



# FOOD & FUND DRIVE TOOL KIT



Every day, **1 in 10 of our neighbors** does not have enough to eat. This includes more than **40,000 children** in our community.

Hunger is a very real issue in Monmouth & Ocean Counties.

At Fulfill, we provide food to those who need it, and work to address the many issues that cause hunger.

In 2018, Fulfill provided 13 million meals through 280+ feeding program partners such as food pantries and soup kitchens.

Fulfill provides over 195,000 meals to our school children in Backpack, Kids' Café and Summer Meals Programs.

Our mobile pantries serve over 15,734 people in our communities including seniors and veterans.

You are our partners in this effort to help our neighbors get back on their feet for good, and strengthen our communities forever.

Thank you for joining us in the fight against hunger. Together we will make a difference!



# Food & Fund Drive Basics

## Step 1 - Decide which type of food or fund drive you wish to host



### Traditional Food Drive

Organize a collection of non-perishable food items from our **Most Needed Items** list to help us keep our shelves stocked.



### Fund Drives

Raise funds as part of a food drive, or at a separate event. We can accept cash, credit/debit cards and personal checks. Fund Drives are equally important to our mission, since Fulfill can provide 3 meals for every \$1 donated, due to our bulk purchasing power.



### Virtual Food Drives

Organize a virtual food drive and donate money using our online tools, instead of buying groceries.

**Make the most of your money by donating funds to Fulfill.  
Because we buy in bulk, \$1 can provide 3 meals!**

### A Trusted Partner

Fulfill holds the highest rating of 4 stars from Charity Navigator, an independent body that evaluates charitable organizations.



# Getting Started

## Step 2 - Register your event with Fulfill

### Register by email, fax, mail or online



#### To register online

Please complete and submit the form on our website. Go to <https://fulfillnj.org/food-drive/#online-form>

You can also find this form by going to the homepage of the Fulfill website (<https://fulfillnj.org>), clicking on “Ways to Help” and navigating down to the “Food and Fund Drive” section.

#### To register by email, fax or mail

Please fill out the registration form in this packet, and fax or mail to us. Details of where to send it, are provided on the form.



You may also scan the form and attach it to an email, if you prefer. Send to the email address provided on the form.

You will need to provide contact information for the main contact at your organization, and the dates you plan to host your event.

Thank you.



# Things To Know

## Step 3 - Start Planning Your Event



**Make a plan** - Decide on the dates for your drive, and the location for collections. A drive can last for a specific day or 1-2 weeks.

**Form a food drive committee** - Recruit people to help plan and organize your event, as well as to get the word out and motivate your community.

**Set a goal** - Decide on a fundraising target, or amount of food or meals you wish to collect and share regular updates to encourage participation.

**Promote your drive** - Use the posters and flyers in this kit to get word out about your event. Don't forget to use email and social media too. If you decide to create your own flyers or a press release, please send a copy to us before you distribute. Please email to the development office at [development@fulfillnj.org](mailto:development@fulfillnj.org).

**Collection boxes** - Please use sturdy boxes, bags or bins. Ensure they are not too large to lift easily and tape the base of each box securely before use.

**Monetary donations** - Be sure to note on promotional materials that you will accept monetary donations if you plan to do so.

- For cash donations, please collect the donor's contact information so we can acknowledge their donation and send a thank you letter.
- Keep all monetary donations in a safe place.
- We can accept credit and debit card donations (from American Express, Visa, Discover, and MasterCard) via our website.
- We accept checks. Please make them payable to Fulfill.

# Delivering To Fulfill

## Step 4 - Plan for Delivery



### Plan for delivery to Fulfill

As transportation is a significant cost to us, please aim to deliver your food donation to Fulfill directly. We have two facilities- in Neptune and Toms River.

**Large donations** - If you collect more than 400 lbs. of food (which is about 20 boxes, or 35-40 bags of food) and cannot deliver this to Fulfill yourselves, please call us to arrange collection.

