



Foodbank of Southeastern Virginia Procedures for 2017 Legal Food Frenzy

Join the Competition

- Register online: www.legalfoodfrenzy.com
- Contact Debbie Hansley, 757-201-6284 or email: dhansley@foodbankonline.org

Competition Categories and Awards

- Participants may compete on a state and local level.
- Categories are based upon the number of employees, regardless of their position.
 - Small Category: 1-20
 - Medium Category: 21-100
 - Large Category: 101+
- Awards are determined two ways:
 - Compute all points earned and divide that number by the total employees to provide a per capita figure.
 - total pounds (per capita in most categories).
- **State Level**

Law firms are divided into the above three categories. Firms with multiple locations will compete as a single entity for the State Attorney General's Awards.

 - Attorney General's Awards will include:
 - Attorney General's Cup – overall 'Most Pounds Per Capita'
 - Law Firms – 'Most Total Pounds' and 'Most Per Capita' in each category
 - Government and Public Service – 'Most Total Pounds' and 'Most Per Capita'
 - Sole Proprietor – 'Most Total Pounds'
 - Law School – 'Most Total Pounds'
 - Legal Department – 'Most Per Capita'
- **Local Level**

All participants are divided into the categories listed. Firms with multiple locations can choose to participate as separate entities for the local awards.

 - Local Awards will include:
 - Best Overall- 'Most Pounds Per Capita'

- 1st, 2nd, and 3rd place 'Most Pounds Per Capita' in each category
- Rookie of the Year- the 'Most Pounds Per Capita' amongst new participants (have not participated in Legal Food Frenzy after 2007)
- Volunteer Service Award

How to Compete - During April 3 – 14, 2017

- Collect Funds. Every dollar = 4 pounds
 - Collect Food. Every pound =1 pound
 - Volunteer Earn bonus points
 - Activities. Earn bonus points
- Food and funds should only be counted or collected during the competition dates, April 3-14, 2017.
 - Food and Fund donations can be delivered to the Foodbank weekdays, Monday – Friday, 8:00am – 2:30pm.
 - Food and funds must be received at the Foodbank no later than 2:30pm on April 21, 2017 in order to be recorded for the state and local competition award recognition.
 - Any additional donations can be turned in after April 21, 2017, however it will not count towards the competition.
 - Participants that deliver all food and monetary contributions to the Foodbank will receive a 25% bonus of tabulated pounds. However, a pick-up may be arranged for those unable to deliver donations (bonus points will not be earned).

Collect Funds

- Financial contributions are tax-deductible and encouraged. Every \$10 distributes up to \$60 worth of grocery products to neighbors who are hungry.
- For the purpose of this competition, each dollar contributed will count as four pounds of food. (\$1.00 = 4 lbs.)
- The official letter of donation acknowledgment issued by the Foodbank **can only be addressed to one donor**. Therefore, the receipted amount to the Law Firm will not include the amounts credited to individual donors.
- Three Ways to Donate to the Foodbank FSEVA
 - Cash
 - Please include a list of contributors or individual receipts for cash donations, indicating the contributor's name, address and amount of donation. **If provided**, official acknowledgement from the Foodbank will be sent to the individual donor following the competition.
 - **PLEASE DO NOT INCLUDE LOOSE CHANGE IN THE DONATION**
 - Check
 - Checks should be made payable to: Foodbank of Southeastern Virginia or FSEVA.
 - Donate Online
 - During the competition dates, you will have the opportunity to donate online through a virtual food and fund drive specific to your firm.
 - More information on this online donation opportunity will be provided prior to the start of the competition.

Collect Food

- The shopping list of most needed items helps the Foodbank build nutritious meals. View our online list [here](#).
- Acceptance of Perishable and Non-perishable food items:
 - Under special arrangements, perishable food items may be donated. For more information, please contact Debbie Hansley at 757-201-6284 or dhansley@foodbankonline.org.
 - Non-perishable food items will be weighed at the Foodbank and the results tabulated in pounds.
 - We appreciate all food donations, however we ask that:
 - Glass containers are not accepted due to the high risk of breakage.
 - Packed items in cases, cartons, or boxes may not be opened.
 - Candy or soda will not be counted in total pounds collected.

Volunteer

- **Why Volunteer?**
 - