



ANDRE HOUSE DONATION DRIVE TOOLKIT



CONTENTS

ABOUT ANDRE HOUSE

Who we are, what we do, and how your help makes a difference

FAQ

Everything you need to know about running a drive

DONATION DRIVE CHECKLIST

Don't know where to start? Start here.

ANDRE HOUSE WISH LIST

A rotating list of what's most needed to serve our guests best

HOW TO MAKE A TOILETRY KIT

Learn how to make a basic hygiene kit for our guests

FLYER

Fill in the details about your drive and share-it's that simple!

**Have a question not covered in this guide?
Contact Taylor thoffler@andrehouse.org or 602-663-4219**



THANK YOU

"I was hungry and you gave me food, I was thirsty and you gave me something to drink, I was a stranger and you welcomed me..."

Matthew 25:35-36

We could not do this work without you! Thank you for your support of Andre House and our mission to serve our guests with kindness, dignity and respect. Because of you, every night we're able to serve 400-500 meals to the most vulnerable people experiencing homelessness in the Phoenix metro area. Thank you for opening your hearts and lending your hands to our guests. If you have any questions regarding your drive, contact **Taylor** thoffler@andrehouse.org or **602-663-4219**

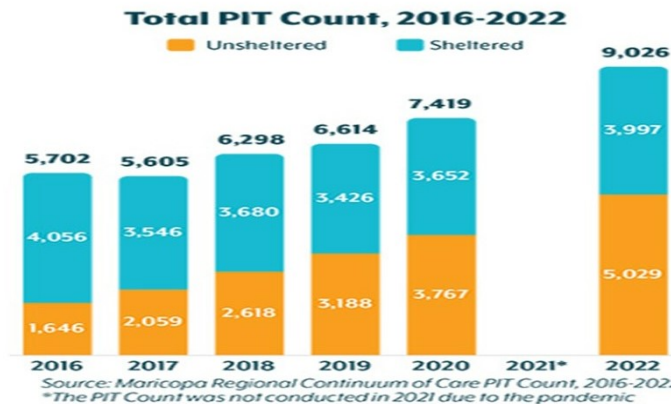


ABOUT ANDRE HOUSE

Andre house is a homeless services agency in downtown Phoenix that focuses on meeting the immediate, basic needs of people experiencing homelessness. We are located across the street from the Human Services Campus, the city's most comprehensive resource for individuals experiencing homelessness. Our main service is the dinner meal for the area and we provide a variety of hospitality and spiritual services such as showers, laundry, a clothing closet, daily mass and an office where we distribute blankets, backpacks, hygiene kits and access to phones and charging stations. Additionally, we run a men's transitional house not far from the hospitality center.

HOMELESSNESS IN PHOENIX

According to the annual Point in Time Count there were **7,419 people experiencing homelessness** in Maricopa County, including **3,767 persons sleeping on the streets** or in another place not meant for human habitation. Unsheltered homelessness accounts for roughly **51% of the total homeless population**.



DONATION DRIVE FAQ



What types of items should I donate?

Andre House serves people experiencing homelessness, so items of practical use that meet basic needs such as hygiene items, clothing, blankets, backpacks are needed year round. **Please reference the wish list** included in this kit for a complete list of specific needs and contact Andre House before your drive to see what's at the top of our most needed list.

What types of items should I not donate?

Because our meal service depends on consistent mass quantities of specific types of food, **food donations are accepted on a case by case basis and generally not recommended.** We typically accept mass quantities of non-perishable snack items (think granola bars, fruit cups, single serve crackers or popcorn). **If you have food that you would like to donate to Andre House, please call ahead to find out if we can accept.** Also, consider donating food to St. Mary's Food Bank our community partner who supplies much of our food.

Items we reject upon arrival:

High heel shoes

Elegant women's clothing

Pajamas/Bathrobes

Children's clothing

Toys

Inappropriate clothing (disrespectful, alcohol, drug, sex themes, etc.)

Clothing with business labels that would enable a person to impersonate an employee

Do you have barrels or boxes for collecting items?

No.

DONATION DRIVE FAQ (CONT.)



How do I get my donations to you?

Donations can be dropped off at Andre House Monday-Thursday 10:30AM-12PM and 1:30PM-4PM. We strongly encourage weekday drop offs but we do accept donations on weekends as well-Saturdays and Sundays 2-4PM. No appointment needed for drop off, but if you have a large donation (full bed of a pickup truck, full minivan or SUV), please let us know in advance so we can prepare with the appropriate staff. Delivery notification can be made by e-mailing Taylor thoffler@andrehouse.org or calling 602-663-4219

Can I donate money?

Yes! Monetary donations are the most efficient and effective way to support our work. Andre House receives no money from federal, state, county or municipal entities and we rely on the generous support of individual and corporate donors and private foundations. Donations can be made at www.andrehouse.org/donate or can be mailed to

Andre House C/O Development PO Box 2014, Phoenix, AZ 85001.

