

How to Organize A Fun & Easy Food Drive for UGM



Organizing a Food Drive can be simple, easy and fun! With the enclosed kit, you can run a successful Food Drive with minimum time commitment. It will make a difference in the lives of homeless men, women and children in Marion and Polk Counties. By donating direct to the Mission, UGM will not have to pay any Serving Agency fees. The food is a donation and we will honor our donor's intent in providing nourishment to hungry men, women and children.

- 1.** Select the dates of your drive. We suggest holding it for one to two weeks, so that people will have a designated time period to bring in their items (no matter what length of time you choose, plan on receiving items after your deadline. Plan on the actual deadline being a few days after the deadline that you publicize).
- 2.** Make some noise! Publicity is the key to a successful drive. Spread the word to as many people as possible and don't be shy about reminding them. Don't just rely on the printed material to publicize your drive. Send out an email or a voice mail. People like to be informed about ways they can help. When they find out how easy it is and what an impact it will make, they will jump at the chance to participate!
- 3.** Distribute printed publicity materials. Print the contact name, address, phone number and drop off point on the posters and flyers and photocopy as many as you need. Recruit friends, family or colleagues to help you distribute the materials to the group who will be participating in the drive. Deliver them to people and keep them displayed in public areas such as the front desk, break room, kitchen, announcement board, classroom, lounge, or neighborhood community center. Make this step a fun activity for your group and the drive will be a great experience for everyone.
- 4.** Set up the drop off point. Make sure the drop off point is easily accessible. Announce its presence by putting up a "Drop Off Point" poster on the door, window or wall nearby. Secure another poster to the box or bin that you are using to collect the food. Place the box or bin where people can see it, but is relatively protected from the weather.
- 5.** Consider splitting your group into 2 or 3 teams, with each team competing. Award a prize to the team, family or person who collects the most.
- 6.** Collect, collect, collect! The hard part is over and it's time for you to sit back and watch your group come together to support the needs of the homeless. When the Food Drive is over, deliver the kits to the UGM Administrative Office at 311 Commercial NE. If you are unable to deliver them, just give us a call at (503) 362-3983 and we'll schedule you for a pick up. You can call us at any time during the Food Drive if you collect so much food that it's getting in your way. We don't mind!



Name

Address

Phone

IS HOLDING A
FOOD DRIVE
FOR



FROM: _____
Date

TO: _____
Date

PLEASE BRING CANNED AND PACKAGED GOODS FOR THE
SALEM AREA'S HUNGRY MEN, WOMEN AND CHILDREN.
THANK YOU!

Hope begins with a hot meal...

*Restoring
Hope..*

*..Restoring
Lives*

**FOOD DRIVE
DATES:**

From: _____

To: _____

**DROP OFF
HOURS**



FOOD

DROP-OFF

SITE

...Hope begins with you.



SUGGESTED ITEMS

NON-PERISHABLE FOODS:

BOTTLED WATER
BOXED COLD CEREAL
BOXED FRUIT JUICE
BREAKFAST BARS
CANNED & INSTANT SOUP
CANNED FRUIT
CANNED MEAT (HAM, CHICKEN, TUNA)
CANNED VEGETABLES
COFFEE
CRACKERS
HOT CEREAL
INSTANT MASHED POTATOES
INSTANT RICE
INSTANT STUFFING
JELLY
PACKAGED PASTA
PEANUT BUTTER
PUDDING/DESSERT CUPS
SALAD DRESSINGS
SPICES

OTHER ITEMS:

BATHROOM TISSUE
FACIAL TISSUE
FEMININE HYGIENE PRODUCTS
FLIP FLOPS
HAIRBRUSHES
HAND & BATH SOAP
RAZORS
SHAMPOO
TOOTH BRUSHES & TOOTHPASTE
BAND-AIDS
CHILDREN'S PAIN RELIEVER
PAIN RELIEVER
VITAMINS (ADULT OR CHILDREN'S)
BLANKETS
SOCKS
UNDERGARMENTS
WASH CLOTHS
COLORING BOOKS/PENS/PAPER
SCHOOL SUPPLIES
BUS PASSES

FOOD DRIVE DATES

FROM: _____
Date

TO: _____
Date

CONTACT INFORMATION

Name

Address

Phone



TODAY ALONE
UNION
GOSPEL
MISSION
WILL SERVE OVER

400 MEALS.
THAT'S OVER
133,000
THIS YEAR.

YOU CAN
HELP!

Hope begins with a hot meal...

FOOD DRIVE

Restoring Hope.. ..Restoring Lives

UGM of Salem
UNION GOSPEL MISSION

...Hope begins with you.

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SALEM AREA'S HUNGRY MEN, WOMEN AND CHILDREN.
THANK YOU!

*Hope
begins with
a hot meal...*

*Restoring
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..Restoring
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**FOOD
DRIVE**

...Hope begins with you.

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OVER **400** MEALS. THAT'S OVER **133,000** THIS YEAR.

YOU CAN HELP.

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AREA'S HUNGRY MEN, WOMEN AND CHILDREN.

THANK YOU!





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