Attention: City Council of Hamilton
Subject: City Wide Food Drive Proposal

Introduction

In 2007 Mission Services is setting a goal to run a monthly food drive in the city of Hamilton in order to keep up the supply of food in our food bank at our Community and Family Services program located at 50 Murray St., Hamilton.

In order to cover such a vast region our plan is to hold a smaller food-drive in one of the wards, and rotate the selected wards throughout the year. We are seeking the Council's suggestions as how to best reach their communities. One idea was suggested to work through the neighbourhood associations and communicate through any local publications.

The format for the food drive would be to do a mail drop in the second last week of the month to the selected neighbourhoods in the Ward and then do the pick-up the following week. It will be clearly stated that this is a free-will offering of non-perishable items to the program.

We want to run the food drive in a way that will introduce the Mission to all of the residents in the ward. We want to use the resources needed to run the food drive in a way that is most efficient, i.e. vans to pick up the food.

Plan A

Arrange for central depots (i.e. schools) to which we could send the vans rather than doing a door-to-door system that takes more time and resources.

(Available pick up dates would be weekdays only)

Plan B

To recruit enough volunteers and vehicles to divide the Ward into sectors and have volunteer teams disperse throughout designated sectors doing door to door pick-up.

(Available pick-up dates could include Saturdays)
Request

We are asking each of the Ward Councilors to endorse the food-drive in each of their Wards. In the communication going out to the residents, we would like to include a short statement of endorsement from the Ward Councilor, location of the depots (if applicable) and the dates of the food pick-up.

Thank you for your time and consideration to this proposal.

Sincerely,

Thanh Campbell
Partnership Development Specialist