You must organize collection in advance, before you host your event. Contact Alexa Palmieri ([apalmieri@fulfillnj.org](mailto:apalmieri@fulfillnj.org))

We can also provide large crates on wheels or food drive boxes for collections, please call ahead of time to make arrangements

**Monetary Donations** - Please deliver any cash or checks in person, or by a secure delivery service such as Fed Ex.

# Frequently Asked Questions

**Q: What's the best way to help Fulfill?**

**A:** We are always grateful for food donations, and monetary donations can provide an even greater return. We can provide 3 meals for every \$1 donated.

**Q: I'd like to share the results of our collection with our team, can you tell me how much we collected?**

**A:** Yes. We will weigh your donation and provide a receipt for your records.

**Q: Can people donate by credit/debit cards?**

**A:** Yes. They can be entered via our website: <https://fulfillnj.org/donate/>.

Donations can also be made online through our Facebook page.

**Q: Can you accept homemade items?**

**A:** No, unfortunately we can only accept sealed items.

**Q: As a student, can I earn community service hours for holding a food drive?**

**A:** Yes. Keep track of the time you spend planning, collecting and delivering. We can credit up to six hours per person, per drive if at least 120lbs or \$120 are donated. If you work with a friend, you will need to collect twice that amount. Hours must be verified by a parent, guardian or teacher.

**Q: Do you come to collect donations?**

**A:** Due to the costs involved, we do not typically collect donations. See the "Delivering to Fulfill" page for more information about delivery and large collections.

**Q: Where is Fulfill located?**

**A:** We have two facilities, one in Neptune and one in Toms River. See the "Contact" page in this pack for address and driving directions.

# Make It Fun for Everyone!

## **Grocery Store Drive**

Set up in front of a grocery store and hand out tear off sheets with items to purchase. When people are done shopping they can give their items to your drive.



## **Raffle Prizes**

Offer prizes for food donations! Items can include event tickets, parking spots, etc.



## **Sponsored Bike Ride, Walkathon, 5K, Etc.**

Get community sponsors and have a fun day raising awareness and funds for hunger.

## **Give Them a Hand**

Sell colorful paper hands. Allow people to decorate them and then display them in a common area.



## **Make it Competitive**

Offer incentives (donut breakfast, pizza party, ice cream social, etc.) for those who donate the most.

## **Shopping Lists & Bags**

Clip a list of Most Needed Food items to individual bags and ask people to take them home and fill them.



## **Set a Goal**

Set a goal for money raised or items donated. A big thermometer works well for monetary donations. Aim to fill a space, like an office, or number of bags for donated goods



# More Fun Ideas

## **Ideas For Elementary and Middle Schools**

- PJ or Dress Down Day - Donate to get a pass
- Sculpture Contest - Use donated items to build a sculpture
- Decorate Bags in Class - Send bags home to be filled with donations and returned to class
- Homework & Mobile Phone Passes - Create incentives for donating goods

## **Ideas For High Schools**

- Parking Spots - Raffle spots to teachers or students who donate the most goods.
- Price of Admission - Offer entry to a sporting event or concert for a certain amount of goods or a monetary donation
- Penny Wars - Have classes fill a jar with pennies, quarters or paper dollars. The winning class gets a prize
- Speakers - Arrange for a speaker to educate your class on hunger in the community, while you run a food drive
- Rock the Vote - Use donated cans as a way to vote for a teacher to do something funny (i.e. perform a dance or wear a costume)

## **Ideas For Places of Worship**

- Seasons of Giving - Hold a drive during Christmas, Hanukkah, Eid Al-Fitr, etc. to encourage donations
- Offering Plate Donations - Place specific envelopes on seats and allow for donations to the food bank to be placed in the offering plate
- Hold a Potluck - Organize a potluck and make the price to enter a can of food

## **Ideas For Offices**

- Casual Day - Ask people to pay or donate items to dress-down
- Skip a Meal - Challenge people to donate the money they would spend on lunch
- Loose Change - Create a collection jar for loose change to be donated
- Bring a Lunch - Ask people to bring items they would use to make lunch (peanut butter, jelly, canned tuna, cookies, dried fruit, etc.) for donation

# Grocery Store Hand-Outs



Please join our food drive for Fulfill (formerly the food bank of Monmouth and Ocean counties) by purchasing any of the items below while you shop and putting them in our cart when you leave!

