

Equipment needs

3 large capacity USB drives
4 port gigabyte router
Network Color Laser Printer
Copier/Fax/Printer or all in one

For Day Center and Offices

TV (flat screen would be wonderful)
Wall mount for TV
Desk chairs (director office, two for guests, two for volunteer work area)
Dining room chairs
File folders, racks for hanging files (8), hanging file folders legal size (multi-colored preferred)
Paper, pencils, pens, staples, etc. remember we are setting up shop so there is nothing (or donation so that I may shop for necessary items)
Desk lamp (director's office)
Ceiling fan (director's office)
Floor lamps for common area
Art work for walls
Area rug (dimensions x) for eating area in common space
Curtains (dimensions x) common space 3 sets
Curtains (dimensions x) bathroom 1 set
Curtains (dimensions x) hallway 1 set
Curtains (dimensions x) outer office/guest storage space 1 set
Curtains (dimensions x) Director's office 1 set
Dishes, glasses, silverware service for 12
Paper towels, napkins
Laundry and cleaning supplies and tools
Clothes hamper 4
Storage closets 4 (Rubbermaid for guests storage must lock)
4 baby gates
Childproof covers for stove burners, stove knobs, electrical outlets
Shelves in closet (director's office)
Light in closet (director's office)
Locks for kitchen cabinets (to store supplies in)
Sign-in book for guests
Vacuum, broom, mop, etc
Iron/ Ironing board
First Aid Kit
Trash bags (heavy black and tall kitchen)

For Family use

Air mattresses with pump and legs (4 double 10 single)
Washable blankets
Towels/washcloths
Hygiene supplies (toothpaste, deodorant, shampoo, lotion, etc)
Baby bottles w/ liners
Disposable diapers (all sizes), wipes (no fragrance)
Port-a-crib
Changing pad
Sheets/pillowcases
Facial tissue
Pillows
Infant laundry and bath soap/shampoo
Coloring books, crayons, washable markers
Books for every age
Alarm clocks 4
Family games (Yatzee, UNO, Hi-Ho Cherio)
Playing cards
Rubber gloves (assorted sizes)