

150 52<sup>nd</sup> Street Brooklyn NY 11232 cityharvest.org | 646.412.0600

October 2024

Dear Friends of City Harvest,

Right now, average monthly visits to New York City food pantries and soup kitchens are up 82% compared to 2019. To help ensure all of our neighbors have food on their tables this winter, City Harvest is once again partnering with the *New York Daily News* to host the *Daily News Food Drive*, running from **Tuesday**, **October 22**, **2024 through Friday**, **January 17**, **2025**.

Enclosed you will find information and materials to help run a successful food drive and share with your participants. For additional information, including a full list of drop off locations, please visit <a href="mailto:cityharvest.org/dailynews">cityharvest.org/dailynews</a>, call us at 646.277.7800, or email <a href="mailto:fooddrives@cityharvest.org">fooddrives@cityharvest.org</a>.

City Harvest trucks will pick up donations of 100 pounds or more. Collected food can also be dropped off at your local firehouse, police station or participating Apple Bank locations. Additionally, you can run an online food drive through our partners at #GiveHealthy for delivery to the City Harvest warehouse.

Interested in making a monetary donation? Just \$1.32 helps City Harvest feed a New York City family in need for a day. To donate, visit <u>cityharvest.org/dailynewsdonate</u>.

Thank you for helping City Harvest put food on the tables of our neighbors in need!

Sincerely,

Jilly Stephens

Chief Executive Officer

P.S. Did you know that there are even more opportunities for students to support our neighbors in need with City Harvest? We now offer field trips to our Food Rescue Center in Sunset Park, Brooklyn, for school groups of children 6-9 years old. Students learn about our work, tour our warehouse, and participate in a hands-on volunteer activity. Children aged 10 and up are also welcome to volunteer at our onsite repacks. For more information, visit cityharvest.org/schools.





## October 22, 2024–January 17, 2025

### **How To: Run An In-person Food Drive**

For more than 40 years, City Harvest and the *Daily News* have partnered each fall to host New York City's largest food drive, taking place this year from **Tuesday**, **October 22**, **2024 through Friday**, **January 17**, **2025**. Running a food drive helps City Harvest provide nutritious food for families in need. This year, your support is more important than ever: monthly visits to NYC soup kitchens and food pantries are up more than 82% compared to 2019.

If you would like to run a traditional, in-person food drive, below are some helpful tips on how to get started.

#### Starting your food drive is simple!

- 1. **Select dates for your food drive.** While the *Daily News Food Drive* runs from **October 22 through January 17**, you can run your drive any time during that period. We recommend running your drive for at least two weeks.
- 2. Set up a sturdy collection bin in a high-traffic area and hang flyers (download additional materials at cityharvest.org/dailynews).
- **3. Spread the word.** Publicize your food drive using every channel you can! For example, post flyers around the collection bin, send an email to your network, or post on your company's intranet.

#### Important things to know:

- Most needed items include: canned fruit, canned vegetables, canned proteins (i.e. tuna or beans), canned soups, peanut butter (plastic jars), macaroni and cheese (packaged), hot and cold cereal (packaged, family-sized), 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 participating Apple Bank. 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.





## October 22, 2024–January 17, 2025

#### How To: Run An Online Fresh Food Drive

For more than 40 years, City Harvest and the *Daily News* have partnered each fall to host New York City's largest food drive, taking place this year from **Tuesday**, **October 22**, **2024 through Friday**, **January 17**, **2025**. Running an online food drive helps City Harvest provide nutritious food for families in need.

This year, your support is more important than ever: monthly visits to NYC soup kitchens and food pantries are up more than 60% compared to 2019.

If you would like to run an online fresh food drive through our partners at #GiveHealthy, **please visit cityharvest.org/dailynews** or scan the QR code and follow the instructions below.

#### **Setting up your online fresh food drive:**

- 1) Start your <u>online food drive through #GiveHealthy</u>, which provides users the opportunity to order fresh produce, as well as non-perishables, to be delivered directly to the City Harvest warehouse.
- 2) Share the customized link to your food drive page with your network via email, social media, or newsletters. Participants will be able to select food items to purchase directly through your page.
- 3) Send periodic updates on progress and reminders to donate. We recommend one kick-off message, one mid-way through the drive, and one when you're in the final stretch.
- 4) After your drive has ended, you will receive a tax acknowledgment from the food drive platform and a food drive certificate of participation from City Harvest.

For any questions or for help setting up your online food drive, please contact us at **646.277.7800** or email **fooddrives@cityharvest.org**.







October 22, 2024-January 17, 2025

Please help fill this box with food to help feed New Yorkers in need!

## **Most Helpful Items:**

- Canned fruit
- Canned vegetables
- Canned proteins (i.e. tuna or beans)
- Canned soups
- Peanut butter (plastic jars)
- Macaroni and cheese (packaged)
- Hot and cold cereal (packaged, family-sized)
- Juice packs

For more information, visit cityharvest.org/dailynews or contact fooddrives@cityharvest.org



# October 22, 2024-January 17, 2025 Getting Ready for your Food Drive Pickup

Thank you for collecting food for the *Daily News Food Drive* running from **Tuesday, October 22, 2024 through Friday, January 17, 2025**.

Your support will help City Harvest reach our goal of collecting over 700,000 pounds of food for New Yorkers in need.

- 1. Pack your donations in sturdy boxes weighing no more than 50 pounds for safe lifting (see below images for reference).
- 2. On the day of pickup, have your collection boxes at the street level or accessible via elevator with no steps or stairs in the way so our driver can safely maneuver the hand truck.
- 3. Make sure that you're onsite during the agreed upon pickup window, and feel free to give our driver a hand loading the truck when they arrive.

Thank you again for your support!

#### How to pack your donation boxes





**Image 1.** Fully packed food drive box. Box dimensions: 19x13x11. No more than 50 pounds.

#### How not to pack your donation boxes





**Image 2**. The box is filled past the folding flaps, and is ripped, making it likely to break when lifted, and causing the cans to fall out.

