

# Pacific Lutheran University: Planning Guide to Move-out

Updated: April 30, 2015

**GIVE** *and* **GO!**  
MOVE OUT 2015



## Overview

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This year marks our second year partnering with *Keep America Beautiful*, *College and University's Recycling Coalition* (CURC), and *Goodwill Industries* to run the **Give and Go** program. The following information is provided to help all campus partners understand how our *PLU Give and Go Move Out 2015* program will operate this year.

You can download all of our media and planning documents for use at <https://www.plu.edu/sustainability/moveout/>

Requests for PLU staff and student leaders:

- We would encourage all Resident Directors to place a copy of this guide with your front desk for informational purposes. If you would like to request a printed copy please email [grantrm@plu.edu](mailto:grantrm@plu.edu).
- Please encourage students to put landfill waste in the larger drop box “shipping” containers marked on the maps provided rather than in green totes or 6 yard bulk containers at South, Tingelstad, and Harstad. This will help us ensure containers do not overflow and saves money on bulk disposal costs.
- This year we will have additional large recycling drop box “shipping” containers on campus, marked on the map with a blue recycling symbol. Please encourage students to use these for cardboard, paper, and plastic recycling to keep as many materials out of the landfill as possible.
- Please consult the “How to Get Involved” section of this document to understand how you can help pass this information on to your residents and the entire campus community.
- View our waste diversion help section at <http://www.plu.edu/sustainability/recycling/> or contact [recycle@plu.edu](mailto:recycle@plu.edu) with any questions about recyclability of certain products or to request pick up of special collection materials such as batteries, Styrofoam, paint, aerosol cans, or other controlled substances.



### Contact Information

*The Sustainability Office staff will be on call 24/7 to assist you with move-out related needs. Please use the following phone tree for after-hours assistance.*

**Ryan Grant**  
Waste Diversion  
Coordinator, Office of  
Sustainability  
(253) 576-3421  
[grantrm@plu.edu](mailto:grantrm@plu.edu)

**Nick Lorax**  
Interim Manager,  
Office of Sustainability  
(253) 905-7433  
[lorax@plu.edu](mailto:lorax@plu.edu)

### Recycling Questions:

[Recycle@plu.edu](mailto:Recycle@plu.edu)  
(253) 535-7170

### Facilities Management:

[fama@plu.edu](mailto:fama@plu.edu)  
(253) 535-7380

## Give and Go Move Out 2015 Narrative

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During move out this year you will see a few changes on campus. South hall and facilities have trailers specifically for larger furniture; off campus students are asked to use these locations for donations. The primary Goodwill trailer for lower campus has been relocated to the concrete pad between Pflueger and Foss near the landfill container; this location will also have a larger recycling container for ease of access. We will also have an unattended 10x10 popup tent on the south end of Tingelstad in the recycling enclosure for ease of access for donating other Goodwill items. The Goodwill trailer near Hong will remain unchanged and we will be adding a larger recycling container to this area for ease of access. South Hall's Goodwill containers have been relocated to the northwest corner of the parking lot to ensure campus safety can keep an eye on these stations overnight to avoid unauthorized uses. (*see attached map for more details*)

Similar to previous years we will also have small item donation collection in each residence hall lobby for clothes, shoes, and small household electronics. We will also provide receptacles for donating unopened non-perishable foods ANY toiletries (even if they are half empty), and return bins for dining dishes in the residence hall lobbies. Sustainability Office personnel will be servicing residence hall lobbies at least twice a day and more frequently as needed.<sup>1</sup>

Goodwill donation trailers will be open from 12pm to 8:30pm starting on Tuesday May 19<sup>th</sup> and will be on campus until the drop dead move out date designated for each hall with the exception of Harstad. **Harstad's Goodwill station and landfill container will be removed on Friday May 22<sup>nd</sup>** due to security concerns with the King of Norway's visit. Please encourage students to coordinate their move-out during these days and times as any goods left outside the stations after hours may need to be discarded due to damage from rain.

As usual we will also have LeMay Landfill containers on campus for bulk garbage items. **Please only use these for damaged or stained furniture or actual landfill trash.** All electronics, even broken electronics, can be donated to Goodwill for recycling and recovery. Tingelstad, Harstad, and South Hall will have increased service on their regular landfill containers to avoid overflow issues. **If the dumpsters are overfull please set trash to the side of the dumpsters.** If landfill waste is blocking the front of the containers the trucks cannot service the locations and our backups will be compounded.

Each hall should have a stack of boxes in their storage closets for use by students as needed. Resident directors, if you need more cardboard boxes please contact sustainability at [recycle@plu.edu](mailto:recycle@plu.edu) or (253) 535-7170.

**We very much appreciate your efforts in this busy time of year and we hope to continue to make move out an efficient and useful experience for all involved.**

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<sup>1</sup> The food is donated to Trinity Lutheran Church's Food Bank. The toiletries go to Nativity House where they will be distributed to homeless shelters and those most in need.

