



FOOD & FUND DRIVES

THE HOW-TO GUIDE

1 Register

Go to sfmfoodbank.org/food-fund-drives. Here you can create a personalized, sharable team page. You'll also find our handy toolkit, full of tips and resources to help make your drive a big success.



2 Set goals

When you register your drive, you'll set goals for fundraising, food donations, and volunteer hours.

FUN FACT:
With every \$1 raised,
we can distribute
\$5 worth of food!



3 Roll Out the Barrel

If you plan to collect food, we ask that you take our "400 Pound Pledge" to collect at least 2 barrels worth of food.

If you anticipate collecting less, you're welcome to gather donations using your own boxes, and we'll pick them up if you have collected at least 100 pounds.



4 Rally Your Team

Create a committee with your colleagues to help plan fundraising events.

Get your team excited: host a kick-off!



5 Spread the Word

Share your team page link via email and social media.

Keep your team and supporters updated with weekly communication; send progress updates and appeals for support.



6 Celebrate!

You've worked hard; now it's time to celebrate your achievements!

Schedule an event to share the news of your success with your teammates.



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Host a Happy Hour



Host a happy hour at your office! Sell drinks and have the proceeds go towards the Food Bank while you have some after-hours fun and get to know your co-workers.

Let's Get Creative

Here are some fundraising ideas to help get your creative juices flowing.

Theme Fridays



Select days when colleagues make a donation to "dress down". Or try the opposite. Formal Friday has been a crowd favorite.

Bidding Wars



Start a bidding war for a range of opportunities — from getting the chance to pie a select member of your management team to scheduling your boss to do a task for you. Have some envelopes to stuff? Now you have help!

Match Your Gifts



Double your impact! Check if your company matches employees' charitable donations!

Bakesale



So easy a child can do it! And don't limit it to baked goods, your teams have all kinds of cooking skills!

Challenge Your Neighbors



Have an office in another city? Challenge them to see who can give most to their local charity! Know other teams in your building that are up for a challenge? Don't hesitate, send them an email right away!

Trivial Pursuit



Create teams of three or four with an entry fee per team; sell "get out of jail passes" that teams can use when they don't know an answer.

Raffle/Silent Auction



A simple way to donate. Raffle/auction parking spots, tickets to sporting events, bottles of wine, a weekend at a Tahoe vacation home and "Trade Offices for a Day."

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