WHAT IS HARVEST FOR HUNGER?
Harvest for Hunger is one of the largest food and fund drives in the United States. In 2014, more than $4.1 million and over 350,000 pounds of food was collected, providing more than 17 million meals to hungry men, women and children in 21 counties. Harvest for Hunger is a collaborative effort of four area food banks serving the food insecure in Northeast and North Central Ohio.

WHO DOES HARVEST FOR HUNGER HELP?
The Greater Cleveland Food Bank provides services in six counties including Cuyahoga, Ashtabula, Ashland, Lake, Geauga and Richland. More than 44% of the people served are children and seniors, 23% have at least one person living in their home who is in poor health, and 64% of households must choose between paying for food and paying for utilities.

Food and funds donated through the Harvest for Hunger campaign are distributed to more than 700 local hunger centers throughout our six-county service area.

HOW CAN I HELP?
We’re so glad you asked! You can host a food and funds drive at your school, business, or organization in the spring of 2015. All proceeds from your drive help feed families and individuals in our six-county service area. While we gladly accept food donations, we encourage you to raise funds in lieu of food, due to the Food Bank’s incredible purchasing power. For every one dollar donated, the Food Bank can provide four nutritious meals for our neighbors in need!

CAN I VOLUNTEER FOR HARVEST FOR HUNGER?
Of course! The Greater Cleveland Food Bank has volunteer projects available for individuals ages 12 and older. We can accommodate groups of up to 20 people. One of our most important projects involves repackaging donated food. Please contact our Volunteer Services Department at 216.738.7240 or visit GreaterClevelandFoodBank.org/volunteer for more information.

WHERE CAN I FIND MORE INFORMATION?
Please contact us at 216.738.2140 or harvestforhunger@clevelandfoodbank.org with any questions you may have. Also, check us out on the web at HarvestForHunger.org to find more information on how to get started!
FUN FUNDRAISING IDEAS

We’re happy to share with you some Harvest for Hunger fundraising ideas that have proven to be successful for many local organizations.

**Recruit** a committee to assist with planning and managing events and activities.

Having the **support of management** is key to a successful drive. Engage members of your organization’s leadership to offer incentives such as paid time off, lunch with the boss, sports or concert tickets, a prime parking spot, or a pie in the face of a supervisor!

Some of your best fundraising initiatives may come from **competition** among groups, departments or neighboring organizations. Determine a goal and organize activities to raise the funds. Use a visual, such as our thermometer poster, to indicate who is in the lead. Consider offering a prize for the winner, such as a gift certificate to a local company.

If your organization has a **matching gifts program**, encourage your coworkers to complete the necessary paperwork to add additional value to their gifts.

Host a **kickoff event** to share details and build excitement for the upcoming drive.

Participate in **Brown Bag Day** on **Wednesday, March 25, 2015**. Brown bag your lunch and donate what you would have spent going out to eat to the campaign. Be sure to join us online, share photos of your lunch through social media, and encourage family and friends to participate. #BrownBagDay

Create **March Madness brackets**, with a portion of the proceeds going to Harvest for Hunger.

Host **casual days**. For a donation to Harvest for Hunger, employees can dress in jeans or other fun attire on designated days.

Organize a **tournament**. Have staff loan their cornhole sets, putt-putt golf materials, or Wii for a day. Set up a tournament in a break room, hallway or auditorium and charge a flat fee for teams to play.

**Involve food!** Host a bake sale, doughnut sale, chili cookoff...Food is naturally a fun fundraiser!

Organize a **Virtual Food Drive** (VFD). A customized donation page for your organization can be created in just minutes and can be personalized with logos, goals, and messages for donors. Learn more at GreaterClevelandFoodBank.org/virtual-food-drive.

**It’s important to remember that for every $1 donated, the Greater Cleveland Food Bank can provide four nutritious meals to our neighbors in need.**
There’s no better way to celebrate your fundraising efforts than by recognizing your success. We ask that when setting a goal for your drive, you consider aiming for one of the recognition levels listed below. We would be honored to recognize your organization in our end-of-campaign ad in *The Plain Dealer* and at our Harvest for Hunger Recognition Ceremony in June. Together, we are working to ensure that everyone in our communities has the nutritious food they need every day.

