

FOOD DRIVE KIT



Fullerville Mission
531 Rockmart Road
Villa Rica Georgia 30180
770 456-9619
www.fullerville.org
www.servant4God.com

Dear Food Drive Coordinator:

Fullerville Mission would like to extend our sincerest appreciation for your involvement in the, Community without Hunger is a Community with a Heart food drive. This drive will make a tremendous impact on many homes in the Carroll County area who risk hunger on a daily basis.

Enclosed you will find the " How to Host a Food Drive" packet containing most needed items, how to organize and make your drive fun, and facts on hunger in Georgia. Hopefully these materials will ensure a successful and enjoyable food drive. We will be glad to assist you in any way that we can throughout the food drive event process.

Thank you for taking the time out of your busy schedule to become a part of the Community food drive. Partnerships like this can only serve to strengthen our community.

If you have any questions or need any further assistance, please feel free to contact me at (770) 456-9619.

Sincerely,

Jennifer Smitherman

Jennifer Smitherman
Food for Families Coordinator
www.fullerville.org
fullerville@yahoo.com



A Community Without Hunger is a Community
with Heart

Will You help?

FOOD DRIVE PROJECTS

GRADES K-2

Items are brought in from home. Kindergarteners through second graders can have a general, non-threatening discussion about the importance of everyone, especially kids, having enough to eat. A note should go home to parents with a suggested list of non-perishable food items. Each child will bring a food item into school on a specific date. Praise for being donors and helping others should be plentiful. Remind students they are volunteering to help others.

GRADES 3-5

There are a number of kinds of food collections that are suitable for these age groups. Do a specific kind of drive with certain items, for example, peanut butter, macaroni and cheese, juice boxes, boxed pasta and sauce. Collect these foods over a set period of days (two weeks is a reasonable amount of time). Discussions can be more directed to why would a family need food? How does not having enough food affect kids learning and behavior? Teachers can stress nutrition as well as community needs and the importance of giving back to their community. Remind students that they are volunteering to help others.

MIDDLE SCHOOL & HIGH SCHOOL STUDENT

Students should get permission from the school principal or club moderator to conduct a school wide food drive. A start date along with an ending date (usually a two-week period is sufficient) should be decided upon. Who will monitor the collection of food, who will collect the food at the end of the day, where will it be housed and who will pick the food up at the end of the drive are all questions that should be organized prior to the start of the food drive.

Collection points should be at central locations, such as the cafeteria, entrance to school, main office. Have large cardboard boxes available to hold items collected.



A Community Without Hunger is
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Coordinators kit

This Kit includes:

- Who is Fullerville Mission
- Setting up your Food & Fund Drive
- Helpful & Creative Ideas
- Other ways you can help
- Materials & Forms

A child without food is a child that can't learn!



Who is Fullerville Mission?

Fullerville Mission: The mission was established in 1987. It is a non-profit organization that serves Carroll County and surrounding areas. The clothing ministry was the first ministry, which now helps over 800 people with clothing each month. We now have over 20 community outreach Ministries in hand.

Food For Families: This ministry has been in place since 1988. It is a ministry that helps both families with children and seniors with food.

The needs have increased with the growth in Carroll County. The number of organizations helping with food has also increased in order to keep up with the need.

The purpose of this County wide food drive is to help with his need. The food that is received will be warehoused at Fullerville Mission and then distributed to organizations that have food banks.

Thank You for sponsoring the Food For Families Food & Fund drive to benefit a number of community organizations. You will help feed thousands of our children that have a need for a good nutrition meal each day.

Running Your Food & Fund Drive

Getting Started Please read through the following information to help you in planning your food and fund drive to benefit Food For Families.

- **Establish a Food & Fund Drive Committee:** Recruit committee members who are natural leaders in your organization and who are interested in motivating teammates and building a sense of community.
- **Select Specific Dates:** Determine if a two-week food and fund drive or a one-day collection event would be the most effective in maximizing participation.
- **Set A Goal:** Set a goal for the amount of food and financial contributions to be raised. Setting a target allows you to build momentum for the drive. The goal can be based on the number of participants.

Calculate Your Food Drive Goal:

**Number of Participants x Pounds per Person =
Poundage Goal (LBS.)**

**Number of Participants x Dollars per Person =
Financial Goal (\$)**

- **Promote Your Food & Fund Drive:** Share information throughout your community and/or organization to raise involvement early in the process. (See the Creative Ideas and Helpful Tips and the Materials & Forms sections)
- **Items Most Needed** Our most requested food products are listed below. We also want to encourage you to include monetary donations as part of your food and fund drive.
- **Food Items:** See the Materials and Forms Section for the Food For Families "Most Wanted" List

The Health Department requires that all cans have labels, all packages are factory sealed and that no severely dented or rusted cans be distributed to our partner agencies. Additionally, the Fullerville cannot distribute any home-canned or home-packaged foods. Baby and adult formulas must be within code date for distribution.

