

RESCUING
FOOD FOR
NEW YORK'S
HUNGRY

CITY HARVEST

DAILY NEWS FOOD DRIVE

HOW TO: RUN A TRADITIONAL (IN PERSON) FOOD DRIVE

For 38 years, City Harvest and the *Daily News* have partnered to host the city's largest food drive, taking place this year from **Tuesday, October 20, 2020 through Friday, January 22, 2021**. Running a food drive helps City Harvest keep shelves stocked at hundreds of soup kitchens, food pantries and other community food programs across the city, providing good food for families in need. And this year, the need for emergency food is at an all-time high as New Yorkers across the five boroughs continue to contend with the economic fallout of the COVID-19 crisis. If you're comfortable running an in-person food drive and are able to do so safely and in accordance with CDC guidelines, below are some helpful tips on how to get started.

Starting your food drive is simple!

- **Select dates for your food drive.** While the *Daily News Food Drive* runs from October 20 through January 22, you can run your drive any time during that period. We recommend running your drive for at least two weeks.
- **Set up a sturdy collection bin in a high-traffic area and hang flyers** (download at cityharvest.org/dailynews).
- **Spread the word.** Publicize your food drive using every channel you can: throw a socially-distanced food drive kickoff party, send reminder emails at lunchtime to employees, post an announcement on the intranet, hang posters near workspaces, and give each participant a bag to take home and fill with food.

Important things to know:

- Most needed items include: canned fruit, canned vegetables, canned proteins (i.e. tuna or beans), peanut butter (plastic jars), macaroni and cheese (packaged), hot and cold cereal (packaged, family-sized), soups, and juice packs. *Note: City Harvest cannot accept unlabeled or dented cans, open packaging, products that need to be refrigerated, homemade foods, or expired products.*
- City Harvest will pick up food drive donations of **100 pounds or more** (estimate one can = one pound of food) through January 31. If you collect less than 100 pounds, you can drop off the food at your local firehouse, police station, or select State Farm locations across New York City. For a full list of drop off locations, visit cityharvest.org/dailynews.
- When you've collected at least 100 pounds of food, contact City Harvest by calling **646.277.7800** or emailing **fooddrives@cityharvest.org** to schedule a pickup. You must schedule at least seven days in advance of your desired pickup date.
- On the day of your pickup, make sure that your food is **packaged in boxes of 50 pounds or less** and is located on the ground floor, ready for our driver.

