



**Workforce Readiness
Career Center**



**Empowerment Suiting
Interview & Workplace**



Employment Retention

2016

Dear Dress for Success Columbus Supporter:

We greatly appreciate your willingness to fortify our mission and assist the women we empower! Enclosed, you will find the necessary information to host a successful drive for at your workplace or within your organization. We request submission of details prior to your event's commencement.

Also included are current donation requests to distribute to contributors, and a donor information sheet; we request each donor to complete with their donation to obtain a tax receipt. Dress for Success Columbus is a registered 501c3 non-profit organization and all contributions are tax-deductible to the fullest extent of the law.

Your support is a vital component of our continued success, serving low-income women who are breaking out of the confines of poverty and moving steadily towards self-sufficiency. All services and programs provided are free of charge for every woman we serve. We would not be able to assist our clients without your support.

A fun, engaging component we've added to our suiting drives is the 'I Empower!' sticker campaign! For a suggested contribution of \$5-\$20 (your group determines the set amount), donors receive a sticker showing they support our cause, and strengthen the work of our mission!

If you have any questions regarding your drive, please contact Molly Preston at (614) 291-5420. Please coordinate delivery of items following the event through Molly Preston, 614-291-5420 ext. 11 or molly@dfscmh.org.

We are grateful for your philanthropy, and look forward to working with you!

Make it a Successful Day!

A handwritten signature in black ink that reads "Vicki".

Vicki Bowen Hewes
Founder/CEO



DRIVE CONFIRMATION

Please Return By Scan/Email or Fax Before Commencing Drive
Scan/Email: dfscontributions@gmail.com Fax: 614-291-5420

DATE SUBMITTED:

COMPANY/ORGANIZATION:

CONTACT NAME:

ADDRESS:

PHONE: ()

FAX: ()

EMAIL:

DATE(S) OF DRIVE:

DATE OF DELIVERY (Dress for Success Columbus does not have the resources to pick up items):

LOCATION OF DRIVE:

WE UNDERSTAND DRESS FOR SUCCESS COLUMBUS DOES NOT PROVIDE COLLECTION RECEPTACLES: _____ (Initial)

TYPE OF DRIVE – PLEASE CHECK ALL THAT APPLY:

- FUNDING (I EMPOWER! Sticker Campaign \$5-\$20 suggested contribution per donor) \$_____ Sticker contribution
PROFESSIONAL APPAREL – DESIGNATE SEASON: SPRING/SUMMER or FALL/WINTER
PLUS-SIZE PROFESSIONAL APPAREL – SEASON: SPRING/SUMMER or FALL/WINTER
MEDICAL UNIFORMS/SCRUBS
OUTERWEAR
ACCESSORIES (BELTS, SCARVES, JEWELRY)
HANDBAGS
FOOTWEAR
HOSIERY (NEW ONLY PLEASE)
PERSONAL CARE/COSMETICS (NEW ONLY PLEASE)
WORKFORCE READINESS TOOLS (FLASH DRIVES, RESUME PAPER, PORTFOLIOS)
MEN'S & LADIES DESIGNER ITEMS FOR FASHION FOR PHILANTHROPY FLASH SALES/BOUTIQUES
VOLUNTEER

Does your organization provide philanthropic financial support or event sponsorships for non-profit organizations? (circle one) yes no

If yes, please provide the name and contact information: Name _____ Title _____
Email _____ Telephone _____

Additional Requests : _____

Signature of Lead Contact: _____

ALL DRIVES MUST BE CONFIRMED AND SIGNED BY A REPRESENTATIVE OF DRESS FOR SUCCESS COLUMBUS
Received/Confirmed by Dress for Success Columbus: _____



1204 North High Street Columbus, Ohio 43201 614-291-5420 www.dfscmh.org

Donation Guidelines

Wish List

We currently have the greatest need for the following items:

- Women's professional clothing sizes 16 and up
- Handbags
- Shoes size 9 and larger
- New, unopened cosmetics
- Professional jewelry

Financial contributions to our Suiting, Career Center & Employment Retention programs make an immediate impact and are 100% tax-deductible! Please make your check payable to Dress for Success Columbus and mail to address above, or donate on-line at www.dfscmh.org.

General Requests

If you have questions about your donation, please feel free to email molly@dfscmh.org or call 614.291.5420. Items must be 'next day' interview/workplace appropriate. Donors are provided a tax receipt.

