



Because no one in our City should ever go hungry!

COMMUNITY FOOD DRIVE KIT

AN EASY HOW-TO GUIDE
TO ORGANIZE A COMMUNITY FOOD DRIVE

INTRODUCTION

A community food drive is the opportunity for neighbors to get together, meet each other, gather around a common cause and work together on a common activity.

5 REASONS TO HAVE A FOOD DRIVE:

- To have fun – no excuses or reasons are needed to have a good time - and this will be a good time.
- To get to know your neighbors and where they live.
- To increase that sense of belonging to a community.
- To practically help those in our community who are in need of support from their neighbors.
- To help draw attention to an issue that many people would not be aware of in our community.

PLANNING YOUR helpFEEDdelaware.org Food Drive

Things to consider when organizing your event.

1. GETTING STARTED

- The idea of a neighborhood food drive is to bring neighbors together around a common cause. It's a good idea to find 1 or 2 neighbors to help you with the event.
- One can take the "Lone Ranger" approach, and it can be a great event. However, it may make it more difficult to find someone else to organize it next year.
- The first step is to create an Organizing Committee. It is important to include everyone in the decisions about the event.
- Enlist as many neighbors as you can to help out. Someone can type the flyer; someone else can collect them.

2. TYPES OF FOOD DRIVES

Which type of food drive will work best in your neighborhood/business/school/community? Try not to go overboard, it can make people feel the event is too much work...Keep it Simple!

- **FRONT PORCH COLLECTION** - organizers set up labeled collection bins on their front porches and neighbors simply drop off goods whenever they have them

- **DOOR-TO-DOOR** - organizers send out a flyer to the target area identifying a date & time when they will come by and collect designated donations
- **COMMUNITY EVENT COLLECTION** - organizers arrange an event (block party, cook-out, etc) at which neighbors bring their items to the organizers for donation.
- **PUBLIC COLLECTION SITES** - organizers arrange with a public site (church lobby, community center, corporate lobby, schools, etc.) at which the public can bring their items for donation.
- **OTHER** - there are many variations

3. HOW BIG TO MAKE IT

- Start off with a smaller event rather than a large one. It can always grow, but it is hard to shrink it.
- In selecting who to include, use natural neighborhood boundaries where possible (i.e. end of the block, subdivision, office park, one floor of an office building).
- Make it clear in your flyer that while you are collecting from a targeted area, the drive is open to anyone and area residents/co-workers/classmates should feel free to collect from their spheres of influence as well.

4. LOCATION

- Your house/front porch
- Multiple houses/porches
- School**
- Business**
- Business Park/Campus**
- Subdivision**
- Community Center**
- Garage (rainout)

** Certain locations may have restrictions, applications or permits that are required. Make sure you ask the right people and get permission where necessary.

5. THE TIMING TO GET THE EVENT PLANNED

First time food drives will be most successful if done around “cultural” holidays, festivals, or awareness days. Consider what days make the most sense to draw attention to your food drive.

- Thanksgiving - thankful for what we have, help others less fortunate
- Christmas - season of giving
- Back to School - families are stretched to make ends meet
- Winter Months -
- Valentines Day - outward expressions of love
- Other
- A weekend date or holiday is often the best times for the event.
- Consider doing a drive the same time every year.
- Have an alternate rain-out day planned, just in case.

7. GETTING THE WORD OUT

It is important to keep neighbors/co-workers or classmates informed. Here are some ideas:

- Fliers can be used with a request to drop back their suggestions for the event in your mailbox. (The last page of this guide may serve as this flier and is available as an editable Word document on helpFEEDdelaware.org.)
- Information can be gathered from your neighbors by going door-to-door. This adds a personal touch and people often offer to help.
- A casual approach can be used to inform neighbors as you see them out working in their yards.
- Neighbors can be called on the phone.
- Make an extra effort to get your new neighbors out to the event.
- To reach neighbors in Townhouses, apartments and condos, it is best to approach the manager. They will let you know how to get in touch with the residents.
- Take every opportunity to talk it up in the neighborhood as often as possible prior to the event.

8. ROLE OF THE ORGANIZERS

- Make decisions about the set up.
- Act as a greeter, cheerleader and gracious host at the event.
- Introduce new neighbors and help them make connections.

9. SET UP

- Set up a sign-in book for records for the next year, and it can help develop a contact list for the neighborhood. It will also be helpful for “Thank You” notes.
- Consider offering a check-box for Volunteering
- Clearly Identify Collection Bins
- Provide Helpful Information about helpFEEDdelaware.org

OTHER WAYS TO DO A FOOD DRIVE (OF SORTS):

- Community Gardens
- Excess Produce from Back-yard Gardens
- Back Packs, Christmas Gifts, Gift Baskets, Thanksgiving Meals



Because no one in our City should ever go hungry!

Every day in our community men women and children go hungry for one simple reason - no access to food. helpFEEDdelaware.org is a local initiative spearheaded by the Delaware City Vineyard in order to end hunger, food scarcity and food insecurity issues in our city by uniting the people of Delaware to take ownership in feeding their city..

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Collection Location:

Collection Date/Dates:

For more information: www.helpFEEDdelaware.org