

## Diaper Drive Checklist

- ✓ **Choose your location**  
Pick a location that is centrally located and easily accessible to many people. Be sure to label your collection bin. (Use the collection site sign in this toolkit.)
- ✓ **Select a start and end date**  
Your diaper drive can *start* any time between January 15-February 18.  
(Note: Diapers should be delivered to Sheltering Arms by Thursday, February 28.)
- ✓ **Recruit volunteers**  
Ask colleagues, friends and neighbors to help out.
- ✓ **Set your goals**  
How many donations would you like to raise? Use our collection form to track your progress.
- ✓ **Spread the word**  
Announce your diaper drive via social media, emails, local news outlets and notices throughout your community. Ask your colleagues, employees and friends to share. (Use the email templates and social media tips provided in this toolkit.)
- ✓ **Consider a healthy competition**  
Who doesn't love winning? Turn your drive into a competition. Offer small prizes for the department in your office that brings in the most diapers. Friendly competition can also help spread the word and increase participation.
- ✓ **Collect and deliver**  
Rally your volunteers and deliver the donated diapers to any of the following Sheltering Arms locations by **Thursday, February 28**. Don't forget to take photos!

<p><b>East Lake Center</b> (<i>DeKalb County</i>) 350 East Lake Boulevard Atlanta, GA 30317 Phone: 404-373-6430 Contact: LaSandra White, Center Director</p>	<p><b>Model Teaching Center</b> (<i>Fulton County</i>) 385 Centennial Olympic Park Drive, NW Atlanta, GA 30313 Phone: 404-523-2767 Contact: Felicia Hurst, Center Director</p>
<p><b>Norcross Center</b> (<i>Gwinnett County</i>) 5360 Old Norcross Road Norcross, GA 30071 Phone: 770-263-6595 Contact: Yolanda Boyd, Center Director</p>	<p><b>Welcome All Center</b> (<i>South Fulton County</i>) 4365 Welcome All Road College Park, GA 30349 Phone: 404-209-1897 Contact: Eric Revell, Center Director</p>

- ✓ **Share your results!**  
Tally the number of diapers collected, and we'll work with you to get the final number of financial donations. Post pictures on social media and let everyone know (including Sheltering Arms) you results! Don't forget to thank donors and volunteers!