

## Why host a Food and Fund Drive?

Food and Fund Drives address a critical issue and fight hunger in our South Louisiana communities. They help to raise meals for those in need. They bring people together. They strengthen our community.

Make an active, hands-on contribution to fight hunger in South Louisiana by hosting a Food and Fund Drive to benefit Second Harvest Food Bank. Each year through Food and Fund Drive efforts, more than 500 organizations help to raise one million meals for community members throughout south Louisiana.

### Registering your Food Drive

In order to provide the best assistance possible and to help make your food drive as impactful and successful as possible, we ask that any organization, team or business hosting a food drive for Second Harvest Food Bank register their event first. Please register at <http://no-hunger.org/food-fund-drive-registration/>.

### Need Food Drive Supplies?

Second Harvest will provide 5 complimentary boxes (will hold ~100 cans of food) and 1 banner for your food drive. You can stop by Second Harvest between 8am and 4pm, Monday-Friday to pick up supplies.

Need more supplies? Consider becoming a **Food Drive Champion**! For \$25, Second Harvest will deliver 25 boxes, packing tape and a banner to your food drive location. Following your drive, donations will be picked up by a Second Harvest staff person. When registering your food drive, please select the **Food Drive Champion** option.

## Annual Food Drive Events

### Have a Rice Day! – September (National Rice and Hunger Awareness Month)

To highlight the Louisiana rice industry and provide a local favorite to the people we serve, in September look for local retailers offering “buy a bag, give a bag” promotions and donate directly at the store. Look for other rice events at our facilities, online or host a “Have a Rice Day” event of your own!

Contact Natasha Curley [ncurley@secondharvest.org](mailto:ncurley@secondharvest.org) to learn how you can “Have a Rice Day!”

### Spread the Love Peanut Butter Drive – February



Second Harvest kicks off a **month-long peanut butter drive** to help feed people in need in our communities. You can help us “Spread the Love” by organizing a peanut butter drive at your school, business or organization. We all know how delicious peanut butter is, but did you know that it is also an easy source of much-needed protein for those struggling with hunger, especially kids and seniors? Since it requires no cooking, it’s a nearly-perfect food to help fight hunger.

For more information on hosting a Spread the Love Peanut Butter Drive, please contact Emily Slazer [eslazer@secondharvest.org](mailto:eslazer@secondharvest.org)

### Letter Carriers Food Drive – May



Get your team together and help us collect over 200,000 pounds of food for the Letter Carriers Stamp Out Hunger Food drive! Teams of volunteers are assigned to a post office route and will help collect the 20,000+ bags of food donations placed out by the community. Participants can also help to organize a collection at their dorm, apartment complex or neighborhood. Letter Carriers Food Drive is our biggest food drive of the year and we need all hands on deck!

Please contact Megan Nuismer Herrington at [mnuismer@secondharvest.org](mailto:mnuismer@secondharvest.org) to find out more.

### Adopt a School Pantry – Year Round

School pantries are food pantries that reach families in a safe and accessible space where they already feel comfortable and connected. School-based food pantries provide children and families in need with easy access to nutritious food. Food donations collected for the Adopt a School Pantry program should be kid and family friendly, nutritious and within best-by dates. If your organization, club or business would like to Adopt a School Pantry, please contact Megan Nuismer Herrington at [mnuismer@secondharvest.org](mailto:mnuismer@secondharvest.org)

## Fresh Food Drive- Year Round



Fresh foods are incredibly important to the people we serve and provide nutritional options in addition to variety and grocery relief. Consider hosting a virtual “Fresh Food Drive” A customized page and link will be created for your organization, business or team which can easily be shared. Funds collected through the virtual Fresh Food Drive will be used to provide fresh produce to our partner network and special programming including school pantries, hospital pantries and Healthy Communities mobile pantries.

To find out more about a customized virtual Fresh Food Drive, contact Megan Nuismer Herrington at [mnuismer@secondharvest.org](mailto:mnuismer@secondharvest.org)

## Traditional Food Drives

Food and Fund Drives address a critical issue and fight hunger in our South Louisiana communities. They help to raise meals for those in need. They bring people together. They strengthen our community. Please see our list of Most Needed Items to share with your organization, business or team to make your traditional food drive as impactful as possible. Consider hosting a themed food drive- “Meat the Need”, “Red Beans & Rice”, “Baby Drive” (Diapers, wipes) or a Holiday Food Drive.

