

PACK IT FORWARD SCHOOL SUPPLY DRIVE

July 27 – August 13, 2026



*A coordinator's guide to collecting school supplies
and donations that support local youth.*



Students thrive when their basic needs are met, their confidence is nurtured, and their community shows up for them.

Pack It Forward is Solid Ground's back-to-school campaign to help youth who live at Sand Point Housing and Broadview Shelter access the school supplies, encouragement, and community care they need to walk into the classroom ready to learn.

But this campaign is about more than collecting backpacks.

It's about reducing stress for families impacted by homelessness and domestic violence, removing barriers for students, and making sure young people know they aren't starting the school year alone.

OUR SHARED GOAL

Together, from **July 27 – August 13** we aim to provide school supplies and backpacks for **100 students** and raise **\$10,000** to fill supply gaps, purchase grade-appropriate items, and respond to emerging family needs.



QUESTIONS? Contact the Solid Ground team at giving@solid-ground.org.

Steps to a Successful Back-to-School Supply Donation Drive

1. Set a Goal

Choose a clear, reachable goal to help spark participation.

Your goal could be:

- ✓ Collect 25 backpacks.
- ✓ Fill one supply bin per department.
- ✓ Raise \$500.
- ✓ Provide calculators and headphones for older students.
- ✓ Sponsor supplies for 10 students.

Once you choose your goal, share it often so people know what you're working toward together.

2. Choose Your Drive Dates

Pack It Forward will be promoted by Solid Ground beginning July 27 and it will conclude on August 13. We encourage you to host your drive for **at least** one week during that time period, so people have time to purchase and drop off items or browse the Amazon Wishlist and select what items they want to ship directly to Solid Ground.

Make sure the start date, end date, and final donation deadline are clear in every message.



3. Choose a Drop-Off Location

Select a visible, high-traffic location where people can easily drop off supplies.

Good options include:

- ✓ Office lobby
- ✓ Staff break room
- ✓ Reception area
- ✓ Community room
- ✓ School or congregation entrance
- ✓ Event registration table

Place a labeled collection box or bin in your drop-off area and use the printable sign included in this toolkit.

4. Choose a Team Lead

Identify one person who can serve as the main coordinator for your drive.

The Team Lead will:

- ✔ Confirm participation with Solid Ground.
- ✔ Choose the drive dates.
- ✔ Set up the collection area.
- ✔ Share reminders.
- ✔ Track progress.
- ✔ Coordinate delivery or pickup with Solid Ground.
- ✔ Send a final thank you to participants.

5. Promote the Drive

Use email, social media, newsletters, staff meetings, flyers, or community announcements.

People are more likely to participate when they understand the need, know exactly what to bring, and receive a few friendly reminders.

6. Confirm Delivery or Pickup

Before the end of your drive, email giving@solid-ground.org to confirm delivery or pickup logistics.

Please include:

- ✔ Organization or team name
- ✔ Team Lead name and contact information
- ✔ Estimated number of boxes or bags
- ✔ Preferred delivery or pickup date
- ✔ Any special access instructions

7. Celebrate and Share the Impact

After the campaign, Solid Ground will share a thank you message and impact update that your team can pass along to employees, members, customers, or community participants.

Celebrating your team's contribution helps people feel connected to the impact and excited to participate again.



Suggested Timeline



July 20–24 Confirm Your Drive

- Confirm participation with Solid Ground at giving@solid-ground.org.
- Choose your Team Lead.
- Set your collection goal.
- Choose your drive dates.
- Confirm your drop-off location.



July 27–31 Prepare and Launch

- Share your internal announcement.
- Set up collection boxes.
- Share the donation link or wish list.
- Announce your team goal.



August 3–11 Promote and Build Momentum

- Share progress updates.
- Spotlight most-needed items.
- Encourage friendly team participation.
- Remind people of the final deadline.



August 11–12 Final Push

- Send a final reminder.
- Collect remaining supplies.
- Sort and count donations, if possible.
- Email giving@solid-ground.org to confirm delivery or pickup logistics preferably on **August 13** or earlier.



Early September: Share the Impact

- Receive Solid Ground's thank you and impact update.
- Share the recap with your team.
- Celebrate what your community made possible for students.

Communication Samples

Use these samples as-is or customize them for your workplace, congregation, school, business, or community group.

Please tag Solid Ground when sharing publicly using **#SolidGroundWA**.

Sample Social Media Post

Summer days are filled with excitement at Solid Ground's Sand Point Housing and Broadview Shelter, where kids are discovering science, creating art, and building social-emotional skills for life.

But as a new school year approaches, families across Solid Ground programs urgently need support to make sure students can start the year feeling prepared, included, and encouraged.

That's why we're inviting you to **Pack It Forward** — Solid Ground's back-to-school campaign helping students begin the school year with supplies, confidence, and community support.

