Lend a Hoping Hand

Everyone deserves to have what they need this winter.



hopelink

Start a food drive or fundraiser today!

Welcome to the Cause

Thank you for your interest in hosting a food or fund drive with Hopelink! We believe that no one in our community should go without their essential needs – especially as these needs increase during the winter. Every child should have warm winter clothes; every family, the traditional meals that bring them joy; and every person, a safe dwelling to come home to. Your partnership in Lend a Hoping Hand sustains Hopelink's vital services for our neighbors. We couldn't do this without you.

This toolkit includes:

- Steps to host a *food drive*
- Steps to host a *fundraiser drive*
- Tips and resources to help you spread the word
- FAQs

If you have questions about creating your food or fund drive, accessing drive supplies, or anything else related to Lend a Hoping Hand or Hopelink, I'm happy to help. Just email me at drives@hopelink.org or give me a call at 425.869.2440.

Thank you again for partnering with Hopelink to support our neighbors! I look forward to working with you.

Best,
Debbie Fellows (she/her)
Development Officer, Community Engagement

Host a Food Drive

Thank you for hosting a food drive! The five no-cost Hopelink Food Markets collectively serve thousands of families and individuals each year at no cost. During the holidays and winter months, a growing number of families who visit each of our five food markets are able to access free seasonal holiday foods in addition to the core staples we usually provide.

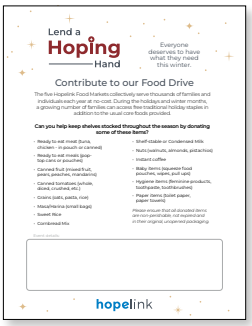
FAQs

How do our neighbors reach the food items from our food drive?
After donations arrive at Hopelink Food Markets, they are sorted into appropriate categories by volunteers and placed onto shelves for our neighbors to take home at no cost.

What items can I collect in my food drive?
Please click here to see a full list of our most needed items. We can't collect expired, opened, or damaged food; meat that isn't USDA grade; clothes, shoes, or accessories; home goods or appliances; medicines; or alcohol.

Do I need to tell anyone that I am coming to a Hopelink market to drop off donations?
You may drop off your donations at any of our no-cost food markets during the hours listed on page 10. If you have a large donation (more than a carload) or need to deliver outside the hours listed please email drives@hopelink.org to schedule your delivery.

Do you need drive supplies?
Hopelink is here to support your drive. We have collection sleeves and crates, flyer templates, posters, and social media graphics to raise awareness and inspire people to contribute to your drive.



Download this flyer
to promote your food drive!



Need sleeves or crates?
Contact us to request items.

Donation Items

- Ready to eat meat (tuna, chicken - in pouch or canned)
- Ready to eat meals (pop-top cans or pouches)
- Canned fruit (mixed fruit, pears, peaches, mandarins)
- Canned tomatoes (whole, diced, crushed, etc.)
- Grains (oats, pasta, rice)
- Masa/Harina (small bags)
- Sweet Rice
- Cornbread Mix
- Shelf-stable or Condensed Milk
- Nuts (walnuts, almonds, pistachios)
- Instant coffee
- Baby items (squeeze food pouches, wipes, pull ups)
- Hygiene items (feminine products, toothpaste, toothbrushes)
- Paper items (toilet paper, paper towels)

Lend a Hoping Hand

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Contribute to our Food Drive

The five Hopelink Food Markets collectively serve thousands of families and individuals each year at no-cost. During the holidays and winter months, a growing number of families can access free traditional holiday staples in addition to the usual core foods provided.

Can you help keep shelves stocked throughout the season by donating some of these items?

- Ready to eat meat (tuna, chicken - in pouch or canned)
- Ready to eat meals (pop-top cans or pouches)
- Canned fruit (mixed fruit, pears, peaches, mandarins)
- Canned tomatoes (whole, diced, crushed, etc.)
- Grains (oats, pasta, rice)
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- Nuts (walnuts, almonds, pistachios)
- Instant coffee
- Baby items (squeeze food pouches, wipes, pull ups)
- Hygiene items (feminine products, toothpaste, toothbrushes)
- Paper items (toilet paper, paper towels)

Please ensure that all donated items are non-perishable, not expired and in their original, unopened packaging.

Event details:

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Lend a Hoping Hand

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Canned tomatoes (whole, diced, crushed etc.)	
Masa/Harina (small bags)	
Sweet Rice	
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Shelf-stable or Condensed Milk	
Nuts (walnuts, almonds, pistachios)	
Instant Coffee	

Donations can be dropped off at any of Hopelink's five Food Markets located in Shoreline, Kirkland, Redmond, Bellevue, and Carnation. Email drives@hopelink.org for the donation drop-off hours at the location nearest you.

