

How You Can Help: 3 Easy Steps

step
1

COLLECT SCHOOL SUPPLIES:

Hold a collection drive for school supplies within your business, organization, or congregation.

- 1. Register Your Organization.** Let us know you wish to participate by completing the [online registration form](#).
- 2. Create A Collection Bin.** We encourage you to use your own box or container to collect school supplies. It can be as plain or as creative as you want to make it. Note: consider purchasing supplies through the [Project Fresh Start Amazon Wishlist](#)!
- 3. Promote Your Collection Drive & Be Creative!** Spread the word that you are collecting supplies for Project Fresh Start. Go to [VolunteersRock.org/PFS](#) to download posters, supply lists, etc. Advertise the drive in an employee newsletter or church bulletin. Post it on your marquee or hang posters in the employee break room. Hold a competition between departments or offer a reward to those who bring in the most supplies.
- 4. Share With Us!** We want to see your collection drive in action. Post pictures of your collection to our Facebook page, [facebook.com/pocovolunteer](#) or send them to us at volunteer@unitedwaypoco.org.



5. If Receipts Are Requested:

For Supply Items (not cash): Non-cash donation records are on the next page. Cut and copy the record as needed and complete it for the person wanting a receipt.

For Cash Donations: Cash/check donations are accepted. Checks should be made to Project Fresh Start. If a receipt is needed, please contact United Way at 715-341-6740.

step
2

DROP OFF COLLECTED SUPPLIES:

Turn in your collected supplies for sorting and processing before distribution.

- 1. Prepare Supplies for Drop Off.**
When your collection drive ends, prepare supply items for processing. If you have time, it is helpful for us if **all like items are grouped together**. (i.e. all pens together, all notebooks together, etc.).
- 2. Deliver supplies to PJ Jacobs Junior High**
Bring your collected supplies to **PJ Jacobs Junior High** (2400 Main St, Stevens Point, WI 54481) on your selected date. Volunteers will be available to help unload supplies.

2025 drop off dates are:

Tuesday, August 12th; 9:30 am – 3:00 pm

Wednesday, August 13th; 9:30 am – 3:00 pm

Note: It is very important that all items are delivered by 3:00 pm on August 13th. If you are unable to drop off your supplies at the time above, please call us at 715-341-6740 to make alternate arrangements.

step
3

VOLUNTEER:

Now that you've collected supplies, consider volunteering your time to help sort or distribute them.

Multiple volunteers are needed to make Project Fresh Start successful. Many shifts, occurring at several different times, are available. Volunteers are needed August 11th – 16th. **To view opportunities and sign up, please go to [VolunteersRock.org/PFS](#).**

Volunteer groups and teams are welcomed. Many organizations treat volunteering at Project Fresh Start as a team builder for their group. Light snacks and water are provided. Volunteering is a great way to see the supplies you've collected in use, in the hands of students who need them.

FAQs:

1. **When is distribution?** Families will need to register to receive school supplies in order for United Way to determine the amount of supplies needed. School supplies will be distributed at an in-person event on Saturday, August 16th, 2025 at PJ Jacobs Junior High School.
2. **Who receives donated items?** Last year, Project Fresh Start served over 1,350 students. Any child who is eligible for the federal free or reduced priced meal program is eligible for Project Fresh Start, grades 4K-12. About 30% of all students attending Portage County schools are eligible to receive supplies.
3. **How do participants register?** Eligible participants must register by Friday, July 25, 2025. Complete the registration form online at <https://forms.gle/DtyafB2BtFeqyQzT6>. Registration forms in English, Hmong, and Spanish can also be printed at VolunteersRock.org/PFS. To have a form mailed to you, please contact the United Way office at 715-341-6740.

For more information contact United Way of Portage County Volunteer Center at (715) 341-6740 or volunteer@unitedwaypoco.org.



Non-Cash Donation Record

Date: _____

Items Donated: _____

Name and Address of donor:

THANK YOU!

www.unitedwaypoco.org



Non-Cash Donation Record

Date: _____

Items Donated: _____

Name and Address of donor:

THANK YOU!

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School Supply Wish List

School Supply Items
Backpack
Pencil Box/Pouch
Erasers
Pencils
Pencil Sharpener
Red Pens
Black/Blue Pens
Highlighters
Dry Erase Markers
Folders
1-Subject Notebooks
Composition Notebooks
Washable Markers
Colored Pencils
Glue Bottles
Glue Sticks
Child “safety” Scissors
Rulers
Index Cards
Watercolor Paint Sets
Earbuds/Headphone

Notes about these supplies:

- Large, durable, good-quality backpacks are always needed for older grade levels.
- Items that we often run low on include larger backpacks for older grades, washable markers, colored pencils, dry erase markers, scissors, and index cards.
- Don't let this list intimidate you, instead consider it a challenge. Every item counts!