Office of Administration

Holiday Donation Drive

Accepting supplies for cats and dogs
- Dry Food
- Canned Wet Food
- Treats
- Toys
- Brushes
- Leashes
- Collars
- Harnesses (especially large sizes)
- Towels
- Blankets
- Kitty Litter
- Puppy Pads
- Wire Crates
- Grooming Items

Accepting new supplies for homeless and at-risk youth
- Sleeping Bags (all sizes)
- Thermal Blankets
- Warm Coats (all sizes)
- Thermal Underwear (all sizes)
- Socks, Hats, Hand Warmers
- Wash Cloths
- Plastic Eating Utensils
- Laundry Pods (Soap & fabric softener)
- Paper Towels
- Lip Balm
- Mouthwash
- Toothpaste
- Shampoo
- Conditioner
- Razors
- Shaving Cream
- Body Wash (not bar soap)
- Body Lotion
- Cleansing Towelettes

Accepting non-perishable items for students in need
- Canned Soups (Vegetarian)
- Canned Fruits/Vegetables
- Canned or Instant Potatoes
- Vegetable Broth
- Dried Fruit
- Fruit/Vegetable Juice
- Dry Cereal (boxed or bagged)
- Dried Oats/Instant Oatmeal
- Dried Pasta
- Baking Mixes (Pancakes, cornbread, muffins, etc.)
- Dried Rice/Seasoned Rice Mix
- Canned or Packaged Salmon, Chicken or Turkey
- Jerky
- Canned or Boxed Chicken Broth
- Syrup

Turn in your donations to your department liaisons:

Angela Dees
EH&S
SG 1.222

Jeannie Knott
Facilities Management
FM 1.942

Cindy Percival
University Police
PD 1.508

Susan Lerry
Human Resources
AD 2.208

Eva Flores
Parking
PS3 1.200

Jessica Granstaff
Parking
PS3 1.200

Tarita Graham
Administration
AD 2.410

Patrice Holt
Print Shop
SB 1.102B

www.richardsonhumanesociety.org
www.cityhouse.org
www.oue.utdallas.edu/cupboard