



JUNE 15 THRU JULY 25

THIS HELPFUL CHECKLIST WILL INSURE YOUR ORGANIZATION HAS EVERYTHING NEEDED FOR A SUCCESSFUL **BACKPACK DRIVE**.

☐ SET A GOAL

HOW MANY BACKPACKS DO YOU WANT TO COLLECT?

☐ MAKE A SUPPLY LIST

DETERMINE THE AGE GROUPS TO FOCUS ON

☐ CREATE A TIMELINE

DETERMINE START/END DATES, STUFF BACKPACKS, DELIVER, ETC.

☐ FIND PEOPLE TO HELP

CREATE COMMITTEES (COMMUNICATION, DECORATING, ORGANIZING, ETC.)

☐ PROMOTE YOUR BACKPACK DRIVE

DEVELOP A COMMUNICATION PLAN

☐ DETERMINE YOUR DROP-OFF LOCATION

CHOOSE AN ON-SITE LOCATION FOR PEOPLE TO DROP BACKPACKS OFF

☐ BUILD HYPE

TAKE PHOTOS OF DONATIONS, HIGHLIGHT IMPORTANT DONORS, ETC.

FOR MORE INFORMATION, VISIT
CHILDRENSFUND.ORG/BACKPACKS

OR SCAN THE QR CODE



909.379.0000

CHILDRENSFUND.ORG