PROFESSIONAL APPAREL

Clean items on hangers

- **PLUS SIZES (16 and above) ALWAYS IN DEMAND**
- Contemporary suiting and separate pieces in very good or excellent condition
- Dry cleaned if needed (keep your dry cleaning receipts as this is a tax deductible expense)
- Dresses
- Tops, blouses, layering pieces
- Medical scrubs
- Professional length rain coats, winter coats
- **Spring and Summer Attire** - Accepted April through August
- **Fall and Winter Attire** - Accepted September through March

COSMETICS / PERSONAL CARE – New & Unopened

- Toothpaste & oral care. Soap, deodorant
- Cosmetics - foundation, powder, blusher, eye shadow, eye liner, mascara, lip color, emery boards
- Shampoo, conditioner, styling spray

ACCESSORIES

Purses/briefcases

- New or gently worn
- Conservative in color and design

Shoes

- New or gently worn
- Conservative color
- Interview/workplace appropriate
- No higher than 3 inch heel
- Nurse, medical profession shoes

Professional Jewelry & Scarves

- Good or excellent condition
- Earrings (both pierced and clip)
- Pins & Brooches
- Necklaces, Bracelets, Watches

Pantyhose

- New, unopened packages
- Conservative in style and color

CAREER CENTER

- Flash drives, resume paper, empowerment books. Portfolio folders, date notebooks

-More Information On Reverse-

DONATE, SHOP & EMPOWER!

Dress for Success Columbus hosts quarterly sales of items donated that are not interview or workplace appropriate. 100% of proceeds benefit Dress for Success Columbus! Sale announcements are posted on our website, as well as on the Dress for Success Columbus Facebook page. Items contributed to the sale should be clean and on hangers.

- Formal gowns and dresses
- Designer denim
- Evening attire, resort wear
- Fashionable footwear & handbags (more stylish than professional)
- Contemporary items that are too casual or dressy for business or interview outfits
- Fur / novelty coats

We Cannot Accept

- Items delivered in garbage bags

Donation Drop-Off

Donations are accepted Monday through Friday from 10 AM until 4 PM at Dress for Success Columbus – 1204 North High Street, Columbus, Ohio 43201 – through the back donation entrance, adjacent to our parking area. Please regularly check our website, columbus.dressforsuccess.org, for local boutiques that occasionally accept donations. We do not have the resources to pick up donations.



Dress for Success Columbus



@dfscolumbus



@dfscolumbus

Thank You For Your Support!



Going Places. Going Strong.



VOLUNTEER OPPORTUNITIES

Personal Stylist - **Monday through Thursday 10 AM - 4 PM**, and one Saturday a month 9:30AM – 1:00 PM. Work one-on-one with a Dress for Success Columbus client and help select professional attire during her Interview Suiting. You'll provide support and encouragement as she prepares for interviews. Once a woman becomes employed, she returns to Dress for Success Columbus for additional clothing to help her build a working wardrobe. Being a Personal Shopper is an enjoyable and rewarding way to make a direct impact on the lives of the women we serve.

Accept and Sort Donations – **Monday through Friday 10 AM – 4 PM**. This important task helps Dress for Success Columbus keep our boutique ready for clients. Dress for Success Columbus accepts donations from generous contributors during the week. Volunteers accept and sort business apparel to place on the boutique floor! Feel Good Fridays are a fun, physical day. Gathering a group to give a few hours at our mission by accepting and sorting business apparel is a fun way to spend time with friends or co-workers and help our cause! We dress casually and use our combined energy to ensure the next week's clients have an empowering experience!

Special Events & Fundraising – **On-Going**. Special events are a vital part of Dress for Success Columbus's fundraising efforts, and volunteers are needed to assist in a variety of ways. Whether participating on an event committee, helping with set-up and logistics, writing invitations or filling swag bags, volunteers play an important role in Dress for Success Columbus events. In addition to working on Dress for Success Columbus fundraisers, individuals also are encouraged to host their own events. Putting together an event can be as simple as having friends over to watch a movie or share a meal and asking each to bring \$25 to donate to Dress for Success Columbus. We are **always** in need of funding and encourage volunteers to get involved and help on all levels.

Short-Term Consulting Projects – **On-Going**. Dress for Success Columbus seeks professionals willing to do pro bono work in the fields of grant writing, marketing, PR and technology.

