

## AMERICAN RED CROSS

### 1. Landscaping Blitz **Adopted**

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Volunteers will assist in trimming, planting, pulling, pruning, spreading, and other related outdoor beautification activities to improve our outdoor landscape.

**Volunteers Needed:** 8 to 10

**Scheduling:** 6 to 8 hours. July or August

**Special Skills:** None

**Supplies/Equipment:** Agency will provide all materials. Helpful to bring gloves.

### 2. Be Red Cross Ready Advocates

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Volunteers will travel in company vehicles to selected apartment complexes sharing important information/materials with residents and complex managers.

**Volunteers Needed:** 4 to 6

**Scheduling:** 6 to 8 hours. July or August.

**Special Skills:** None

**Supplies/Equipment:** None

## BIG BROTHERS BIG SISTERS

### 3. Grounds Clean-Up /Beautification **Adopted**

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Continue clean-up of back areas and cut down/clean out overgrown shrubs and tall grasses. Dependent upon timeline,

possibly add more plantings if agency able to acquire items.

**Volunteers Needed:** 6 to 12

**Scheduling:** 4-8 hrs. Flexible-Spring through Fall.

**Special Skills:** Landscaping and/or yard maintenance knowledge.

**Supplies/Equipment:** Agency can supply some tools – volunteers asked to bring digging tools, yard tools, cutting tools, gloves, wheelbarrows and plants.

### 4. Interior Headquarters Spruce Up **Adopted**

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Clean walls, touch-up wall paint, paint one wall in conference room and clean light fixtures in drop ceiling.

**Volunteers Needed:** 4 to 10

**Scheduling:** Flexible.

**Special Skills:** Basic painting.

**Supplies/Equipment:** Agency can supply two ladders, some paint and paint supplies - volunteers asked to bring ladders, buckets, cleaning supplies, painting supplies and paint.

### 5. Fall Clean-Up & Spring Bulbs **Adopted**

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Kalamazoo Public Schools Spring Valley Center for Exploration. Pair up with students to clean planting area, leaf removal and plant spring bulbs.

**Volunteers Needed:** 8 to 12

**Scheduling:** DTBD – after school begins – September 2009.

**Special Skills:** Basic gardening and enjoy working with youth.

**Supplies/Equipment:** Agency working on securing bulbs – donations appreciated. Volunteers asked to bring small planting tools and garden gloves.

## BOY SCOUTS OF AMERICA SW MICHIGAN COUNCIL

### 6. Clean, Paint and Landscape **Adopted**

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Prepare and paint exterior of Scout Service Center. Trim bushes and clean and weed flower beds.

**Volunteers Needed:** 12 to 20

**Scheduling:** 8 hours, date flexible, any time in summer of 2009.

**Special Skills:** Painting and landscaping skills. Enjoy working outdoors.

**Supplies/Equipment:** Agency will provide. Volunteers asked to bring additional ladders, paint supplies.

## BOY SCOUTS OF AMERICA SW MICHIGAN COUNCIL Rota Kiwan

### 7. Hiking Trail Improvements **Adopted**

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Trimming bushes, raking leaves, and spreading wood chips

**Volunteers Needed:** 20

**Scheduling:** 8 hours, date flexible, any time in summer of 2009.

**Special Skills:** Enjoy working outdoors.  
**Supplies/Equipment:** Agency will provide. Volunteers asked to bring gloves, extra rakes, and shovels.

### 8. Service Entrance Landscaping

#### Adopted

Includes trimming bushes, raking leaves, edging sidewalks, weeding flower beds.

**Volunteers Needed:** 16

**Scheduling:** 8 hours, date flexible, any time in summer of 2009.

**Special Skills:** Enjoy working outdoors.

**Supplies/Equipment:** Agency will provide. Volunteers asked additional gloves, rakes, trimmers, shovels.

### 9. Lakeshore Brush & Lawn Cleanup

#### Adopted

Clean up lakeshore beach area and lawn. Remove brush and tree limbs.

**Volunteers Needed:** 20

**Scheduling:** 8 hours, date flexible, any time in summer of 2009.

**Special Skills:** Enjoy working outdoors.

**Supplies/Equipment:** Agency will provide. Volunteers asked to bring additional gloves.

### 10. Pole Barn Organization Adopted

Arrange and organize camp maintenance items and supplies in pole barn.

**Volunteers Needed:** 12

**Scheduling:** 7 hours, date flexible, any time in summer of 2009.

**Special Skills:** Basic organizational skills.

**Supplies/Equipment:** Agency will provide. Volunteers asked to gloves.

## BOYS & GIRLS CLUBS of GREATER KALAMAZOO

### 11. Annual Fun Day Adopted (Volunteers still needed)

Help is needed to set up event, run games and activities, sell tickets and clean up during event and after.