- **Monetary Donations:** For every **\$5** donated, Fullerville Mission can buy 15 lbs. or 15 cans of food. As you can see, we can certainly make a dollar go a long way to help feed the hungry in our community!

Collecting Donations Having visible locations and well-marked areas for food & fund donation barrels or bins is important to the success of your drive.

- **Donation Barrels: Fullerville Mission** can provide you with large barrels to collect food for your drive. Call Hugh Gosnell at 770 456-9619 to arrange to have barrels delivered or picked up. You may also use your own collection boxes or bins.
- **Monetary Donations:** A secure container should be used to collect financial donations. Be sure to note on your promotional material that monetary donations will be accepted. Donation receipts are available. (See Materials & Forms section)
- Please note:
 - All financial donations to the Fullerville Mission are tax-deductible.
 - Make all **checks** payable to Fullerville Mission
 - Your participants can **donate online** www.fullerville.org.

Food & Fund Drive Has Ended It's a success!

Your food & fund drive is finished and it is time to tally up the numbers and send the donations to Fullerville Mission.

- **Pack Food Donations:** Put all food donations in a sturdy container. Stack your canned goods in a box, but remember someone will have to lift them so don't overload. Tape bottoms and tops together securely. *TIP: Rather than interlocking the box flaps, keep them flat as you seal the bottom.*
- **Call for Pickup or Bring Your Donation to the Fullerville Mission:** Call our Product Donations department at 770 456-9619, to arrange for one of our drivers to pick up your donation. Or bring your donations to Fullerville Mission and deliver them in person! We will weigh your food and provide you with a receipt for your records. We also enjoy showing you how your donations will help our neighbors in need throughout Carroll County. So if you would like to bring your winning team with you and take a guided tour of the Fullerville Mission, give us a call in advance and let us know you are coming.
- **Financial Donations:** You can bring financial donations in person to Fullerville Mission or mail to: Fullerville mission 531 Rockmart Rd. Villa Rica GA 30180 **be sure to list the name of the organization providing the donation for the Food For Family & Fund Drive.** Please contact us if you would like to make a special presentation.

Thank You A special note of thanks will be sent to your organization. We would love to have an opportunity to thank you in person at a company or organizational meeting when available. Contact Wayne Shelton at 770 456-9619

Creative Ideas and Helpful Tips

- **Involve Your Leaders To Challenge Participants:** Ask your organization to make a matching gift or challenge grant. For example, an organization could donate \$1 for every pound of food donated by the participants.
- **Friendly Competition:** Set up a competition between departments or groups to encourage friendly competition OR incorporate the food drive as part of an event.
- **Promote Your Food & Fund Drive:** You can begin promoting your drive now! Dress the office with posters or flyers; use office e-mail; send out a memo; submit notice to your internal newsletter; announce it at department meetings! You can also promote your food and fund drive in community and church bulletins, through local TV, radio and newspaper media outlets, at neighborhood grocery stores and many other locales.
- **Have Fun:** Your food & fund drive can be more fun and successful if you decide upon some creative approaches together. Use cans as entry into your organization-sponsored event in lieu of tickets; hold contest among teams or groups of people; golf and softball tournaments, silent auctions; let your creativity flow!
- **Make It Educational:** Participating in a food & fund drive is an excellent opportunity to educate your neighbors, friends and family about the meaning of community sharing, hunger and nutrition, economics and volunteerism. Fullerville Mission has speakers available to come out and share information about our programs and hunger issues upon request. Be sure to add our link to your web site www.fullerville.org
- **Make Participation Easy:** Collection sites should be visible and easy to find. Central locations that usually work best are break rooms, common meeting rooms and reception areas. Be sure that boxes or barrels are easily accessible.
- **Celebrate Your Success:** At the completion of your food & fund drive, announce the individuals or groups that made the highest contributions publish the results on your web-site or in a newsletter.

Creative Events From Other Organizations

Check out these event ideas that other groups have used to energize their drives:

- **Skip a meal:** Ask colleagues to skip a meal and donate the money that they would have spent on food. This will also give participants perspective on how hunger impacts their daily activities.
- **Competition or Challenge:** Organize a contest between departments, teams or groups with awards for the group that raises the most food or financial contributions, like a pizza lunch, a free party, or breakfast with an executive.
- **Food Drive Event:** Hold a party or lunch as part of the drive with the price of admission set at 2 cans of food or a \$5 donation.
- **Food Drive Drawing:** Get coworkers or businesses to donate prizes. Sell tickets or give one for each bag of groceries donated. Hold the drawing at the party.
- **Round Up:** For retailers or restaurants, encourage customers or employees to round up purchases to the nearest dollar or other round number. The difference is donated to Fullerville Mission on their behalf.
- **Online Events:** If your organization has an Intranet or active website, consider hosting an online promotion, like an online auction. Proceeds benefit the Fullerville Mission. Be sure to add our link www.fullerville.org to your site.



