

**5 Easy Steps to Running a Food Drive**

Thank you for donating your time and efforts toward a food drive for the Backpack Crew! Our mission aims to provide children with food on the weekends through our ‘Backpack” program, to serve our community members in times of need through our “Pantry” program as well as spread awareness about childhood hunger. To this end, a food drive is a perfect way to get involved and help our community to be awesome because you can't be awesome when you're hungry!

**Let’s get started with these 5 easy steps to running a successful food drive!**

**Step 1 REGISTER**

Register with the Backpack Crew by contacting Cindy at [backpackcindy@gmail.com](mailto:backpackcindy@gmail.com).Please include the following information: Name/organization; contact information; proposed a date/s of drive; anticipated size of your food drive; and a date/time that you’d like to drop off food items to the Backpack Crew location in Red Bank.

**Step 2 PROMOTE**

Customize, print, and distribute flyers in person and via Social Media (template provided by BPC). Please note: we do not recommend knocking on doors, putting flyers inside mailboxes or leaving flyers at locations without authorization from business/organization owners. When you register, the Backpack Crew will help you determine the best way to distribute and organize your drive.

**Step 3 COLLECT**

On designated date/time, pick up donations at your predetermined locations. Be sure to leave a “thank you” flyer when you leave (provided by BPC).

**Step 4 SORT**

Help us expedite the food you collected!

* Discard donations received with an expired expiration date
* Discard all open containers.

**Step 5 DROP OFF**

Drop off the food items you have collected at the BPC (UMCRB: 247 Broad St, Red Bank) at the agreed upon date and time.