

Creating A Partnership

Everyday children across Missouri go to school to learn and get an education. Many come to school without the basic supplies, such as pencils, notebooks and other items that are required by the classroom teacher. These items are essential to learning. All children deserve to have the same chance to learn, yet many lack items due to financial hardships on their parents. Teachers often attempt to alleviate the shortfalls for their students by personally paying the out of pocket costs.

Many children also lack the basics such as a warm winter coat, a pair of gloves, sneakers, boots, clothing and hygiene products that are necessary for any child's mental and physical well being.

Fortunately, the Masonic Fraternity has a way to help children in your community get the foundation they need to be better students and happier children. The solution lies within a new program called Creating A Partnership developed between Arnold Lodge No. 673 and the Masonic Home of Missouri. This program will provide funding to Missouri schools to purchase needed supplies and other items directly for the children. No child should go without when the Masons are here to help.

The Creating A Partnership Program was designed to help assist with the needs of all children grades K-12, in order to make their school experience more enjoyable!

Have your school Principal contact Lodge Representative, Michael Toombs to find out more information about this new program. By reaching out to our Lodge, or any Masonic Lodge in your area, we can assist in providing your children with supplies they desperately need.

Together we will strive for a healthy future for the children in your community schools. To learn more about our program, go to www.arnold673.com and click on the "Creating A Partnership" link at the top of the page.

Sincerely,

Michael Toombs

Contact Information

Lodge Representative

Michael Toombs
Secretary
Arnold Lodge #673

2031 Pearl Dr
Arnold, MO 63010

Home: (636) 282-4364
Cell: (314) 570-4516
Website: www.arnold673.com
Email: sec@arnold673.com

Masonic Home of Missouri

Tisha Woodard
Social Services Coordinator
Masonic Home of Missouri

6033 Masonic Dr. Suite A
Columbia, MO 65202

Phone: (573) 814-4663
Fax: (573) 814-4660
Website: www.mohome.org
Email: twoodard@mohome.org

Step by Step Process

1. Contact the Lodge Representative, Michael Toombs to start the process.
2. List the needs of the children within each grade of each school (each school needs to be listed separately). Most guidance counselors and/or principals know which children are in need already. This may sound overwhelming, but with assistance from volunteers, PTA members, interns or teachers this should be a fun service to assist with.

Note: We do not want to know the names of any children, it is totally confidential.

Enclosed is an example list of how schools are submitting their information. There is also a sample form that many schools are using.

We need to know:

1. How many children of each grade this program is assisting. We want to know nothing more than age/grade of the child.
 2. What the children's needs are.
 3. Close approximate cost (may be done via internet or phone call to the store) per item.
 4. Where these items will be purchased; name and phone number of store manager/contact person.
 5. Following purchase submit all receipts to the Masonic Home of Missouri.
3. Once your school has compiled the list, it should be sent to the Lodge Representative.
 4. The Lodge Representative will take the supply list to his Lodge and ask if the Lodge can make a contribution, if so, in what amount. When this is determined, the Lodge Representative will forward the school's list with the total amount requested and the Lodge contribution amounts per school, to the Masonic Home Social Services Coordinator, Tisha Woodard. **The request must be submitted prior to purchase.**
 5. The Social Service Coordinator will review the items and have the request approved by the Masonic Home of Missouri Executive Director.
 6. When / if approved, the Masonic Home of Missouri will pay the balance of the list or approved amount directly to the store or have a check sent to the school. The school must provide a receipt when items are purchased. The Masonic Home of Missouri can not reimburse Masonic lodges or individuals.
 7. When the above is complete, the Social Services Coordinator will contact the Lodge Representative so they can make arrangements with the school and store for pick up and delivery of items.

* The receipt for these items needs to be faxed or sent back to the Masonic Home Social Services Coordinator within 5 days of the purchase. Fax # 573-814-4660. If you have further questions, please feel free to contact the Lodge Representative at (314) 570-4516, or the Masonic Home of Missouri Social Services Coordinator at 1-800-434-9804.

Example List

Show Me School
School Address
School Phone

Store Name
Store Contact Person
Store Phone

Grade K 2 children
18 pocket folders
4 big erasers
1 glue stick
1 pr. Size 7 tennis shoes

\$32.00

Grade 1 5 children
20 #2 pencils
5 boxes of regular crayons
5 big erasers
10 glue sticks
5 rulers with inches and centimeters
10 packages of wide ruled spiral notebook paper
45 pocket folders
5 hi-liters
1 size 7/8 winter coat (boy)

\$165.00

Total amount \$197.00

**Creating A Partnership Sample Form
(a blank form is also enclosed)**

School Name: _____

Lodge Name: **Arnold Lodge #673**

Lodge Representative: **Michael Toombs** Home #: **(636) 282-4364** Cell #: **(314) 570-4516**

Store Info: _____

Grade	# of Children	List Needs	Qty	Est. Cost
K	6	Pads	12	\$3.00
1	2	Winter Coat size 6 Boy Winter Coat size 10 Girl	2	\$60.00
1	3	Backpacks	3	\$30.00
2	5	Winter Gloves	5	\$5.00
3	1	Winter Hat - boy	1	\$5.00
6	2	Tennis Shoes size 8 Boy Tennis Shoes size 6 Girl	2	\$40.00
Subtotal				
Amount provided by the Lodge (if available)				
Requested amount from the Masonic Home of Missouri				