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Host a Fundraiser

Hosting a fundraiser to benefit Hopelink allows you to be creative! Celebrate the season and serve the community by bringing together friends, coworkers and neighbors knowing that your collective support sustains vital services so families may maintain or obtain shelter, prepare their favorite seasonal meals with free groceries, or cover financial emergencies.

Over the years our community has come together to raise funds by:



Hosting a Food Drive:
Are you hosting a food drive and want an easy way to invite people to donate funds as well? Creating an individual fundraising page makes it easy for people to contribute monetary donations directly to Hopelink as part of your drive.

FUNDRAISE



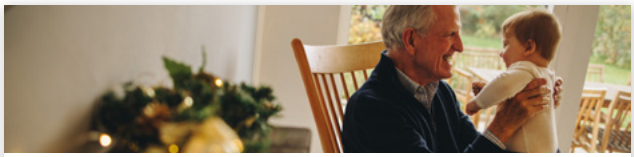
Leading a Corporate Team Building Event:
Empower your team, support your community! Fuel team camaraderie with our corporate team-building initiative! Elevate your workplace engagement while raising funds online and making an impact in our community.

FUNDRAISE



Hosting an Event:
Host an event to raise awareness and funds for Hopelink! From bake sales and holiday concerts, to craft fairs and New Years dinners, the possibilities to raise funds with Hopelink's online fundraising tool are endless – all while creating a memorable experience for your community.

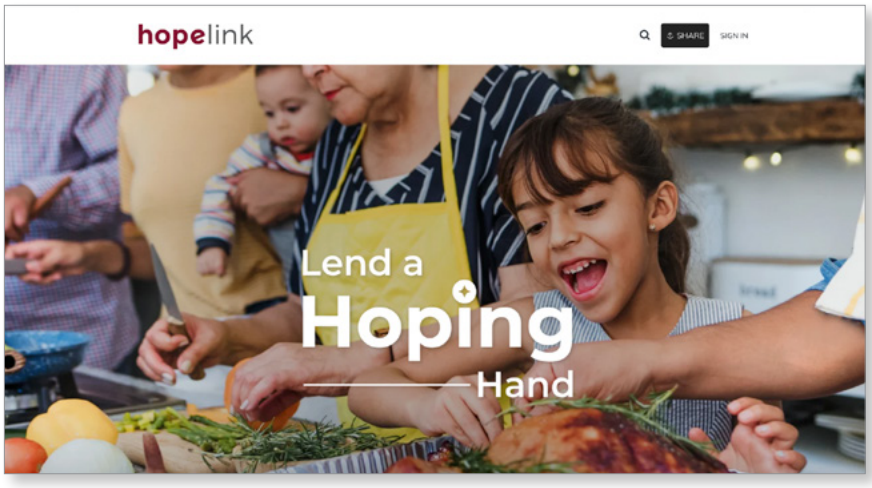
FUNDRAISE



Gathering Neighbors and Friends:
Celebrate the impact of your group – such as a neighborhood association, place of worship, or alumni group - by coming together to raise funds for Hopelink. Hot chocolate get-togethers, book club meetings, and class reunions are just some of the many ways you can strengthen your community while supporting our neighbors. Gather your friends and start a new tradition today.

FUNDRAISE

Hopelink's online fundraising platform makes collecting donations during any fundraiser easy and secure. Follow these step by step instructions to get started today.



How to Start Your Online Fundraiser

Step 1: Create Your Online Fundraising Page

Click the "Become a Fundraiser" button and you'll be up and running in no time! Our online fundraising platform allows you to set up an individual or team page. When creating your page, you can choose your fundraising goal and share why Hopelink is important to you and your community. By sharing your passion for giving back, your audience will make a connection to your story and want to be a part of it.

Step 2: Spread the Word

Once your fundraising page is set up, get in touch with your friends and family and ask for their support. The more people know, the quicker you'll reach your goal! We've included sample social media posts, tips and digital assets that you can use in promoting your fundraiser in this kit.

Step 3: We are here to help

Hopelink is proud to partner with you in providing food, shelter, warmth, and support to families in need over the winter season. Please email us at drives@hopelink.org with any questions.

Spread the Word

Download our Media Kit

Download the media kit to access drive flyers, digital assets such as logos, images and banners to help with your social media posts.

Rally Your Network with Email

Sample email to friends, employees, family, clients:
(NAME) is hosting a drive to support Hopelink. My goal is to raise $(GOAL) and/or to collect (GOAL) pounds of food by (DATE).

Here are three ways you can help:

1. Click here to become a fundraiser:
(Link to Lend a Hoping Hand Classy page)

2. Donate food or funds.
Find out more here:
(Link to Lend a HopingHand Landing page)

3. Help us spread the word!
If you aren't able to donate,please spread the word about our cause on social media, or send a quick email to friends.