**AWARD RECOGNITION LEVELS**

<table>
<thead>
<tr>
<th>Level</th>
<th>Total Giving</th>
<th>Per Capita</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMERALD</td>
<td>$50,000 and above</td>
<td>$100 and above per employee</td>
</tr>
<tr>
<td>PLATINUM</td>
<td>$20,000 - $49,999</td>
<td>$60 - $99 per employee</td>
</tr>
<tr>
<td>GOLD</td>
<td>$15,000 - $19,999</td>
<td>$50 - $59 per employee</td>
</tr>
<tr>
<td>SILVER</td>
<td>$10,000 - $14,999</td>
<td>$40 - $49 per employee</td>
</tr>
<tr>
<td>BRONZE</td>
<td>$5,000 - $9,999</td>
<td>$30 - $39 per employee</td>
</tr>
</tbody>
</table>

**SPECIAL AWARDS**

In addition to the recognition levels listed above, there are special awards each year presented to two deserving companies based on self-nominations. The Bag of Hope and The Edmond V. Worley awards are presented to companies that demonstrate an unparalleled commitment to Harvest for Hunger. Companies are considered for these awards based on the participation of employees in their internal drive, creativity of the coordinator and company’s efforts, and overall enthusiasm and support for local hunger relief efforts. The Bag of Hope award is presented to an organization with 250 employees or more, and the Edmond V. Worley award is awarded to an organization with fewer than 250 employees. Harvest for Hunger coordinators will receive more information and award applications via email in April.
YES! WE WOULD LIKE TO PARTICIPATE IN HARVEST FOR HUNGER 2015.

PLEASE FILL IN YOUR CONTACT INFORMATION

Organization Name ____________________________
Name of CEO/Local Head of Organization ____________________________
Coordinator Name ____________________________
Address ____________________________
City ____________________________ State _______ Zip _______
Phone ____________________________ Ext. _______
Email ____________________________
Fax ____________________________
Total Number of Employees _________ Industry ____________________________
Parent Company/Organization (if applicable) ____________________________
Nonprofit Organization Yes [ ] No [ ]

Dates of Your Drive ____________________________
2015 Campaign Goal $ ____________________________

ADDITIONAL OPPORTUNITIES TO SUPPORT THE 2015 HARVEST FOR HUNGER CAMPAIGN

Remember, for every $1 donated, the Greater Cleveland Food Bank can provide 4 nutritious meals to our neighbors in need.

[ ] We will set a goal to increase our support of the campaign by at least 10% more than we raised last year.

[ ] We will make a corporate gift of $ _________ in addition to our employee food and funds drive.

[ ] We will have a representative attend the Harvest for Hunger Kickoff on Tuesday, February 24 at 9 a.m.

[ ] We are interested in supporting Market at the Food Bank, the annual Harvest for Hunger benefit and celebration, the evening of May 3. Please send us additional information about sponsorship levels.

[ ] Sorry! We cannot participate in Harvest for Hunger in 2015.

Return this form by Wednesday, February 12, 2015 to be included in the kickoff ad that will run in The Plain Dealer. Fax to 216.503.2079 or send via email at harvestforhunger@clevelandfoodbank.org.
WRAPPING UP: 4 EASY STEPS

STEP 1: COMPLETE THE HARVEST FOR HUNGER CONTRIBUTION REPORT

Please provide us with the name and contact information of your Harvest for Hunger coordinator, the number of employees at your organization, your total monetary donation and weight of your total food contribution, if it is known. Please submit the report in person, online or through the mail, as described on the contribution report form.

Please submit the report no later than May 22, 2015, so that your gift is included in the campaign total and you are appropriately acknowledged at our recognition ceremony.