**Volunteers Needed:** 1 to 100

**Scheduling:** Saturday, October 10 10:30 AM to 3:00 PM

**Special Skills:** Enjoy working with families and children of all ages.

**Supplies/Equipment:** Agency will provide.

### 12. Annual Thanksgiving Dinner

#### Adopted

Volunteers are needed to set up, tear down, serve food, and clean up during and after event.

**Volunteers Needed:** 20

**Scheduling:** Saturday, November 11 6:30PM to 8:30 PM

**Special Skills:** Enjoy working with families and children of all ages.

**Supplies/Equipment:** Agency will provide.

## CATHOLIC FAMILY SERVICES CARING NETWORK

### 13. Ark Storage Reorganization

#### Adopted

Organize and straighten storage room at the Ark Shelter for Youth.

**Volunteers Needed:** 4 to 6

**Scheduling:** 4 to 6 hours, date flexible.

**Special Skills:** None

**Supplies/Equipment:** Agency will provide shelving and storage bins.

### 14. Painting Caring Network Apts.

#### Adopted

Paint interior apartments and hallways of Caring Network Apartments.

**Volunteers Needed:** 4 to 6

**Scheduling:** 6 to 8 hours, date flexible.

**Special Skills:** Painting skills.

**Supplies/Equipment:** Agency will provide paint. Volunteers are asked to bring brushes, rollers, drop cloths, ladders and tape.

## COMMUNITY HEALING CENTERS

### Elizabeth Upjohn Center

### 15. Interior Painting

Paint interior offices.

**Volunteers Needed:** 6 to 8

**Scheduling:** Flexible.

**Special Skills:** Painting equipment.

**Supplies/Equipment:** Agency will provide brushes. Volunteers asked to supply paint, ladders, drop cloths.

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### 16. Plumbing Needs

Several faucets need replacing.

**Volunteers Needed:** 1 to 2

**Scheduling:** Flexible.

**Special Skills:** Plumbing skills.

**Supplies/Equipment:** Plumbing tools and faucets needed.

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### 17. Grooming Grounds **Adopted** **(Volunteers still needed)**

Grounds are in need of sprucing up and cleaning.

**Volunteers Needed:** 6 to 8

**Scheduling:** 8 hours, date flexible.

**Special Skills:** Enjoy working outdoors.

**Supplies/Equipment:** Agency will provide a few landscaping tools.

## COMMUNITY HEALING CENTERS Jim Gilmore Jr. Center

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### 18. Update Gardens **Adopted**

Plant perennials and spread mulch.

**Volunteers Needed:** 3 to 4

**Scheduling:** 6 hours, date flexible.

**Special Skills:** Enjoy working outdoors.

**Supplies/Equipment:** Agency will provide. Volunteers asked to bring gloves, rakes and shovels.

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### 19. Exterior Painting **Adopted**

Two picnic tables and two benches are in need of a fresh coat of paint.

**Volunteers Needed:** 2 to 3

**Scheduling:** 4 hours, date flexible.

**Special Skills:** Basic painting.

**Supplies/Equipment:** Agency will provide.

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### 20. Interior Painting **Adopted**

Paint gymnasium walls.

**Volunteers Needed:** 4 to 5

**Scheduling:** 1 day, date flexible.

**Special Skills:** Basic painting.

**Supplies/Equipment:** Agency will provide.

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### 21. Hang Photographs **Adopted**

Level existing photographs and secure to wall.

**Volunteers Needed:** 1 to 2

**Scheduling:** 1 hour, date flexible.

**Special Skills:** None.

**Supplies/Equipment:** Agency will provide.

## COMSTOCK COMMUNITY CENTER

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### 22. Senior Yard Clean Up **Adopted** **(Volunteers still needed)**

Several seniors in Comstock area need assistance with yard clean up - leaf raking and trimming.

**Volunteers Needed:** 6+ Groups

**Scheduling:** Half or full day in Spring.

**Special Skills:** Enjoy working outdoors.

There may be some painting and repair work that might require special skills.

**Supplies/Equipment:** Agency can provide. Helpful if volunteers have rakes, leaf blowers and gloves.

## DISABILITY NETWORK OF SOUTHWEST MICHIGAN

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### 85. Outdoor Electrical Work

Provide electrical hook up to outdoor agency sign and remove old electrical hook up from old sign location

**Volunteers Needed:** 1 to 2

**Scheduling:** 8 hours, date flexible. Summer/early Fall.

**Special Skills:** Electrician required

**Supplies/Equipment:** Agency will provide wiring. Volunteers must provide other appropriate tools/supplies.

## FAMILY & CHILDREN SERVICES

### 23. Sleep Tight!

Provide much needed sleeping bags and pillows for low income children whose families are in transitional housing or attending summer camp through scholarship funds. **ONLY NEW ITEMS CAN BE ACCEPTED.**

**Volunteers Needed:** Unlimited.

**Scheduling:** Items appreciated any time of the year; needed every camping season.

**Special Skills:** None

**Supplies/Equipment:** Collection point and ability to deliver items to agency. The Agency can provide signage for drive.

