



## Donation Drive Tool Kit



*This tool kit provides you with all the tools you need to organize a successful drive for Homeless Youth Connection.*

*Thank you for your support!*

### **Dropping off your donation?**

Call 602-847-4300 to schedule an appointment

224 East Hatcher Road  
Phoenix, AZ 85020



Homeless Youth Connection (HYC) provides youth experiencing homelessness with essential needs, case management, housing if needed, life skills and mentors to ensure they have the resources to stay in school, complete their education and have a chance at a brighter future. With your help, HYC is helping to bring a positive future to this nearly forgotten population.

## Organizing a Successful Donation Drive

Organizing a donation drive in your community is an excellent way to collect items and raise awareness for Homeless Youth Connection.

1. **Contact HYC** by phone at 602-847-4300 or email at [info@hycaz.org](mailto:info@hycaz.org) to let us know about your drive.
2. **Reach out to individuals or groups** that can help with your donation drive. Friends, classmates, co-workers, congregations, clubs, or teams are a great place to start!
3. **Set a goal and pick a theme:** decide what items to collect and how many. See our needs list in this packet for suggestions, or just ask us for ideas!
4. **Promote your donation drive** using posters, flyers, social media, community newsletters, and more.
5. **Drop off** your donations at HYC.

## Connect with us by sending us pictures or videos of your drive!

On Facebook: [www.facebook.com/HomelessYouthConnectionAZ/](https://www.facebook.com/HomelessYouthConnectionAZ/)

Or via email at [info@hycaz.org](mailto:info@hycaz.org)

## Frequently Asked Questions

### Where and when can I drop off donations?

Donations can be dropped off by appointment Monday - Friday, 9:00 a.m. to 4:00 p.m. at the HYC office, located at

224 East Hatcher Road, Phoenix, AZ 85020

### What items should I collect?

HYC needs many different items. You can choose to collect a small set of these items, or you can collect all of them!

- Hygiene products (full size shampoo, conditioner, toothpaste, razors, shaving cream, lotion, etc.)
- Gift cards to fast food restaurants
- Snack food items (granola bars, macaroni and cheese cups, oatmeal cups, cereal cups, etc.)
- Laundry detergent pods
- Toilet paper

### Are there any items you cannot accept?

Yes.

- Expired food products of any kind
- Partly used hygiene products
- Clothing
- Used sheets, bed linens, towels or wash cloths
- Used undergarments

### Should I let you know that I am organizing a donation drive?

Yes, please contact HYC at [info@hycaz.org](mailto:info@hycaz.org) to discuss your donation drive plans.

### Will I get a receipt for my donations?

Yes. When you drop off your donations, ask for an in-kind donation receipt at the front desk. It is important for both your records and ours.

### Can HYC send a speaker to my group?

Yes. HYC has staff members that can give presentations about HYC. Contact us by email at [info@hycaz.org](mailto:info@hycaz.org) or by phone at 602-874-4300 to request a speaker.

## Sample Newsletter Article:

### Hygiene products needed!

Help support youth experiencing homelessness with Homeless Youth Connection (HYC) by donating personal hygiene products and toiletries now through (date). HYC provides youth experiencing homelessness with housing, food, clothing, hygiene items, and school supplies. When you take away the worry about essential needs, homeless youth will thrive, graduate and succeed. HYC serves more than 600 students throughout Maricopa County and the City of Flagstaff.

To assist with HYC's efforts, we are collecting donations of:

Full size bottles of shampoo, conditioner, and body wash  
Full size bottles of sunscreen (SPF 15 or higher)  
Men's and women's razors and shaving cream

Bring donations to our collection boxes located at \_\_\_\_\_. Our donation drive coordinator is \_\_\_\_\_ and can be reached at \_\_\_\_\_.

**For more information about Homeless Youth Connection  
or to make a monetary contribution, visit [hycaz.org](http://hycaz.org).**

## Sample Outreach or Mission Speech:

Good morning/afternoon/evening. My name is \_\_\_\_\_ and I am \_\_\_\_\_ (a student at this school, one of your co-workers, etc.). I am here to talk to you about how you can make a difference in the lives of homeless youth right here in our community.

I am organizing a donation drive to collect \_\_\_\_\_ for the youth that Homeless Youth Connection (HYC) serves. HYC provides youth experiencing homelessness with housing, food, clothing, hygiene items, and school supplies. When you take away the worry about essential needs, homeless youth will thrive, graduate and succeed. HYC serves more than 600 youth throughout Maricopa County and the City of Flagstaff.

You can help HYC by bringing in \_\_\_\_\_ (items). We are collecting them now through \_\_\_\_\_. The donations will go directly to the youth that HYC serves. You can drop off donations at the collection boxes located at \_\_\_\_\_. Thank you for your time, and for helping with this important cause in our community.

# Donation Drive

Supporting



*Where youth experiencing homelessness receive the resources they need to stay in school, graduate, thrive and succeed.*

We are collecting:

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Now through \_\_\_\_/\_\_\_\_/\_\_\_\_ at \_\_\_\_\_.

Contact \_\_\_\_\_ for more information.

For more information about Homeless Youth Connection, visit [hycaz.org](http://hycaz.org)



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Supporting



**ITEMS  
COLLECTED  
HERE**

*For more information about Homeless Youth Connection, visit [hycaz.org](http://hycaz.org)*