Please note: if you collect cash as part of a raffle, these are ticket purchases not donations and receipts cannot be issued. Raffles and other lottery-type activities are not tax-deductible.

Is your question not answered in this guide?

E-mail Taylor thoffler@andrehouse.org or 602-663-4219 with questions.

YOUR DONATION DRIVE CHECKLIST



Contact Us

Maximize the impact of your support by finding out what we need before you start your drive. E-mail thoffler@andrehouse.org or call 602- 663-4219 to get started.



Set a goal

What will you collect and how many guests do you hope to impact with your drive?



Promote

Your communication doesn't have to be complicated-flyers, social media and word of mouth are all effective ways to let others know what you're doing.



Deliver

No appointment is needed during delivery hours: **Monday-Thursday 10:30AM-Noon and 1:30-4PM and Saturdays and Sundays 1:30PM-4PM.**



Celebrate

Hosting a donation drive can be a lot of work! Celebrate the success of your efforts with your team/participants and make sure you thank them for their accomplishments. A handwritten thank you or thank you phone call goes a long way.

DID YOU KNOW?

Blankets are in high demand year round as they protect from the cold in the winter but are also barriers from the hot ground in the summer.



ANDRE HOUSE DONATION NEEDS LIST

This is our year-round needs list and priority of need fluctuates based on weather and critical needs of our guests.

We kindly ask that donations of clothing, blankets and backpacks be used or gently used and laundered before donating if possible.. Because our staff's time is prioritized for direct service to our guests, we appreciate and prefer presorted donations!

Sleeping bags | Bath towels | Blankets | Wash Cloths | Backpacks

Men's Clothing

- *Jeans, pants, and shorts (*sizes 28-38 in high demand*)+
- *Shirts (Short-sleeve, long-sleeve, polos, and button-downs)
- *Sweatshirts, hoodies, raincoats, and jackets
- *Men's Shoes(Work boots, sneakers+, dress shoes, sandals-sizes 8-12 are in high demand)
- *Underwear-boxers, boxers briefs and briefs (*sizes S-XXL*)+
- *Men's Socks
- *Men's Belts+

+ indicates high need year round

Women's Clothing

- *Jeans, pants, capris, and shorts
- *Shirts (Short-sleeve, long-sleeve, blouses, and button-downs)
- *Sweatshirts, hoodies, raincoats, and jackets
- *Dresses and skirts
- *Women's shoes (boots, sneakers, dress shoes, sandals)
- *Women's underwear (*sizes 5-8 are in high demand*)+
- Bras (*sizes 32, 34 and 44+ in high demand*)
- Women's socks
- Women's Belts

Accessories and Personal Care

- | | | |
|------------------------------|--------------------------------|-----------------------|
| Umbrellas | Glasses | Combs and hairbrushes |
| Gloves and hats | Sunglasses | Phone chargers |
| Sun visors and baseball caps | Gallon Size ZipLock Freezer or | Water Bottles |
| Purses and bags | Storage Bags | Shoelaces |
| Canes/Walkers | | |

Hygiene

Hygiene items are an every day need for our guests. We distribute hygiene kits in the office and guests can take showers at Andre House. We welcome pre-packaged kits that include all of our essentials (guide on the next page for assembling).

- | | | |
|-----------------------------|-------------------|--------------|
| Deodorant* | Multi-vitamins | Toothbrushes |
| Body wash/bar soap*Shampoo* | Cough drops | Q-Tips |
| Conditioner* | Ibuprofen/Aspirin | Lip Balm |
| Lotion* | Band-Aids | Washcloths |
| Toothpaste* | Razors | Bath towels |
| | Shaving cream | Sunscreen |

*Indicates need for travel size

HOW TO MAKE A TOILETRY KIT

Every day, we distribute approximately 50-100 pre-made toiletry kits, consisting of common toiletries like shampoo, body wash and toothbrushes. These are helpful for guests showering at Andre House and also for guests who are unsheltered and don't have regular access to hygiene facilities

Hosting a drive to collect and assemble toiletry kits is

a great way to support our guests without being onsite at Andre House. This is an all ages activity and can be a meaningful and fun hands on activity for children.

****Note:** Because of the nature of the kits, we ask that you only include one of each item in travel-size and adhere to the guidelines on this page.

Please refer to the needs list on the previous page for additional donation guidelines.



WHAT GOES IN A TOILETRY KIT

Travel sized and one of each:

Deodorant

Shampoo

Conditioner

Lotion

Body wash or Bar of soap

Razor

Toothpaste

Toothbrush (regular sized)

DONATION DRIVE FOR ANDRE HOUSE



THE MISSION OF ANDRE HOUSE IS TO TO MAKE GOD KNOWN, LOVED AND SERVED BY FEEDING, CLOTHING, AND COMFORTING THE MOST VULNERABLE AMONG US, OFFERING DIGNITY AND HOSPITALITY TO ALL WHO PASS THROUGH OUR DOOR.

WE ARE COLLECTING:

COLLECTION DATES:

----- **TO** -----

visit www.andrehouse.org to learn more about Andre House