



## A “How To” Guide for Units

Scouting for Food is the Scouts BSA’s yearly “good turn” which helps local food pantries and food banks to collect and distribute food to our neighbors with food insecurity. Follow this step-by-step plan to make your

Scouting for Food event a great success.

### 1. Identify a distribution organization.

Check locally for organizations who distribute food to your local community. Who has your unit worked with before? If your unit is new to Scouting for Food, you can check out these resources: [Kansas Food Bank | Finding Help](#) has links to Food Help Agencies both within SG county and outside of SG county. These seem to be the most comprehensive lists available. You can also search for a pantry near you at [www.foodpantries.org](http://www.foodpantries.org) (please note that this may not have all of the pantry locations).

Once you identify an organization, connect with that organization about your desire to collect food for their organization. Coordinate drop off dates/times with that organization. Verify what food they will accept.

### 2. Schedule the collection days and start publicizing it!

Identify what days you plan to collect food, and then determine how you will let the community know about it. Some units distribute grocery bags or flyers to the community the week before. Then they come back and pick up the food on the designated day.

Other units notify the community through bank signs, billboards, radio, etc. and just go around and pick the food up on the designated day. Be creative about getting the word out, are there businesses who would be willing to pass fliers?

Some units work with a local grocery store to set up a collection booth in the entry way and give customers a list of foods the food bank needs. Then customers buy the food in the store and drop it off on the way out.

Make sure to notify local news media of your plans, so they can cover ahead of time and the day of your event.

### 3. Collect the food!—Wear your Uniforms and Take Photos!

**Door to Door:** On the day of collection, if you are going door to door to collect the food, make sure you bring maps of the area to give groups of kids/parents so they know their assigned area. Check Kansas public offender registry website: [Public Offender Registry \(ks.gov\)](https://www.kansas.gov/public-offender-registry/) to know what addresses to avoid in the neighborhood and make sure those going to that street have the information. Remind the kids not to go into anyone's home and have parents/adults assist the kids in the collection. Make sure you use the buddy system. Make sure you weigh the food collected before you deliver it and get some good photos for social media. Keep track of the total pounds of food and who all helped with the project.

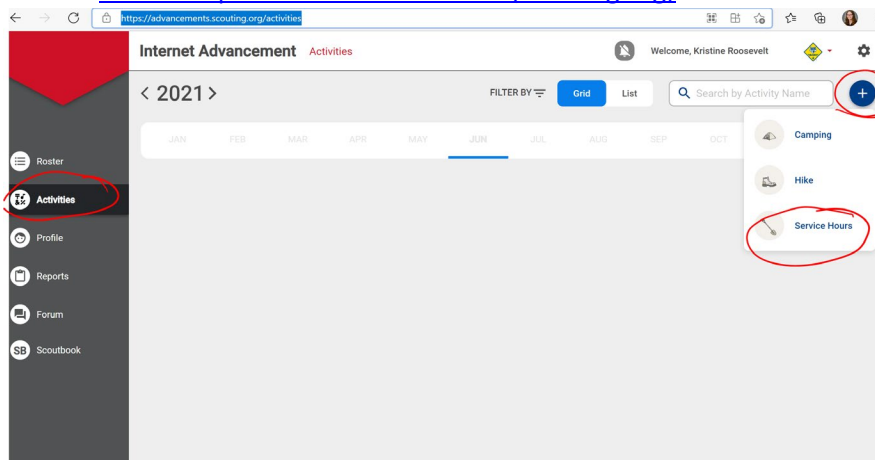
**Store Front:** Have a schedule for teams of youth/adults to sign up to collect the food. Be sure follow the store rules about where you set up and engaging in customers. Make sure you weigh the food collected before you deliver it and get some good photos for social media. Keep track of the total pounds of food and who all helped with the project.

## 4. Deliver the Food!

Since you have already connected with the Food Pantry or Food Bank, just be sure to follow through on the drop off plans. Get some good photos of this too!

## 5. Publish what happened!

- a. Post on social media any photos you can post, with the total amount of food collected and delivered.
- b. One of the key 3 needs to post the volunteer hours on the my.scouting.org website [Activities | Internet Advancement \(scouting.org\)](https://my.scouting.org/activities-internet-advancement)



- c. Report to the Council how many pounds of food you collected at [Quivira Council Scouting for Food 2021 Report Form](#)
- d. Hopefully you have local news media to share as well. If so, be sure to let the District Executive know.
- e. Think about other places you can share the story—do your local school and chartered organizations have newsletters or Facebook pages that you can post the story in?