



## How to Organize a Food Drive

Step 1: With your family, sports team, or friends, pick a time and place for collecting food. Consider picking a time people will gather anyway, like a sporting event. You could also pick a donation spot that people walk by frequently, like a spot in a school or business. Or you could select a home as a neighborhood collection point.

Step 2: Spread the word! You could create flyers, send evites or emails, or use word of mouth. This is a great step to involve kids. They can make or deliver flyers. Make sure to include the items the food pantry needs the most like canned chicken or tuna; soup; small bags of rice, beans or lentils; vegetable oil; pasta; boxed potatoes; breakfast cereal, oatmeal and pancake mix; granola bars; canned fruit; jelly; pasta sauce; toothpaste; shampoo; soap and grocery store gift cards in any amount.

Step 3: Collect the food. Make sure you have sturdy bags or boxes that can handle all the cans you'll receive. Smaller boxes are best. Cans can get heavy!

Keep an eye on the food. Do your best to not let it sit outside in the heat, even if it is non-perishable.

Step 4: Drop off the food using the following guidelines found on our website:

**We are open to receive nonperishable food donations  
Mondays and Wednesdays from 10:00 am to 11:30 am.**

If you can't make the times listed, please call us at 703-507-2795. We cannot guarantee alternate drop off opportunities, but will make every effort to accommodate when possible.

Step 5: Deliver the food, and "Like" us on Facebook so you can hear what the Dulles South Food Pantry is up to.