### 24. Visitation Room Update

Our supervised visitation room is a place where children in Foster Care spend time with their parents. During visits, games and toys provide interaction between them. We are in need of two to three new kitchen sets, blocks, puzzles and board games.

**Volunteers Needed:** Unlimited.

**Scheduling:** Ongoing.

**Special Skills:** Collection Point and Ability to deliver items to agency.

**Supplies/Equipment:** Agency can provide signage.

### 25. Back to School Backpack Drive

Collect back to school items for children aged 10 to 18. Items needed each fall then through-out the year include: crayons, pencils, colored pencils, pencil sharpeners, sturdy backpacks, markers, spiral bound notebooks, markers, pens, calculators and loose leaf paper. Items list provided by agency per school request. **ONLY NEW ITEMS CAN BE ACCEPTED.**

**Volunteers Needed:** Unlimited.

**Scheduling:** Late summer or early fall

**Special Skills:** Collection Point and ability to deliver items to agency.

**Supplies/Equipment:** Agency can provide signage and lists for drive.

### 26. Diaper & Wipe Drive

Throughout the year families are in need of diapers, wipes, and diaper cream. All sizes and varieties of diapers are needed from size 1-6 including pull-ups and training pants.

**Volunteers Needed:** Unlimited.

**Scheduling:** Appreciated year round.

**Special Skills:** Collection Point and Ability to deliver items to agency.

**Supplies/Equipment:** Agency can provide signage for drive.

### 27. Foster Care Seasonal Parties

Assist Foster Care Staff in coordinating and setting up activities for any or all seasonal foster care parties. Host a Back to School, Halloween or Holiday

party or Foster Parent banquet for 30 to 60 children in foster care and their foster parents and family.

**Volunteers Needed:** 3 to 10 or more for large parties.

**Scheduling:** Dates to be arranged in:

August: Back to School

October: Halloween

November: Holiday

May: Foster Parent Banquet

**Special Skills:** Creative ideas and ability to work with foster care staff, families and children aged 3 to 18.

**Supplies/Equipment:** Agency will provide food and staffing. Volunteers asked to provide activities, favors for children aged 3 to 18 and food for Foster Parent Recognition event.

### 28. Let's Play!

Board games and educational toys are needed for children of all ages. Developmental toys and interactive board games are needed for client families to encourage positive interaction and family communication. **ONLY NEW ITEMS CAN BE ACCEPTED.**

**Volunteers Needed:** Unlimited.

**Scheduling:** Appreciated year round.

**Special Skills:** Collection Point and Ability to deliver items to agency.

**Supplies/Equipment:** Agency can provide signage for drive.

### **29. Personal Care Drive**

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Collect much needed personal care items that client families are unable to purchase with food stamps: shampoos, conditioners, body wash and soaps, toothpaste, toothbrushes, deodorant, toilet paper etc. Family size items needed more than travel size items.

**Volunteers Needed:** Unlimited.

**Scheduling:** Appreciated year round.

**Special Skills:** Collection Point and Ability to deliver items to agency.

**Supplies/Equipment:** Agency can provide signage for drive.

### **30. Household Items Drive**

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Many homeless families are in need of dish soap, laundry soap, paper towels, household cleansers, dishes, silverware, towels, pots and pans.

**Volunteers Needed:** Unlimited.

**Scheduling:** Appreciated year round.

**Special Skills:** Collection Point and Ability to deliver items to agency.

**Supplies/Equipment:** Agency can provide signage for drive.

### **31. Holiday Giving Gifts/Food Drive**

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Help provide a memorable Holiday experience! Conduct a Holiday drive providing gifts and/or food for our client families.

**Volunteers Needed:** Unlimited

**Scheduling:** To be completed by **December 15, 2009.**

**Special Skills:** Must comply with donor/client confidentiality agreement.

**Supplies/Equipment:** Collection Point and ability to deliver items to agency. Agency will provide list of client family needs or list of in house store needs.

## **FOOD BANK OF SOUTH CENTRAL MICHIGAN**

### **32. Food Distribution **Adopted****

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Prepare food donations for distribution to recipients through our network of charities that feed the hungry. Sort cans or boxes of food, inspect cereal, boxes, fresh vegetables and assemble after school packs.

**Volunteers Needed:** Max. 24

**Scheduling:** Tuesdays 9 to 11 or 1 to 3

**Special Skills:** Work is very physical.

Volunteers should come dressed to get dirty. For personal safety NO open toe shoes or sandals.

