Summit Chapter Basic Needs

School Supply Drive Program

**Timing, duration, frequency of program**

The collection of supplies takes place from May through August and the distribution of supplies is the Tuesday, Wednesday and Thursday before Labor Day

**Fiscal Information**

Budgeted expense total for program last year: $500

Value of in-kind donations (estimated total): $500

**Partnerships**

Bridges Outreach, an organization that reaches out to the homeless in New York City, Newark, Irvington, and Summit, New Jersey every week.

They write and receive the grant to fund the majority of the school supplies purchased. They also work with us to order the supplies and are able to store them in their facility. The distribution is held at the Bridges building.

**Clients**

Number of children/families served your last fiscal year: 387

Age range of clients served: 5-18 years old

**Volunteers**

How many volunteers participate in this program (planning and working): 50

What roles do the volunteers have in this program? Two volunteers manage the program. Additional volunteers drop off/pick up bins from the schools where we collect supplies, purchase additional supplies, set up for the distribution and work the two distributions

**Program Description**

Overall goal of this program: to provide school supplies to all students in the Summit School District who are eligible for free and reduced lunch. This enables the students to start the year off ready to learn and parents to redirect financial resources that would have been used to purchase supplies to necessities such as rent and food

What service/materials do you provide to your clients? Students are given a backpack and are able to “shop” for school supplies such as binders, spiral notebooks, marble notebooks, pens, pencils, markers, notecards, crayons, folders, dividers

In the spring, we deliver bins to all the schools in Summit and supplies are collected for two weeks. The supplies are taken to Bridges to be stored until the end of the summer. We meet with the coordinator at Bridges to go over the inventory and place orders for the additional supplies. The Board of Education sends letters to the almost 500 families that are part of the free and reduced lunch program, inviting them to the school supply distribution days at the end of August. A Sign-up Genius is created to get volunteers for the set up and distribution days. On the Tuesday before Labor Day, we set up the room at Bridges with all the backpacks and supplies and on the following two days we host the students and their families to come and “shop”.

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