



## HOST A PACKING EVENT TO FEED KIDS IN YOUR COMMUNITY

Did you know that ONE in FIVE kids who eat meals at school during the week are without affordable, healthy food on Saturday and Sunday? The consequences are much more than a growling stomach. Hunger can cause many physical health problems. It can shorten a child's attention span, lower their IQ, and keep them from making good grades.

### THAT'S WHERE BLESSINGS IN A BACKPACK CAN HELP.

Our mission is simple. We provide food on the weekends for school-aged children in Central Florida who might otherwise go hungry.

*Packing events provide a wonderful, hands-on opportunity for your employees to provide hunger-free weekends to children facing food insecurity in your community.*

**15**  
minimum numbers  
of volunteers

**4 WEEKS**  
notice to confirm  
an event

**\$6 BAG**  
minimum 500 bags

### WHO WILL FEED THE KIDS THIS WEEKEND? WHY NOT YOU?



Events can take place either in an office, conference venue, or other facilities. Join us in the 2022-2023 school year by scheduling a packing event today!

**Contact: Sarah Carlson**  
sarahcarlson@blessingsinabackpack.org  
(407) 446-0388



Scan the QR code or visit our website at  
[orlando.blessingsinabackpack.org](http://orlando.blessingsinabackpack.org)



## EMPLOYEE ENGAGEMENT PACKING EVENTS

The associated donation for each bag level is based on one on-site packing event and covers costs including:

- Food and delivery
- Event supplies (boxes/bins, tape, sharpies for labelling, plastic grocery bags, notecard template, etc.)
- Transportation of packed bags
- Event management
- Local staff travel (if applicable)

These figures exclude expenses associated with long-distance staff travel expenses (airfare, lodging, ground transportation, and meals). We ask that the partner covers these costs if they wish to have a Blessings in a Backpack representative attend the packing event.

Number of bags:	Minimum donation:
<b>500</b>	<b>\$3,000</b>
<b>750</b>	<b>\$4,500</b>
<b>1,000</b>	<b>\$6,000</b>
<b>1,500</b>	<b>\$9,000</b>
<b>2,000</b>	<b>\$12,000</b>
<b>2,500</b>	<b>\$15,000</b>
<b>3,000</b>	<b>\$18,000</b>
<b>3,500</b>	<b>\$21,000</b>
<b>4,000</b>	<b>\$24,000</b>
<b>4,500</b>	<b>\$27,000</b>
<b>5,000</b>	<b>\$30,000</b>
<b>5,500</b>	<b>\$33,500</b>
<b>6,000</b>	<b>\$36,000</b>
<b>6,500</b>	<b>\$39,000</b>



## PACKING 101

### Setting up:

Lifting of cases (entrée items, about 15 lbs. each case) is involved in the setup portion of the packing event.

- Begin by opening all the boxes/cases of food with scissors or box cutters.
- Organize each food item within its own designated section. For example, put the chicken noodle soup in one section, Froot Loop cereal bowls in another section, and so on. The sections of food items should be arranged from heaviest food item to lightest food item on the tables.
- Place any extra food items that won't fit under the tables or off to the side. Stacking items is fine *if* the items won't easily be knocked over. Discard any items that are opened or cans with large dents (small dents are okay to pack).



**Tip: Keep larger cardboard boxes in case you need them to hold extra food.** Discard plastic wrap and smaller cardboard pieces within trash/recycling receptacles. The trash/recycling receptacles should remain in the space throughout the packing event to place any discarded material over the course of the event.

### Packing the food:

1. Take a grocery bag/seal top bag.
2. Move down the line (start with heaviest to lightest food items). Take one of each food item (two entrée items, two breakfast items, and two snack items) and one note card to place in the bag.
3. Remove excess air from the bag and tie the handles once/seal the top of the bag. If bags have handles, do not tie in a knot because young children need to open the bags easily. Only tie the handles once.
4. Place bag in bin/box. Each bin can fit 18–20 bags, so try to fit as many as possible.
5. After a bag is packed and put in a bin/box, walk back to the bag section and repeat the process.
6. Place any food that won't make complete bags in empty cardboard box or bin. Label the outside with the types of items that are enclosed.
7. Report the total number of packed bags and extra food items to your Blessings in a Backpack contact. Your contact will then share this information with the messenger service and the recipient program.