**Supplies/Equipment:** Agency will provide.

### **33. Fresh Food Distribution**

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Volunteers help set up distribution line, unload truck, distribute food and clean up after.

**Volunteers Needed:** Max. 6

**Scheduling:** Tuesdays 8:00AM for 1 hour - June 23 – September 29

**Special Skills:** Distribution is held out-of-doors so dress for any weather conditions. Work is very physical.

Volunteers should come dressed to get dirty. For personal safety NO open toe shoes or sandals.

**Supplies/Equipment:** Agency will provide.

### **34. Humphrey Products Community Garden**

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Work in vegetable garden behind Humphrey Products Building. All food is donated to Food Bank of SCM.

**Volunteers Needed:** 3 to 5

**Scheduling:** Beginning May 18. Mon., Wed., Fri., and Sat. until Fall.

**Special Skills:** Work is very physical.

Volunteers should come dressed to get dirty. For personal safety NO open toe shoes or sandals. No work if raining.

**Supplies/Equipment:** Agency will provide all tools for gardening.

Volunteers asked to bring drinking water, suntan lotion and gloves.

## **GIRL SCOUTS HEART OF MICHIGAN Camp Merrie Woode**

### **35. Camp Improvement **Adopted** **(Volunteers still needed)****

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Many projects are available including staining exterior of buildings, erosion control, clearing and stacking wood from

trails and activity areas, landscaping, repairing tent platforms, putting up tents and placing beds, roof repairs and electrical upgrades.

**Volunteers Needed:** 5 to 100

**Scheduling:** 4 to 8 hours, date flexible

**Special Skills:** None

**Supplies/Equipment:** Depends on the project. Volunteers will need safety glasses and gloves.

### **36. PATC Project **Adopted****

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Cleaning out and remarking old files, and creating a better storage system.

Landscaping and preparing garden areas. Setting stones for walkway.

Installing storage hooks and shelves.

**Volunteers Needed:** 5 to 25

**Scheduling:** Will work with group to schedule.

**Special Skills:** Experience working with power tools.

**Supplies/Equipment:** Volunteers may need to bring gloves, gardening tools, saws, shovels. Agency will provide all other supplies.

## **GOODWILL INDUSTRIES OF SOUTHWEST MICHIGAN**

### **37. Construct Office in Plant**

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Build an 8' X 12' or 12' X 12' office in Industrial plant area..

**Volunteers Needed:** 4

**Scheduling:** Flexible – anticipate 4 to 5 day job

**Special Skills:** Experience in building structures and using power tools.

**Supplies/Equipment:** Agency is looking for portable office but if unable to locate, would like one built. Agency will provide all materials. Volunteers asked to bring own tools.

## **GREATER KALAMAZOO UNITED WAY**

### **38. Exterior Face Lift **Adopted****

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Paint trim on building, repair and stain rear fence, spread mulch, pull ivy in back court yard and along side of building, plant grass seed.

**Volunteers Needed:** 20 to 25

**Scheduling:** 8 hours. Late Spring or early summer.

**Special Skills:** Painting and staining experience and basic landscaping.

**Supplies/Equipment:** Agency will provide materials. Volunteers asked to bring gloves and ladders.

### **39. Restripe Parking Lot**

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Parking lot needs to be restriped.

**Volunteers Needed:** 5

**Scheduling:** 8 hours. Late Spring or early summer.

**Special Skills:** Painting experience.

**Supplies/Equipment:** Agency will provide materials.

### **40. Interior Painting**

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Paint reception area, interior walls and hallways.

**Volunteers Needed:** 10

**Scheduling:** 8 hours. Late Spring or early summer.

**Special Skills:** Painting experience.

**Supplies/Equipment:** Agency will provide materials. Volunteers asked to bring ladders.

## **GUARDIAN FINANCE & ADVOCACY SERVICES**

### **41. Personal Needs Drive**

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Collect personal needs for area nursing homes for Guardian Finance & Advocacy Services' clients. Items needed are toothpaste, toothbrushes, denture brushes and cleaners, bar soap, lotions, body powder, Q-tips, razors, socks, underwear, gloves, and hats.

**Volunteers Needed:** Unlimited

**Scheduling:** On-going need.

**Special Skills:** None

**Supplies/Equipment:** Collection point and ability to deliver items to agency.

### **42. Nursing Home Visits**

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Visit residents of nursing homes in Kalamazoo, providing one-on-one attention. Volunteers could take residents for a walk inside or outside the facility, participate in activities at the facility or discuss current events.

**Volunteers Needed:** 8 to 10

**Scheduling:** Flexible.

**Special Skills:** Comfortable with and enjoy interacting with older adults and brightening their day.

**Supplies/Equipment:** Activities director at facility will provide. Volunteers may want to bring board games, picture books of travel or history, craft items or stationery.

