



## Frequently Asked Questions

**How does the barrel delivery process work?** Check the Web site [www.fooddrive.ca.gov](http://www.fooddrive.ca.gov) beginning Monday, October 17 for the schedule of barrel deliveries. Be sure to verify all location addresses and number of barrels for accuracy. The barrels will be delivered to your office by SFBFS.

**What if my barrels are full and I need a pick up before the end of the drive?** Please contact Peggy Marshall at [stateemployees@sacramentofoodbank.org](mailto:stateemployees@sacramentofoodbank.org) and Peggy will coordinate a pick up for you. (Requests or changes to the following day's pick-up schedule need to be made before 12p.m.) (Refer to Coordinator Manual for full instructions.)

**What if I have fresh food or produce that needs to be picked up immediately?** Ideally if you have a fresh commodity you should contact Peggy Marshall before securing donation to coordinate a pick up. If that isn't possible, you can deliver the donation to SFBFS' Food Bank Services campus at 1951 Bell Avenue, Sacramento, CA 95838. Be sure to let the warehouse staff know the name of your agency for the receipt and forward the receipt to Peggy Marshall for tracking.

**How do you know which agency brings turkeys to the Turkey Drive?** In order to get food drive credit toward your agency, each turkey donation needs to be accompanied by a turkey donation form (found on the turkey drive page of the Web site). It is very important that the number of turkeys and the total weight of the turkeys is listed on the form, as the donations will be added to rest of the general public's donations that day.

**Can I bring a cash donation to the Turkey Drive on November 18?** Please deposit all monetary donations online on the State Employee Food Drives' secure Web site or by following the procedures for a Wells Fargo deposit. The turkey drive is specifically set up for the donation of turkeys and other Thanksgiving side dishes and cash donations may not be secure. (See Coordinator Manual for procedures.)

**Can agencies receive credit for the State Employees' Food Drive if employees participate in Run to Feed the Hungry?** YES! Employees who register for Run to Feed the Hungry will get 2.5 pounds of food credit for every \$1 spent to register themselves and immediate family members. (See Coordinator Manual for full instructions.)

**When is the last day to turn in donation receipts for food drive credit?** All deposit receipts, out of area food donation receipts, online financial donations and Run to Feed the Hungry confirmations need to be e-mailed to [stateemployees@sacramentofoodbank.org](mailto:stateemployees@sacramentofoodbank.org) no later than February 6 to be counted toward the State Employees Food Drive totals.

**When will final totals of the drive be announced?** The final totals will be announced on February 15 at the Wrap up and awards party. Please mark your calendar for this special day to recognize all of the hard work State Employees do!