



Thank you for planning a snack and supply drive to help feed Calgary kids!

Each school day, the Brown Bagging for Calgary's Kids (BB4CK) Community takes action to feed and care for thousands of kids in our city.

We are so grateful that you are taking action through a snack and supply drive to help feed and care for kids!

Step 1: Plan

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- Learn more about childhood hunger in Calgary and BB4CK at bb4ck.org
- Determine the timeline of your snack/supply drive. Is it a special day? Week? Month?
- Are you setting a goal for your drive? (Like collecting _ pounds of food or _ number of zip bags?)
- Which items from the BB4CK Wish List will you be accepting? A certain type of item, or all item types?
- If collecting financial donations or grocery gift cards, how will they be tracked and stored?
- Where will snack/supply item collection sites be? Will they be collected in a box or bin?
- Where will items be stored?
- Who is the main contact for your snack/supply drive?
- Let us know about your drive! Send an e-mail to info@bb4ck.org or phone **403-264-7979**.
- Get your whole community involved! Look to your friends and neighbours for their help – perhaps a children's group could decorate your collection bins and a youth group could help promote the drive with beautiful posters! Brainstorm ideas together, there are many ways people can take action with their talents and energy to help make your drive an astounding success!

Step 2: Promote

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- Promote your snack/supply drive with your community or organization early on. Share information about hunger in Calgary, your goal, items you are collecting, your timeline and your contact information for any questions.
- Promote your drive with posters, flyers, newsletters, bulletins, e-mails, websites, on social media, and any other places you think are fitting.
- Take photos and be sure to tag BB4CK on Twitter [@brownbaggingit](https://twitter.com/brownbaggingit) and on Facebook and Instagram [@BB4CK](https://www.instagram.com/BB4CK)! We love to share in the joy and process of your snack and supply drives!

Step 3: Collect and Donate

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- The donations have been collected and now it is time to donate them to BB4CK to be used in lunches for Calgary kids!
- Items can be delivered to **The BB4CK Kitchen** at 433 Macleod Trail SE, Monday to Thursday mornings. Please e-mail info@bb4ck.org or call ahead to our kitchen at **403-237-5832** or office at **403-264-7979** to arrange donation drop off.