## HOUSING RESOURCES, INC.

### 84. Family Shelter Spruce Up **Adopted**

Power wash the Family Shelter porch and benches, rake yard, remove dead flowers from flower boxes, pick up trash along fence line, general spruce up of yard and outdoor areas prior to winter weather. Leaf raking if necessary.

**Volunteers Needed:** 5 to 10

**Scheduling:** 4 to 5 hrs. Sept. or Oct.

**Special Skills:** Ability to lift and handle yard waste.

**Supplies/Equipment:** Agency will provide but asks volunteers to bring extra gloves and rakes.

## MINISTRY WITH COMMUNITY

### 43. Candle Rolling **Adopted** **(Volunteers still needed)**

Hand roll candles for annual holiday fund raising project. Training provided.

**Volunteers Needed:** 4-8 (no more than 8 per day)

**Scheduling:** Schedule your team any Monday through Friday from 10 AM to Noon September through November.

**Special Skills:** None. Training on site. Enjoy working in “quilting bee” environment.

**Supplies/Equipment:** Agency will provide all materials needed.

### 44. Beautifying and Cleaning **Adopted**

Pick up litter and debris around exterior of building and block surrounding. Clean parking lots, pick up trash, weed flower boxes and wash walls.

**Volunteers Needed:** 5 to 15

**Scheduling:** Date flexible.

**Special Skills:** None.

**Supplies/Equipment:** Agency will provide gloves, trash bags, brooms, dust pans, small shovels, and rags. Volunteers may provide trash grabbers, litter pickup sticks, flowers and soil, if desired.

### 45. Provide Lunch **Adopted** **(Volunteers still needed)**

Provide, prepare and serve lunch for 200 people. Staff will help with menu planning and quantities.

**Volunteers Needed:** 5-15 maximum

**Scheduling:** 2 to 6 hours, date flexible.

**Special Skills:** Enjoy cooking

**Supplies/Equipment:** Agency will provide kitchen and all cooking supplies. Team asked to provide all food.

### 46. Clean and Organize Warehouse

Clean out warehouse, including storage cage. Remove everything from shelves and wipe down. Organize and discard unwanted items. Agency will tag appropriately.

**Volunteers Needed:** 5 to 12

**Scheduling:** 4 hours. Date flexible.

**Special Skills:** None.

**Supplies/Equipment:** Agency will provide cleaning materials.

### 47. Barber Shop

The Barber Shop needs to be deep cleaned by sweeping, cleaning walls and if able, painted.

**Volunteers Needed:** 3 to 6

**Scheduling:** 2 to 5 hours. Date flexible.

**Special Skills:** Skilled painters.

**Supplies/Equipment:** Agency will provide rags, brooms, cleaning solutions. Volunteers asked to provide paint supplies.

### 48. Paint Back Hallway

Wash walls, prime and paint back hallway.

**Volunteers Needed:** 6 to 12

**Scheduling:** 8 hours. Date flexible.

**Special Skills:** Skilled painters.

**Supplies/Equipment:** Agency will provide rags and buckets. Volunteers asked to provide paint, brushes and supplies.

#### **49. Install Bike Racks**

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Break up old cement in area near front parking lot. Pour cement and install horse shoe shaped bike racks.

**Volunteers Needed:** 2 to 4

**Scheduling:** Half day. Date flexible.

**Special Skills:** Knowledge of how to pour cement.

**Supplies/Equipment:** Agency will provide bike racks. Volunteers asked to bring cement, shovels and materials needed to pour cement.

#### **50. Clean and Stripe Parking Lot**

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Thoroughly clean and sweep front and back parking lots. Then stripe parking lines.

**Volunteers Needed:** 2 to 5

**Scheduling:** 2 hours. Date flexible.

**Special Skills:** Knowledge of how to stripe parking lot.

**Supplies/Equipment:** Agency will provide brooms, garbage bags and latex gloves. Volunteers asked to bring striping paint, paint brushes and tools.

#### **51. Workshop to Elevate Human Condition**

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Come to agency and lead activities or a workshop to elevate the human condition. It could be a variety of different activities, i.e., art classes, writing workshops, dance class, yoga, etc. Be creative.

**Volunteers Needed:** 2 to 8

**Scheduling:** 2 hours, date flexible.

**Special Skills:** Depends on activity.

**Supplies/Equipment:** Depends on activity.

#### **52. Bike Repair Workshop**

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Come to agency and offer bike repair assistance to members.

**Volunteers Needed:** 2 to 5

**Scheduling:** 2 hours, date flexible.

**Special Skills:** Experience in fixing and repairing bicycles.

**Supplies/Equipment:** Volunteers asked to provide tire tubes, wrenches, screw drivers, tire pump, tire gauge, handlebar tape.

### **PORTAGE COMMUNITY CENTER**

#### **53. Peacock Strut Prep**

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Fold t-shirts and stuff race packets.

