## **Healthy Home Instructions**

## Thank you for hosting a collection drive for Shepherd's Gate women and children. Every item in this collection will touch their lives throughout their journey at Shepherd's Gate.

Instructions for the collection are listed below:

- 1. This packet includes a collection flyer with a donation receipt QR code, delivery list, signage, and communication templates.
- 2. Share the flyer and invite friends, family or coworkers to collect the Healthy Home items they would like to contribute to the drive.
- 3. Print the signage provided in this packet if you would like to organize items by category during the collection.
- 4. After the collection, organize the items into categories and place the separated items into boxes or bags.
- 5. Write the list of items donated on the form provided and place it in one of the boxes or bags.
- 6. Click the link to <u>Schedule Delivery</u>. This will help our teams prepare for the incoming donations.
- 7. Deliver the collection items to Livermore 1660 Portola Ave, Livermore CA. 94551 or Brentwood 605 Sycamore Ave, Brentwood CA 94513.
- 8. Questions? Email shepgate@shepherdsgate.org





## **HEALTHY HOME COLLECTION**

Help keep Shepherd's Gate women and children healthy by providing cleaning supplies and paper products.

- Clorox Wipes
- Lysol Spray
- Windex
- Pine Sol
- Liquid Dish Soap
- Dishwasher Detergent

- Laundry Detergent
- Toilet Cleaner
- Paper Towels
- Toilet Paper
- 13 Gallon Trash Bags
- 33 Gallon Trash Bags



Click the QR code to learn more about Shepherd's Gate or to access our donation receipt.



## Healthy Home

## **Collection Items Delivered**

Drive Coordinator Name: Delivery Date: Quantity Item

# Disinfecting Wipes

Learn More About Shepherd's Gate





# Lysol or Disinfecting Spray

Learn More About Shepherd's Gate





## SSPIE Window or Cleaner

Learn More About Shepherd's Gate





## Disninfecting PinSol or

Learn More About Shepherd's Gate





## Liquid Dish

Learn More About Shepherd's Gate





# Dishwahser

Learn More About Shepherd's Gate





## Detergent

Learn More About Shepherd's Gate





## Cleaner

Learn More About Shepherd's Gate





## Toliet Paper

Learn More About Shepherd's Gate





## Paper Towels

Learn More About Shepherd's Gate





## 13 Gallon Trash Bags

Learn More About Shepherd's Gate





## Trash Bags

Learn More About Shepherd's Gate





## **Collection Communication Templates**

## **Collection Announcement**

Make a difference in our community! ORGANIZATION NAME is partnering with Shepherd's Gate through the Healthy Home collection drive.

Shepherd's Gate provides a long-term program for homeless women and children recovering from domestic violence, addiction and poverty. The items collected will equip them with the supplies they need to both heal and thrive. Shepherd's Gate does not receive government funding. It is the generous hearts in our community that have allowed over 13,000 women and children to be served since 1984.

Beginning on DATE the Healthy Home collection will kick off in the LOCATION. The flyer is attached and posted on (SOCIAL MEDIA OR INTRANET PAGE. If you would like to ship items directly to Shepherd's Gate the address is (SELECT LOCATION). We appreciate any help you offer to support the collection and serve the women and children at Shepherd's Gate.

## **Official Kick Off**

We are excited to announce that today is the kickoff of our Healthy Home collection for Shepherd's Gate women and children. Please bring collection items to LOCATION. Signs are posted to guide you on where to place your donations. If you are supporting the drive remotely please ship items to (SG ADDRESS). The drive will wrap up DATE.

## **Collection Update**

So proud of our team! So far, we have collected AMOUNT OF ITEMS for Shepherd's Gate women and children! We have until DATE to collect items. Keep up the good work!

## **Final Reminder**

Tomorrow is the last day to donate Healthy Home collection items. Don't forget to bring in your donations! Your help will impact the lives of homeless women and children.

## Wrap-Up Thank You

Thank you so much for participating in the Healthy Home collection for Shepherd's Gate! Together, we collected more than AMOUNT OF ITEMS. Your contribution is part of ORG NAME commitment to serve our community. Thank you for making a difference in the lives of these women and children.