

Food Drive Toolkit

You CAN make a difference!



INTERFAITH
FOOD BANK
SOCIETY OF LETHBRIDGE

Edited 2021

THANK YOU

Dear Food Drive Organizer,

Thank you! You are helping families in our community in a real and lasting way! Providing food for people in need directly impacts their quality of life and ability to care for themselves. It is our belief and our hope that by providing for basic needs, we allow vulnerable community members to focus their time and energy on making necessary changes in their lives. These changes might include finding new employment, or new options for affordable living. Some of our clientele might change their eating habits as they learn to cook healthy, affordable meals for their families, or may make improvements at home that encourage a safe environment for their little ones.

As you are aware, our mission is to recognize the human dignity of those in need and to provide food and access to services and resources generated within our community. It is thanks to this very type of community support that allows us to do the work we do.

Thank you also for acknowledging the value of our services to the community. It is comforting to know that community members are behind us in helping to provide such necessary services to those in need.

We are ever grateful that you have joined us in the fight against hunger.

Interfaith Food Bank Staff & Volunteers





Unfortunately many Lethbridge residents are not food secure and rely on help from community organizations and services to keep enough food on their tables. This may be due to any number of situations, including (but not limited to) under or unemployment, living on a fixed income (due to age or disability), dealing with social & mental health issues, and single-parenthood. The struggle to simply access sufficient food often leads to, or further inhibits the ability to deal with other challenges, creating a vicious circle.

It is our hope that by providing for this most basic of needs, vulnerable community members will be enabled to spend their time and energy on addressing the situations that led them to the one they find themselves in and move beyond them. Among other things, this may involve obtaining new or different employment, acquiring education, or more affordable housing.

Monthly, Interfaith Food Bank serves over 500 households, or 1500-1700 individuals, almost half of whom are children. Nationally, over one million Canadians access food banks each month.

Interfaith Food Bank Society of Lethbridge is committed to recognizing the human dignity of those in need and providing food and access to services and resources generated from within our community.

But we cannot do it alone, we need your help.





Hosting a Food Drive

- **Call or Email us**

Before you hold your event, please contact Interfaith Food Bank to let us know your plan. We can tell you about specific needs, provide tally sheets and information about our organization - and we can help you promote your event! Use the included Food Drive Plan to help us help you better, and share your information so we can help you promote your event.

- **Pick a Place**

Location is important! This about your target group, where they gather. Maybe it is your workplace, a school, place of worship. Decide whether you want to invite other groups / businesses to participate with you; they may have an easily accessible, high-traffic space available.

- **Set a Date**

Decide whether your food drive should take place on a single day or over a span of a week or several weeks. One day events should have a specific and extraordinary draw to encourage donors to be involved (for example a benefit concert) . Often extending the food drive the food drive timeframe will allow more donors to participate, thus increasing the donation total. Coinciding food drives with holidays or pre-existing festivals/activities will help you maximize exposure and provide partnership opportunities.

- **Spread the Word!**

Utilize free options like social media, emails, community/school/church newsletters, and online community calendars to advertise your food drive. If you have cash to spend, make use of newspaper and television promotion. Of course, one of the best ways to get people excited is just to talk to them about it - tell your friends, relatives, colleagues - anyone who will listen! This is also one of the areas that we can help you by alerting local news media and promoting your food drive at our facility and on our website. Remember there are lots of crowd-funding options available to use.

- **Collect Donations**

Have some sort of donation bin to collect items in; we have bins available to use if we have enough notice. Make sure your bins are clearly labelled with *what* you are collecting, and *who* your collecting for (we can help with this!). If you are expecting large amounts of donations, contact us to coordinate drop off/pick up. If you food drive spans over a long period of time you might organize intermittent drop offs.



Non-Perishable Food Items

- Canned Fruit / Vegetables
- Canned Meat
 - Tuna / Salmon
 - Chicken
 - Ham
- Canned Stew / Pasta
- Spaghetti Sauce
- Un-sweetend Juice
- Boxed Cereal
- Mac & Cheese
- Canned Baked Beans
- Peanut Butter
- Jam / Honey / Syrup
- Box Meals
 - Hamburger Helper
 - Knorr SideKicks etc.



Perishable Food Items

- Fresh Produce
- Fresh / Frozen Meat
 - must be inspected
 - no wild game
- Dairy
 - Cheese
 - Milk
 - Yogurt



Infant Food Items

- Formula
 - Powder / Liquid
- Baby Food
 - Pouches / Jarred
- Baby Cereal
- Infant snacks



Non-Food Items

- Financial Donations
- Grocery Gift Cards
- Diapers / Wipes
- Feminine Hygiene
- Birthday Packs
 - Birthday Cake mix
 - Icing
 - Candles



EVERY
THING
HELPS

DONATION BINS

We have bins available to you to use at your event!
Let us know what you need and we can help.



4-Wheel Bins

Two sizes available small & large.

Round Bins

Outdoor garbage bin size.