## Tips for hosting a successful Food and Fund Drive

**WHEN:** Set a date and length of time for your Second Harvest Food and Fund Drive. If this is your first time implementing a food drive, we suggest a minimum of two weeks, so that people have enough time to become aware of your drive, compile and then bring in their goods and donations.

**FUNDS:** To make your drive even more successful, consider hosting a *virtual* fund drive along with your food collections. For every \$1 collected, Second Harvest can provide 4 meals for our neighbors in need. Second Harvest can create a customized donation page and link that you can easily share with your team, students, vendors and customers

**WHERE:** Make sure your collection points are in highly visible areas to ensure maximum exposure. Consider using main (building) entrances, lobbies, lunch/break rooms, and other public spots.

**GOALS:** Decide if you want to collect food, funds or both, then set clear fundraising goals for your drive.

**REGISTER:** Once you determine the date and goal for your drive, complete the Second Harvest Food and Fund Drive registration form in advance at our website, <http://no-hunger.org/food-fund-drive-registration/>.

## **Promote your Food and Fund Drive!**

**Communicate:** Communicating your drive activities to committed participants and those you hope to motivate is important to implementing a successful Food and Fund Drive!

As you promote your drive, be sure to include the following key points:

- Who is coordinating the drive, including contact information
- What the collection goals are and what items are being collected to reach your goals
- Where and when Food and Fund Drive donations are being accepted

**Be creative.** Do you want to make the Food and Fund Drive a competition between groups or departments? Will there be incentives for the winners? Will your drive have a specific theme?

Does your company have a **matching gift program**? You could double the impact of the funds you raise through your drive by having your company match the gift.

**Email:** Send a personal email to (at least) 10 of your closest friends and family members – you know what they'll respond to, so make it personal!

**Social media:** Tag your friends or co-workers on Facebook who have already donated to thank them for their support. This will help promote the fundraiser on their news feed and potentially arouse interest from other people outside of your friend base.

**We'll come talk to your group!** Invite an available team member from Second Harvest Food Bank to visit your organization or school to help kick-off your food drive.

**Thank your supporters!** A personal 'thank you' call, email, or Facebook tag is a must and will go a long way toward future donations.

## **Delivery and Pickups**

For those registered as **Food Drive Champions**, Second Harvest will drop off materials prior to and pick up donations following your event. Please keep in mind, our food bank's resources are limited, so we ask that you commit to collecting a minimum of 500 pounds if you are requesting a delivery and pickup by Second Harvest Food Bank.

- Pickups can be scheduled Monday – Friday. Please provide a two hour window for pick up.
- If you are providing your own supplies, please use boxes instead of bags.
- If you are not registered as a Food Drive Champion, donations can be dropped off at Second Harvest Food Bank, Monday-Friday between 8am and 3pm. In New Orleans, look for the Food Drop off sign located at the south end of the building. In Lafayette, please enter the building (located towards the back of the United Way building) under the Second Harvest banner.

## **Share your success!**

Is your group on Facebook or Twitter? Post your success on our Facebook or Twitter pages. Facebook [www.facebook.com/2ndharvestgnoa](http://www.facebook.com/2ndharvestgnoa) and Twitter @2ndharvestgnoa

## FAQ – Frequently Asked Questions

### ***Why do both food and funds matter?***

At Second Harvest Food Bank, 66% of our operating budget comes from private philanthropic sources. The budget increases to 80% when considering the cost of food purchase sometimes done to augment food that is donated. Community support is vital to the work we do.

Food drives provide some of the healthiest and highest-quality food we receive. Food donations also provide a direct connection between donors and our community members who are hungry. Monetary donations are essential as well. Not only do they help maintain the coolers, freezers, and trucks that allow us to collect and store food, revenue from Second Harvest's community supporters helps to facilitate our many food distribution, nutrition education and social service/community outreach programs throughout south Louisiana. Each dollar donated to Second Harvest can leverage the food we purchase, since we get highly discounted prices through various partnerships and hunger prevention programs. Checks can be made payable to Second Harvest Food Bank.

