



Tips for Hosting a Book Drive

At Freedom School Partners, our mission is to promote the long-term success of children by preventing summer learning loss through igniting a passion for reading and inspiring a love of learning. One way we do this is by making sure children have access to reading materials year round – and this is most often accomplished through the collection of gently-used books appropriate for children grades K-8 by generous groups such as yours!

Hosting a Book Drive also provides team building and leadership opportunities within your organization, increases your corporate social responsibility footprint, and provides a fun way to engage your local community!

Hosting a Book Drive is easy! Here's how:

1. Assemble the basics

We've included a handy worksheet to help you plan your Book Drive. Whether one person or a committee is in charge of the book drive, this worksheet will help you determine the "Who, What, When, Where, and How" of your Book Drive.

2. Set a goal

Your goal can be as simple as collecting books for a week, or a more complex goal of having your staff and patrons engage their personal and professional networks to collect a specific number of books. Generally speaking, choose a goal that is meaningful to your organization and attainable.

3. Begin with a Bang!

Kick off your Book Drive with a fun event! For instance:

- Provide coffee and donuts for your customers one morning and use the time to interact with them in a friendly way while you promote literacy issues.
- Create a team-building event where different groups within your company decorate their own collection bin! The group with the best bin wins the Spirit Award!
- Publicize the event, letting your staff and patrons know that you're excited about the Book Drive and rally their support.

4. Enjoy the outcome



Planning a Book Drive

Use the questions below to begin planning your book drive!

Who is leading the book drive? *Many organizations develop a committee to oversee the Book Drive, though this can be an individual or group effort.*

Who will participate? *Your entire organization, customers, the public, etc.*

When will the book drive start and finish? *There is no set length of time, though many organizations find two to three weeks is usually an ideal length of time. Also, consider holidays, celebration weeks, or important dates to your organization – these can be part of your “kick off” celebration!*

Where will the books be collected? *Will the books be collected in a bin, on an empty bookshelf, or simply given to one particular person? Be creative! Is the location in a highly visible area?*

If the collection bin is full:

- Who is responsible for emptying it?
- Where will the books be stored?

How will people be encouraged to donate? *Through themes, incentives, publicity? Do you need flyers or graphics from Freedom School Partners?*

How will we make this Book Drive a celebration of literacy? *Are we hosting a kick-off event, helping educate others about literacy issues, etc?*

How will we track success? *Are we keeping track of the number of books collected? Remember that these books do have to eventually be moved, so it's helpful to know how many books you've collected to arrange transportation and storage.*

Freedom School Partners is happy to help plan your book drive! If you have questions or need particular supplies, please e-mail volunteers@freedomschoolpartners.org.