PROTECTIVE FACE MASK PROJECT
PROTECTIVE FACE MASKS INSTRUCTIONS

Thank you for helping United Way of Metro Chicago support our local community partners in need by organizing a Protective Face Mask project. Provided are 3 different ways for you to create protective face masks, all approved by the Center for Disease Control. The below steps outline how to prepare for the project, create a quality mask, and get your masks to a local community partner. Please follow the instructions carefully.

Thank you for supporting the community with such a vital item!
Stay healthy and safe!

VOLUNTEER INSTRUCTIONS

1. Review these mask creation options and select which works best for you. Review materials needed to help decide which is best.

   • Option 1: No Sew Bandana Mask Instructions
     (bit.ly/UWbandanamask)

   • Option 2: No Sew T-Shirt Mask Instructions
     (bit.ly/UWtshirtmask)

   • Option 3: Sewn Cloth Mask Instructions
     (bit.ly/UWsewnmask)

2. Gather necessary materials for the number of masks you’ll be making.

3. Follow the Tutorial Instructions from the links above or watch these step-by-step videos for additional support.

   • Option 1: No Sew Bandana Mask Video
     (bit.ly/UWbandanamaskvideo)

   • Option 2: No Sew T-Shirt Mask Video
     (bit.ly/UWtshirtmaskvideo)

   • Option 3: Sewn Cloth Mask Video
     (bit.ly/UWsewnmaskvideo)

4. Once all your masks are created and ready to donate, contact United Way's Engagement Team at DayOfCaring@LIVEUNITEDchicago.org and they will connect you with an agency for shipping or delivery.

HOW DO FACE MASKS HELP?

CDC recommends wearing cloth face coverings in public settings where other social distancing measures are difficult to maintain (e.g., grocery stores and pharmacies), especially in areas of significant community-based transmission.

CDC also advises the use of simple cloth face coverings to slow the spread of the virus and help people who may have the virus and do not know it from transmitting it to others. Cloth face coverings fashioned from household items or made at home from common materials at low cost can be used as an additional, voluntary public health measure.
SEWN CLOTH FACE COVERING

Materials

- Two 10"x6" rectangles of cotton fabric
- Two 6" pieces of elastic (or rubber bands, string, cloth strips, or hair ties)
- Needle and thread (or bobby pin)
- Scissors
- Sewing machine

Tutorial

1. Cut out two 10-by-6-inch rectangles of cotton fabric. Use tightly woven cotton, such as quilting fabric or cotton sheets. T-shirt fabric will work in a pinch. Stack the two rectangles; you will sew the cloth face covering as if it was a single piece of fabric.

2. Fold over the long sides ¼ inch and hem. Then fold the double layer of fabric over ½ inch along the short sides and stitch down.

3. Run a 6-inch length of ⅛-inch wide elastic through the wider hem on each side of the cloth face covering. These will be the ear loops. Use a large needle or a bobby pin to thread it through. Tie the ends tight. Don’t have elastic? Use hair ties or elastic head bands. If you only have string, you can make the ties longer and tie the cloth face covering behind your head.

4. Gently pull on the elastic so that the knots are tucked inside the hem. Gather the sides of the cloth face covering on the elastic and adjust so the mask fits your face. Then securely stitch the elastic in place to keep it from slipping.

QUICK CUT T-SHIRT CLOTH FACE COVERING (NO SEW METHOD)

Materials
- T-shirt
- Scissors

Tutorial
1. Cut t-shirt at 7–8 inches below neckline.
2. Cut out 6–7 inches around mouth and nose.
3. Cut tie strings long enough to reach over top of head.
4. Tie strings around neck, then over top of head.

BANDANA CLOTH FACE COVERING (NO SEW METHOD)

Materials
- Bandana (or square cotton cloth approximately 20”x20”)
- Rubber bands (or hair ties)
- Scissors (if you are cutting your own cloth)

Tutorial
1. Fold bandana in half.
2. Fold top down. Fold bottom up.
3. Place rubber bands or hair ties about 6 inches apart.
4. Fold side to the middle and tuck.
5. Tie strings around neck, then over top of head.