

# FOOD AND FUND DRIVE KIT



A quick and easy guide for raising food and funds to fight hunger

PROVIDING NEIGHBORLY ASSISTANCE

A volunteer agency servicing Northern Dakota County, supported by United Way, local churches and the community we serve.

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# Thank you!

Anybody can organize a food drive: businesses, churches, Boy and Girl Scout troops, schools, individuals, even neighborhoods! We're so grateful you're interested in holding a food and fund drive for Neighbors, Inc.

We continue to see increasing demand for food. In 2007, Neighbors served 2,447 families with our food shelf. In 2017, the food shelf provided over 900,000 pounds of food to 5,940 families in northern Dakota County.



## How Neighbors can help

Your support is important to Neighbors and we want to help with your drive in any way that we can. Let us know if you need any of the following by calling 651-306-2149:

- Sturdy boxes and barrels to collect food in
- Posters, flyers and brochures to help promote your drive and provide information about Neighbors
- Speakers to help generate enthusiasm for your drive by sharing information about how hunger impacts our community

## Quick facts about Neighbors

- Neighbors, Inc. was founded in 1972 by a group of area churches.
- We are a non-profit social service agency.
- We serve South St. Paul, West St. Paul, Inver Grove Heights, Mendota Heights, Mendota, Sunfish Lake and Lilydale.
- In 2017, we had the equivalent of 14.5 employees on staff, but volunteers do the majority of the work, the equivalent of 25 full-time employees.
- In 2017, we gave out over one million pounds of food: 943,737 pounds from the food shelf and 272,531 pounds from our bakery shelf.
- Of the people we serve, more than 45 percent are children.

# A food drive in five simple steps

## Step 1: Set a goal

How much food would you like to raise? Neighbors is committed to ensuring families and seniors receive at least 50 pounds of food per member of the household when they visit our food shelf — enough for at least a week of food. That works out to be a total of about 78,000 pounds of food distributed each month.

## Step 2: Collect food and funds

Decide when and for how long your food and fund drive will run. Put signs, posters and collection boxes or barrels in high-traffic areas. Distribute paper grocery bags with our most-needed items list — which can be found on the Neighbors website — already stapled on the bags. Make sure you have enough boxes or containers to collect the food. Assign someone to check the collection sites on a regular basis to see if boxes and barrels are full and need replacing. If raising funds, appoint a treasurer to collect and safeguard the donations. You may also need an area to store food until it can be delivered to Neighbors.

## Step 3: Promote your drive

Get the word out and create excitement about your food drive. Share information via email, social media sites, posters, and written and verbal announcements to reach out to potential donors.

The more fun a food drive is for participants, the more successful it will be. Friendly competitions really seem to bring the canned goods rolling in! For example, a local church raised food and funds by having members “vote” by donation for one of the church’s three pastors. The pastor with the most donations then had to do a fun dare.

Be sure to provide regular progress reports throughout your drive, along with facts about hunger. You can find some statistics, a progress thermometer and information later in this kit and on the Neighbors website.



*Members of the South St. Paul Mayor's Youth Task Force point donors toward the food drive at Knowlan's Fresh Foods.*

## Step 4: Get the food to Neighbors

Neighbors accepts food donations Monday through Friday between 8:15 a.m. and 12:15 p.m., and 1:00 p.m. and 4:30 p.m. Our delivery door is located on the north side of the building's lower level. Bringing a large donation? Call ahead and we'll be sure to have helpers ready to unload! To contact the food shelf directly, call 651-306-2150.

Neighbors has limited staff and vehicles. Most of the time, they are engaged in food rescue from area grocery stores and are not available for extra pickups. Delivering your donation directly to Neighbors helps us maintain efficiency and allows us to serve a greater number of families in need. However, if you are unable to deliver the food yourself, please give us a call at 651-306-2149.



*To drum up enthusiasm for its March FoodShare drive, congregants and Pastor Leesa Soderlind engaged in a challenge. If the congregation could raise 10,000 pounds of food, these ladies agreed to color their hair.*

## Step 5: Celebrate your success

We couldn't do what we do without people like you. After Neighbors receives your donation, we will send you a note that includes the total poundage and dollar amount of donations, and we encourage you to share this information with those you participated in your drive. *(Note: Be sure to provide us with an acknowledgement address so we can get this information to you).* Not only will it provide people with a better sense of what they were able to help accomplish, but celebrating success could inspire others to become involved as well!