**Note: Once the bins are filled, they will weigh about 40 lbs. each.**

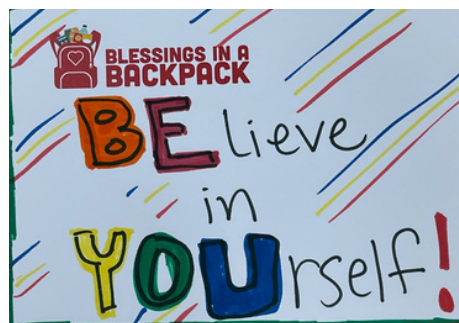
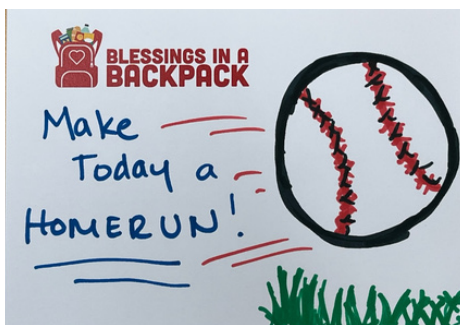


## Writing positive note cards

### What to write.

- Keep it positive.
- Keep it brief.
- Keep it simple.
- Keep it kid-friendly.

Here are some examples of what you could write:



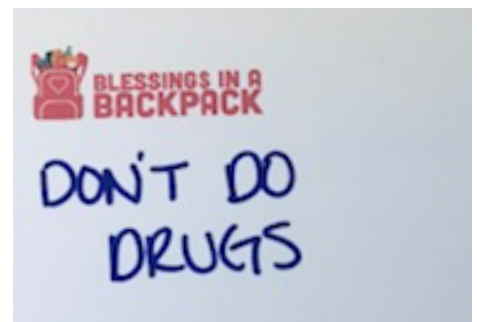
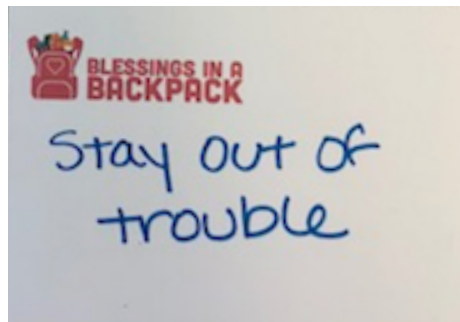
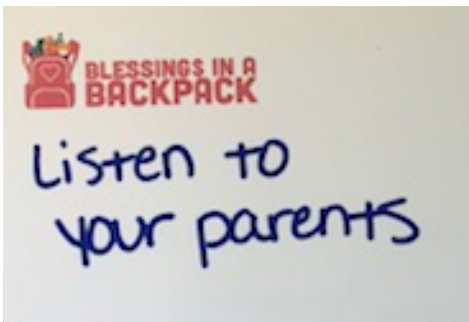


## *Writing positive note cards*

### **What NOT to write.**

- Any reference to religion.
- Any reference to drugs/alcohol (even if it says don't).
- Any reference to a house, room, or home.
- Any reference to food or belongings.
- Anything a 4-5 year old child would NOT understand.

### **Here are examples of what you should NOT write:**





ORLANDO CHAPTER  
**BLESSINGS IN A  
BACKPACK**

Founded by the Kate & Justin Rose Foundation

## PACKING EVENT LAYOUT

**TRASH AND  
RECYCLING**

### **BIN PACKING STATION:**

Volunteers ensure all air is out of bags and packed tightly into bins.

**TRASH AND  
RECYCLING**

**BIN PACKING  
STATION**

**FINISHED NOTE CARDS**

**SNACK TWO**

**SNACK ONE**

**BREAKFAST TWO**

**BREAKFAST ONE**

**ENTREE TWO**

**ENTREE ONE**

**BAGS**

### **FOOD PACKING STATION:**

Organize food onto tables, start with enough for 500 bags. Have next 500 bags worth of food ready under the tables. Volunteers restock and remove the empty boxes.

### **BAG OPENING:**

Volunteers will open and prepare bags for the assembly line.

**BIN PACKING  
STATION**

**FINISHED NOTE CARDS**

**SNACK TWO**

**SNACK ONE**

**BREAKFAST TWO**

**BREAKFAST ONE**

**ENTREE TWO**

**ENTREE ONE**

**BAGS**

**NOTE CARD  
WRITING STATION**