



school & community reuse action project

## Material Donation Policy

**Materials must be CLEAN (no stains, odors, mildew, animal hair) and in usable condition.**

**We can only accept donations from in and around the Portland Area.**

*This list is not comprehensive. It is designed to give you an idea of the materials that we accept.*

*All donations are subject to staff approval based on size and space limitations.*

### Paper

Standard Copy Paper (plain, colored, bond, cardstock, etc.), Old Letterhead, Watercolor Paper, Drawing Pads, Construction Paper (not cut up bits), Butcher Paper (rolls), Posterboard, Wrapping Paper, Paper Sample Books, Maps, Calendars (new and used), Magazines (National Geographic and others with many images), Tissue Paper, Postage Stamps, Stock Photography Books, Blueprints, Cardboard Tubes (minimum 12" long)

*We cannot accept books or backside paper from your home, aka "junk mail."*

### Fabric and Notions

Fabric (yardage only – ½ yd minimum, NO SCRAPS), Zippers, Buttons, Beads, Thread, Needles, Pins, Trim, Lace, Ribbon, Velcro, Leather, String (no tangles), Yarn (no tangles), Knitting Needles, Crochet Hooks, Patterns

### Artist's Mediums

Paint – watercolor, acrylic, oil, tempera (not dried out), Paint Brushes, Pastels, Glitter, Glue, Chalk, Ink, Stamps and Pads, Squeegees, Rollers, Carving Tools, Stencils, Transfer Letters and Numbers

### Mat Board, Framing, Sign Making

Mat Board (3" X 5" and larger, cut and uncut; no strips), Foam Core (12" X 12" and larger), Frames (with or without glass, no broken glass), Mat Board Corner Samples, Frame Corner Samples, Acrylic, Plexiglass, Corrugated Plastic, Sign Board, Adhesive Vinyl

### Architecture/Design

Carpet Samples (18"x14" or larger), Formica Samples, Wallcovering books, Tile (colorful, granite, marble – 18" x18" max), Paint Chip Samples, Fabric Books, Fabric Swatches (6"x6" or larger, no paper backing), Wood Samples (1' square or smaller)

### Office Supplies

Pens (usable), Pencils, Erasers, Markers (usable), Crayons, Chalk, Rulers, Scissors, Hole Punches, Staplers, Staples (standard size only), Staple Removers, Tape Dispensers, Tape, File Folders (manila, pocket and hanging), File Tabs, Dividers, Transparencies (unused), Rubber Bands, Paperclips, Envelopes (new or w/logo, not from junk mail), Labels, Binders (1/2" – 2" only – accepted at staff's discretion).

*(list continued on backside)*

(accepted materials continued)

### Media/Tech

CDs (new, used, AOL), CD cases (in usable condition – not broken), Film Canisters, Slide Carousels, Slides, Floppy Disks (5 ¼" only), Resistors (rolls only), Telephone Wire, Wire (not power cords)

### Metal

Clean Bottle Caps, Altoids / AOL tins, other **small** miscellaneous metal

### Wood

Small blocks and boards. No nails or staples. Accepted at staff's discretion.

### Miscellaneous

Wine Corks, Tennis Balls, Stickers, Bubble Wrap, Baby Food Jars with Lids, Fake Flowers, Trophies, Gift Bags, Ribbons and Bows, Lenses. Others accepted at staff discretion.

### **Materials that SCRAP DOES NOT accept:**

#### **SPRAY PAINT**

Clothing of any kind – not even as fabric  
Household Goods and Appliances  
Nic-Nacs – figurines, ornaments, anything Goodwill-like  
Furniture  
Computers  
Food Containers – yogurt tubs, cookie containers  
Tupperware or Storage Bins  
Packing Peanuts – bring them to a shipping store  
Plastic Packaging  
Block Styrofoam  
Toilet Paper Rolls or Egg Cartons  
Flower Pots  
Baskets

### **Referrals:**

- Goodwill, Salvation Army & Numerous Local Thrift Shops – clothing, toys, nic-nacs, etc.
- FREE GEEK – computers and techy stuff – [www.FreeGeek.org](http://www.FreeGeek.org) 503.232.9350
- Oregon Community Warehouse – furniture, household goods. [www.OregonCommunityWarehouse.org](http://www.OregonCommunityWarehouse.org) 503.235.8786
- The ReBuilding Center - [www.TheRebuildingCenter.org](http://www.TheRebuildingCenter.org) 503.331.1877
- Schoolhouse Supplies – [www.SchoolhouseSupplies.org](http://www.SchoolhouseSupplies.org) 503.249.9933
- Metro Recycling Hotline – [www.Metro-Region.org](http://www.Metro-Region.org) 503.234.3000

### **Free Lists:**

[www.FreeCycle.org](http://www.FreeCycle.org)  
[www.Portland.Craigslist.org](http://www.Portland.Craigslist.org)

**All donations must be PRE-APPROVED by calling 503.294.0769.**

**Approved donations may be dropped off  
Wed – Sat 11am - 6pm, Sun 12 - 5pm  
Closed Mondays & Tuesdays**

SCRAP – School & Community  
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