### ***How do I start a Food and Fund Drive?***

We recommend that everyone begin by registering their Food and Fund Drive at [www.no-hunger.org/food-fund-drives](http://www.no-hunger.org/food-fund-drives). This will give you access to Second Harvest's tools and resources to help make your Food and Fund Drive successful. Upon registering your drive, our Food Sourcing Department will send you a Food and Fund Drive Toolkit with an email confirmation. For additional support, please contact [fooddrives@secondharvest.org](mailto:fooddrives@secondharvest.org).

### ***What are the most-needed food items?***

We accept nutritious nonperishable items like canned meats (fish, chicken, stews and soups), food high in protein (dry beans and lentils), peanut butter, cereal, pasta, and canned fruits and vegetables. Our current Most Needed Food Items list is part of the Food and Fund Drive toolkit. Consider hosting a **virtual Fresh Food Drive** that will provide much needed funds for the purchased of fresh, quality produce.

### ***Are there any items Second Harvest will not accept?***

Second Harvest is not able to accept the following types of food donations:

- **Items with a use-by or best-by date > 6 months**
- Rusty or unlabeled cans
- Items that have been opened or partially used including cans, bottles and dry goods
- Products not in their original packaging
- Products with no ingredient information labels
- Homemade or home-canned foods
- Alcoholic beverages, mixes or energy drinks of any kind
- We also ask that any product in a glass container not be collected/donated due to safety issues

### ***What supplies does Second Harvest provide for my drive?***

When registering your food drive, please select the **Food Drive Champion** option. For \$25, Second Harvest will supply 25 logoed boxes (each holds ~20 pounds), packing tape and a banner and will deliver to your location. For those who do not select the Food Drive Champion option, Second Harvest will provide 5 complimentary boxes that can be picked up from our New Orleans or Lafayette location Monday-Friday 8am-3pm.

### ***Can I use your logo to help promote my Food and Fund Drive?***

Yes. We simply ask that you notify us of any materials you create so we may approve the use of our logo. We also encourage you to utilize our printable posters and disposable banners to help with the promotion of your drive. You're welcome to personalize both of these. Please contact [fooddrives@secondharvest.org](mailto:fooddrives@secondharvest.org).

### ***How do I get my food to Second Harvest?***

When your Food Drive is finished, we kindly ask that you arrange to bring your food donation to our New Orleans or Lafayette location. By allowing us to keep our transportation costs down, you are helping Second Harvest in another way.



**New Orleans-** 700 Edwards Ave, New Orleans, LA 70123 Monday-Friday 8am-3pm. Please look for the Receiving and Food Drop off sign. Please head up ramp and a member of our Receiving team will assist you.



**Lafayette-** 215 E Pinhook Rd, Lafayette, LA 70501 Monday-Friday 8am-3pm. Our warehouse is located towards the back of the parking lot of the United Way building. Please enter through the door on the right and a member of our warehouse team will assist you.

Dropping of your food drive collection is equivalent to making an additional donation! Food deliveries and supply pickups can be made Monday – Friday between 8:00am – 3pm at our Lafayette or New Orleans location.

### ***Can Second Harvest pick up my food donation?***

Yes, when registering, please select the Food Drive Champion option. For \$25, Second Harvest will pick up your donation, regardless of size. In order to make the most efficient use of our funds, we pre-schedule our driver pickups Monday-Friday, 8am-1pm.

### ***Can my organization schedule a time to volunteer at Second Harvest?***

Absolutely! Volunteers help Second Harvest Food Bank make an impact in our community every day. Our 16,000+ volunteers provide more than 50,000 hours of their time, energy and operational output every year.

We highly encourage all of our Food and Fund Drive partners to take the time to volunteer with us; it's a great way to see the impact of your food drive efforts. Please visit our Volunteer Page for additional details, or you can contact Michelle Rosamond in Volunteer Services at [mrosamond@secondharvest.org](mailto:mrosamond@secondharvest.org). For support in the Lafayette/Lake Charles/ Acadiana area contact Sydney Larriviere at [slarriviere@secondharvest.org](mailto:slarriviere@secondharvest.org).

### ***Will I get a receipt for my donations?***

Anyone who makes a financial donation to Second Harvest Food Bank will receive a donation acknowledgment letter that can be used for tax purposes. For food drive donations, an electronic receipt of donation will sent to the food drive register once donations are received.