

20th Annual 2018 United Way of Cass Clay School Supply Drive *HOW TO COORDINATE A MINI SCHOOL SUPPLY DRIVE AT YOUR WORKPLACE*

What is the United Way of Cass-Clay School Supply Drive?

Last year, more than 5,800 children in grades K-12 returned to school with a basic set of new school supplies confident and ready to succeed! Individuals and businesses have been contributing their time and resources to the School Supply Drive by donating money, supplies, as well as packing and distributing backpacks for 20 years.

How you can help right at your workplace?

While the United Way School Supply Drive is a community-wide effort and drive, many businesses and organizations support the project by coordinating a drive within their office where employees and/or customers have the opportunity to bring backpacks and supplies to a central location and then combine their donations with the community wide effort.

What supplies are needed?

New backpacks	Colored pencils (12 count)	1" 3-ring binders
Pencils	Pointed scissors	Spiral notebooks*
Pencil pouches	Erasers	Composition notebooks*
Crayons (24 count)	Blue and black pens	Loose leaf paper*
Glue sticks	Red pens	<i>*college ruled & wide ruled</i>
Bottles of glue	Highlighters	
Wide markers (10 count)	2-pocket folders	
Narrow markers (10 count)	Rulers	

New backpacks are the greatest need. Monetary donations are also very appreciated and used to leverage the bulk purchase of school supplies and are accepted online at www.unitedwaycassclay.org or at United Way of Cass-Clay at 219 7th Street South, Fargo, ND 58103.

How about a little competition?

Try seeing which department can raise the most money or collect the most supplies, or set an office goal of collecting a certain amount of money or supplies. Be creative, take photos, Facebook and Tweet about your efforts and share your great ideas and successes with us using #LIVEUNITEDCASSCLAY.

What is the timeline? When should we begin collecting supplies? When is the deadline for collecting supplies?

You can begin collecting supplies NOW! The School Supply Drive kicks off community wide on **Wednesday, July 11**.

We would like supplies to be collected and received by **Friday, July 27** at 4pm. Supplies will be distributed to families in need on Saturday, August 4 and Tuesday, August 7.

Where do we bring the supplies once our drive is over?

- Drop off the donations at the FARGODOME (2nd floor) between 9am-4pm from **July 24 - July 27**.
- Thank you in advance for organizing and taking inventory of the supplies collected. It's greatly appreciated and a great volunteer activity!

FOR MORE INFORMATION

EMAIL schoolsupplydrive@unitedwaycassclay.org or VISIT www.unitedwaycassclay.org