Canned tuna, chicken or salmon - Canned veggies - Canned fruit (in juice or light syrup) -  
Cooking oils - Shelf-stable milk - Pancake mix & syrup - Peanut butter & jelly - Soups -  
Ready-to-eat canned meals - Hot cereals - Cold Cereals - Fruit juice (100% juice)

**-- No glass containers --Please select low sodium & low sugar options whenever possible -**



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Please support our

# FOOD & FUND DRIVE

Organized by:

Start date:

End date:

Details:

Contact:

Please display with the current **Most Needed Items** list





**HUNGER  
WON'T  
WIN HERE**

# Most Needed Items

-- Please, no glass containers --

Canned tuna, chicken & salmon (in water)

Canned veggies (low sodium, where possible)

Cooking oils

Shelf-stable milk

Pancake mix and syrup

Peanut butter & jelly

Canned fruits (in juice or light syrup)

Fruit juice (100% juice)

Soups Suggestions: (low sodium, where possible)

chicken noodle minestrone  
chicken & rice split pea  
beef vegetable lentil

Ready-to-eat canned meals Suggestions:

chili (bean, chicken, beef) chicken w/rice & vegetables  
stew (vegetable, chicken, beef) spaghetti & meatballs  
ravioli (cheese, beef)

Hot cereals Suggestions: oatmeal, steel-cut oats, farina, muesli

Cold cereals Suggestions:

Toasted O's (original or honey nut) Special K  
bran flakes Fiber One cereals  
corn flakes shredded Cascadian Farms cereals  
wheat brown rice Kashi cereals  
Grape-Nuts

**Please look for low sodium options  
140mg or less per serving OR 5%  
dailyvalue (DV) or less per serving**

Please select cereals with whole grains listed as one of the first ingredients on the label.  
Per serving, look for less than 10g sugar, 3-5g of fiber, 5g or more protein.



# FOOD & FUND DRIVE REGISTRATION FORM

Thank you for your interest in organizing a food and fund drive to benefit Fulfill.

**Before beginning your drive**, please read the Food and Fund Drive Tool Kit, then complete and return this form (or complete the online form at [www.fulfillnj.org](http://www.fulfillnj.org).) Please email to [apalmieri@fulfillnj.org](mailto:apalmieri@fulfillnj.org) or fax to 732 918-2660. To return by mail, send to Fulfill, Attn: Alexa Palmieri, 3300 Route 66, Neptune, NJ 07753.

Today's Date: \_\_\_/\_\_\_/\_\_\_

Food & Fund Drive Start Date: \_\_\_/\_\_\_/\_\_\_ End Date: \_\_\_/\_\_\_/\_\_\_

Organization Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Other Comments: \_\_\_\_\_

\_\_\_\_\_

Will you collect financial donations: \_\_\_\_\_

Please indicate the date you will deliver your donation: \_\_\_/\_\_\_/\_\_\_

Which site will you deliver to, Neptune or Toms River: \_\_\_\_\_

Thank you for including delivery as part of your donation.  
If your donation is over 400lbs (35-40 grocery bags) and you cannot deliver, please call us at 732 643-5850 to arrange for collection.



## CONTACT

For further information, please contact:  
Alexa Palmieri (apalmieri@fulfillnj.org)

### **Neptune Facility (Monmouth County)**

3300 Route 66  
Neptune, NJ 07753  
732-918-2600  
(Delivery hours 9am - 3:30pm)

### **The B.E.A.T. Center (Ocean County)**

1769 Hooper Avenue  
Toms River, NJ 08753  
732-731-1400  
(Delivery hours 10am to 3pm)  
(no drop off 12-12:30pm)

### **Driving Directions:**

Our main distribution center is located in Neptune at the corner of Route 66 and Wayside Road. We are off exit 100A from the Garden State Parkway going north, and exit 102 if you are heading south.

Our Ocean County facility is located at 1769 Hooper Avenue in Toms River, in the Silverton section of town.

## FOLLOW & TAG US!



**@fulfillnj #HungerWontWinHere #FulfillNJ**

# Thank you!