

Scouting for Food Guide for 2018 (Version 2)
Scouting for Food Is November 3 and 10, 2018
Paul Maloney, Troop 167

Version 2 is updated to reflect the change from SFF bags to Post-it Notes

Introduction

Scouting for Food (SFF) in 2018 is November 3 (notification distribution to the neighborhood) and November 10 (collection of donations and taking to the two drop-off sites).

Scouting for Food is an important service project where our Scouts from all over the National Capital area go out and collect food donations for area food banks. This is an valuable “good turn” that is of enormous help to area food banks. Donations collected in Arlington go to the Arlington Food Assistance Center (AFAC) (www.afac.org). Most donations collected in McLean go to SHARE of McLean (www.shareofmclean.org) or Food for Others (FFO) (www.foodforothers.org). In 2017 our Scouts and volunteers collected 74,066 pounds of food overall, including 57,065 pounds of food delivered to the AFAC; 13,640 pounds delivered to SHARE of McLean; and 3,361 pounds delivered to Food for Others.

Information on Scouting for Food, including the maps showing each unit’s SFF area, can be found on the Chain Bridge District website. Click on the Scouting for Food link under Group Pages, or go directly to the NCAC Scouting for Food page:

<http://www.ncacbsa.org/chain-bridge/scouting-for-food/>

This year we are changing from Scouting for Food bags to Scouting for Food Post-it Notes

This year the National Capital Area Council (NCAC) will be giving us 4.5" x 5.5" Scouting for Food Post-it Notes (not Scouting for Food bags) for our Scouts to distribute on November 3.

We were concerned that switching from the SFF bags to Post-it Notes could result in a significantly lower collection so Dr. Bob went and acquired a number of blank bags. These are the same approximate size as our Scouting for Food bags. The bags say "Thank you" on them but do NOT mention Scouting for Food.

So, this year you'll be getting the SFF Post-it Notes and blank bags. You'll get the same number of SFF Post-it Notes (and blank bags) as you got last year (or more if you had previously talked to me about needing more).

You have several choices this year:

(a) You could have your Scouts distribute a blank bag and SFF flyer to each house. If you do this, you'll need to edit your flyer to reflect the fact that the bags do not mention SFF.

I have some example flyers that you can use as a starting point. If you want one of those examples, please send me an email and ask for the flyer. I'll send it to you.

(b) You could have your Scouts distribute a blank bag and a SFF Post-it Note to each house. If it's dry, the Scouts could stick the Post-it Note on the door; and if it's wet, the Scouts could put the Post-it Note in the bag. The Post-it Notes are large and colorful, so the householders will realize that there is something in the bag.

(c) You could have your Scouts distribute an SFF Post-it Note to each house, without a bag. We're worried that this may not be as effective as the other approaches as the householders are used to us distributing SFF bags.

It's up to you how you want to do this.

After we're done with Scouting for Food for this year, I'd like to know what you did and if you thought it was effective.

Here are the steps for Scouting for Food:

Step 1: For those staffing a table at Safeway on Collection Saturday.

Some units staff a table at a Safeway store and collect donations on Collection Saturday. If you staff a table at Safeway, please contact the Safeway store that you plan to work in advance. Also, please coordinate with Paul Maloney.

Step2: Preparation! SFF email account, SFF flyers

It's important that householders in each unit's SFF area have a means to contact that unit to arrange for pickup of late donations. Each unit should consider creating an email account for this purpose, with a name such as SFF_Troop_123@yahoo.com

Many of our units include a flyer in each of the SFF bags that they hand out, with an SFF email address that householders can contact. There are some templates (examples) of these on the Chain Bridge District (CBD) SFF website. Many householders put the flyer on their fridge and it helps to remind them about SFF; so, it can really help with donations. If you do this, remember to ask people NOT to donate items in glass containers. For Arlington units, please note ask people NOT to donate paper products or toiletries, as AFAC's process is not set up to handle those items.

