



Planning a Successful Food Drive



(YOUR COMPANY LOGO HERE)

Planning a Successful Food Drive

First: GET READY

- Form a team or committee to be in charge of the event.
- Define the food drive timeline.

Next: GET SET

- Establish drop-off location(s).
- Begin gathering sturdy collection bins (photocopy-paper boxes work well).
- Label boxes with food-drive information.
- Promote the event: in the company newsletter, via emails to staff, with fliers and posters.
- Consider offering a cash donation option. For every \$1 the Food Bank receives, we can purchase \$4 worth of food for hungry people.
- Share the food bank website -- www.foodbankforwestchester.org -- and Facebook pages -- <http://www.facebook.com/pages/Millwood-NY/Food-Bank-For-Westchester/45097098107?ref=ts> -- with participants.
- Organize a group to tour the Food Bank and sort food prior to the event.

Now: GO!

- Contact the Food Bank before the food drive ends to discuss delivery options. We will send you a receipt for the total pounds collected. Make sure you publicize your results to give employees the satisfaction of a job well done.
- Review the event and set the date for next year!

Most-Needed Food-Drive Items

*All donations should be nonperishable
(ie., no fresh or frozen foods)
No glass containers, please*

TUNA, canned or pouched

**WHOLE-GRAIN, LOW-SUGAR CEREALS
and INSTANT OATMEAL**

PEANUT BUTTER

CANNED STEWS, SOUPS, CHILI and PASTA

FRUITS & VEGETABLES

**PASTA
and BOXED MACARONI & CHEESE DINNERS**

RICE

MILK, shelf-stabled boxed or powdered

100% FRUIT JUICE in BOXES, CANS or PLASTIC

HOW ELSE CAN YOU HELP?

We accept financial donations too!

Help us with transportation: Deliveries to our warehouse are welcome
9:00am-4:00pm Monday-Friday.

THANK YOU! Your continued support helps us fight hunger in Westchester.

For questions, concerns, and feedback:

Contact: Nancy Lyons, Resource/Volunteer Coordinator

Phone: (914) 923.1100

Email: nancy.lyons@foodbankforwestchester.org

YOU Are Making a Difference!

Your contribution to the Food Bank for Westchester is vital in helping us meet our mission of leading the charge against hunger.

Food Bank for Westchester is the supply and support center for more than 200 frontline hunger-relief programs throughout Westchester County. Last year, the Food Bank distributed more than six million pounds of food that provided over five million meals to our hungry neighbors.

Who Is Hungry?

- Approximately 200,000 people in Westchester County – about 20 % of the population – are hungry or at risk of being hungry.
- About one-half of those hungry people are elderly.
- Approximately one-third of them are children under the age of 18.



Food Bank for Westchester
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