

# HOSTING A FOOD DRIVE

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## 1 SET YOUR GOALS, LOCATION, AND DATE(S)

*Establishing a written and shared goal with your food drive team will greatly increase your participation and results. Set your dates based on your goal and team time commitment.*

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## 2 DECIDE HOW YOU WILL COLLECT YOUR FOOD/FUNDS

*Decide who will be in charge and make sure your donation site is visible. If possible, plan to drop off your food, as we have limited resources to pick-up food drives.*

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## 3 REGISTER YOUR FOOD DRIVE

*At the bottom of our Food & fund Drive page there is a form for you to fill out. This helps us tremendously! If you need a donation barrel or pick-up you can request one [here](#).*

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## 4 SPREAD THE WORD

*Now that the details have been ironed out, it's time to start talking about your Food Drive! Make flyers, send emails, and share on social media!*

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## 5 START COLLECTING

*Download our wish lists or give us a call to see what foods we need the most. Any healthy, nutritious foods are greatly appreciated! Did you know we accept fresh foods as well as non-perishables?*

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## 6 THANK YOUR DONORS, VOLUNTEERS, AND YOURSELF!

*We appreciate your support, through your efforts you are strengthening your community!*



A PROGRAM OF  HRDC

**Donation Hours:**  
Monday-Friday,  
8:00 am-5:00 pm  
602 Bond Street  
406.586.7600