

Workplace Volunteer Council
Project

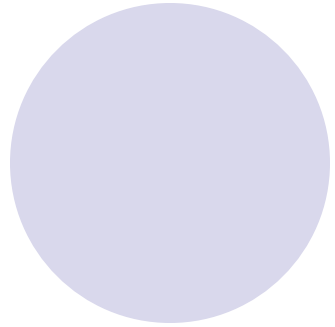
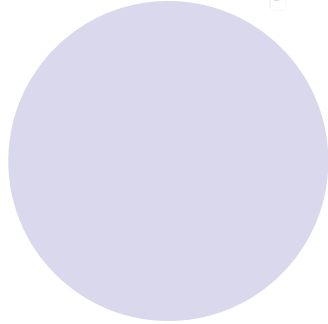
Fill A Backpack Fill A Need

Last Updated: May 17, 2010

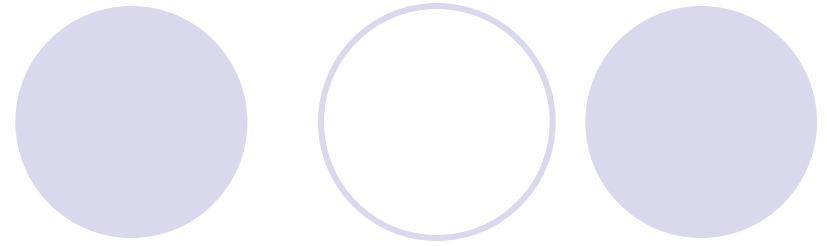




Fill A Backpack
Fill A Need!



Who dat?



- **F** = Fill
- **A** = A
- **B** = Backpack
- **F** = Fill
- **A** = A
- **N** = Need
- **Fill A Backpack Fill A Need**

How It Works...



- Contact made each spring with all Marathon County school districts (private/public).
- Request # students K – 8 that qualify for the state *FREE* lunch program.
- Unable to assist high school students, or *REDUCED* lunch eligible students due to the sheer volume and additional associated costs.
- The following are provided to the schools for each eligible child:
 - Envelope
 - Ticket
 - Flyer with all pertinent distribution day details
 - Proof of eligibility requirements should you lose your ticket, etc..

How It Works (continued)...

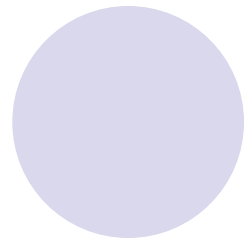
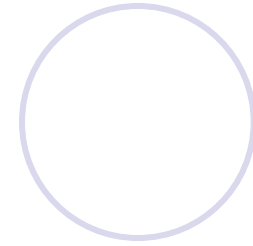
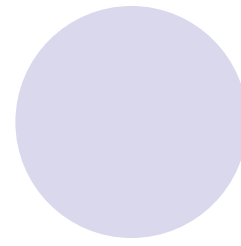
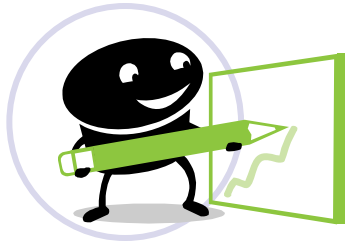
- **Distribution** – Handled by the individual school districts due to confidentiality. Timeframe is end of school year to early August for the mailings.
- **Tickets** – Issued 1x only! Lost tickets and newly eligible participants must come to the event showing proof of eligibility.
- **What constitutes proof of eligibility?**
 - Marathon County residency
 - Drivers license, passport or state ID
 - Letter from school district stating child's name and eligibility
 - As a last resort, Wisconsin Quest cards are accepted with proper ID

History... 12 years and counting!

- How times have changed...
 - **Year 1** - 400 students were assisted with filled backpacks and upwards of another 100 or so with supply bags of remaining items.
 - **2009** – More than 2,281 students were assisted.
- **FABFAN** Week has evolved over the years...
 - In the early days, **FABFAN** week was Wednesday and Thursday. Distribution was Thursday 4 – 7 p.m. Children came with their individual school lists and a council member took them to recycling bins filled with supplies to select what was needed. After that first time, individual school lists were not used but three general lists of the most common items was created for K–3, 4-6, and 7-8.
 - In 2003, **FABFAN** week became Wednesday – Saturday. Distribution Saturday morning. This seemed to better serve the needs of our outlying communities. Another significant change was that backpacks were pre-filled from the general lists developed for K–3, 4–6, and 7–8. The process really moved along more quickly.