In the past we had Scouting for Food (SFF) reminder signs to give away, but we are all out of these. Please consider having your unit construct a half dozen or so SFF reminder signs. If you do so, please "customize" your signs with your unit name and the area your Scouts are from—

this could really help encourage householders to donate. Your unit is responsible for placing, retrieving, and storing your signs.

Step 3: Pick up your Scouting for Food Post-it Notes (and blank bags) at the October CBD roundtable, Thursday, October 11.

Paul Maloney will pass out the SFF Post-it Notes (and blank bags) at the October CBD roundtable from 7:15 PM to 8:45 PM in the lobby. The CBD roundtables are held at the Arlington LDS chapel: 1600 North Inglewood Street, Arlington, Virginia. That's three blocks west of North George Mason Drive and three blocks north of Washington Blvd.

If you don't manage to make it to the October CBD roundtable, that's fine. You can come by Paul Maloney's house and get your unit's SFF Post-it Notes and blank bags. Paul Maloney will send you an email and let you know when you can come and get them.

A few other things to consider

Please also have your unit start to collect cardboard cartons and boxes to use when packaging your donations before taking them to the collection site.

Consider helping with the drop-off site on Collection Saturday. Note that some of your older Scouts may want to help at one of the drop-off sites—unloading, sorting, and repacking—either all day or after your unit has completed your collection route. If so, please report to either the Arlington or McLean drop-off site no earlier than 9:30 AM. If you plan to help at the Arlington drop-off site, please let Dave Carlson know (via email) in advance, if possible, to help him prepare. However, you are welcome to come and help even if you haven't emailed in advance.

Step 4: Distribute Scouting for Food notifications in your area, Saturday, November 3.

On Saturday, November 3, your Scouts will go through your SFF area and distribute the Scouting for Food notifications (either a Post-it Note or flyer) to each house. Typically, units start at 8:30 AM or 9:00 AM. For most units, the SFF notification distribution takes around an hour and a half. Remember to follow all the Youth Protection Training (YPT) rules. Scouts should be in pairs and in uniform. Scouts should NEVER enter a house.

Step 5. (For units delivering donations to the Arlington Drop off) -- Pick up crates from AFAC

If your unit is going to be taking your donations to the Arlington drop off site on November 10, you can borrow milk crates from AFAC. On collection Saturday you can pack your donations into the crates before taking them to the Arlington drop off. This will reduce using cardboard and will make the drop off site processing more efficient.

You can come by AFAC's facility at 2708 S. Nelson Street, Arlington VA, on Monday through Friday from 1pm-5pm and on Saturday from 8am-2pm. I would recommend picking up the

crates during the week of November 5-9. Our AFAC point of contact is Danielle Rampton. Please email Danielle Rampton in advance (email: volunteer4afac@afac.org) and let her know when you plan to come and pick up the milk crates. In your email explain that you are picking milk crates for the Boy Scout / Cub Scout Scouting For Food drive on November 10. The limit is 25 crates per Scout unit.

When you pack the milk crates, put all cans in crates (no need to sort by type) and put plastic, and boxed and bagged items in cardboard boxes.

Step 6: Post notifications on the listserv(s) of the civic association(s) in your SFF area (Wednesday before Collection Saturday)

On the Wednesday before Collection Saturday (e.g. November 7) please post a notice on the listserv of each civic association in your Scouting for Food area and let the neighbors know about the food drive. You may also want to post a short reminder on Friday night. I have an example of what you may want to say, and you can use that as a starting point. For Arlington I have a list which shows which civic association(s) are in the SFF areas of each unit. I'll send that out in a separate email.

If you have someone in your unit who can post on the listserv of the civic association in your SFF area, then have them post the notice. If you don't have someone in your unit who can post to the listserv of a given civic association in your area, please contact the president of that civic association and ask them to post the announcement. I have a list of the email addresses for the presidents of the civic associations in Arlington.

