HOW TO ORGANIZE
A SUCCESSFUL BOOK DRIVE

The Children's Book Bank fills homes and lives with engaging, culturally diverse books because all children deserve to have books of their own. When they do, magical things happen — books ignite curiosity, spark the imagination, and open young minds to limitless possibilities.

All donated gently used children’s books are cleaned, restored, and carefully curated by our volunteers and staff. Picture books are thoughtfully bundled to create a home library to help Head Start families build regular reading habits. Books for school-age children are distributed each spring to high needs schools through free books fairs. In addition, thousands of books find their way into local homes via food pantries, community health care clinics, youth camps and more.

BOOKS NEEDED:

- The Children's Book Bank seeks gently used or new books appropriate for babies, toddlers, and early elementary students through grade three.

- Gently used children’s books in good condition are welcome. We strive to provide books to families that are of current interest and of gift-like quality.

- Culturally relevant and books in Spanish are greatly needed. We are happy to provide a list of our favorites! Find a list of our favorites on our book drive web page.

- We are unable to find homes for musty or damaged books, magazines, coloring books, encyclopedias, textbooks, ex-school library books, or books for adults. Please sort these items out of your donation. We greatly appreciate your help curating quality children’s books!

FINANCIAL AND IN KIND DONATIONS:

- Financial donations help purchase new culturally relevant and home-language books, ensuring that every child we serve has the affirming experience of seeing themselves reflected in the books they read.

- Offer your community the option of donating financially. Will your company match gifts? Does your company match volunteer time with cash? We are happy to provide donation envelopes, receipts, and invoicing. Please ask us for more information!

- Gift cards to bookstores are also welcome!

- New supplies such as glue sticks, colored pencils and pens, printer paper, whole sheet labels, art erasers and other book cleaning supplies are also much needed! Perhaps consider a supply drive as part of your project, especially if you are planning a volunteer book cleaning session in conjunction with your book drive.

- Banker boxes store books safely and are comfortable to carry. If your company would like to donate new banker boxes as part of your book drive, we can provide information for purchasing quality, inexpensive banker boxes which can be delivered directly to you. We can often provide a limited number of copier boxes from our supply for your convenience. Please ask!
ORGANIZING AND RUNNING A SUCCESSFUL BOOK DRIVE:

● Decide if your company or organization will collect books, financial donations, gift cards, supplies or a combination. Choose a beginning and end date; one to three weeks is ideal. Purchase or ask us for a supply of copy paper or banker boxes. Download posters and labels from our book drive web page or create your own.

● Does your community like a little friendly competition? Devise team challenges for motivation! Provide prizes or incentives for the team that collects the most high quality, gently used or new children’s books, cash, or supplies. Or set a collection goal. Ask us for book donation or financial goals advice!

● Spread the word via newsletters, Twitter, Instagram, Facebook. Post fliers and posters. Clearly state the need for gently used, high interest used children’s books and which kinds of books cannot be accepted, and how to make financial donations. Include information about matching donations! If you will accept book cleaning supplies, include that information.

● Place clearly labeled collection boxes in strategic locations. Consider using our book drive donation box labels, which list much needed books and books we cannot find homes for. Copy paper or banker boxes are the ideal size for donation boxes. Seed the boxes with children’s books to encourage donations!

● Gather up donation boxes. Discard musty or damaged books, magazines, coloring books, encyclopedias, textbooks, ex-library books, or books for adults. Pack the sorted gently used or new children’s books flat in boxes with lids such as copy paper or banker boxes, or boxes of similar size which are safe to carry. Label your boxes with your company’s or organization’s name.

● Arrange a drop off time at our joyful, vibrant space so we can thank you in person and take photos of your donation!

● Deliver your donation to The Children’s Book Bank: 1915 NE 7th Avenue. Portland, OR 97212.

● We’ll send you a book count financial so you can report back to your group and celebrate!

ORGANIZE A VOLUNTEER CLEANING SESSION:

● Cleaning sessions are fun and great for team building! Combining a book cleaning session and a book drive can make the project more meaningful for your group. Contact us at info@childrensbookbank.org for more information.

● We offer on-site book cleaning sessions! Please contact us at info@childrensbookbank.org to arrange a custom event. There is a fee for this service.

For questions or support, please contact us at info@childrensbookbank.org.

Thank you for sharing our vision that ALL children, regardless of means, grow up surrounded by and experiencing books!