History



- 2008 – 2009 brought further change. The need/response began to increase noticeably. We responded by making **FABFAN** week Tuesday – Friday for preparation and Saturday distribution 8:00 a.m. – 1:00 p.m. Backpacks are still pre-filled. Folks wait outside longer to get in to select their backpack or obtain a supply bag if they can re-use their backpack. There are only two lines now, K–5 and 6-8.
- 2010 – **FABFAN** Changes again....
 - **FABFAN** week expanded to Monday – Friday for preparation
 - Saturday distribution 8:00 a.m. – 2:00 p.m.
- **FABFAN** is reviewed in it's entirety every year – before, during, and most importantly – AFTER. We openly discuss what went right, what needs to be “tweaked”, and what flat out needs to be improved. Being flexible, open to change and cognizant of the changing times is what makes us so successful. We learn from our experiences and are constantly improving.

Note: Statistical metrics tracked since 2004 only!

Statistics

Eligibility

2004 ~ 3,634

2005 ~ 3,597

2006 ~ 3,548

2007 ~ 4,258

2008 ~ 3,648

2009 ~ 3,947

22,632



Participation

2004 ~ 1,936

2005 ~ 2,032

2006 ~ 2,025

2007 ~ 2,044

2008 ~ 2,394

2009 ~ 2,281

12,712

- Lowest eligibility #: 2006 (and 57% participation)
- Highest eligibility #: 2007 (and 48% participation)
- Lowest participation #: 2004 (53%)
- Highest participation #: 2008 (66%)

Overall participation from 2004 – 2009 is 56%

How you the community can be part of the project?

Its as easy as 1...2...3...

1. Consider a personal or corporate donation.
2. When shopping for school supplies, please consider purchasing and donating items of greatest need.
3. Be a part of the volunteer army at the National Guard Armory.



Donation Opportunities



- \$40 Sponsorship
- Monetary donations of any denomination.
- Offseason monetary donations:
 - Commemorate birthdays/anniversaries
 - Christmas
 - Easter
 - Etc...
- **VOLUNTEER** your time
- Donate school supplies
- Donate quality, colorful backpacks
- Donate refreshments for our volunteer army

Volunteer Opportunities



- In 2010, we will be recruiting volunteers for:

- **Wednesday and Thursday**

- 9am – Noon
- 1:00 – 4:00 p.m.
- 5:00 – 8:00 p.m.

- **Friday**

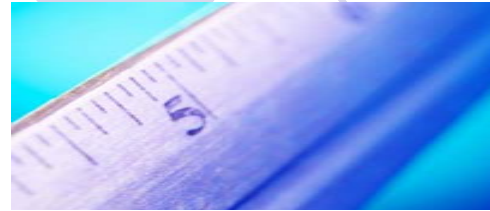
- 8:30 – 11:30 a.m.
- 12:00 – 5:00 p.m.

- **Saturday**

- 7:30 – 11:30 a.m.
- 11:00 – 2:00 p.m.
- Final Cleanup

- 12 Noon – 2p.m. or
DONE!

What is the value of a volunteer?



- Immeasurable!
- **National Hourly Value**
 - Annually Independent Sector, a coalition of approximately 550 charities, foundations and corporate giving programs, calculates an hourly dollar value of volunteer time. The current value (2008) is **\$20.25 an hour**.
 - This value of volunteer time is based on the average hourly earnings of all production and nonsupervisory workers on private nonfarm payrolls (as determined by the Bureau of Labor Statistics).
 - Independent Sector takes this figure and increases it by 12 percent to estimate for fringe benefits.
- **Wisconsin Hourly Value**
 - In Wisconsin, the current value (2008) is **\$17.21 an hour**.
- The **WVC** never underestimates the value of our volunteer army!!!



What goes into a K – 5 backpack?

4 spiral wide-lined notebooks/folder sets

(1 each of - red, green, yellow, blue)

1 pkg. wide-lined paper (if we don't run out!)

1 pencil case/box

2 box crayons (24ct.)

1 box of colored markers

1 box of colored pencils

4 gluesticks & 1 bottle of school glue

(6 gluesticks if run out of glue bottles)

2 erasers

1 scissors

1 ruler

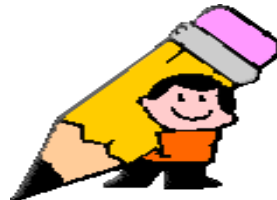
1 pencil bundle (20 - 24 pencils)

2 red pens



What goes into a 6 – 8 backpack?