Step 7: Place Scouting for Food reminder signs, Thursday, November 8

On Thursday, November 8, please place your Scouting for Food reminder signs (if you have any left) at the entrances to your SFF area. The longer the signs are up, the more signs get stolen or thrown away, so please do not put up any SFF signs before Thursday, November 8.

In Arlington County, the Chain Bridge District has official permission from Arlington County to put up the signs, so we have permission to put them on public medians. Every year I contact Arlington County and remind them that we have permission to place the signs. We do not have any official permission from Fairfax County.

Please collect your unit's SFF signs on Saturday, November 10. Starting Sunday, November 11, if you happen to see an SFF sign, please collect it, even if your unit didn't place it.

Step 8: Collect Donations, Saturday, November 10.

On Saturday, November 10, your Scouts will go through your SFF area and collect donations. Please don't start before 8:30 AM as the SFF Post-it Notes say that is the start time for our collection. Your Scouts should sweep through your area, collect the donations, and take them to

one of the drop-off points. Remember to follow Youth Protection Training (YPT) rules. Scouts should be in pairs and in uniform. Scouts should NEVER enter a house.

Some units also staff a table at Safeway on November 10 and collect donations there.

If your unit works with another unit, please be sure to contact that other unit to ensure that your Scouts sweep through all the areas where SFF notifications were placed the week before.

Please sort and pack your donations into milk crates (see step 5) or boxes, if possible, before taking them to the collection point. It's a big help if you can pack the food into boxes before taking it to the drop-off site.

Please put cans and sturdy plastic items like ketchup, syrup, and so forth into the smaller sturdy cardboard boxes, and then lighter dry goods (cereal, oatmeal, and that type of thing) into the larger and flimsier boxes. Please put glass containers in a separate cardboard box, as these require special handling. For Arlington units, AFAC isn't set up to handle paper products or toiletries, so please pull out all these items and take them to a different food bank (please do not send these to AFAC).

Please discard opened containers, seriously dented items, or any items that have expired.

There are two drop-off sites on November 10, one in McLean and one in Arlington, the same as the past few years. You may take your donations to either one. Some units take their donations to other food banks, and that's okay. If you do this, please let Paul Maloney know where the donations went, and the approximate weight of the food you took there.

The Arlington drop-off site on November 10 will be at Our Savior Lutheran Church, 825 South Taylor St. in Arlington (same as the past few years). The drop-off site will be open from 9:30 AM to 1:00 PM on Saturday. All donations collected there go to the Arlington Food Assistance Center (AFAC). Between 9:30AM and 1:00PM please do NOT take your donations directly to AFAC's building, as the AFAC staff will be at our drop-off site during that time. If you can't get your donation delivered to the Our Savior site by 1:00PM please take your donation to AFAC.

The directions to the Our Savior site from George Mason and Wilson Blvd are: turn south on George Mason Drive, stay on George Mason Drive across U.S. Route 50, go four blocks past Route 50, and turn right on South 4th St., then travel one block, and turn left on South Taylor St. The church is four blocks down, on the left, at 825 South Taylor St. The second (further) entrance is the one we use for Scouting for Food, so you will circle around the back of the church to approach the drop-off zone.

The McLean SFF drop-off will be at the McLean Baptist Church, 1367 Chain Bridge Rd., McLean. Food drop-offs will be accepted on Saturday, November 10, from 9 AM to 1 PM. This year, just as in the past few years, we will use the LOWER parking lot with the entrance off of Calder Rd. only! Please drive slowly when entering and exiting this parking lot. Senior Scouts,

Order of the Arrow members, and other volunteers will be assisting with the emptying of vehicles. The donations collected at this site will go to the SHARE food pantry.

Also on November 10, please consider sending a “clean-up crew” to sweep through your SFF area on Saturday midday to collect any donations that may have been placed after your Scouts came by or that your Scouts happened to miss. This doesn’t take long, just drive down each street and pick up any donations that you find.

