



& The Jim Arden Foundation

Creating Better Lives for Tanzanian Children



Office Guide

To encourage giving at the office, start a conversation about the living conditions and the needs of orphaned children in Tanzania. Suggest joining together to make a difference in the lives of these children. Maybe your colleagues would like to sponsor a child's education as a group, buy school uniforms for a few students or just make a general contribution of money or a donation of gently used children's clothing and shoes. Everything is needed and nothing goes to waste!

How to get started:

1. Contact Sheryl@jimarden4tacoda.org for brochures, photos of some of the TACODA children, information about Tanzania and the plight of orphans, abandoned and at-risk children, as well as a donation form.
2. Organize a lunch where those interested can meet and talk about the situation for children in this part of the world and how they might be able to help. Suggest and discuss different ways in which money can be donated in direct and indirect ways.
3. In terms of indirect ways, consider donating the change you receive from buying your lunch with cash throughout the year and donating it for the children. Encourage your regular lunch crowd to do the same.
4. Consider skipping that "latte" or other specialty drink just once a week and donating the cost to this effort.
5. Set up your own webpage to track your group's activities and the monies raised. Keep the momentum going and the excitement up! It's free, easy and a way to keep everyone involved. To get started, just follow this link <http://www.firstgiving.com/> and type in "Jim Arden Foundation". Put up some of the pictures you get from Sheryl on the website so everyone knows why you are taking up this initiative.
6. Suggest an alternative to your office's holiday or other gift exchange arrangement and pool the saved money and donate it for the children.
7. Ask if your employer will match your gifts or make a donation!

As our way of saying thanks, we'll send you a certificate of how you've helped needy children in Tanzania!