**Volunteers Needed:** 4 to 6

**Scheduling:** September 17, half day

**Special Skills:** None

**Supplies/Equipment:** Agency will provide.

#### **54. Diaper Drive**

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Collect disposable diapers and Wipes. Large sizes especially needed. Ages 3,4, and 5

**Volunteers Needed:** Unlimited

**Scheduling:** Fall 2009

**Special Skills:** None

**Supplies/Equipment:** Site to collect items and able to deliver to agency.

#### **55. Personal Care Drive**

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Collect much needed items for our customers: shampoo, conditioner, toothbrushes, toothpaste, deodorant, toilet paper, Kleenex, shaving supplies, laundry detergent, large size baby diapers and wipes.

**Volunteers Needed:** Unlimited number of donors.

**Scheduling:** Flexible – needed year round.

**Special Skills:** None

**Supplies/Equipment:** Site to collect items and able to deliver to the agency.

#### **56. Holiday Toy & Book Drive**

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Collect new toys & books for children ages 2 to 10. Please do not wrap. Gifts should fit in paper grocery bag.

**Volunteers Needed:** Unlimited number of donors.

**Scheduling:** Flexible – items needed by December 5, 2009.

**Special Skills:** None

**Supplies/Equipment:** Site to collect items and able to deliver to the agency.

### **RESIDENTIAL OPPORTUNITIES, INC.**

#### **57. Paint Garage / Outdoor Furniture**

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At Schuring Road Group Home, 1013 Schuring Road. Paint exterior of garage and wooden glider.

**Volunteers Needed:** 4 to 8.  
**Scheduling:** 1 day.  
**Special Skills:** None.  
**Supplies/Equipment:** Agency will provide. Volunteers asked to provide paint, rollers, brushes, ladders and refreshments.

#### **58. Deck Staining Adopted**

At Mandigo Group Home, 3302 East T Ave., Portage. Power wash and stain back porch, deck and wheelchair ramp.  
**Volunteers Needed:** 4 to 8  
**Scheduling:** 2 days. Date flexible.  
**Special Skills:** Use of power wash equipment  
**Supplies/Equipment:** Agency will provide.

#### **59. Interior Painting Adopted**

At Old Post Group Home, 6163 Old Post Road, Kalamazoo. Prepare room for painting by stripping off old wallpaper, tape off trim, prime and paint room.  
**Volunteers Needed:** 4 to 8  
**Scheduling:** 2 days. Date flexible.  
**Special Skills:** Basic painting and wallpaper removal.  
**Supplies/Equipment:** Agency will provide.

#### **60. Interior Painting Adopted**

At Wisner Group Home, 2208 East Cork St., Kalamazoo. Repaint walls in interior rooms.

**Volunteers Needed:** 4 to 8.  
**Scheduling:** 1 day. Date flexible.  
**Special Skills:** None  
**Supplies/Equipment:** Agency will provide all supplies

#### **61. Vegetable Garden Tilling & Prep**

At Wisner Group Home, 2208 East Cork St., Kalamazoo. Till and weed small vegetable garden.  
**Volunteers Needed:** 4 to 6  
**Scheduling:** 1 day. Early Spring.  
**Special Skills:** Enjoy gardening.  
**Supplies/Equipment:** Agency will provide all supplies. Volunteers asked to provide basic gardening tools and refreshments.

#### **62. Agency Van Washing Adopted**

At ROI Administration Office, 1100 So. Rose St., Kalamazoo. Wash and vacuum agency vans.  
**Volunteers Needed:** 4 to 8.  
**Scheduling:** 1 day. Date flexible.  
**Special Skills:** None  
**Supplies/Equipment:** Agency will provide all supplies. Volunteers asked to provide washing supplies, portable vacuum and refreshments.

#### **63. Holiday Party**

Party set up from 5:00 PM to 7:00 PM. Greet guest, serve food, take pictures from 7:00 PM to 10:00 PM. Clean up after from 10:00 PM to 10:30 PM.

**Volunteers Needed:** 2 to 4.  
**Scheduling:** Dec. 11, 2009  
**Special Skills:** None  
**Supplies/Equipment:** Agency will provide supplies. Volunteers asked to provide party supplies, some food and digital camera.

## **THE SALVATION ARMY**

#### **64. Thanksgiving Basket Set Up Adopted**

Set up tables and put food out for an assembly line that will pack the boxes in the evening. Tape up boxes to be filled.  
**Volunteers Needed:** 6 to 10  
**Scheduling:** 9am to noon on Nov. 23.  
**Special Skills:** Able to lift tables and boxes and/or organize cans on the tables.  
**Supplies/Equipment:** Agency will provide.

