

WANT TO RAISE AWARENESS FOR HUNGER IN WEST HARTFORD?

Organize a collection at work, in the classroom or on your street!

The Town That Cares Food Pantry receives generous donations from workplaces, schools, faith communities, social groups and service clubs, neighborhoods and streets, and even children's birthday parties!

STEP ONE

SELECT YOUR TARGET GROUP

Decide whether you'd like to collect from coworkers, neighbors, or friends. Try to focus your food drive on one target population to keep things organized. If you have great success on your street, you can always run another drive at work!

STEP TWO

CHOOSE YOUR DATES

Hunger exists all year long, so any season is the best season to donate! Consider collecting during the spring and summer months so you won't be competing with larger annual drives around the holidays. Typically, one week is sufficient time to collect items. Make sure to highlight on your flyers when the collection will start and the *deadline!*

STEP THREE

DETERMINE YOUR THEME

A themed food drive can elicit more enthusiasm from donors, and more items! Some theme ideas include:

- Baby Basics* – diapers (in larger sizes) & wipes, baby food, cereal & snacks
- Senior Staples* – plain oatmeal, low-sodium soup, healthy snacks, personal care products
- Dinner Duos* – pasta & sauce, refried beans & salsa, chili & rice, soup & crackers
- Fruity Feast* – canned & jarred fruit, dried fruit snacks, fruit cups, jelly & jam
- Let's Do Lunch* – peanut butter & jelly, tuna & mayonnaise, macaroni & cheese
- Kid Favorites* – cereal, granola bars, macaroni & cheese, peanut butter & jelly
- Exciting Extras* – collect "luxury" items like cooking oils, coffee, tea, and condiments
- WeHa's Most Wanted* – boxed pasta, spaghetti, cereal, canned meat (tuna, chicken, salmon), jelly/jam

STEP FOUR

REACH OUT & COLLECT ITEMS

Decide how you will reach out to your target group. If you are collecting at work, send a flyer via email to your office distribution list. If you are organizing a drive on your street, you may want to deliver flyers with your information door to door, or drop off paper grocery bags asking neighbors to put items outside on a specific date for you to pick up. Children may also like to include collection information on birthday party invitations, or host a "food collection" stand outside their house. Social media is a great way to raise awareness about your efforts as well!

Once you have collected your items, prepare them for delivery! *We kindly ask that all bags and boxes be kept to 30 pounds or less to accommodate our staff and volunteers. We also cannot accept any expired or opened items.*

STEP FIVE

DROP OFF TO TOWN HALL

Donations can be left on the gray carts next to the Town Hall reception desk inside the main entrance. Town Hall is open from 8 am to 4:30 pm, Monday through Friday. If you need assistance or have a particularly large donation, please call the **Food Pantry Coordinator at 860-561-7569** or email nancy.stockman@westhartfordct.gov to arrange a drop off time with extra help.

Please also leave a note with your name, address, and any information regarding your food drive.