

# School Tools Supply Drive

Email/Memo/Newsletter Sample Text



Dear \_\_\_\_\_

If more than half of children in the area cannot afford lunch, it is unlikely they can afford school supplies. Having school supplies is vital to a child's educational success, yet thousands of children arrive to our local classrooms each day without the necessary tools for learning.

While the situation may seem grim, I'm proud to share with you one way \_\_\_\_\_  
(Company/Group Name)  
is becoming part of the solution—and how you can help!

We will be supporting children in need by collecting new school supplies for Inland Empire United Way's School Tools program. The School Tools program provides disadvantaged children with the tools they need for learning. When a child receives supplies from School Tools, they are able to engage in school and succeed.

We invite you to join us in our effort by donating school supplies as we host a School Tools Supply Drive. We will be collecting NEW school supplies from \_\_\_\_\_ to \_\_\_\_\_. Collection bins will be located \_\_\_\_\_.

Next time you're out, remember to pick up something extra to help our community's children. Suggested basic school supplies include: pencils, pens, crayons, markers, glue, spiral notebooks, loose leaf paper, scissors, colored pencils and erasers.

Thank you for helping us supply kids with the 'write' stuff!

\_\_\_\_\_

**For more information:** t (909) 980-2857 ext 216 | f (909) 466-6867 | [supplydrive@ieuw.org](mailto:supplydrive@ieuw.org) | [www.ieuw.org](http://www.ieuw.org)  
School Tools is a program of IEUW KidSmart, an initiative of Inland Empire United Way.