Career Center Specialist – **Fridays 1:00 – 4:00 PM**. Support clients in their job search, review and edit résumés, help write cover letters, and offer interview tips. Career Center volunteers meet with Dress for Success Columbus clients in our agency. Assisting a woman as she continues her professional growth and development is a fulfilling and valuable experience.

Professional Women's Group (PWG) – **Saturdays - Monthly**. PWG (employment retention program) workshops. Guest speakers present a 45-minute interactive seminar followed by question and answer period. PWG meetings are hosted one Saturday a month from 10 AM to 12 Noon. Volunteers confirm speakers, arrange for refreshments, attend meetings and report number of attendees, participant comments, etc.

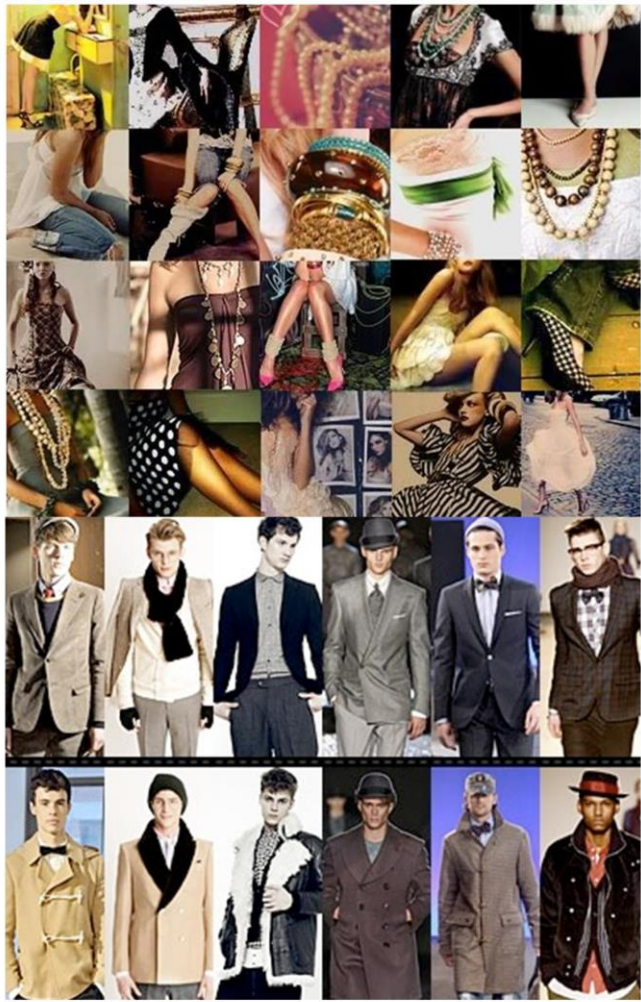
Y.E.S! (Young Executives for Success) – Young female professionals whose '9-5' jobs make it challenging to volunteer during the workday. Members gain leadership skills and plan/promote annual signature Y.E.S! event. Email yes@dfscmh.org for details.

Volunteer Orientations hosted monthly; please visit the 'Volunteer' Page of our website for details:
www.dfscmh.org

Contact Molly Preston, Contributions Coordinator, with questions: molly@dfscmh.org / 614.291.5420



Like us on Facebook – Dress for Success Columbus – for updates and events



Fashion for Philanthropy

A unique opportunity for fashion-forward philanthropists to support social change in our community.

Dress for Success Columbus is continually seeking innovative ways to continue to provide excellent free-of-charge programs, increase capacity, engage advocates, and enhance awareness for our mission, and we are thrilled to introduce an **upscale resale** concept that engages **both men and women** while raising needed funds to support our cause - **empowering women** in transition striving to achieve personal and professional success!

Your contribution is tax-deductible! **Items requested include ladies and men's designer, contemporary, and vintage pieces** that are not appropriate for interview suiting. *Please* continue to generously contribute interview-appropriate apparel for women to Dress for Success Columbus!

Evening wear

Special occasion attire

Dresses, skirts

Tops, blouses, shirts

Pants, jeans

Resort apparel (no bathing suits, please)

Avant-garde pieces

Shoes; casual to evening

Boots: shoebooties to thigh-highs

Fashionable handbags: clutches and such

Non-career jewelry

Formal outerwear: brocade, fur, satin

Accessories

Designer denim

Leather fashions

Quality designer, contemporary & vintage pieces

100% of proceeds benefit



DRESS FOR SUCCESS®
COLUMBUS