

Food Drive Toolkit



1. Select the specific good(s) to collect.

- Please keep your items to food, personal care items, diapers, or pet supplies.
- You may want to try a theme, such as breakfast items, dietary needs, or feminine hygiene products.
- Check this list to see what items can be accepted by Great Plains Food Bank. [Click here.](#)

2. Set a date, time, and location for your drive.

- We recommend hosting your drive anytime between now and February 9.

3. Put together a team/committee to organize.

- The more the merrier!
- If you have more than one location, consider a challenge to see which branch can bring in the most items.

4. Share and promote the drive.

- Invite customers, employees, and community members to be a part of your food drive.
- Social media is a great way to invite people to donate and share your impact!
[Click here to access Giving Hearts Day logos and graphics.](#)

5. Organize incoming donations.

- Use the poster attached or create your own.

6. Record donation metrics – people want to see your success!

- We've provided you with a fun and easy sheet to fill out. You can drop the log sheet off with your delivery or snap a picture and send it to GHDBusiness@dakmed.org.

7. Deliver your donations – capture photos and stories.

- If you are in the Fargo-Moorhead or Bismarck-Mandan area you can drop your donations off at Great Plains Food Bank Monday, Feb. 6 – Thursday, Feb. 9 from 8 a.m. – 5 p.m. You can also drop it off at Dakota Medical Foundation on Feb. 9 from 7 a.m. – 9 p.m.
- If you are outside of these areas, please bring your donations to your local food pantry. [Click here to find one in your region!](#)

8. Share your gratitude, impact stories, and final results with the team!

DROP-OFF LOCATIONS

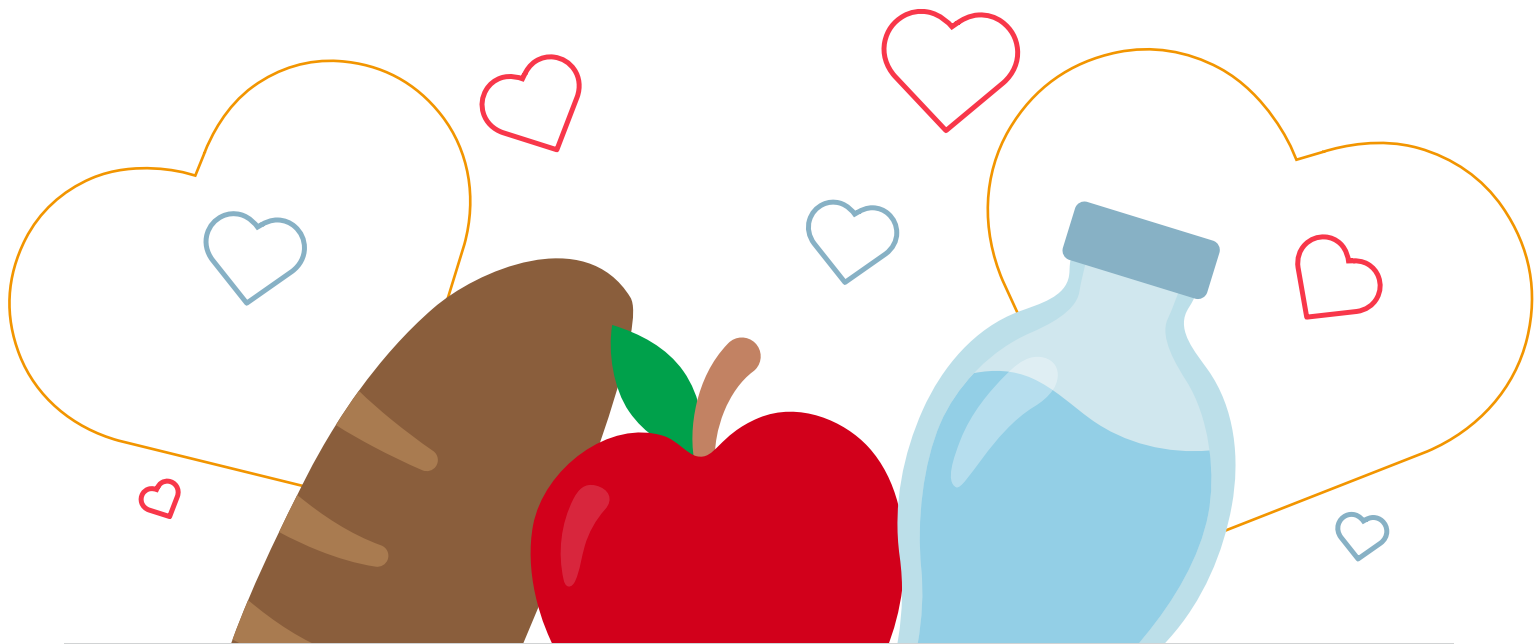
Great Plains Food Bank

Fargo Warehouse
1720 3rd Ave. N, Fargo, ND 58102
(701) 232-6219

Bismarck Warehouse
1315 South 20th St., Bismarck, ND 58504
(701) 751-6188

Dakota Medical Foundation

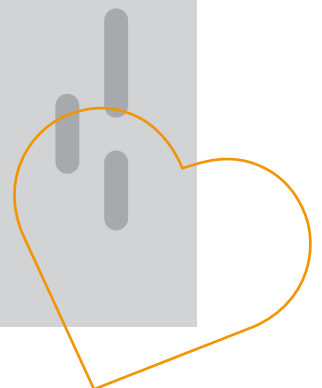
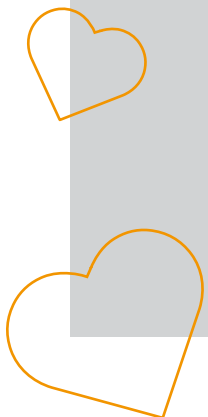
4141 28th Ave. S, Fargo, ND 58104
(701) 271-0263



Food Drive Collection Site



**GIVING
HEARTS
DAY**



Record Log



We want to recognize you for your hard work and share how much food was collected. Once your food drive is complete, drop this sheet off along with your donations to Great Plains Food Bank, Dakota Medical Foundation, or your local food pantry. You can also take a picture of this log and email it to GHDBusiness@dakmed.org.

Business name _____

Business phone number _____ **City** _____

Contact person at the business _____

Pounds of food OR number of items collected _____

One item is the approximate equivalent to one pound.