

**Adopt-A-Dog
Volunteer Donation Drive Guide**



ADOPT • A • DOG

Coming to the Rescue Since 1981

Thank you for all your support and thinking about us!

Our donation drive is a volunteer opportunity for you that helps support the staff and dogs at Adopt-A-Dog that are waiting to find their forever homes! Every item that you collect helps Adopt-A-Dog ensure a comfortable and loving shelter environment.

In this guide you will find our wish list of items we suggest for collection, some helpful tips, and a FAQ section.

We will provide for you flyers to help promote your donation drive and some cards that you can give to your donors. Each of these items will promote a dog from our shelter. You will also be given information on the dog to help you talk about the dog to your potential donors.

Any questions please feel free to call the shelter at. 914-273-1674 or e-mail our , Brian at volunteers@adoptadog.org.

Thank you again for volunteering with Adopt-A-Dog and have fun!

The items you collect during your drive helps make a difference in the lives of the dogs that are in our care!

Here is a wish list of items that we always need at the shelter:

FOR OUR DOGS

- Dog Beds
- Dog Toys
- Enrichment feeders (Kongs- medium and large size)
- Dog chew toys (benebones, deer antlers, nylabones)
- Bones, Biscuits, Long-lasting chews like bully sticks
- Martingale Collars
- Leashes
- Canned dog food (any brand)
- Peanut Butter, Coconut Oil, Baby Food, Fish Oil (capsuled accepted as well)
- Seresto Collars
- New or gently used blankets, comforters, towels
- Basketballs, Soccer Balls, Footballs (please no baseballs/softballs)

FOR OUR KENNELS

- Paper Products (paper towels, paper plates/cups, toilet paper, etc.)
- Liquid Laundry Detergent
- Dish Soap and Hand Soap
- Bleach
- Clorox Cleanup
- Brooms and dust pans
- Hand Sanitizer
- Garbage Bags
- Disinfectant Wipes
- Gift Cards for Home Depot, Wal-Mart, Target, Costco, Gas Stations

FOR OUR OFFICE

- Copy Paper (all colors)
- Postage Stamps
- Pens and Markers
- Gift Cards for Staples
- Manila Folders

We also have a Wish List on Amazon, if you prefer to give the link to your donors,

<https://www.amazon.com/gp/registry/wishlist/2TI9EN2ZL8VGT>

Here are some tips for you to have a successful donation drive:

- Print out a drive wish list and tape them to a box which then becomes a collection bin!
- Promote the drive with flyers, posters, social media posts, and emails. Frequent reminders will increase donations! Send Facebook messages and individual emails as well as general messages and group emails. Most people will help if asked directly.
- Encourage financial donations as an option for individuals who don't have time to go shopping but who still want to help the dogs at Adopt-A-Dog.
- Have a small fundraiser, like a bake sale, or give your donors an incentive – like a casual day for \$5. Be creative!
- Set goals for anticipated donations. (For example, 100 cans of food, 50 toys, etc. Goals motivate!)
- Share your success and thank those who participated! Social media is a great method.
- Thank you's are important! Brainstorm creative ways to thank your donors.

Donation Drive FAQ's

- What is a donation drive?
 - A donation drive is one way for you to rally your friends, family and/or colleagues to collect items that help the dogs and staff at Adopt-A-Dog. As a donation drive host, you can determine the schedule and format of your donation drive then use our promotional materials to spread the word and invite your own network to participate!
- Where can I hold on donation drive?
 - You can hold a donation drive nearly anywhere. Some ideas: Your workplace, apartment complex, place of worship, coffee shops, etc. Please be respectful of others and abide by the safety precautions that are in place in any establishment.
- When my drive is complete, how do I get the donated items to Adopt-A-Dog?
 - You can deliver your collected items to our facility at 23 Cox Ave, Armonk, NY, between the hours of 11:00 am-5:00 pm. Please notify us in advance of your donation drop off, as we'd love to thank you in person and get a photo with you and all the items you are donating. Please email volunteers@adoptadog.org, or call 914-273-1674.
- Can my drive's participants receive a receipt for their donation?
 - Yes, please email brian@adoptadog.org

Any other questions, please call: 914-273-1674 or email Brian at, volunteers@adoptadog.org.