

## **2012 SCOUTING FOR FOOD UNIT MECHANICS AND COLLECTION TIPS**

1. **All units should know their assigned territory.** On boundary streets, collect on your side of the street only, unless you are given other instructions.
2. **Contact a local food pantry in advance** so they know your unit will be delivering food on March 6<sup>th</sup>.
3. **All members, both youth and adult, should be in uniform.**
4. **Determine an assembly place and time for February 25<sup>th</sup> and March 3<sup>rd</sup>.** (Use your regular unit meeting place or another convenient location).
5. **On Saturday, February 25<sup>th</sup> - - - Distribution Day:**
  - a. Door hangers with householder instructions should be distributed door-to-door beginning at 9:00 a.m.
  - b. Assembly at meeting place early enough to brief adults and distribute the door hangers.
  - c. Have enough vehicles for the number of boys participating and area to cover.
  - d. All boys should travel in groups of two (buddy system) with an adult driver.
  - e. Vehicles should stay as close to the boys as possible. Adults should be walking with younger boys.
  - f. Door hangers should be distributed to residents only. Avoid businesses or apartment dwellings with no solicitation rules or with controlled access.
  - g. Hang the door hangers on the door knob. Do not put the door hangers in or on mail boxes.
6. **Have a plan to remind boys and adults the week of February 27<sup>th</sup> of the collection on March 3<sup>rd</sup>.**
7. **On Saturday, March 3<sup>rd</sup> - - - Collection Day:**
  - a. Assemble at your meeting place and review plans for the day.
  - b. Food must be collected **beginning at 9:00 a.m.** from the same area you distributed the door hangers.
  - c. Food should be turned in at the approved food pantry your unit has been assigned to as soon as you are finished with the collection.
  - d. If there is no bag at the door, ring the bell or knock, to see if the household has a donation.
  - e. Do not enter any homes.
  - f. Count the number of items you collect.
  - g. Complete the collection report and send it to your district's Scouting for Food Coordinator.
8. **Be doubly sure that all houses have been covered. Have a couple of leaders drive through the neighborhood to pick up any stray bags after the boys have finished.**
9. **If you have any questions, call your District Scouting for Food Coordinator.**