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G L E A N E R S



FUND & FOOD DRIVE TOOLKIT

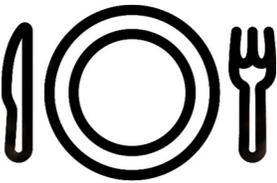


GLEANERS

21 COUNTY SERVICE AREA

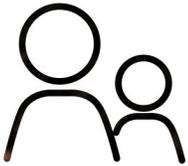


Poverty Rate is 12.7%



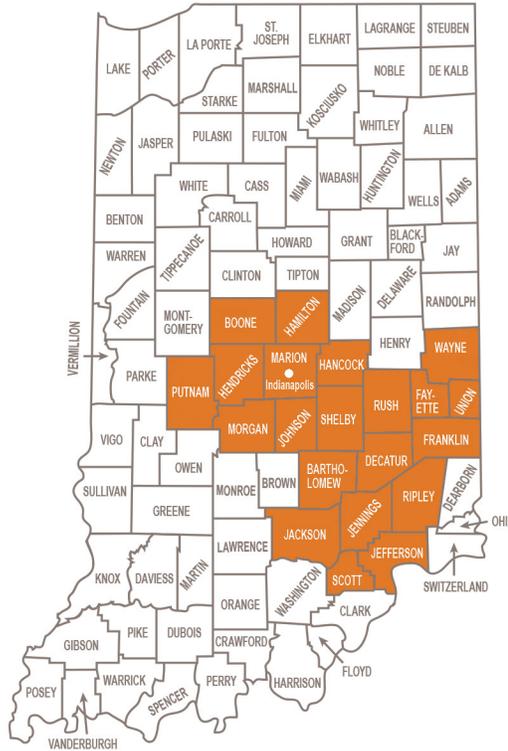
Food Distributed
31,200,000 lbs

Meals Distributed
24,336,000



316,470 food insecure people

99,600 are children



7.3M pounds of fresh produce distributed.
A 60% increase.



33% increase in the number of veteran and military households served.

593

local pantries, schools, soup kitchens and multiple community organizations work with us to meet the needs of county residents.



Mobile Pantries

27 mobile pantries and 72 CARE mobile pantries serve approximately 11,000 families each month.

Annual Program Cost \$750,000



BackSacks

BackSacks distributed to 9,000+ children in 246 elementary schools each week.

Annual Program Cost \$1.5 million



School Pantries

School-based pantries in 52 schools serve nearly 10,000 students and their families each month.

Annual Program Cost \$780,000



Senior Outreach

10 senior mobile pantries and shopping days serve approximately 2,900 seniors monthly.

Annual Program Cost \$320,000

Program costs do not reflect the cost of purchased food needed to support our pantry partners and agencies.

121817



HELP FIGHT HUNGER TODAY!

Thank you for partnering with us in the fight against hunger! Thanks to compassionate partners like you, we are able to provide food assistance to more than 260,000 Hoosiers who rely on our hunger relief programs each year.

This document has been prepared to help you in your planning a fund and food drive. If you have any questions, please contact Heather Conner at 317-925-0191, ext. 150 or via email at hconner@gleaners.org.

For corporate interest, please contact Alexandra McMahon at 317-925-0191 x112 or amcmahon@gleaners.org.



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GUIDE TO HOSTING A FOOD DRIVE

What Is A Fund And Food Drive?

A fund and food drive is an excellent opportunity for your organization to become direct partners with Gleaners Food Bank of Indiana in our fight against hunger. A fund and food drive can be conducted by churches, neighborhoods, businesses, unions, service clubs, schools, military units, scouts, sport teams, or any group of dedicated people who realize it takes a local initiative to solve a local problem. Fund and food drives are critical to our ongoing mission of collecting and redistributing millions of pounds of food to hungry people in need in central and southeast Indiana.

Cash donations have an even greater impact, enabling us to provide meat, dairy, and produce. For every \$1 donated, we can feed 3 people! Shoppers at our pantry receive \$20 retail worth of food, but thanks to our buying power, it only costs us \$7. As a four star rated Charity Navigator charity, \$0.95 of every \$1.00 goes directly to hunger relief.

4 STEPS FOR A SUCCESSFUL FOOD DRIVE

Hosting a fund and food drive is easy! Here are a few steps to help you.

1. Pick a Date

The length of your food drive is up to you (we recommend 2 to 4 weeks). The key is to give your participants enough notice so that they can be prepared to bring in donations.

2. Set Your Goals

Having a goal for the amount of food and financial contributions will help you determine strategies for your drive and give your group something to work toward. It is important to also make your goal realistic, and include an individual goal (100 people donating 5 pounds of food to provide more than 400 meals). If someone would rather donate money, we can stretch a dollar further (\$20 would provide 60 meals). If you choose to do a fund drive, instructions can be found on our website at <https://www.gleaners.org/get-involved/food-fund-drives/> or email gleaners@gleaners.org and we will send you an instruction form.

