



**East Bay  
Community  
Action Program**

THE BRIDGE to SELF-RELIANCE



**4 STEPS TO A SUCCESSFUL**

# **FOOD DRIVE**

# HELP US KEEP OUR COMMUNITY NOURISHED AND OUR FOOD PANTRIES FULL.

1



## Plan your drive

Gather a team; schedule a location, date, and time; and pick a theme (not required). Promote your food drive via emails, social media, and flyers. Include a list of needed items. EBCAP's Food Pantry Wish List is provided in this packet or can be found on our website, <https://www.ebcap.org/programs/food-pantries/>

2



## Register with EBCAP

Contact EBCAP's Hunger Hero liaison. Their contact information is listed below. The liaison will provide donation bin(s) to collect items, help with event coordination, answer any questions, and provide guidance.

3



## Host your event

Set up an accessible location that allows space for the donation bin(s) and collected items. Create fun signage or use the graphics included in this packet. We recommend hosting, at minimum, a week-long food drive to collect as many items as possible.

4



## Drop off your donation

Coordinate with our Hunger Hero liaison to drop off donations. It is greatly appreciated to deliver your donations directly to our food pantries. With limited staffing, it is often difficult for us to pick up donations. If a pickup is necessary, we can schedule a time that works best for everyone.

### Contact:

**Hunger  
Hero  
Liaison**

**Hannah Johnson,  
Senior Communications Associate  
East Bay Community Action Program  
401.602.3694  
[hjohnson@ebcap.org](mailto:hjohnson@ebcap.org)**

# Food Drive Checklist



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- Set date, time, and location  
\_\_\_\_\_
- Coordinate with EBCAP's Hunger Hero liaison  
\_\_\_\_\_
- Advertise food drive w/ emails & flyers  
\_\_\_\_\_
- Set up collection bin(s)  
\_\_\_\_\_
- Collect food / hygiene items  
\_\_\_\_\_
- Schedule donation drop off  
\_\_\_\_\_
- Celebrate your team's success!  
\_\_\_\_\_
- \_\_\_\_\_  
\_\_\_\_\_



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## Food Pantry Wish List

### Food Items:

- pasta
- pasta sauce
- peanut butter
- jelly
- canned tuna
- canned chicken
- canned/ dried beans
- rice
- canned corn
- canned green beans
- instant potatoes
- oatmeal
- canned soup
- shelf-stable oat or almond milk

### Hygiene/ Other Items:

- men's/women's deodorant
- bath soap
- shampoo
- shaving cream
- razors
- toothpaste
- toothbrushes
- dish soap
- laundry soap
- baby wipes & diapers
- hand warmers
- mittens
- hats
- socks
- household cleaners
- toilet paper
- paper towels
- sponges

We encourage donors to provide non-dented cans and items that are within their best by dates.



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**BE A HUNGER HERO!**

# **FOOD DRIVE**

# Dates:

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Please join us as a “Hunger Hero” for East Bay Community Action Program. Place your non-perishable items in this collection bin and you’ll be helping members of the community who struggle with food insecurity.

## High-need food items

pasta	canned soup
pasta sauce	rice
peanut butter	canned corn
jelly	canned green beans
canned tuna	instant potatoes
canned chicken	oatmeal
canned/dried beans	shelf-stable oat or almond milk

THANK  
**YOU!**

## High-need hygiene items

deodorant	baby wipes & diapers
soap	hand warmers
shampoo	mittens
shaving cream	hats
razors	socks
tooth paste	household cleaners
tooth brushes	toilet paper
dish soap	paper towels
laundry soap	sponges

**benefitting:**



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[www.ebcap.org](http://www.ebcap.org)



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**FOOD  
DRIVE**



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**BE A HUNGER HERO!**

**THANK  
YOU!**

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