STEP 2: COMPILe YOUR DONOR LIST

All donors will receive a personalized thank you letter. Please provide us with a list of your cash donors, their donation amounts and their contact information on the Cash Donor Report, available online at GreaterClevelandFoodBank.org. Simply click on Harvest for Hunger, then click “Sign Up to Host a Drive” to view all electronic campaign materials. You can open and print the Cash Donor Report from this section. You need not list any donors who made their contribution with a personal check.

STEP 3: SEND US YOUR RESULTS

Mail or deliver contributions to: Harvest for Hunger c/o Greater Cleveland Food Bank, 15500 South Waterloo Road, Cleveland, Ohio 44110

STEP 4: DROP OFF FOOD DONATIONS AT THE GREATER CLEVELAND FOOD BANK

An appointment is not needed to drop off donations. The Greater Cleveland Food Bank is able to accept food donations Monday-Friday between the hours of 8:30 a.m.-3:30 p.m.

Address for delivery is: 15500 South Waterloo Road, Cleveland, Ohio 44110

Please drive around to the back of the building and up to the dock door on the east side, marked “All Donations.” Ring the bell outside the door and a member of our staff will be out to assist you. Note: Directions can be found at GreaterClevelandFoodBank.org.

THANK YOU FOR YOUR SUPPORT!

CHECKLIST: PLEASE INCLUDE THE FOLLOWING:

☐ All personal checks. Checks should be made payable to Harvest for Hunger.
☐ A list of all cash donors and their donation amount.
☐ All cash donations in the form of a single check or money order made payable to: Harvest for Hunger. PLEASE DO NOT SEND CASH.

If you have any questions, please contact Samantha Martin, Food and Funds Drive Manager at the Greater Cleveland Food Bank, at 216.738.2140 or harvestforhunger@clevelandfoodbank.org.
CONTRIBUTION REPORT

Please complete this Contribution Report and mail or bring it in with your monetary and/or food donation to: Harvest for Hunger, c/o Greater Cleveland Food Bank, 15500 South Waterloo Road, Cleveland, Ohio 44110, at the close of your drive or no later than May 22, 2015. A Contribution Report should accompany any donation to Harvest for Hunger so that proper recognition can be given to your organization.

PLEASE RETURN THIS FORM AND YOUR CONTRIBUTION BY MAY 22, 2015.

Because we would like to acknowledge the generosity of all donors that participate in Harvest for Hunger, we will retrieve donor information from all personal checks and send each of them a letter of thanks. We would appreciate receiving a list of your cash donors and their contact information so that we can recognize their gifts as well. An easy-to-use Cash Donor Report is accessible online at GreaterClevelandFoodBank.org. Simply click on Harvest for Hunger, then click “Sign Up to Host a Drive” to view all electronic campaign materials. You can open and print the Cash Donor Report from this section of our website. Please submit your Cash Donor Report via e-mail to harvestforhunger@clevelandfoodbank.org, or print and include it with your donations.

Reminder: If you receive cash donations, please submit them as a check or money order made payable to Harvest for Hunger. PLEASE DO NOT SEND CASH.

Date ___________________________
Organization Name ____________________________________________________________
Coordinator Name ______________________________________________________________
Address ___________________________ City ______ State _____ Zip __________
Phone ____________________________________________________ Email ________________

Number of Employees __________________________________________________________

Providing updated information about the number of employees at your organization will make you eligible for one of our per capita awards at the Emerald, Platinum, Gold, Silver or Bronze giving levels. Participating organizations that reach one of these levels will be recognized at the Harvest for Hunger Recognition Ceremony, will receive a special certificate of achievement and will be included in our recognition ad to run in The Plain Dealer at the end of the campaign.

2015 Campaign Goal $ __________________
Total Monetary Contribution Enclosed Today $ __________________
Total Monetary Contribution to Date in 2015 $ __________________

Did your group also donate food? Yes □  No □  Poundage: __________________

Did you host a Virtual Food Drive?  Yes □  No □

☐ This is a final contribution report for our 2015 drive.
☐ This is a mid-drive report.

Signature: __________________________

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Harvest for Hunger is a 21-county food and funds drive coordinated locally by the Greater Cleveland Food Bank.