- 5 spiral wide-lined notebooks/folder sets
(1 set red and 1 set blue, then any color)
- 2 decorative folders if we have them
- 1 pkg. wide-lined paper
- 1 box colored pencils
- 1 box of colored markers
- 1 box crayons (24 ct.)
- 10 - 12 pencils
- 4 glue sticks AND 1 bottle of school glue
- 2 erasers and
- 12 pens (6 blue and 6 black)
- 1 red pen
- 3 highlighters
- 1 compass
- 1 protractor
- 1 ruler



Want to purchase supplies?

- Items of greatest need are:

- Colorful, quality backpacks

- Washable markers

- Colored pencils

- Notebook/folder sets in PRIMARY colors

- Red

- Green

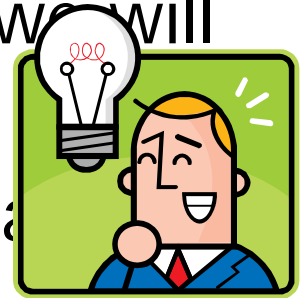
- Yellow

- Blue



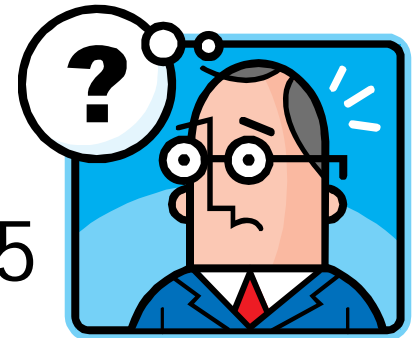
How do we plan for participation?

- Using past experience, we base our supply needs lists off a participation level of 65%. Due to the significance of the 2010 increase, we will be using 75%.
- If 4,400 students qualify, we will be prepared 3,300 to attend.
- Of that 3,300 – we break them down as follows:
 - K – 5 = 65%
 - 6 – 8 = 35%



How many supplies does it take?

- Backpacks – 3,300+
- Pencils – 65,310
- Notebooks/Folder Sets – 14,355
- Highlighters – 3,465
- Blue Pens AND Black Pens – 6,930 of each color for a total of 13,860
- Glue Sticks – 13,200



Remember the what goes into a backpack slides? The above is just a fraction of what we need! Unbelievable, right?

How do we prepare?



- There are 3 major planning evening meetings of the **FABFAN** Committee:
 - **March** – Our pre-planning and assignments are given. Focus is pre-orders of supplies and taking care of school contacts and initial calendar of events.
 - **July** – Focus is final supply needs, financials, armory setup, media, and volunteer needs.
 - **September** – Focus of this meeting is a celebration of a successful event (we hope), post-mortem of the entire process and making note of new ideas that have come forward.
- All other activities are handled outside normal meetings and in our “spare” time.

How do we prepare? (continued)

- Document prep work is done February and March. We have begun streamlining (with the aide of a NTC International Intern) our materials and leaving out specific reference to dates so that we can use the documents annually. Less labor intensive.
- April is the month that #'s are gathered from the school districts and tickets are printed, and student participation materials are printed and readied.
- May – Distribution of student participant materials prior to Memorial Day. One day of folding, stuffing envelopes and such important tasks by a group of volunteers is needed prior to our delivering the packets.

How do we prepare? (continued)

- June - Marketing/Media plans gear up. The volunteer website is also opened for our eager volunteers to sign up. A communication appears in the Chamber Pak, and a mailer is sent to individuals, businesses, service clubs, and foundations that may be interested in sponsoring our project.
- July is spent closely monitoring the financials, and keeping an active eye on our inventory needs and have's. Special pleas are issued as warranted via the newspaper and contacts we have.
- August – **FABFAN** week is upon us. We have a walk-thru at the armory the week of **FABFAN** for new members to get a feel for the process. It helps us iron out “kinks” as well. Focus remains on the financial picture, media exposure for outstanding volunteer, monetary and supply needs, and reminding the participant families that the event is coming up!

How do we prepare? (continued)

- September – Cleanup details. Wrap up all the loose ends in terms of paying outstanding invoices, fine-tuning our THANK YOU list, etc... We also hold an evening celebration/post-mortem meeting.
- October – We present a more detailed **FABFAN** picture to the council as a whole since all details should be wrapped up. The inventory spreadsheet is completed for the next year, and our NEEDS list for the next year is prepared. We already know, financially how we will be starting the next year out and what we have and more importantly NEED!
- November/December – **FABFAN** talk is fairly minimal. We take advantage of clearance sales where we can get quality, colorful bags at bargain prices. Other than that, we are happy to let **FABFAN** rest through the holiday season.

How do we prepare? (continued)

- As you can see, **FABFAN** is truly a year-round project. It takes careful planning, and the dedication of a terrific nucleus of individuals to pull it all together in addition to their full-time jobs, families and other interests.
- It may be a 6-hour event, but the planning and laboring truly happens throughout the entire year, starting right after **FABFAN** concludes any given year.....