Spread the Word on Social Media

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LinkedIn example post:
A little goes a long way! Help me support @Hopelink by donating to my fund drive for their Lend a Hoping Hand campaign at {LINK HERE}

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Facebook example post:
I'm partnering with @Hopelink by fundraising to support families through the winter with essential needs like shelter, food, and warmth. Help me by donating online at {LINK HERE}.

HopelinkHelps

Instagram example post:
I'm hosting a fundraiser for @HopelinkHelps, a local nonprofit providing critical services for our community like shelter, food, and warmth through the winter. Can you pitch in to support our neighbors? Click the link in my bio to join me and #LendAHopingHand #hopelink

Join the conversation using:
#Hopelink
#LendAHopingHand

Quick Tips for Success

Start your campaign with a donation
People will follow your lead. By making the first contribution, you will encourage others to become involved.

Make it easy
If you are collecting in-kind items, promote a designated drop-off location for donations. Folks are more likely to engage in your drive if it's easy for them.

Share your passion for the cause
Why is Hopelink important to you? By letting people know where your passion lies, you will help them make a connection to your story and engage in the drive.

Start close to home
Your most loyal supporters will likely be your personal community, i.e. your closest friends and family. You'll feel most comfortable sharing with them, and they are the most likely to donate. Simply start your campaign by sending messages to your community, and encourage them to spread the word to gain more support for your cause. Once you've raised contributions from those close to you, you can reach out to others via email, or using social media templates.

Spread the word
Use social media, email, or word of mouth to get the buzz out about your drive! Creating a hashtag or goal for your drive will get the ball rolling. When you post on social media, don't forget to tag and thank donors while asking for donations from others. This tactic will spread your message further and will help show that people are already getting behind you. Make sure you tag us on each channel and also use the tags **#Hopelink** and **#LendAHopingHand**!

Email follow up
Continue to send emails throughout your campaign; including highlights, milestones, and additional information on why your cause matters. Ask people to help you reach your next milestone or final goal.

FAQs

Is my donation tax deductible, and will I get a receipt?

Yes and yes! When you make a donation online, you will automatically receive a receipt via email. When you drop off at a physical donation, please ask a volunteer or staff member to provide you with a receipt. We can only offer receipts for the donations that are given directly to Hopelink. If your group pools together money to purchase gifts for a drive, we are unable to offer individual tax receipts.

Hopelink is a 501(c)3 nonprofit organization and your donation is tax deductible. To claim a donation as a deduction on your federal income taxes, please keep your receipt as your official record. Our Tax ID number is 91-0982116.

Who do I make a check donation out to?

Checks can be made payable to "Hopelink" and can be dropped off at any of our centers, or mailed to our administrative office at P.O. Box 3577, Redmond, WA 98073. To ensure that your gift is credited to a specific drive, please note the individual or business's name on the memo line.

How will I know how much my group/business raised?

You will receive a receipt upon dropping off your in-kind donations, which will include the total weight in pounds of food. If you didn't receive a receipt or are inquiring about cash, please contact Debbie at drives@hopelink.org or 425-869-2440. You can view your online fundraising total by visiting your fundraising page.

Hopelink Center Locations

You may drop off your donations at any of our no-cost food markets during the hours listed. If you have a large donation (more than a carload) or need to deliver outside the hours listed below please email drives@hopelink.org to schedule your delivery.

Kirkland/Northshore
11011 120th Ave. NE,
Kirkland, WA 98033

Monday through Thursday:
10 a.m. to 4 p.m.
Friday by appointment

Bellevue
14812 Main St.,
Bellevue, WA 98007

Monday, Tuesday and Thursday:
noon to 4 p.m.
Wednesday: 9 a.m. to 4 p.m.

Redmond
8990 154th Ave. NE,
Redmond, WA 98052

Monday through Thursday:
9 a.m. to 3 p.m.
Friday by appointment

Shoreline
17837 Aurora Ave. N.
Shoreline, WA 98133

Monday: 9 a.m. to 4:30 p.m.
Tuesday and Thursday:
11 a.m. to 4:30 p.m.
Wednesday: 9 a.m. to 6 p.m.

Sno-Valley
31957 East Commercial St.,
Carnation, WA 98014

Monday: 3:00 p.m. to 6:00 p.m.
Wednesday: 9:00 a.m. to 5:00 p.m.
Thursday: 9:00 a.m. to 12:30 p.m.

Holiday Hours: Markets are closed for donation drop off on: Nov. 26–27, Dec. 24–25 and Jan. 1. Markets are operating reduced donation drop off hours on Dec. 23 and Dec. 28–31. Please email drives@hopelink.org to schedule your drop off during those dates.