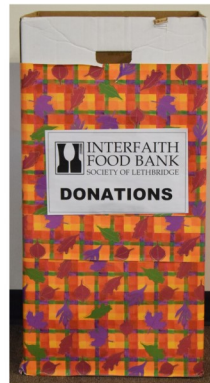
Money Cans / Draw Bins

Two sizes available canned soup size & coffee can size. They can be used to collect funds or be used in draws etc.



Cardboard Bins

Round or square
These bins are covered in seasonal wrapping paper to brighten up your space.



Not sure what size you need? Give us a call and we can help determine an appropriate bin for your event.

All bins are signed out on a first come first serve basis and must be returned at the end of your event.

If you need we can arrange bin drop-off and pick-up.
Weekend events will need to make special arrangements.



- **Collaborate**

You will find more like-minded people who want to contribute to our community than you think - and support for organization and execution of your food drive will make things easier and probably more enjoyable for you. By sharing the hosting and organizing responsibilities you can maximize networks for spreading the word, and minimize the amount of work required by each person.

- **Location, Location, Location**

Food drives can fit into pretty much anything. Here are a few ideas to get you started:

- Your workplace
- Your place of worship
- Your school
- Concerts
- Sports games/tournaments
- Community Spaces
- Gala dinners
- Door-to-door campaigns
- Local stores (grocery/bank/neighborhood)



- **Make it a Competition**

Who doesn't love to compete? Turn your food drive into a competition, offering small (or large) prizes for the winning department or group!

- **Make it a Party!**

If you are already planning an event - just piggy-back your food drive onto that OR make your food drive the reason for the party, after all, isn't everyone always looking for a good excuse? Ask your friends to bring donations for the food bank instead of gifts. If your party is a community event ask attendees to bring donations as an admission fee!

- **Encourage Endurance**

Make sure you advertise your results to all the participants and others in the community. Use statements like "this time we collected..." or "this year we raised..." so people remember that there is ongoing need. Also, be sure to appropriately recognize all those who were involved and helped to make the food drive a success. Then start planning the next one!



YOU can make a difference!

Donate

Interfaith Food Bank Society of Lethbridge relies heavily upon donations of food, funds, and gifts in kind from within our community. We are only able to give what we receive.

Food Donations

We are constantly recruiting donations of non-perishable food items

- Drop off food donations at Interfaith Food Bank
- Contribute at your local grocery store
- Donate at special events
- Organize your own food drive

Financial Contributions

Financial contributions are used to purchase food, operation costs, make capital purchases, and to fund other programs and initiatives.

- One time gifts or monthly giving
- Planned giving: Wills & Bequests, Life Insurance, Retirement Funds, Securities
- Project specific gifts, program support
- Memorial / In Honor of gifts

In-Kind Donations

Donate products, services or discounts that will help us achieve our goals:

- Donate or discount products or services
- Donate gently used items for our Second Door Thrift Store
- Contribute toys/gifts to our Christmas programs

Volunteer

Volunteers are the lifeblood of the food bank, without their commitment to serve, our organization would be unable to deliver the quantity or quality of services that we provide our clients every day. Volunteers can choose to donate their time to Interfaith in several ways:

Regular Volunteers

Volunteers may choose to commit to morning or afternoon shifts (or both) for one to five days per week. Our regular volunteers contribute to the daily operations of our food distribution program in a number of areas: Client Intake, Warehouse, Second Door Thrift Store, and Administration.

Casual Volunteers

This option is more flexible, as volunteers can decide to commit time dependent upon schedules. These include special events and group opportunities.



Food Drive Plan

Food Drive Host: _____

Phone: _____ Email: _____

Event Name: _____

Timeframe: ☐ One Day ☐ One Month ☐ One Week

☐ Other: _____

Date of Food Drive: _____ Time: _____

Location: _____

Event Description:

Items/Help Requested from Interfaith Food Bank:

☐ Collection Bins, Number required: _____

☐ Interfaith Food Bank Signage

☐ Money Can

☐ Interfaith Program Brochures

☐ Collection Tally Sheet

☐ Donation Pick Up

☐ Promotion (Social Media, IFB Website, Newspaper etc.)

☐ Most Wanted Items List

☐ Other: _____

For more information contact us:

Phone: (403) 320 – 8779

Email: info@interfaithfoodbank.ca

Twitter: @IFBLethbridge

Web: www.interfaithfoodbank.ca

Facebook: www.facebook.com/lethbridgeinterfaith



Bottle Drives are
a great way to
raise funds



Collect funds at
work, make it a
competition!



Host a walk-a-thon and get
sponsors for distance
walked. Great for your heart
in multiple ways!



Collect grocery gift
cards! We use the
cards for food
purchases.



Use your event to
raise food/funds!
Instead of birthday
gifts ask for
donations!



Food Drives provide
us with food we can
share with our
client families

Clean out your closets and
have a garage sale and donate
the proceeds!

