## Fight Hunger: Host a Food or Fund Drive

Tips for a successful drive – have questions – please contact the Regional Food Bank at 518-786-3691

### 1. Create a theme for your food/fund drive.

Use our theme guide for ideas, or create your own. Run a food/fund drive in connection with a special event or holiday celebration.

#### 2. Set a date for your food/fund drive.

A two-week food/fund drive is usually about right. Shorter food/fund drives need to be very well publicized to be effective.

#### 3. Publicize, publicize, publicize!

Posters, flyers, e-mails, newsletter articles, payroll inserts, and public service announcements are all effective ways to let people know about your food/fund drive. It helps to provide people with a contact person within your organization who can answer questions.

## 4. Choose a method for collecting food or funds

Please keep collection containers to a reasonable size. Remember that even a small box will become quite heavy when filled with canned food. Fill boxes but leave room for the lid or flaps to close. This makes it easier to stack the boxes at the end of your collection. Please ask donors to avoid glass containers and all perishable foods. Funds can be cash or checks and will need a secure storage location if your drive is more than one day.

## 5. Double the value of your donation by delivering it directly to the Food Bank.

If you let us know when you're dropping off your food/funds, we can arrange a tour of the warehouse for you. If a pick-up by the Food Bank is necessary, arrangements must be made well in advance.

# 6. Fund drive dollars vs. food distribution dollars

For each dollar that you collect, we can distribute ten dollars worth of food to those in need.

**7. Thank everyone** in your organization for their participation.

### **Current list of most-needed items:**

- 1. Peanut butter and jelly
- 2. Canned soup w/meat or stew
- 3. Canned pasta meals w/meat
- 4. Canned Tuna and Chicken packed in water
- 5. Low-sugar cereals, low-sugar canned fruits, and low-sodium soups

Regional Food Bank of Northeastern New York

965 Albany Shaker Road/Latham, NY 12110/518-786-3691/www.regionalfoodbank.net