## Tips from the Task Force

South St. Paul Mayor's Youth Task Force oversaw the city's effort to raise food and funds for the annual Minnesota FoodShare campaign. Here are some of their tips for a successful food and fund drive:

- Have fun with the campaign.
- Link your drive with a fun event happening in the community. For example, SpringCon attendees received \$1 off admission if they brought a canned good.
- Get the news out any way you can — Facebook, newsletters, email, word-of-mouth.

## Other ways to help

### Service learning projects: educate yourself while helping others

Service learning combines classroom teaching with community service in hopes of creating powerful hands-on learning while also making a difference in the community. Service learning projects are perfect for classrooms, church groups, scout groups, civic organization and workplaces.

Neighbors' staff can present on a variety of topics, from hunger and poverty to services at Neighbors. We can offer tours of the building

and engage volunteers in a service project related to the topic: food drives, toy drives, food and clothing donation sorting, and more. At the end of the project, Neighbors can lead the group in reflecting on their experience and understanding their role in the bigger picture.

For more information, contact our volunteer department at 651-306-2145.



## Stay up-to-date

We send out a monthly email newsletter that lists our most-needed food shelf items. To subscribe, email [scott@neighborsmn.org](mailto:scott@neighborsmn.org). We also have a printed quarterly newsletter with information about all of our programs and events. To be added to that mailing list, email [brigid@neighborsmn.org](mailto:brigid@neighborsmn.org)

You can also like us on Facebook and find us on Twitter.

# NEIGHBORS' FOOD SHELF

# 10 MOST WANTED



neighborsinc.

222 Grand Avenue West  
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**GIVING FEELS GOOD!**

# SPREAD THE WORD!



Donate food or funds to  
support Neighbors' food shelf.



neighborsinc.

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GIVING FEELS  
GOOD!

# The price of one latte can feed one person for two days.

Donate your daily coffee money to help the hungry in northern Dakota County

- About 39% of our clients are children under age 18
- In 2017, Neighbors provided nearly one million pounds of food to more than 14,000 people in northern Dakota County



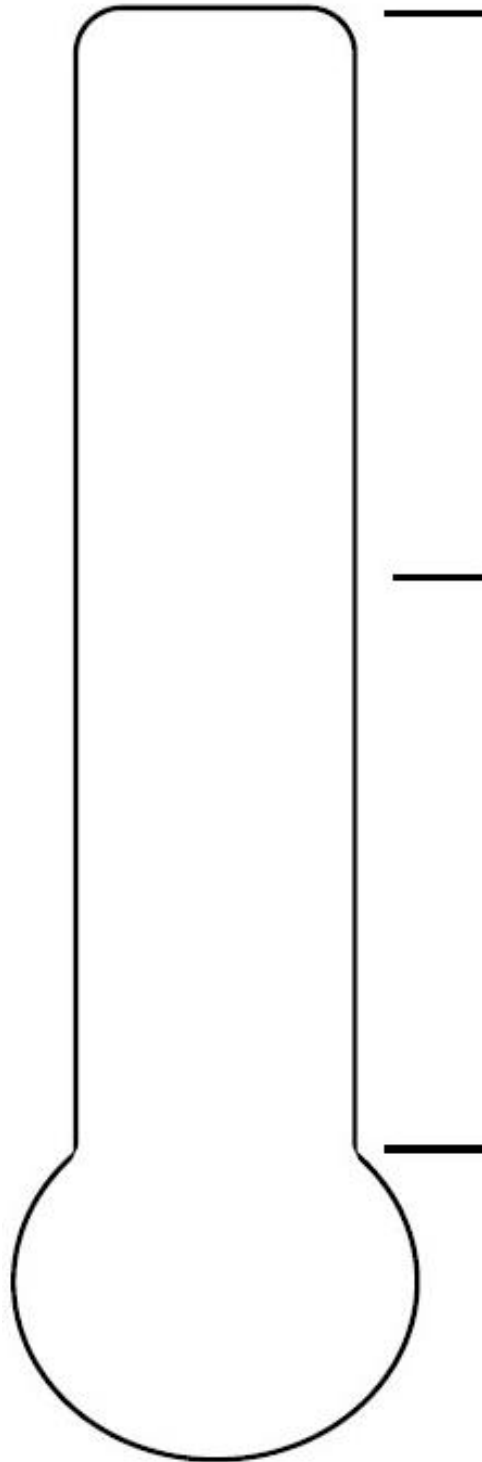
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# Food/Fund Drive Progress



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