



**H O R I Z O N
H O U S E**

Collection Drive Tool Kit

All the Tools you Need to Organize your own Collection Drive



Dear Friends,

We are incredibly grateful for your generosity and dedication in hosting this collection drive to support Horizon House and our neighbors experiencing homelessness. Your efforts make a meaningful difference in their lives, providing essential resources and a sense of hope.

Collection drives are a valuable way to support communities by providing immediate relief through essential items, fostering community spirit and solidarity, raising awareness of social issues, and encouraging generosity and volunteerism. They help vulnerable groups, promote social responsibility, and strengthen community bonds, making a meaningful and lasting positive impact.

We hope this tool kit will help you plan, organize, and host a successful collection drive while allowing you to feel good about making an impact in the lives of others.

On behalf of everyone at Horizon House and the individuals we serve, thank you for your compassion and commitment. Your support truly makes a positive difference in our community.

Sincerely,

**Nash Coy
Community Engagement Manager
E: nashc@horizonhouse.cc**



**HORIZON
HOUSE**



Tips to Host a Successful Collection Drive

Let us know that you're hosting a drive!

Your contact at Horizon House is Nash Coy. They can be reached via email at nashc@horizonhouse.cc.

Select your dates.

Decide if you want to collect on one big day as part of a group event or over the course of several weeks.

Set a Goal and Pick a Theme

Decide what items you want to collect and how many. There are several options and a few "year-round" needs you can find in this packet.

Promote. Promote. Promote.

Do you have a newsletter or community bulletin board? What about social media? Sharing your drive with all your friends, classmates, co-workers, and congregations on those platforms are great ways to get more people involved and help collect items for your drive. Be sure to tag us using our social media handles to the right and use #HorizonHouseIndy

Deliver your Donations

Work with Nash to coordinate your drop off. We want to be sure staff can be there to help, give you a receipt, and thank you in person. You worked hard on this and we want you to know how much we appreciate it. If you'd like to take a short tour during your drop-off, let Nash know!



@horizonhouseindy



@horizonhousein



Horizon House Indy



Horizon House Indy



Horizon House

Building the Foundations to End Homelessness

Frequently Asked Questions

How long does a drive last?

Decide if you want to collect on one big day as part of a group event or over the course of several weeks. We recommend a minimum of three (3) weeks.

Do you take items outside of the requested ones?

We respectfully ask that you collect things we're looking for. We have a wide variety of needs so be sure to work with Nash on deciding the type of drive best for your group.

How do we get the items to you?

Your donation can be dropped off at Horizon House Monday through Friday from 9am to 4pm. We recommend scheduling directly with Nash, especially if you would like a short tour.

Do the items have to be new?

Yes and no. Personal hygiene kits should be new and unused. Snack pack kits should be new and individualized packages. Gently used clothing, sneakers, and belts are totally fine but underwear must be new.



Horizon House Wishlist

Below is a list of items Horizon House needs all year round.

High Priority Items

- NEW Men's Underwear in all sizes
- NEW Women's Underwear in all sizes

Service Center and Outreach

- Snack packs
- Travel-sized toiletries
- Razors
- Toothbrushes & toothpaste
- Backpacks
- Men's & women's jeans in all sizes
- Hygiene/Baby wipes
- Rain gear - ponchos, umbrellas, rain jackets
- Blankets (even in the summer)
- Sunscreen
- Insect repellent

Housing Services (St. George & Compass on Washington)

- Toilet Paper
- Paper towels
- Dish soap
- Laundry detergent (pods or liquid)
- Trash bags - kitchen size
- Disinfectant cleaner

You can also visit our Amazon Wishlist at:

<https://tinyurl.com/hhindywish>

or scanning the QR code on the right.



Snack Packs

Every neighbor who visits the Horizon House Service Center receives a snack pack when they leave for the day. Last year, there were over 50,000 visits to the center. That means we have a constant need for assembled snack packs or the items needed to make them.

Snack Packs are built with:

- 1-gallon plastic zip bag
- 3 - 4 non-perishable snack items (at least one protein item)
 - Tuna pouches, beef jerky sticks, Vienna sausages
 - Protein/Cereal/Chewy granola bars
 - Peanut butter crackers
 - Cheese crackers
 - Fruit cups/Applesauce (with a pull top)
- 1 bottle of water

Housing Kits

Residents at both St. George and Compass on Washington have their own living spaces to clean and keep tidy. They also have access to free laundry facilities.

Cleaning kits are built with:

- 1 laundry basket or cleaning bucket
- 1 sponge
- 1 bottle of all purpose cleaner
- 1 bottle of floor cleaner
- 1 bottle of dish soap
- 1 package of paper towels

Laundry kits are built with:

- 1 laundry basket
- 1 bottle of unscented laundry soap or 1 package of laundry soap pods
- 1 box of unscented fabric softener sheets

Hygiene Kits

With limited access to water and other supplies, neighbors are always in need of basic daily hygiene items.

Hygiene Kits - Male (4-5 items from the list below)

- 1-gallon plastic zip bag
- 1 travel sized deodorant/anti-perspirant
- 1 package of hygiene or baby wipes
- 1 razor
- 1 toothbrush
- 1 travel sized toothpaste
- 1 travel sized can of dry shampoo
- 1 package of dental floss

Hygiene Kits - Female (4-5 items from the list below)

- 1-gallon plastic zip bag
- 1 travel sized deodorant/anti-perspirant
- 1 package of hygiene or baby wipes
- 1 razor
- 1 toothbrush
- 1 travel sized toothpaste
- 1 travel sized can of dry shampoo
- 1 package of dental floss
- 1 package of sanitary napkins or tampons

Outdoor Living Kits

Summer Living

- travel sized insect repellent or wipes
- travel sized sunscreen
- 1 package of hygiene or baby wipes

Winter Living

- blanket
- hats
- scarf
- gloves/mittens
- heavy socks
- hand/foot warmer packets

COLLECTION DRIVE

Supporting



We are collecting:

Now through:

Contact: _____ for more
information.

To learn more about Horizon House, visit www.horizonhouse.cc

COLLECTION DRIVE



H O R I Z O N
H O U S E

ITEMS
COLLECTED
HERE

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