



Territory Leaders

Everything you need to know to collect the most cans!

Territory Supplies: You will pick up your supplies at a designated time from your parish organizers

- A **Territory Map** showing your territory number, the number of houses and identifies the borders of your area
- A stack of **bags** – you will receive at least the number of bags equal to the number of houses in your territory
- A stack of **flyers** – you will receive the same number of flyers as you get bags. We want you to have a few extra
- **Can Count Sheet** – use this to keep track of the number of non-perishable items in each bag you collect
- Stack of **Door Hangers** – when you collect a bag, place a door hanger on the door as a thank you

Prepare:

- Staple a flyer to each bag on one side
- Feel free to personalize your bag by adding your name so neighbors know who is collecting the food, staple a personal note written by a student about the service you are doing
- Feel free to post a message on your neighborhood listserv – this gives people the heads up and adds a lot of credibility to your work, include our website: www.ggcf.org

Bag Distribution: Distribute bags any time of day on the Tuesday and/or Wednesday before you plan to collect

Estimated time: 1-1.5 hours

Distribution:

- Slowly drive down your streets while students drop bags on doorsteps
- If it is windy you might want to put under the mat or inside storm door
- **Only deliver bags to the inside of the outside perimeter – DO NOT CROSS PERIMETER STREET**

Bag Collection: After 9:00 AM on DRIVE DAY

Estimated time: 2 hours plus drive to your parish collection point

- You will collect your bags the same way you distributed them
- Don't forget your **Can Count Sheet**
- Best team: driver, co-pilot and 2+ students to collect
- Slowly drive down streets looking for bags left on steps or near front door
- Student pick up bag and count number of items and relays to co-pilot who is tallying the numbers
- Each package/nonperishable item = 1 can
- Students leave door hanger as a thank you
- Have students carry an extra bag/flyer and knock on doors. You would be surprised how many people forget to leave the bag out!
- After you have gotten through your territory, drive through one last time to be sure you didn't miss a bag
- Deliver your collected and counted items to your parish parking lot by designated time

Collection Day Helpful Hints:

- Bring a couple of trash bags just in case something breaks
- Bring a water bottle for each person
- Make sure your car is empty! Bags add up quickly and take a lot of room. You can expect to collect 75-100 bags.
- Put a few empty boxes in the back of your empty car and load boxes as you collect items. This saves space. At some point you are still just putting in the bags, but it creates a good base that will be easy to remove.
- Have fun! Play Christmas music, paint your car, wear holiday hats have a guessing game for total count
- This is a rain or shine event – just go with it!