



## How to Sponsor a Hope for the City Food and Fund Drive

Food and Fund Drives help organizations stretch their budgets and continue to provide resources to those in need. All resources generated through food and fund drives are distributed directly to our partnering organizations who assure the donations get into the hands that need them most. Thank you for reaching out to your neighbors in need!

### Considerations:

1. Decide on the people:
  - Identify who will help you or your organization coordinate and promote the drive from start to finish.
  - Designate a primary and secondary contact person.
  - Engage others in ways they can help to promote and support your drive.
2. Determine the details:
  - When will you hold your drive?
  - How will you promote your drive?
  - Will you collect the funds?
  - What types of items will you collect?
  - How will the food and/or funds be collected?
  - Will your organization match the donations?
3. Hope for the City's Local Partnering Agencies are always in need of:
  - Canned & boxed foods
  - Dental & hygiene items
  - Household and cleaning supplies
  - Please avoid glass containers that may break during transportation.
4. Please print and fill out the following Food & Fund Drive request form and mail to:



Hope for the City  
Attn: Food & Fund Drive  
4350 Baker Road, Suite 400  
Minnetonka, MN 55343

Someone will contact you to confirm your drive. If you have any questions about holding your Food and Fund Drive, please email Robin at: [robin@hopeforthecity.net](mailto:robin@hopeforthecity.net).



## **Hope for the City Food & Fund Drive Request**

Feel free to send any questions you may have when filling out the information below to:  
robin@hopeforthecity.net

Company Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Alternate Contact: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Description of Drive: \_\_\_\_\_

Dates of Drive: \_\_\_\_\_

Send completed forms to:

Email: robin@hopeforthecity.net

U.S. Mail: Hope for the City

Attn: Food & Fund Drives

4350 Baker Road, Suite 400

Minnetonka, MN 55343

### **Helpful Information:**

- Hope for the City can drop-off food collection bins at your organization or fund drive site.
- Hope for the City can pick up food and/or funds from your organization at the end of your food and fund drive.