



HOW TO HOLD A BOOK DRIVE

Organizing a children's book drive is a great way to get more books to children in need! Book drives spread the word about the need for books and helps us reach people who might have books to give.

Here is a checklist for hosting a book drive at your school, organization, faith group, scout troop, book group, sports team, workplace, party or anywhere else.

1. Decide the scope: friends & family, small group, organization.
2. Choose a start and an end date. 2-3 weeks is good!
3. You might prefer a single event like a party, meeting or game night.
4. Set a goal – 80 books collected provides enough books for 10 children.
5. Identify where books should be dropped off, such as your house, at an event, an entryway to a common area, next to an elevator, in a classroom.
6. Place clearly labeled collection boxes in the location.
7. Please make clear that the need is for new and gently used books for babies – pre-kindergarten children.
8. Spread the word by email, newsletters, bulletins, flyers, FaceBook, Twitter, etc.
9. Send a friendly email or text reminder once the drive is underway.
10. Gather up donated books and re-pack in boxes with lids. Please pull out any damaged or musty books.

11. Notify Children Read to select a drop off date!

If you have any questions, we are always available to help!