## State Employee Toy Drive

**Function:** Provide toys to the Marine Corps Toys for Tots for distribution to children in need throughout Oregon.

Region: Statewide

Toy Drive Timeframe: Mid-November to Mid-December; 2023 deadline is Dec. 17

**Toy Purchases:** There will not be a state toy drop-off site this year. Toy purchases should be made online through <u>Toys for Tots</u>.

Participation: All state agencies

Key Figures: Statewide coordinator, agency coordinators, agency heads

## Agency Responsibilities:

Due to the nature of this year's drive, agencies are asked to send out an agency announcement with links to the Toys for Tots website, along with the deadline.

## Funds:

There is no general fund money designated to the State Employee Toy Drive. There is no financial account designated to the State Employee Toy Drive. The toy drive is not a recognized charity in itself.

The toy drive works as a fundraiser/toy depository for the Marine Corps Toys for Tots. No funds raised from the toy drive may be diverted to any other charitable drive. No funds or toys may be given to, or taken by, any individual.

## No checks can be made out to the toy drive or to an agency.

Toys for Tots' non-profit tax identification number is 20-3021444. Donations are taxdeductible.