

AREA/ITEMS NEEDED

ACCOMMODATIONS

Hotel stays/points for traveling staff (Conferences: Orange County, CA and Golden, CO)
Auction Item Packaging - to be bid on (Mostly regional locations for live packages)

ADVERTISING / AD SERVICES

Any PRINT ad space in publications
Newspapers
Business Journals
Industry Publications
Portland Publications
HBA Publications (local/state)
RADIO PSAs
VIDEO production
CABLE spots/PSAs
PRINTED Campaigns
Multimedia outlets

CATERING

Hospitality Areas / Locations
Country Club - Oswego Lake, Tualatin (To provide for volunteers and guests)
Meeting Spaces (for donor cultivation events)
Restaurants
Catering Companies (need to be offsite)
Special Event Staffing
Auction Item Packaging - to be bid on

CLEAN-UP / SET-UP (SHELTER VISITS)

Pick-up service
Dumpsters
Garbage boxes/liners (55 gallon)
Recycle boxes/liners
Misc. supplies / sundries
Dropcloths
Rags

Gloves
Buckets (plastic)

DECORATIONS (EVENT SPECIFIC)

Florists
Lighting
Plants
Staging
Pipe/Drape

GIFTS / HOSPITALITY

Matted Frames - commemorative
Promo products / trinkets and/or favors
Scrapbook making and/or supplies
Art supplies for posters, paint projects etc
Desserts / treats for events or thank yous
Welcome Gift Bags/Baskets
Reprinted Art- "Signature Cards" - thank yous, notes

EQUIPMENT - (OFFICE OR EVENT)

Laptop to support Board Meetings, offsite events.
Phone (sync'd) or PDA
Walkie-Talkies for events
Coolers
Chairs for office

FOOD/BEVERAGE

<i>Snacks and beverages for volunteers/mtgs</i>
Bottled Water (10 cases)
Bottled Juices / Drink
Bottles of Wine
Cans of Soda
Fruit/Misc.
Chip, Cookies, Pretzels, Granola Bars, Crackers
Sack/Boxed Lunches
Bakery Items

PROMO PRODUCTS / OFFICE SUPPLIES

HBF Pens
HBF Folders
HBF Name Badges
Stadium Blankets
Specialty Paper / Envelopes
Plaques, Trophies
Etching Services
Podium

SERVICES

Printer - postage service
Graphic Design - event specific support
Website Design
Website Support
Auctioneer
Pianist (event)
Face Painting (event)

SHIRTS - HATS - ATTIRE

T-shirts (Volunteers)
Polo Shirts (Leadership/Staff)
Hats (Event give aways)
Printing/Embroidery cost to put logo on shirts

SIGNAGE

Plaques (commerative)
Event Signage (Booth identification)-Corex
Banners-MDO
Directionals
Yard Signs
Project Specific Signs

TRANSPORTATION

Airline Miles (Alaska pref)
Airline Tickets
Car Rental - when staff travels

Cargo Vans for pick-up / delivery of materials
Premium Car Service / Limo Service
Motorcoach or Bus service

MISCELLANEOUS

Event Sponsorships [Presenting, Supporting, and Item Specific sponsorships for each of the following]:
Trapshoot
Auction
Painting a Better Tomorrow
In-Kind Donations:
HomeAid: Labor, Contracting,
Painting a Better Tomorrow: Sundries, Signage, Clean-up, Paint, Lunches/Beverages, T-Shirts
Auction: Auction Items, Event Signage, Volunteer Meals, Wine
Trapshoot : Lunch/Beverages, Event Space, Event Signage