Step 8: Reporting – by 10 PM Wednesday, November 14

It’s important for us to keep track of how much food was collected and how many volunteers participated in Scouting for Food.

You will need to report to two different websites—the Chain Bridge District’s SFF reporting site and the Journey to Excellence reporting website. Please go online to both sites and report.

First: Report your SFF contributions to the CBD Scouting for Food reporting website:

Please have one person from your unit go online and report your unit’s SFF contribution at the CBD SFF *reporting* website (Note: This is *not* the same as the CBD SFF website).

The CBD SFF reporting website is:

<https://spreadsheets.google.com/spreadsheet/viewform?formkey=dHFIMzRNcVNfU0ZEclpYX11FY3dpQ1E6MQ>

You may have to cut and paste the above into your web browser.

It should take you a minute or so to report. If you could do this by 10 PM on Wednesday, November 14, I would greatly appreciate it.

We need all units that participate in Scouting for Food to report, including those units that work at the drop-off sites.

If your pack and troop (or ship or crew) work together, then we only need one person to report for all of them. That person can simply check “pack,” “crew,” “ship,” or “troop” as appropriate.

If you can’t get to the reporting website, please email me, Paul Maloney, and let me know which unit(s) you are reporting for and how many adult and Scout volunteers worked on the first Saturday and how many adult and Scout volunteers worked on the second Saturday. (We don’t need an estimate of man-hours, just the number of adults and Scouts who worked). Thanks

Second: Please report your unit’s service hours to the Journey to Excellence (JTE) reporting site.

As with every service project that your unit does, we would like you to report your contributions via the Journey to Excellence (JTE) website. There should be several leaders in each of your

units who can access the JTE reporting system using the link within their my.scouting.org account. If you have any questions about accessing the JTE reporting site, please consult your unit commissioner.

Also note that the Scouting for Food work also qualifies under Messengers of Peace (MOP) for those units/individuals who wish to earn that new patch. Just click on MOP rather than Scouting for Food on the JTE system

Notes on Scouting for Food in high-rise apartments or condos

If there are high-rise apartments or condos in your SFF area, you may want to consider working some of these, in addition to working your regular SFF area. This allows people who live in high-rise apartments and condos (of which there are many in our district) to participate in Scouting for Food. We have a pack in Chain Bridge District that has done this for a few years; they have found it quite successful.

Here is what they do.

Step 1 – Coordination. A few weeks or so ahead of time the den leaders and Cub Scouts (in uniform, of course) visit with the condo or apartment building management and arrange to have one or more Scouting for Food donation boxes placed in the building lobby, along with flyers and posters explaining the SFF program. Those flyers should include an email address so that people can contact you (I suggest you create an email address just for Scouting for Food). It might be useful to talk to the condo or renters' association in addition to talking to the building management.

Step 2 – Place donation boxes. On or about "the notification distribution" Saturday, the Cub Scouts come and set up one or more donation boxes. Each box is a medium size moving box, with flyers affixed to the taped-open flaps. Flyers should have the key dates highlighted.

Step 3 – First collection. Midweek, the Scouts in uniform (accompanied by adult leaders, in compliance with Youth Protection Training [YPT] rules) visit the apartment or condo building and collect donations. Depending on the size of the apartment or condo building, this may not be necessary, but from a motivational point of view, once the donation boxes are full, you are not likely to get any further donations. You may want to post a schedule indicating when you intend to come by and empty them.

Step 4 – Collection Saturday. On Collection Saturday, the Scouts (again in uniform, and accompanied by adult leaders, etc.) then return to collect the donations and remove the donation box(es).

Step 5 – It's helpful for the Scouts to write a note or email to the apartment or condo complex thanking them for their contributions.

Final note: Two-deep Leadership. Please note that the BSA's Youth Protection Training (YPT) rules apply at all times.