Your gift helps:

- 🎒 Prepare students with the tools they need for a confident start.
- 🔑 Support stable, comfortable homes where families can grow and thrive.
- 🎓 Connect people to vital support services that open doors to opportunity.
- ✏️ Remind every child that they are valued, supported, and ready to succeed.

Donations are needed by **[END DATE]** to ensure timely distribution before the school year begins. Together, we can pack more than backpacks. We can pack confidence, care, and possibility.

Learn more and shop the Amazon School Supply Wishlist: <https://a.co/06UP93Mi>.





Sample Internal Email

Hello team,

We're partnering with Solid Ground for **Pack It Forward**, a back-to-school campaign that helps students begin the school year with supplies, confidence, and community support.

Summer days are filled with excitement at Solid Ground's Sand Point Housing and Broadview Shelter, where kids are discovering science, creating art, and building social-emotional skills for life. But as a new school year approaches, families across Solid Ground programs urgently need support to make sure their young students can start the year feeling prepared, included, and encouraged.

Back-to-school season can bring real financial pressure for families already balancing housing, food, transportation, childcare, and other essentials. Together, we can help ease that burden and show students that their community believes in them.

We'll be collecting new school supplies from **[START DATE]** to **[END DATE]**.

Most-needed items include backpacks, notebooks, folders, pencils, markers, binders, calculators, headphones, water bottles, lunch boxes, and other classroom essentials.

You can participate by bringing supplies to **[DROP-OFF LOCATION]**, purchasing items from the Amazon Wishlist at <https://a.co/06UP93Mi>, or making a gift through solid-ground.org.

Your support helps:

- 🎒 Prepare students with the tools they need for a confident start to the school year.
- 🔑 Support stable, comfortable homes where families can grow and thrive.
- 🎓 Connect people to vital support services that open doors to opportunity.
- 🖍️ Remind every child that they are valued, supported, and ready to succeed.

Donations are needed by **[END DATE]** to ensure timely distribution before the school year begins.

Thank you for helping us pack more than backpacks. Together, we're packing confidence, care, and possibility.

[NAME]

Sample Final Reminder

Hello team,

There's still time to support **Pack It Forward** and help students connected to Solid Ground start the school year prepared, confident, and supported.

Please bring new school supplies to **[DROP-OFF LOCATION]** by **[END DATE]**. Most-needed items include backpacks, calculators, headphones, notebooks, folders, pencils, markers, lunch boxes, water bottles, and hygiene items.

You can also participate through Solid Ground's **Amazon Wishlist**, which makes it easy to send needed supplies directly:

Amazon Wishlist: <https://a.co/06UP93Mi>

Back-to-school season can bring real financial pressure for families already balancing housing, food, transportation, childcare, and other essentials. Every backpack, notebook, pencil, calculator, and care item helps ease that burden and reminds students that their community believes in them.

Thank you for helping us pack more than backpacks. Together, we're packing confidence, care, and possibility.

[NAME]



Sample Thank You Message

Thank you to everyone who participated in Pack It Forward!

Because of your generosity, students connected to Solid Ground will begin the school year with supplies, encouragement, and a reminder that their community is cheering them on.

Your support helped pack more than backpacks. Together, we packed confidence, care, and possibility.



PACK IT FORWARD

Drop New School Supplies Here!

Help students in Solid Ground's housing programs start the school year prepared, confident, and supported.

Your donation helps provide backpacks, classroom supplies, and care items for children and youth at Sand Point Housing and Broadview Shelter.

Every backpack, notebook, pencil, marker, calculator, and care item helps students walk into the classroom ready to learn.

Thank you for packing confidence, care, and possibility.



DONATIONS NEEDED BY

(fill in date)

See Solid Ground's Amazon
School Supply Wishlist:

<https://a.co/06UP93Mi>



School Supply List



All donated items should be **new and unused**.

Backpacks

Backpacks are one of the most important items students receive. When possible, please choose sturdy, high-quality backpacks that students will feel excited about and confident carrying. For younger students, character, colorful, and themed backpacks are welcome. For older students, durable and age-appropriate backpacks are especially helpful.

Core School Supplies

- Notebooks
- Primary composition books for grades K–2
- Composition books
- Pocket folders
- 3-ring binders
- Binder dividers
- Loose-leaf paper
- College-ruled notebooks
- Graph paper
- Index cards
- Sticky notes
- Pencil pouches or boxes
- Plastic school supply boxes
- #2 pencils with erasers
- Mechanical pencils
- Pens
- Erasers
- Highlighters
- Rulers
- Safety scissors
- Glue sticks

QUESTIONS?

Contact the Solid Ground team at giving@solid-ground.org.

Art and Classroom Supplies

- Crayons
- Washable markers
- Colored pencils
- Watercolor paint sets
- Dry erase markers
- Small art supplies

Older Student Supplies

- Scientific calculators
- USB drives
- Planners
- Subject dividers
- Headphones or earbuds

Confidence and Care Items

- Water bottles
- Lunch boxes
- New socks
- Hygiene items
- Small fidgets or stress-relief items