

# OPERATION Breakthrough

## IN-KIND DONATION POLICIES AND PROCEDURES

The purpose of the In-Kind Donation Policies and Procedures is to explain what items Operation Breakthrough accepts, what items are a priority for the organization and what items we cannot accept.

Operation Breakthrough needs and gratefully accepts donations of a wide variety of goods. These donations are used to help our families meet the basic needs for food, clothing, hygiene items and other necessities. If requested, Operation Breakthrough provides a tax receipt to the donor, listing the items donated and the date. Operation Breakthrough does not assign a value to the donated goods.

### Hours

Donated goods are accepted between 9 a.m. and Noon and between 1 p.m. and 5 p.m. **Monday-Friday ONLY** at the back dock of Corita's Place, which is our newer building on the west side of Troost. The dock is located behind Corita's Place on Harrison Street, which is one block north of 31<sup>st</sup> Street. Pull up to the back dock and someone will assist you. If you do not get a response, call the main number, 816-756-3511, to let them know you are at the dock to drop off a donation and someone will be paged to help you. **Please DO NOT leave items on the dock after 5 or on weekends.**

### Packing and Labeling

If possible, please pack different category items in separate bags or boxes and label the outside of each. This helps us tremendously in sorting and processing your donations. Due to a lack of storage, we ask that clothing items be in season.

### Priority Items Needed and Accepted

Also see "Donating Goods" at <https://operationbreakthrough.org/how-we-help>.

### Food

Operation Breakthrough operates a food pantry for our families. Non-perishable items such as canned goods and staples are always in need.

### Hygiene Items

Hygiene items such as soap, toothpaste, paper products, feminine hygiene, shampoo, laundry soap and cleaning supplies are always in need. Federal regulations prohibit using food stamps, a primary source of income for some of our families, on these important items. Travel size items are always appreciated.

### Diapers

We are always in need of diapers of all sizes to provide to our families.

### Children's Clothing

New or gently used children's clothing and shoes are always needed. School uniform pants and shirts are also needed. New children's underwear and socks go quickly – and we can always use more of those. Coats, gloves, hats and scarves are needed each year.

### Books

We love to surround our children with new or gently used books and encourage them to take their favorite books home with them.

### New Children's Toys

New children's toys stock our birthday closet. Each child receives an age-appropriate gift on his/her birthday.

### Infant Equipment

Our new mothers often need strollers and infant carriers. Due to product safety regulations, we cannot accept used car seats or cribs manufactured before 2010.

### **Other Needed and Accepted Items**

We accept the items listed below and make them available to our families free of charge. Because our storage is limited, we donate items that are left over after our giveaways to Blessings Abound, a not-for-profit that sells the items and gives all proceeds to charitable organizations, including Operation Breakthrough.

### Used Children's Toys

If we receive used toys that cannot go into our classrooms, we give them to families to take home.

### Adult Clothing

We accept gently used and new adult clothing, which we make available to our families at no cost.

### Household Goods and Home Décor

Cookware, small appliances, pictures, vases, artificial flowers, etc. in good condition are enjoyed by our families.

### Furniture and Appliances

We accept household furniture and appliances in good, working condition. We have limited ability to pick up furniture but do so on Wednesdays with ample notice. Please call our donation line at [816-329-5205](tel:816-329-5205). Blessings Abound's large item pick-up may be another good option to consider, <http://www.blessingsaboundkc.org>, 913-648-0733.

### **Items Not Accepted**

- Televisions that are older than 5 years. The date is on the back of the television.
- Any electronic items or computers not in working order. Visit the PCs for People website at <https://www.pcsforpeople.org>, to explore donation and recycling options.
- Cribs manufactured before 2010.
- Used car seats.
- Mattresses.
- Pianos.
- Encyclopedias.
- Old magazines.
- Items that need repair.