



STATE OF NEW JERSEY  
**DEPARTMENT OF EDUCATION**

A Memo from the New Jersey Department of Education

Date: April 7, 2021  
To: Chief School Administrators, Charter School and Renaissance School Project Leads, Administrators of Approved Private Schools for Students with Disabilities, and Nonpublic School Administrators  
From: Daryl Minus-Vincent, Acting Assistant Commissioner  
Division of Field Services

### Donated Hand Sanitizer Available for Distribution

The Federal Emergency Management Agency (FEMA) Donations Office received a large quantity of hand sanitizer that is available for immediate distribution. The United States Department of Education (USED) and New Jersey Department of Education (NJDOE) are assisting FEMA in communicating this opportunity to local education agencies (LEAs). The following information describes the available products:

- Plastic bottles of hand sanitizer available in 50 ml., 3 oz., 8 oz., 12 oz., 30 oz., and 34 oz. sizes
- LEAs must have the capacity to accept full truckloads. Each truckload contains 26 pallets. Orders must be placed in quantities by truckload/size bottle:
  - 50 ml. (1.7 oz.) – 269,568 units per truckload
  - 3 oz. – 144,144 units per truckload
  - 8 oz. – 59,904 units per truckload
  - 12 oz. – 112,320 units per truckload
  - 30 oz. – 17,160 units per truckload
  - 34 oz. – 18,720 units per truckload
- The hand sanitizer is a moisturizing formula containing 62 percent alcohol, with a September 2022 expiration date.
- Please see the [Safety Data Sheet](#) and the [Walmart Website](#) for specific product information.

LEAs that would like to request a supply of hand sanitizer should complete the [request form](#) and [hold harmless agreement](#). Completed forms must be sent to [FEMA-Donations-Mgt@fema.dhs.gov](mailto:FEMA-Donations-Mgt@fema.dhs.gov) with the subject line: *Hand Sanitizer Donation*. Supplies are available for immediate shipping, but quantities may be limited. Interested LEAs are encouraged to apply as soon as possible. Please note: Delivery of the product will be provided by the donor; if the requested size is not available, the donor reserves the right to substitute with a different size.

#### Disclaimer and Contact Information

USED and NJDOE are providing assistance to FEMA in the identification of interested LEAs and this should not be viewed or construed as an endorsement by USED or NJDOE of any particular product or brand of hand sanitizer, nor any particular product or brand donor(s). Assistance to FEMA and participation in this activity is limited solely and exclusively to the communication of this opportunity to LEAs across the country. Any questions should be directed to [FEMA-Donations-Mgt@fema.dhs.gov](mailto:FEMA-Donations-Mgt@fema.dhs.gov).

c: Members, State Board of Education  
Angelica Allen-McMillan, Ed.D., Acting Commissioner  
NJDOE Staff

Statewide Parent Advocacy Network  
Garden State Coalition of Schools  
NJ LEE Group