

**Scouting for Food Guide for 2019**  
**Scouting for Food Is November 2 and 9, 2018**  
Paul Maloney, Troop 167

**Introduction**

Scouting For Food (SFF) in 2019 is November 2 (the Scouts distribute the SFF Post-it notes to the neighborhood) and November 9 (the Scouts collect donations and take them 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](http://www.afac.org)). Most donations collected in McLean go to SHARE of McLean ([www.shareofmclean.org](http://www.shareofmclean.org)) or Food for Others (FFO) ([www.foodforothers.org](http://www.foodforothers.org)). In 2018 our Scouts and volunteers delivered 51,000 pounds of food to AFAC; 10,025 pounds of food to SHARE and 2,333 pounds of food to Food for Others, for a total of 63,508 pounds of food overall.

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/>

**Reminder that we will be using the Scouting for Food Post-it Notes again this year**

In 2018 the National Capital Area Council (NCAC) gave us 4.5" x 5.5" Scouting for Food Post-it Notes (not Scouting for Food bags) for our Scouts to distribute on the first Saturday. It's likely that NCAC will give us the Post-It notes again.

Last year 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.

We still have plenty of the blank bags so this year we can provide you with SFF Post-it notes and the blank bags if you wish. In the long run, however we'll be phasing the bags out.

Last year some units used the SFF Post-it notes without the bags, some units used SFF Post-it Notes with the bags and some units used the bags with SFF fliers in them

**Here are the steps for Scouting for Food:**

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

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

**Step 2: Preparation! SFF email account, SFF flyers**

Some of our units post information about SFF on the list serve in their SFF area that includes a SFF email address that householders can contact to notify their unit about a missed donations. Each unit should consider creating an email account for this purpose, with a name such as [SFF\\_Troop\\_123@yahoo.com](mailto:SFF_Troop_123@yahoo.com)

Some of our units also include a flier when distributing SFF Post-It notes or bags. There are some 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.

We are all out of Scouting for Food (SFF) reminder signs to give away, so 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, October 10.**

Paul Maloney will pass out the SFF Post-it Notes (and blank bags if you want them) at the October CBD roundtable (Thursday, October 10) 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. November 2. Distribute Scouting for Food notifications in your area.**

On Saturday, November 2, your Scouts will go through your SFF area and distribute the Scouting for Food notifications (either a Post-it Note or blank bag with a 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.

**Week of November 4-8. For units delivering donations to the Arlington Drop off, you can borrow milk crates from AFAC**

If your unit is going to be taking your donations to the Arlington drop off site on November 9, 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 4-8. Our AFAC point of contact is Danielle Rampton. Please email Danielle Rampton in advance (email: [volunteer4afac@afac.org](mailto: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 9. The limit is 25 crates per Scout unit.

**On/Around November 6. Post notifications on the listserv(s) of the civic association(s) in your SFF area (**

On or around Wednesday November 6, 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.

**November 7 (but not before) Place Scouting for Food reminder signs**

On Thursday, November 7, 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 7.

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 9. Starting Sunday, November 10, if you happen to see an SFF sign, please collect it, even if your unit didn't place it.

### **November 9. Collect Donations, sort them, and take to the drop-off sites**

On Saturday, November 9, your Scouts will go through your SFF area and collect donations.. 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 a Giant Food or Safeway Store on November 9 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.

### **Sorting/Packing Instructions for units taking donations to the Arlington Drop off Site:**

Please remove and discard any items that are damaged, opened, or past the sell-by date.

Please sort and pack your donations into milk crates or boxes before taking them to the collection point. Please put cans and sturdy plastic items like ketchup, syrup, and so forth into milk crates (if you have them) or the smaller sturdy cardboard boxes. Put the lighter dry goods (cereal, oatmeal, and that type of thing) into the larger and flimsier boxes. Put the heavier dry goods (bags of rice, bags of flour) into smaller cardboard boxes or milk crates.

Note that AFAC isn't set up to handle donations in glass jars nor are they set up to handle paper products or toiletries, so please out all these items and take them to a different food bank (Your sponsoring organization may have a donation basket for accepting food donations).

### **Sorting/Packing Instructions for units taking donations to the McLean Drop off Site:**

Please remove and discard any items that are damaged, opened, or past the sell-by date.

Please set aside any donations in glass jars and do not take to Share as they cannot accept them. (You can take donations in glass jars to another food drive of your choice -- your sponsoring unit may have a food donation pantry that you can use)

For units taking donations to Share, please sort into the following categories before you take to the drop off:

- Cans and sturdy plastic items like ketchup, syrup, peanut butter (these are heavy so put cans and stuff like that in smaller boxes)
- Lighter dry goods (cereal, oatmeal, pasta, and that type of thing)
- Flour, rice, sugar or other items in paper or plastic bags,
- Personal Hygiene items
- Diapers
- Paper Products

If you are ambitious, you could sort the canned/sturdy plastic items into

- canned meats
- canned fruits
- everything else

### **Drop off Sites**

There are two drop-off sites on November 9, 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 9 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 9, 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.

**Clean up.** Also on November 9, 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 13**

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://forms.gle/ga11Egcn4L6pAPUr7>

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 13, 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.