



TIPS FOR PLANNING FUND & FOOD DRIVES

Food and fund drives are a fun and easy way to join with Puritan Cleaners 100K Meals as we support Feed More by hosting a food and funds drive at your company, school or place of worship. You will help FeedMore meet the needs of so many people in our community. Here are some guidelines to follow that can make it easier to plan your food and funds drive and easier for Feed More.

The following steps and ideas will help guide you and trigger your imagination for other creative ideas to raise food and money. If at any time you need help or have questions, please don't hesitate to contact Sara Moncrieff of Puritan Cleaners at smoncrieff@puritancleaners.com.

Plan ahead: Select a person(s) to plan your strategy and theme. Determine the start date and length of your drive.

Set a goal: Decide how many pounds you want to collect or how many meals you would like to provide. An average meal is one pound. An easy way to do this is to set a goal for each participant and multiply this figure by your total head count. If your group or company has a competitive spirit, you may want to provide an incentive or reward for the most pounds or meals provided on a per capita basis. An award structure can be a helpful guide before you set your goal.

Register your food drive: Email us about your fund and food drive. We're excited for you to participate.

Supplies: Boxes and/or barrels, along with signs, are available at Feed More and flyers and posters can be downloaded from our website (puritancleaners.com). We encourage you to pick those items up at Feed More, if possible, to help us conserve our transportation resources. If that is not possible, please call Feed More at 521-3272 to make arrangements for delivery.

How to get your donations to Feed More: During the 100K Meals program, we encourage you to deliver your donations to any Puritan Cleaners location. We have limited availability to help transport group collections. Please email smoncrieff@puritancleaners.com for more details.

Get management involved: Encourage executives to show their support by sending email, voicemail or letters.

Have your company match employee donations: For example, your company might give \$1 for each pound of food raised.

What do donate: Hand out shopping lists of most needed foods (www.puritancleaners.com). We can tell you what they need most from season to season.

Make it fun and simple to participate:

- Place grocery bags for collection at every employee or student desk.
- Hold an event (a dance, sporting event, card party, or concert) and charge a can of food or a monetary donation for admission.
- Sell "jeans day" or "casual dress day" passes to your employees in exchange for donations.
- Encourage monetary donations: \$1 can provide 4 meals to the hungry.
- Encourage buildings, departments or classes to challenge each other to a competition.

Tax deductions: Monetary donations may be tax-deductible and can be made in three ways: checks can be made payable to Feed More and should note 100K Meals in the memo section of the check; and online donations can be made at puritancleaners.com.