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Other Ways You Can Help

- **Make a Financial Contribution:** Fullerville Mission continues to rely heavily on private local support to operate. Donations are received from local businesses, churches, foundations, corporations, civic groups and individuals. You can mail a check made out to Fullerville Mission 531 Rockmart Rd. Villa Rica GA 30180
- **Double You're Monetary Donations:** Thanks to the generosity of many businesses, you can multiply your monetary gifts to Fullerville Mission through corporate matching programs. Contact your Human Resources Department to find out if your company provides gift matching for charitable contributions. If there is no formal matching program, contact company management about the possibility of a special corporate match to inspire and show support of their employees' efforts to help feed thousands of our friends and neighbors here in Carroll County.

Materials & Forms

The following pages contain materials and forms to help run your food drive.

- **Food & Fund Drive Registration Form:** Fax or mail the form to register your drive.
- **"Most Wanted" Items List:** Distribute these flyers with most needed items to food drive participants.
- **Hunger Fact Sheet:** Use this information to educate participants on the issues of hunger



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Registration Form

Food For Families and Fund drive dates: Start_____ End_____

Contact Name_____ Title_____

Address_____

City_____ State_____ Zip_____

Phone_____ Fax_____

Email_____ Web_____

Numbers of Employees_____

Type of Business or Organization_____

Food drive Barrels requested Yes or No Number_____

I would like a Fullerville Mission representative to speak to my
organization. Yes or No

I would like information on the Fullerville Mission Volunteer program Yes
or No

Fax this form: 770 459-2970

Email this information to: fullerville@yahoo.com

Mail to:
Food For Families
Fullerville Mission
531 Rockmart Rd.
Villa Rica GA 30180



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Food List

Canned Goods

Beef Stew
Ravioli
Canned Tuna
Peanut Butter
Yams

Canned Chicken
Canned Beef
Assorted Canned Fruits
Assorted Canned
Vegetables & Beans

Packaged Items

Hot Cereal (Grits, Oatmeal)
Boxed Cereal
Mashed Potatoes
Flour/Sugar
Bisquick

Drinks

Coffee
Juices (non-breakable)
Baby Formula

Personal Products

Bar and Liquid
Soap
Toothbrushes
and Toothpaste
Laundry
Cosmetics Detergent

Shaving Supplies
Feminine Hygiene Products
Deodorant and Perfume
Toilet and/or Facial Tissue
Assorted

DONATE MONEY

**with every \$5 donated Fullerville Mission can provide 15 cans of
food to a family.**

Financial donations to Fullerville Mission are tax- deductible.





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Hunger Facts

The mission of Fullerville Mission Food For Families is to mobilize the resources of our community to fight hunger, the causes of hunger and the problems related to hunger.

- **Food insecurity** refers to the lack of access to enough food to fully meet basic needs at all times due to lack of financial resources.
- Nearly one third of low-income adults in Carroll County are food insecure.
- “Low-income” families struggle to make ends meet on less than \$36,200 per year for a family of four.
- Children and the elderly are especially at risk for hunger-related health problems and malnutrition.
- For every \$5 donated Fullerville Mission can distribute 15 cans of food to a family.



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Donation Receipt

Name: _____

Amount: _____

The mission of Fullerville Mission is to mobilize the resources of our community to fight hunger, the causes of hunger and the problems related to hunger. For more information, call 770 456-9619 or visit www.fullerville.org. Financial donations to Fullerville Mission are tax-deductible. The Fullerville Mission is designated as a tax-exempt organization under section 501(c)(3) of the Internal Revenue Service tax code. Federal Tax I.D. Number 58-2396774



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Food For Families

	Set A Goal	
Your Food Drive is the beginning	Collect food	
	Tell everyone to help	

Food is picked up or delivered to Fullerville Mission



Disturbed to



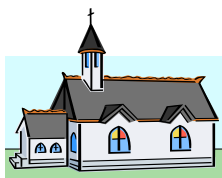
Senior Centers



Soup Kitchens



Homeless



Churches



Families



Missions



Women Shelters



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Food Collection Box

Help us collect non-perishable food for our neighbors in
Need. All donations will be delivered to Fullerville Mission on
----- , and will be put to good use
Feeding the hungry in our area.

HUNGER HURTS CARING COINS DRIVE



ALL GRADE LEVELS

Have coin containers (empty 5 gallon water bottles work well) strategically placed in the cafeteria and main office or any other area that will attract attention. Students can donate their change from lunch or coins from home to help feed those less fortunate. Collect coins over a two week period, have a bank count and exchange the coins for dollars

Have posters hanging in the school, distribute fliers, and use a large thermometer to set your goal. You can have coins counted every few days to measure the success of the program.

Involve everyone! Teachers, Parents, Relatives, Brothers and Sisters. .Everyone can help. Tell them what you are doing and why.



DID YOU
KNOW
20 POUNDS OF
FOOD WOULD
HELP
FEED A FAMILY
OF THREE FOR
ONE WEEK?

**And that's
only with a
\$5.00
Donation!**