## Move-Out Timeline

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### *Traditional halls*

- May 16<sup>th</sup> – May 25<sup>th</sup> Small donations accepted in **traditional halls** Lobbies
- May 19<sup>th</sup> – May 25<sup>th</sup> Donation trailers and drop boxes will be on campus at **traditional halls**
- May 22<sup>nd</sup> Drop boxes and Goodwill trucks leave **Harstad Hall**
- May 25<sup>th</sup> Donation trailers and drop boxes depart campus at **traditional halls**
- May 25<sup>th</sup> Sustainability to sweep and clear **Ordal Hall**
- May 25<sup>th</sup> - 29<sup>th</sup> Sustainability to clear all remaining **traditional halls**

### *South Hall*

- May 16<sup>th</sup> – June 2<sup>nd</sup> Small donations accepted in **South Hall** Lobby
- May 19<sup>th</sup> - June 3<sup>rd</sup> Donation trailers and drop boxes will be on campus at **South Hall**
- June 3<sup>rd</sup> Donation trailers and drop boxes depart campus at **South Hall**
- June 3<sup>rd</sup> Sustainability to clear **South Hall**

## How to Get Involved

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**What:** Schedule a Residence Hall ‘Clean out your Fridge and Compost’ Potluck

**When:** **Anytime**

**Where:** Your residence hall!

**Details:** Our Garbology data show that 30-50% of our landfill waste leaving campus is usually compostable food waste! Help us get it out of the refrigerators before the last minute!

**Contact:** Ryan Grant, Waste Diversion Coordinator, Sustainability Office ([grantrm@plu.edu](mailto:grantrm@plu.edu)) for assistance with your event

**What:** Move-out Hall Specific Information Session

**When:** **Anytime during dead week**

**Where:** in your hall

**Details:** Request a Sustainability Office representative to talk about move-out for a wing event or other hall activity.

**Contact:** Ryan Grant, Waste Diversion Coordinator, Sustainability Office ([grantrm@plu.edu](mailto:grantrm@plu.edu))

**What:** Spread the Word On Campus!

**When:** **Anytime during dead week**

**Where:** Anywhere

**Details:** Everyone plays a part in making our campus as sustainable as possible! Students, ask your professors to have two minutes at the beginning of class to share information about move out this year. Other leaders, share this information far and wide at group and club meetings, it only takes 2 minutes! Use the information in this document to share information about what to donate and locations. Tell your friends!

**Contact:** Nick Lorax, Sustainability Office ([lorax@plu.edu](mailto:lorax@plu.edu))

## Maps and Advertising

\*Visit <https://www.plu.edu/sustainability/moveout/> to download these digital files.

### Recycling Posters and Impact Boards(11"x17")

**GIVEandGO!**

# MOVEOUT 2015

Donate your reusable items and keep them out of the LANDFILL!

**When**

**12:00 to 8:30 PM**  
 May 19<sup>th</sup> – 25<sup>th</sup> (traditional halls)  
 May 19<sup>th</sup> – June 2<sup>nd</sup> (South Hall)

**What to Donate**

- Electronics (working or not!)
- Small appliances (blenders, toasters, hair dryers, and more)
- Shoes, Clothing
- Towels, throw rugs, etc.
- Furniture and other household goods (lamps desks, couches, refrigerators, etc.)
- Non-perishable food
- Toiletries (even partially used)

\*You can leave small items in the donation collection stations in your residence hall lobby.

**Diversion Locations**

- Comingled Recycling
- Glass Recycling
- Goodwill
- Landfill

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**KEEP AMERICA BEAUTIFUL**

**Goodwill**  
Olympics & Rainier Region

### Table Top Ads and Handbills(4"x6")

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**GIVEandGO!**

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**PACIFIC LUTHERAN UNIVERSITY**

**CURC**  
Cycling, Urban, and Recycled

**KEEP AMERICA BEAUTIFUL**

**Goodwill**  
Olympics & Rainier Region

## About Goodwill of the Olympics & Rainier Region

We are very excited to partner with Goodwill on this project as their mission is in line with the core values of our institution. Our donations from across the campus will directly provide revenue and resources to fund job skills retraining and placement programs to help 9,000 of the approximately 60,000 unemployed people in our region.

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*Goodwill provides innovative job placement, career training and education to connect Americans with a quality of life. As a unique nonprofit business, our thrift revenue and public donations fuel programs that help people with limited income, disabilities and disadvantages overcome barriers to employment. This Goodwill of the Olympics and Rainier Region will help people with education, job training and placement so can become independent self-supporting citizens. Of nearly 2,700 people will be offered office, culinary, barista, catering, retail, custodial, warehouse,*

*transportation/logistics construction and other careers thanks to partnerships with 1,000 companies across Washington. These critical career development and placement services are funded through generous financial gifts, grants, fees, commercial services and the operation of 33 thrift stores throughout our western and south central Washington operations*

## Informative tidbits

### Move Out Weights

