arrive four or five days early to prepare the workshop site specifically for their teaching needs. If the host does not fulfill their responsibility of having all tools and materials gathered well in advance, it causes our instructors to spend time running around for materials when they need to be preparing on-site for the workshop.
 - **Important note:** If the host does not fulfill this responsibility, there will be financial consequence as a deduction from the refundable deposit amount.
- Any necessary local building permits and insurance
- First Aid Kit



Extracurricular Excursions

We work hard during the workshop, and we play and relax too!

We've found that students really enjoy the opportunity to go on excursions together as a group.

We work with the host to arrange a couple of Extracurricular Excursions with the group. The host knows their area best, so we look forward to your local suggestions.

Gabe, our workshop coordinator, arranges all details of the excursions (including transportation) with the host. The host is required to help arrange all transportation for the students.

Some great examples are:

- Visiting the local farmers market
- Hot springs
- Beaches
- Hiking
- Visiting a local farm/sustainability project/retreat center



Host Application

We first get to know you, the host, through a Host Application that you fill out on our website at <http://www.domegaia.com/host-a-workshop.html>.

Hosting a workshop is a wonderful way to have your first dome built and foster community, and it **requires a lot of careful preparation**. Reading through our Host Requirements in this manual and online at <http://www.domegaia.com/domegaia-host-requirements.html>, will give you a better idea of your ability/resources to host a workshop for 30-35 people.

The Host Application gives us the initial scoop on you, your project, and your experience hosting groups, which determines if we move onto the next step with you - an onboarding call.

Onboarding Call

Once you've submitted your Host Application, we review the application and decide if we can host the workshop with you depending on your property, resources, and experience hosting groups.

If we decide it's a go to the next step, then we will reach out to you for an Onboarding Call.

The purpose of the Onboarding Call is to introduce ourselves, discuss host requirements, and have a Q&A. We want to meet you!



Contract Agreement

Once we've had the Onboarding Call together, we will meet as a team and discuss if the workshop is a YES, and the host will decide if they still want to host the workshop.

If we both get to YES, then we will send you a **Contract Agreement** to be signed.

The agreement includes the workshop dates that we agreed on with the host.

Once the Contract Agreement is signed, the dates need to be locked in with a **\$3,000 Refundable Host Deposit**.

Required Host Deposit

In order to fully lock the dates, we require a **\$3,000 Refundable Host Deposit**.

The full \$3,000 deposit is refunded to the host at the completion of the workshop **only if they fulfill all roles and responsibilities agreed upon in the Contract Agreement**.

The full deposit is refunded immediately if Domegaia cancels the workshop, and non-refundable if the host cancels or fails to fulfill their responsibilities listed in the signed **Contract Agreement**.



Cost and Payment Schedule

Host	Domegaia
\$3,000 refundable deposit to lock in dates	Refunds the host the \$3,000 if they fulfilled their roles and responsibilities listed in the Contract Agreement
All tools and materials for the dome build	Provides all specialized Domegaia tools for the workshop (Little Dragons, Bender, and mixers). The host has first chance to purchase these items after the workshop.
Host receives all student payments for accommodations and food or.. -->	Domegaia charges the host a 15% fee for all payments for accommodations and food hosted on the Domegaia website. Domegaia pays the host 50% of the money collected 1 week prior to the workshop start date and the other 50% within one week after the workshop ends.

Please note: Our workshop coordinator, Gabriel De La Cruz, communicates with the host about a price for accommodations and food.



Marketing and Promotion

The key to having a workshop is having the students! Specifically 30-35 students.

Omegaia is committed to promote and market the workshop through their 19,000+ member mailing list, social media channels, and other marketing outlets. Through these marketing outlets, Omegaia has filled all of their workshops to date.



As a host, we encourage you to promote locally, on your website and through your social media channels. If you wish to create a printed flyer for local promotion (encouraged!), we can help you create a flyer.



Post-Workshop

During the workshop we do not have time to complete the dome with electric, plumbing, and the final plaster coat. This is all the host's responsibility and we will provide guidance where needed or connection to Domegaia trained builders who can help you finish the dome.

Right after the workshop is over, the Domegaia team and workshop host will go through a required evaluation session to see how we all did, what we learned, etc. All financial transactions will be finalized at this time.

Wrapping up intensive preparations and 10 days of the workshop is good reason for celebration. At the end, we see the basic dome structure finished from all of our collective hard work - and it's magic!

Thank you from our hearts to yours,
The Team at Domegaia

