

## INSTRUCTIONS FOR DECORATING YOUR LITERACY KITS

- 1. **Obtain one box for each kit you plan to create.**We recommend this option:
  - <u>50 pack</u>
- 2. **Gather decorating supplies.** We recommend paint, brushes, markers, construction paper, scissors, stickers, tape and glue to start.
- 3. **Assemble the flattened boxes.** Doing this before you start will make it easier to decorate.
- 4. **Decorate all four sides and the top.** Make sure your word choices are age-appropriate for a young reader, avoid political and religious messaging and make the boxes colorful, motivational and exciting!

- 5. Once your box dries, fill each Literacy Kit with the following items:
- Five sheets of construction paper (folded or rolled it'll be a tight fit and that's okay!)
  - \*Putting the construction paper and book at the bottom will ensure the rest of the items are visible when the box is opened.
- · One glue stick
- · One box of crayons
- One pencil
- One pair of blunt-nosed scissors
- One manual pencil sharpener
- One tub of playdoh
- · One card of encouragement
- One new, age-appropriate book OR composition notebook
- 6. Gather your finished kits into one area and take a photo with your group! You can send photos to <a href="mailto:volunteer@yourunitedway.org">volunteer@yourunitedway.org</a>.
- 7. Contact United Way (or your group's Literacy Kit
  Drive coordinator) to ensure kits are donated to United Way by
  October 2, 2023 Fall Distribution, February 26, 2024 Spring Distribution,
  or May 20, 2024 KCC Distribution.