



**People Serving
People**

Move Out Basket Volunteer Guide

Thank you for your interest in supporting People Serving People and joining us in our mission to ensure every family has what they need. This guide will provide you with a list of materials and instructions to make your off-site volunteer activity a success.

Questions? Please contact us at volunteering@peopleservingpeople.org.

Project Overview

Your generous move out baskets will be given to families who are transitioning out of our shelter and into stable housing. These items will help alleviate costs as they settle into their new home, and serve as a send off gift on behalf of PSP and your team!

Volunteers can begin this activity by pairing into groups to make a fleece tied blanket for each kit. Volunteers will then take their completed blanket to an assembly line to fill a basket with additional supplies.

You Will Need (Per Basket):

- Laundry Basket
- All Purpose Cleaner
- Dish Soap
- Pack of Sponges
- Toilet Paper - 4 rolls
- Paper Towels - 1 roll
- Hand Towel
- 3 Garbage Bags
- 2 Plastic Plates
- 1 Pack of Forks
- Blanket
- Air Mattress (If Possible)



Fleece Tie Blankets (Optional)

There are 2 ways your group can choose to partake in this project:

1. We recommend adding no-sew fleece tied blankets if you are looking for ways to prolong your volunteer event for an extended timeframe. This will offer a sit-down component to the activity while adding additional value to your baskets. We recommend grouping volunteers into teams of 4 to help cut and tie each side of the blanket.
2. If you or your group are not interested in making blankets, we welcome you to purchase twin sized blankets as a substitute for each basket. In this scenario, your team will create move out baskets in an assembly line fashion.

Additional Items

- Fleece (Per 1 Blanket)
 - 1, 2-Yard Pattern Cut Fleece
 - 1, 2-Yard Solid Color Cut Fleece
- Fabric Scissors (1 Per Volunteer)
- Ruler (1 Per Volunteer)



For video instructions
by Cutesy Crafts on YouTube

Step #1: Volunteer Activity Setup

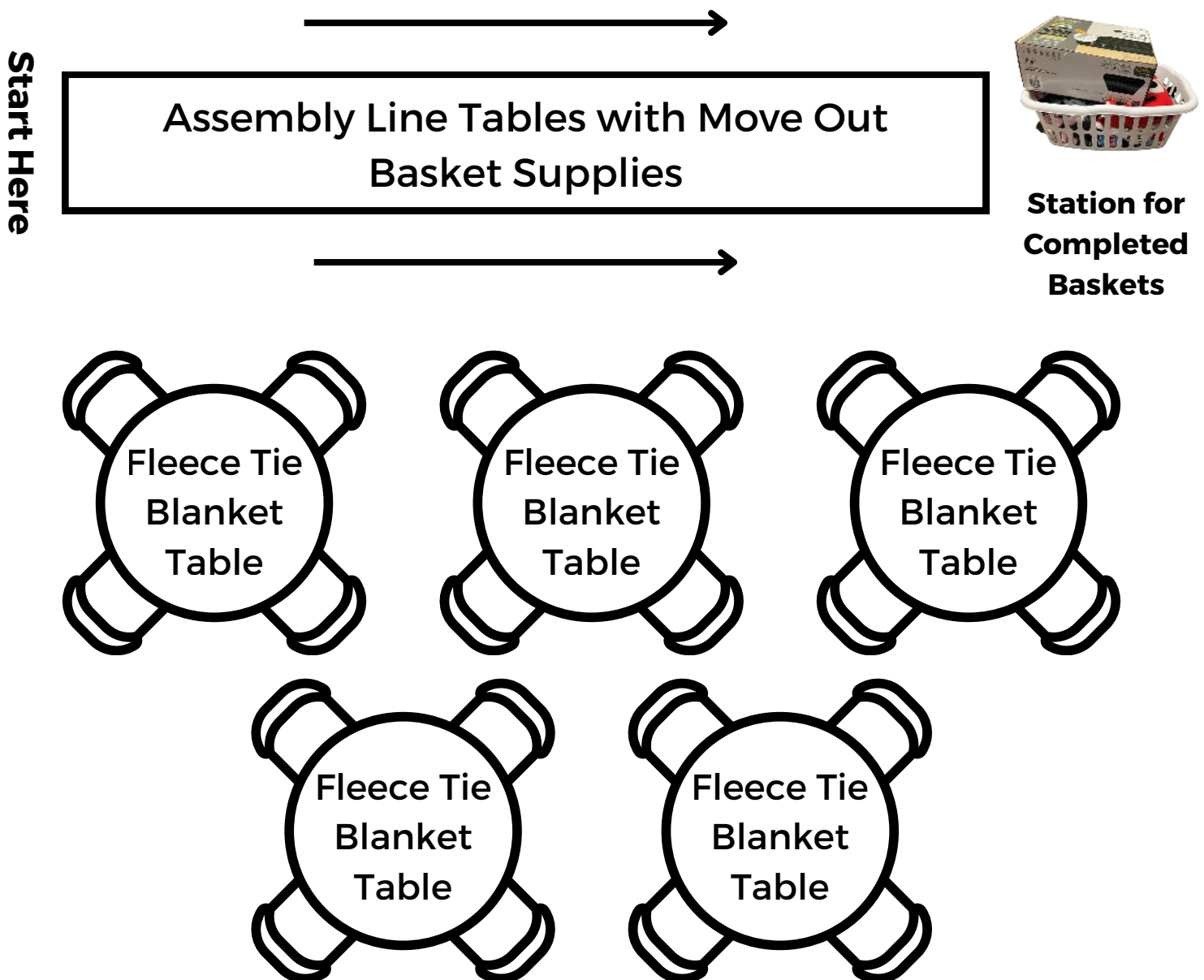
To ensure a smooth flow of your activity, we recommend your team dedicates time beforehand to set-up the event before getting started. Below you'll find a recommended layout that we find works best for volunteer groups. In the layout on the next page, volunteers can begin by seating themselves at the fleece tied blanket tables, if you choose to add this as part of your activity. Once they've completed their blankets, they can then head to the assembly line and begin filling their basket with supplies.

We recommend creating table tents for your assembly line to specify how many of each item goes within a move out basket. This ensures every move out basket will have the same quantity of items.

Step #2: Starting the Event

Before your team of volunteers starts the activity, have a leader in your group share more about how the move out baskets are utilized in People Serving People's programming.

Take some time to provide your volunteer group with instructions on how the activity is designed to flow. If your team is partaking in fleece-tied blankets, we recommend dividing your group into teams of 4 for each volunteer to work on 1 side of the blankets. Groups of 4 volunteers can usually complete 2-3 blankets within 1 hour.



Note: The instructions provided are recommendations on what we think will work best. However, we welcome you to set up and facilitate the activity however you think it'd best suit your volunteer group.

Step #3: Post Event

People Serving People would love to view and share pictures from your event. Please feel free to send photos to us as you coordinate your delivery.

To schedule a delivery with our staff, we ask that all donors complete our [In-kind Donation Form](#) to let us know of preferred dates/times. This also enables us to manage our inventory and to provide our donors with a tax donation receipt if requested.

Our staff will follow up to confirm a delivery to of our main locations:

- Downtown Shelter - 614 S 3rd St, Minneapolis, MN 55415
- St. Anne's Place - 2634 Russell Ave N, Minneapolis, MN 55411



Thank you for helping us fulfill our vision of ensuring **every family has what they need.**

Please reach out to volunteering@peopleservingpeople.org with any questions or concerns.