



Tips & Goals

for a successful food drive

Collection Needs

- Save boxes from paper, deliveries, etc. for collecting and delivering food
- If your donations overflow at your collection point, have a place for storing items until drop-off day
- Pick a collection point that is easily accessible, and if desired, easily viewed by customers
- Use signage, fliers and emails to communicate with staff (ideas available from United Way)
- Timeline - we suggest running your food drive for two weeks (8/29-9/8). Try beginning promotions in mid to late August.
- Make sure you have volunteers to help deliver food to your drop-off location on collection day, September 9

Set a Goal

- How many pounds or items do you want your organization to collect? A goal will make it fun for employees and provide a point of reference to strive for. Try setting a goal based on a number of pounds or items per employee.

For example, if you have 25 employees:

- create an 'award-winning' food drive with a goal to raise 25 lbs./items - or 1 lb./item per person
- set-up a 'blue ribbon' food drive with a goal to raise 75 lbs./items - or 3 lbs./items per person
- go for a 'best-in-show' food drive with a goal to raise 125 lbs./items - or 5 lbs./items per person
- To track your team's progress, download the food drive goal poster designed by the United Way

Day of Caring
Food Drive