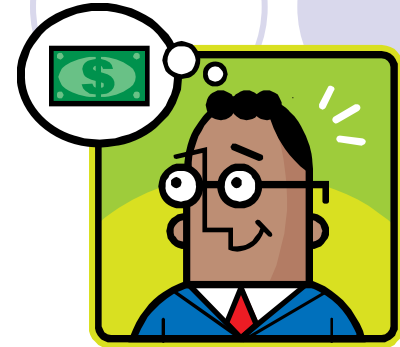


FAFBAN Week in a Nutshell...



- **Monday** – Delivery day for pre-ordered supplies and the pallets put away last year. Armory setup for the week ahead...
- **Tuesday** – Community drop-off day and high-level sorting. Color matching notebooks to folders, etc...
- **Wednesday** – Continue the sorting process. Begin assembling pencil and pen bundles, and continue color matching notebooks and matching to folder sets.
- **Thursday** – Sorting and high-level assembly must be complete. FILL DAY! Fill backpacks for K – 5 and 6 – 8. We fill supply bags for each grade group as well.
- **Friday** – Inventory of remaining goods and pallet building. Set up the armory for Saturday morning!
- **Saturday** – Distribution Day! Cleanup afterwards including any final inventory needs and pallet building.
- **Monday (after distribution)** – Semi pickup of pallets back to storage.

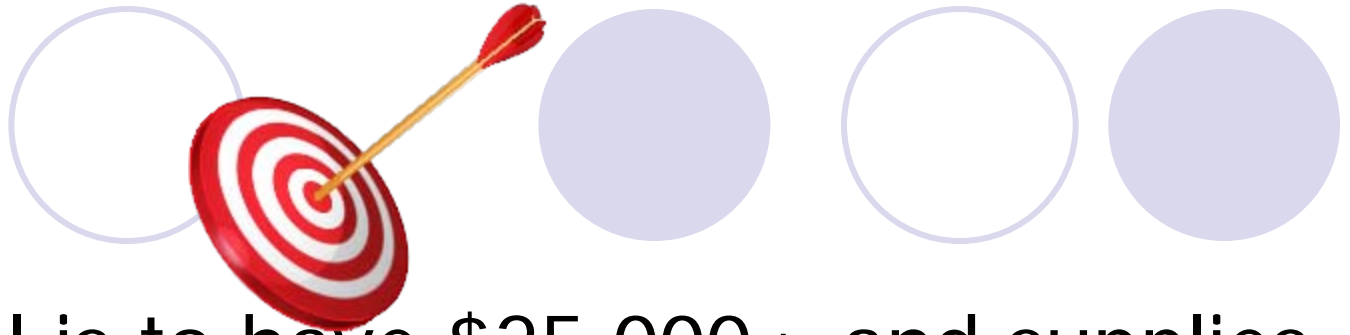
Funding



- Member's company donations
- Corporate donations
- Caring community member \$\$ donations
- Service clubs, churches
- Special event item collections
- **Note:** All funds received for *FABFAN* go to the project! Expenses are handled within the member companies as much as possible.
- We have NO marketing/advertising budget.
- We operate strictly off donations and what we can do for FREE...



Goal



- Our goal is to have \$25,000+ and supplies at the beginning of **FABFAN** week.
- After paying the bills, we strive for \$15,000 in the bank for next year...
- Without that cushion, we can't take advantage of our purchasing power for the pre-purchase of backpacks and certain supplies.

Have we surprised you?

- Did you know this much was involved in putting on a 6-hour distribution?
- GOOD....
- See next slide.....



There's **M-O-R-E!**



- We have not even touched on the pre-work that is done in regards to updating our various documents, printing and translation time, folding, stuffing, inserting – student envelopes and community contact envelopes, maintaining our donation list, tracking funds received, coordinating supply orders with our major vendors, tallying our NEEDS list and tracking our HAVE list, planning the layout at the armory, paying final bills, and THANK YOU notes.....

Aha Moment...



- Best estimate of the hours put into ***FABFAN*** 2010 - just at the armory Monday – Saturday is ...585!
- There are at least 2x that many hours put in the remainder of the year by the coordinators.....
- 1,755 hours go into that ONE DAY 6-hour distribution event!
- Volunteer time alone is valued at \$35,538.75!!!
- ***FABFAN*** is a HUGE DEAL!

For More Information, Contact Us At...

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- Website:

www.unitedwaymc.org/workplacevolunteercouncil.htm

- Follow us on Facebook: [Workplace Volunteer Council](#)