



# FOOD / FUND DRIVE GUIDE

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## **SET A REASONABLE GOAL**

- » Set the length and dates of your food drive.
- » Determine the number of pounds of food you want to collect.
- » Consider how long you'll run the drive and how many people will participate.  
Ex. 20,000 lbs. which equals 10 lbs. per person.

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## **PROMOTE YOUR FOOD DRIVE**

- » Organize a kick-off event to build enthusiasm with a RIFA staff member to speak.
- » Display posters in high traffic areas.
- » Hand out lists of most-needed foods.
- » Send email messages and make announcements at meetings.
- » Use the RIFA fact sheet to prepare flyers or information in your newsletter.

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## **MAKE IT FUN**

- » Challenge other departments, shifts or companies to a competition.
- » Use a thermometer or chart to track the progress of your event's fundraising and food donation goals.
- » Bring a group to volunteer at RIFA.

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## **CREATE INCENTIVES**

- » Create a matching program between the organization and participants.
- » Create categories: largest individual donation, most protein donated, most unusual food, etc.
- » Host a recognition party & reward competition winners.

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## **COLLECTING THE FOOD & FUNDS**

- » All donations should be non-perishable, and no items should be in glass containers.
- » For those who prefer to make a financial donation, checks should be made out to RIFA or your company could shop for food. \$1 equals 1 can of food.

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## **SCHEDULE DELIVERY OR PICKUP**

- » Once your drive is over, arrange for the food to be delivered or picked up.  
Contact Thomas Brown at [tbrown@rifajackson.org](mailto:tbrown@rifajackson.org) or 731.427.7963.







OUR GOAL

*Thank  
You!*



## Food Drive Items List

- |  |   |  |   |
|--|---|--|---|
| <input type="checkbox"/> spaghetti<br>noodles      |    | <input type="checkbox"/> spaghetti's                 |    |
| <input type="checkbox"/> chicken<br>noodle<br>soup |    | <input type="checkbox"/> chili<br>beans              |    |
| <input type="checkbox"/> apple<br>sauce            |    | <input type="checkbox"/> ravioli                     |    |
| <input type="checkbox"/> canned<br>tuna            |    | <input type="checkbox"/> chicken<br>and rice<br>soup |    |
| <input type="checkbox"/> ramen<br>noodles          |  | <input type="checkbox"/> spaghetti<br>sauce          |  |
| <input type="checkbox"/> peanut<br>butter          |  | <input type="checkbox"/> black<br>beans              |  |
| <input type="checkbox"/> corn                      |  | <input type="checkbox"/> granola<br>bars             |  |

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