



# Assemble Personal Care Kits



## Improve Health & Dignity for All

Global Links' Personal Care Kit Project provides dignity, health and hygiene to local neighbors/households/families.

Made up of some of the most commonly requested products by our Community Partner organizations for their clients, these Personal Care Kits contain toothpaste, toothbrush, dental floss, soap, shampoo, deodorant and lotion - all full-size containers to cover at least 1 month's use.

## Impact:

These products are essential to general health, employability, personal dignity and well-being, and at the same time, they are NOT covered by SNAP benefits (food stamps) or other government assistance programs, making them a difficult choice for our neighbors struggling financially.

Through our Community Partner network we distribute these Personal Care Kits to local safety net organizations including food pantries and other social service organizations to ensure the kits get to the people who need them most. This vast network of partners serve our most vulnerable neighbors in Western PA.

## Your group can make a difference

**Step 1.** REGISTER your group at [globallinks.org/volunteer](http://globallinks.org/volunteer)

**Step 2.** Follow our purchasing guidelines (included) to PURCHASE or COLLECT the items on our list

**Step 3** Follow our instructions (included) to PACK your Personal Care Kits

**Step 4.** TAKE and SHARE photos

**Step 5.** DROP OFF your kits contact-free at Global Links

OR

Contact Stacy at [sbodow@globallinks.org](mailto:sbodow@globallinks.org)

We'll come to you and do a presentation for your group about Global Links and the need/impact of this program. Afterward, we'll pack these kits together.

**GLOBAL LINKS**  
*Sharing Surplus. Saving Lives.*



# PURCHASING GUIDELINES:

## Personal Care Kit Project

When organizing a Personal Care Kit assembly project, you can choose to purchase the items yourself, or have Global Links purchase these items for your event. If Global Links is purchasing, upfront payment, minimum quantity, and lead time requirements will apply. If purchasing yourself, please follow the below guidelines:

### Personal Care Kit Items (1 item of each):

- Shampoo -12oz to 16 oz
- Bar of soap - 3.5 oz.
- Toothbrush (preference is for a single toothbrush in a package, but if you have a multi-pack please do not open it, just put the whole package in the kit)
- Toothpaste - 6 oz.
- Dental Floss - 100 yds.
- Lotion - 16 oz.
- Deodorant - 3 oz.
- Gallon zip lock bags

### Specific Parameters:

- Items should be new and full size (see ideal sizes next to products, please no travel size items)
- Gender neutral items (as much as possible)
- Items fragrance free, or at a minimum a neutral fragrance (as much as possible)
- Paraben free
- Traditional flavors for toothpaste (i.e. mint)

### To note:

- Please consider purchasing from local vendors and suppliers
- Consider purchasing name brand items



# Packing Personal Care Kits



Put **1 each of 7 items in your ziplock bag**. Please do not put any extra items in the bag.

- Shampoo
- Lotion
- Toothpaste
- Toothbrush
- Dental floss
- Deodorant
- soap

As you are going through the assembly line:

- **Check each product for an expiration date** (especially toothpaste) and write the earliest expiration date of the products in the bag, on the outside of the bag
- **Check each product for a scent** and note the gender it is marketed toward. (Male, Female, Neutral) Put products marketed toward the same gender in a bag together, and mark M, F, or N on the outside of the bag

**Seal your bag** and put it in a box

- You should be able to fit **5 bags in a box**.
- Do not tape the box shut. We will need to open the boxes when we get them to just double check everything.
- Remember to take some photos! Either send them to us or post them on social media and tag Global Links.

THANK YOU for providing essential health and hygiene supplies for our neighbors!!