

# 2023 Community Book Drive Tool Kit

November 8 to December 8, 2023





Giving kids that New Book Feeling  
 Madison Reading Project presents  
 the 2023 Community Book Drive  
 Our goal is to raise \$100,000 and 15,000 new books.

Host a book drive site. Donate new books. Donate funds.

How to host a book drive:

STEP (1)	STEP (2)	STEP (3)
Register to be a host of a book drive on our event website. ( <a href="#">link</a> ) Registration now open.	MRP staff will connect with you to assist with needed materials for your drive.	Choose a centrally-located indoor space to place your poster and collection bin.
STEP (4)	STEP (5)	STEP (6)
Encourage book drive participation by sharing with your community!	Collect new books, or have <a href="#">wish list</a> books shipped directly to the MRP or request a volunteer to MRPbookcenter. pickthemuponDec.7th.	Bring all your book donations to MRP or request a volunteer to MRP.

Increase your impact:

Set up a custom branded fundraising page for online cash donations. This is a great way to increase participation! (picture)	Ask for a custom branded online book wish list so you can track book donations. This is a great way to share your support with book donors! (picture)
Have a holiday tree in a public place? MRP can provide you with book wish tags that people can take along to shop for books.	Do you have a retail shop or storefront? Run a promotion and designate a percentage of sales that goes to benefit the MRP mission.

If you have questions or would like to know more about Madison Reading Project, email us at [info@madisonreadingproject.com](mailto:info@madisonreadingproject.com) or [volunteer@madisonreadingproject.com](mailto:volunteer@madisonreadingproject.com).

## CONTACT US:

Madison Reading Project is located at 1337 Greenway Cross, Suite 186, Madison, WI 53713. Our Book Center and office is open Monday through Friday from 9am to 5pm. *Please note: Our Book Center team is hard at work scheduling daily book giving events. We do ask you to please call ahead to ensure we can meet your needs. 608.665.0055*

## MISSION:

Our mission is to connect our community with free books and literacy resources to ignite a love for reading that affirm and reflect the diversity of our young readers.

## FAQs & THINGS YOU NEED TO KNOW

### Q: What books are most wanted/needed?

- We've made it simple for you! We have curated some easy-to-find book wish lists for you to find popular book choices that MRP needs most. The wish lists are intended to be your book selection guide. Visit our event page for more information.

### Q: Can we buy other kids books that are not on the wish list?

- Yes. Feel free to purchase other kids book titles that are not on MRP's list. The wish lists are intended to be your book selection guide. They are full of book titles that kids and educators ask for most and they cover ages ranging from birth to young adult. Visit our event page for more information.

### Q: Where can I buy the books?

- We recommend local bookshops and our partner online booksellers. Locally, we have made arrangements with [Lake City Books](#), [Leopold's Books Bar Caffè](#), Kismet and others to have kids books directly from our wish lists available in store, and online through Books4School.com—who are also located in Madison— and bookshop.org. For a complete list of book shops and places to buy books, please visit our website.

### Q: How do I track books purchased through an online shop?

- Yes. You can track the online book purchases for your book drive. MRP can set up a custom list for your workplace book drive and when someone from your organization accesses the wish list registry, your book drive name will be referenced on the packing slip.

### Q: Can I donate money as well as books?

- Yes! Donation of funds will go directly towards buying new books we need for the increased giving events during the holiday season. Generally, every \$5 you donate will buy one high-quality book for a kid to love and keep forever.

### Q: Why is MRP requesting only new books during the Community Book Drive?

- From November to mid-January, requests for new books as gifts for kids increase significantly. We receive requests for over 15,000 books (and sometimes more) during that time of year. Our Book Center book supply is depleted and we rely on the Community Book Drive to replenish our stock on the shelves to accommodate the increased giving.



**Q: Will MRP accept used book donations?**

● Yes, after January 1st. We still need like-new kids books donated! We can resume accepting used books after January 1st. If you would like to check out our guidelines, please visit our website (link) to learn more.

**Q: Can someone from MRP pick up my donation at the end of the drive?**

● Yes. We strongly encourage you to designate a volunteer(s) to deliver their donations to MRP at the end of the drive as we have a small staff. If you cannot find a willing volunteer, don't hesitate to contact us so we can assign a volunteer to you. Request a volunteer by December 1st. Email [volunteer@madisonreadingproject.com](mailto:volunteer@madisonreadingproject.com). Delivery to MRP no later than December 8th, 3pm.

**Q: Where do I take my donations at the end of the Community Book Drive?**

● Count the new books and bring them to MRP along with the MRP bins, if you have them. MRP will also email the host with the total online purchases that were sent directly. While at MRP, we'll take a few pictures of you and staff for social media and tag you.

**Q: Is my donation of books tax deductible? How much?**

● Yes! Your donation to MRP is always 100% tax deductible. The donor can self-determine the value of their new book donation. Use either your purchase receipt or online order confirmation page as the value of your donation. MRP can also supply a branded, blank receipt upon request via email. All funds donated will receive an email receipt.

**Q: I have new books to donate, where can I drop them off?**

● Drop them at a public donation site or at our Book Center. We have public sites for you to donate your new kids books. You can also deliver directly to our Book Center located at 1337 Greenway Cross Site 186. ~~Center open 8-5 Monday through Friday~~ daily book giving events. *We do ask you to please call ahead to ensure we can meet your needs. 608.665.0055*



If you have questions or would like to know more about Madison Reading Project, email us at [info@madisonreadingproject.com](mailto:info@madisonreadingproject.com).

THANK YOU FOR PARTICIPATING IN OUR 4TH ANNUAL COMMUNITY BOOK DRIVE. You have made it possible for us to provide thousands of books to kids, educators and families.

Content templates:

*[Raising funds in support of MRP:]*

## **We are dedicated to giving back to our community**

Now through December 8th, we're supporting kids and local literacy by raising funds benefiting Madison Reading Project. We'll make it possible for MRP to provide over 15,000 new books to kids and families in Dane County during the giving season and beyond. Thank you for joining us in giving kids that *new book feeling!*

MRP has a mission to connect our community with free books to ignite a love for reading that affirms and reflects the diversity of young readers.

To learn more about their amazing work and mission, visit [madisonreadingproject.com](http://madisonreadingproject.com).

Tag us on Facebook & Instagram: @madisonreadingproject

LinkedIn: @madison-reading-project

----

*[Hosting a book drive in support of MRP:]*

## **We are dedicated to giving back to our community**

Now through December 8th, we're supporting kids and local literacy by hosting a new book drive benefiting Madison Reading Project. We'll make it possible for MRP to provide over 15,000 new books to kids and families in Dane County during the giving season and beyond. Thank you for joining us in giving kids that *new book feeling!*

MRP has a mission to connect our community with free books to ignite a love for reading that affirms and reflects the diversity of young readers.

To learn more about their amazing work and mission, visit [madisonreadingproject.com](http://madisonreadingproject.com).

Tag us on Facebook & Instagram: @madisonreadingproject

LinkedIn: @madison-reading-project

---

Use graphic assets for social media or newsletters.

[Graphic to post, insert your logo]



# We are supporting kids and local literacy!


**MADISON READING PROJECT**

## Community Book Drive

PUT YOUR LOGO HERE




Giving kids that New Book Feeling



**MADISON READING PROJECT**

## Community Book Drive



Giving Kids that New Book Feeling