#### **65. Thanksgiving Basket Packing Adopted**

Assist other community volunteers in packing over 600 Thanksgiving baskets for distribution to families in our community the following day. Pack the food on the assembly line into boxes, restock the tables as needed.  
**Volunteers Needed:** 50 to 100  
**Scheduling:** 2 hrs. Nov. 23 at 6pm  
**Special Skills:** Able to lift boxes and/or organize cans on the tables.

**Supplies/Equipment:** Agency will provide.

#### **66. Thanksgiving Basket Distribution Adopted**

2 people place perishable items into the baskets upon recipients arrival, 2 people move the boxes between stations, 2 people help clients get their boxes to their vehicles, 1 volunteer takes the vouchers from the client and marks they received their basket; 2 people help break down boxes.

**Volunteers Needed:** 9 to 12

**Scheduling:** 9am to 2:30 pm Nov. 24

**Special Skills:** Able to lift boxes, re-stock tables and project a service oriented attitude.

**Supplies/Equipment:** Agency will provide.

#### **67. Red Kettle Bell Ringing Adopted (Volunteers still needed)**

Stand at chosen location - ring bell and encourage donations.

**Volunteers Needed:** Individuals, families, groups may take as many shifts as desired. Can accommodate 2 hr. shift if needed.

**Scheduling:** 3 & 5 hour shifts  
Nov. 20 – Dec. 24, 2009.

**Special Skills:** Represent Salvation Army with positive attitude. Able to stand (may bring own chair or stool) during scheduled time.

**Supplies/Equipment:** Agency will provide. Bucket padlocked by staff will be at site and picked up by staff at end of shift.

#### **68. Toy Shop Set Up Adopted**

Prepare the toy shop area in an organized manner. Receive shipments of toys from various sources; arrange toys on tables by age and gender.

**Volunteers Needed:** 5 to 10

**Scheduling:** 3 to 4 hours on Dec. 10 and Dec. 11 beginning at 9 am.

**Special Skills:** At least 18 years of age and not recipient of agency holiday distribution. Able to lift minimum of 15 pounds. Represent Salvation Army in positive manner.

**Supplies/Equipment:** Agency will provide.

#### **69. Toy Shop Shopping Assistance Adopted (Volunteers still needed)**

Assist clients in selecting toys from the Toy Shop while reflecting the Christmas Spirit. Have knowledge of guidelines, training will be provided.

**Volunteers Needed:** 10 to 20 per shift.

**Scheduling:** 9 am-noon and/or 1 pm – 4 pm Dec. 14 - Dec.23, 2009

**Special Skills:** At least 18 years of age and not recipient of agency holiday distribution. Able to lift 15 lbs.

**Supplies/Equipment:** Agency will provide.

## **SENIOR SERVICES, INC.**

#### **70. Meals on Wheels Adopted (Volunteers still needed)**

Assist in delivering Meals on Wheels to homebound seniors.

**Volunteers Needed:** 10 to 12

**Scheduling:** 10:30 to 1:00 Monday thru Friday.

**Special Skills:** Cheerful disposition.

**Supplies/Equipment:** Agency will provide. Volunteers asked to provide vehicle.

#### **71. Stain Two Storage Barns**

Re-stain and water seal two exterior wooden storage barns.

**Volunteers Needed:** 4 to 8

**Scheduling:** Date flexible.

**Special Skills:** Knowledge of exterior painting/staining.

**Supplies/Equipment:** Agency will supply stain. Volunteers asked to provide some equipment.

#### **72. Replace Wooden Fence Doors**

Remove and reconstruct two wooden doors that serve as entry for wooden fence surrounding small lumber storage area.

**Volunteers Needed:** 4 to 5

**Scheduling:** 6 to 7 hours, date flexible.

**Special Skills:** Carpentry skills.

**Supplies/Equipment:** Volunteers asked to supply all supplies.

### **73. Clean and Wax Vans Adopted**

Volunteers needed to wash, wax and clean 8 vans inside and out.

**Volunteers Needed:** 5 to 10

**Scheduling:** Any Monday through Friday after 12:30 PM

**Special Skills:** Enjoy satisfaction of a sparkling clean auto.

**Supplies/Equipment:** Agency will provide.

### **74. Repaint Board Room Adopted**

Prep and paint the Senior Services Board Room.

**Volunteers Needed:** 4

**Scheduling:** Date flexible.

**Special Skills:** Painting knowledge.

**Supplies/Equipment:** Agency will provide paint and brushes. Volunteers asked to provide extra brushes, rollers, masking tape and small ladder.

### **75. Paint Activity Room Adopted**

Prep and paint 4 walls in Activity Room

**Volunteers Needed:** 3

**Scheduling:** Half day, date flexible.

**Special Skills:** Basic painting.

**Supplies/Equipment:** Agency will provide. Volunteers asked to provide extra brushes, rollers, masking tape and small ladder

### **76. Exterior Painting Adopted**

Red exterior brick wall on Nutrition Center needs repainting.