3. Register Your Food Drive

Let us help to make your Fund & Food Drive successful by contacting us before your event. First, visit our website (www.gleaners.org), click on 'Get Involved', then on 'Fund & Food Drives'. Fill out and submit the Interest Form found there, and someone will be in touch with you as soon as the



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form is received in our office. Please note that, due to the costs of operating our trucks, it is difficult for us to arrange a delivery of food collection barrels, or a pick-up of donated food. We request that the food be delivered to our facility, whenever possible, as this will save us the expenses of operating our trucks, allowing us to use that money to feed more hungry people.

4. Promote Your Drive

Share information throughout your community to raise involvement early in the process. Make posters. Share on community event pages and social media sites. Send out a lot of reminders, especially as the ending date approaches “there’s still time to make a difference...for last minute donations, etc.” Add a badge/link to your company website, which takes users to a page where they can learn more about the impact their donations will make, or to create a web page set up to track your donations.

AFTER YOUR FOOD DRIVE

Collected food items can be delivered to Gleaners at 3737 Waldemere Avenue, Indianapolis, IN 46241. Donations are accepted Monday through Friday from 8:30am – 3:30pm.

Your donation will be weighed by Gleaners’ Receiving staff and the results will be provided to you. Publish the results of your food drive to your organization and community and thank everyone for making a difference in the lives of so many people.





CREATIVE IDEAS FOR YOUR FOOD DRIVE

We rely on people like YOU every day; people who take the time to think of those in need, who may not know where their next meal will come from; people who decide to take a stand against hunger and coordinate a fund and food drive to support their local hunger relief organization. To make your fund and food drive easier and more successful, here are a few fun and innovative ways to solicit donations and encourage participation:

Kick It Off

Host a kick-off party and consider charging admission (or FOOD-mission) to begin collecting food and funds.

Competitions, Contests and Incentives

Everyone enjoys a friendly challenge and an incentive can help make your drive more successful. Organize a competition between groups, departments, or teams to see who can collect the most food or financial donations and then provide the winners with a prize. For example.....

Biggest Gainer: Set up a scale in a common area and weigh the donations for each department or group every evening at 4:00pm...keeping a running tally on a white board for everyone to see.

CANstruction: Have each department or group build/create a sculpture out of the items collected and have those sculptures judged. Gleaners cannot accept cans if labels have been removed.

The winning department or group could be rewarded in a number of different ways:

- Jeans Week: Team members get to wear jeans for an entire week
- Department pizza party
- Day off work to volunteer at Gleaners
- Each team members gets to throw a pie into the face of their favorite executive staff member
- Senior Staff dress up like Super Heroes and serve the winning group breakfast
- Give away corporate apparel



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Themes

Theme Days: Macaroni Monday, Tuna Tuesday, Whole-Grain Wednesdays, Taco Thursday, Fruity Friday

Dinner Is Ready: Collect combinations of nonperishable foods that can be used to prepare a complete meal. Have an Italian theme and collect spaghetti noodles and sauce. Or ask for canned chicken, refried beans, taco shells, salsa and seasonings to create a Mexican Fiesta.

Brown Bag It: Ask everyone to bring their lunch to work and donate what they would have spent eating at a restaurant that day.

ITEMS ALWAYS IN NEED

Nonperishable food items: please avoid glass containers when possible

Always in need:

- Canned meats like tuna and chicken
- Heat and serve meals such as soups and ravioli
- 100% fruit juices
- Canned fruits and vegetables
- Peanut butter and Jelly
- Other kid friendly foods like macaroni, cereal, applesauce and healthy snacks

Items that cannot be accepted:

- Home canned goods
- Items without the ingredients listed on the package
- Tobacco or alcohol
- Baby food that is NOT in the original, unopened case



RAISE MONEY TO STRETCH YOUR DOLLAR

Most successful food drives also have a financial element. In our busy lives, it may be easier for a person to write a check than purchase a bag of groceries. Cash donations are always welcome and provide an even greater supply of food because of Gleaners' buying power.

Ways To Contribute

There are many ways to provide financial donations to Gleaners Food Bank of Indiana through a food drive:

Online: The best way is online at gleaners.org. Remember to list the name of your food drive in the special instruction section.

Money Box: Checks can be made out to Gleaners Food Bank of Indiana and remind your donors to include the name of your organization in the "memo" line of their check. For cash donations we can provide you with a PDF receipt file you can print off and give to individuals who choose to donate cash instead of checks or food.

Matching Gifts: Many organizations offer a "Matching Gift" incentive. Be sure to check with your Human Resource Department for the necessary paperwork.

Envelopes: Ordering and distributing our donation envelopes is also an excellent way to encourage financial contributions. Envelopes can either be mailed individually to Gleaners or collected by your on-site Food Drive Coordinator and delivered all at once. Please contact Gleaners to receive envelopes.

For corporate interest please contact Alexandra McMahon at 317-925-0191 x112 or amcmahon@gleaners.org.

THANK YOU!

Without you, many in our community would go hungry. If you have any questions during your food drive planning process, please feel free to reach out to Heather Conner at 317-925-0191, ext. 150 or via email at hconner@gleaners.org.