**Volunteers Needed:** 10 to 12

**Scheduling:** 8 hours, date flexible.

**Special Skills:** Basic painting.

**Supplies/Equipment:** Agency will provide.

### **77. Paint/Stain Wood Fence**

Prep and paint or stain exterior wooden fence that surrounds small lumber storage area.

**Volunteers Needed:** 4

**Scheduling:** 3 hours, date flexible.

**Special Skills:** Skilled at painting.

**Supplies/Equipment:** Agency provides.

### **78. Personal Care Drive**

Hold a drive to collect personal items needed by homebound elderly: shampoo, deodorant, soap, adult diapers, etc.

**Volunteers Needed:** Unlimited number of donors.

**Scheduling:** On going year round need.

**Special Skills:** None

**Supplies/Equipment:** Collection site and ability to deliver to the agency.

### **79. Canned Food Drive**

Conduct a canned food drive for Christmas baskets to homebound elderly.

**Volunteers Needed:** Unlimited

**Scheduling:** Flexible – needed by mid-December.

**Special Skills:** None

**Supplies/Equipment:** Collection site and ability to deliver to the agency.

### **80. Front Patio Cleaning**

Power spray or scrub and clean main concrete patio and affixed patio furniture.

**Volunteers Needed:** 5

**Scheduling:** Half day, date flexible.

**Special Skills:** None

**Supplies/Equipment:** Agency will provide cleaning supplies but ask volunteers to provide power washer.

### **81. Paint Patio Furniture**

Repaint metal patio furniture and railing on staff patio lunch area.

**Volunteers Needed:** 4

**Scheduling:** Half day, date flexible.

**Special Skills:** Ability to paint.

**Supplies/Equipment:** Agency will provide supplies but ask volunteers to provide sand paper, extra brushes, drop cloths, and rags.

### **82. Cleaning Tables Adopted**

Clean 24 8 foot white tables.

**Volunteers Needed:** 5

**Scheduling:** Half day, date flexible.

**Special Skills:** None

**Supplies/Equipment:** Agency will provide cleaning supplies but ask volunteers to provide towels.

## YWCA OF KALAMAZOO

### **83. Spring Clean Up**

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Clean and organize our general storage area, donation "Store" room, kitchen and off-site housing facility.

**Volunteers Needed:** 10

**Scheduling:** 8 hours, date flexible.

**Special Skills:** None

**Supplies/Equipment:** Agency will provide cleaning & storage supplies.

**NOTES: Please remember to register using the form below or email your request to: [dayofcaring@GKUW.org](mailto:dayofcaring@GKUW.org)**

# DAY OF CARING 2009

## REGISTER TODAY

The Day of Caring Program matches employers, employees and members of organized labor with worthwhile and meaningful community-improvement projects that allow individuals a behind-the scenes look at GKUW Member Agencies. The Day of Caring Program connects community members with meaningful, quantifiable and visible opportunities to impact our local community.

- Form a committee and designate a Day of Caring contact person.
- Pick your project, pick your Day of Caring – you can schedule your project now through the end of December.
- Complete the attached registration form – please do not contact agencies directly to adopt a project - and return ASAP. **Projects are assigned on a first come first served basis.**
- Please include any specific scheduling needs you have.
- You will receive a project confirmation letter including all contact information for your project/s.
- The agency will contact you directly with complete project information and to finalize scheduling arrangements.
- Submit your volunteers' T-Shirt sizes and wear your shirts during your project.
- GKUW Day of Caring Coordinator will assist you in any way needed. [dayofcaring@kalamazoo unitedway.org](mailto:dayofcaring@kalamazoo unitedway.org)

**For more info on Day of Caring  
And our member agencies, please visit  
[www.KalamazooUnitedWay.org](http://www.KalamazooUnitedWay.org)**

## PROJECT SELECTION

COMPANY: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

EMAIL: \_\_\_\_\_

# \_\_\_\_\_ Project volunteers are anticipated.

# T-shirts requested. \_\_\_\_\_ M \_\_\_\_\_ L \_\_\_\_\_ XL \_\_\_\_\_ XXL

Indicate project number by your first, second, third and fourth choices. **Please register - do not contact agencies directly to adopt a project.**

\_\_\_\_\_ FIRST \_\_\_\_\_ SECOND \_\_\_\_\_ THIRD

\_\_\_\_\_ Please schedule us for a total of # \_\_\_\_\_ projects.

### SCHEDULING:

Specific Date/Time Requested: \_\_\_\_\_

Please note: This is only a request and may be subject to change based on agency constraints.

### RETURN ASAP TO DAY OF CARING

**Greater Kalamazoo United Way  
709 S. Westnedge Kalamazoo, MI 49007  
Phone: 343-2524 Fax: 344-7250**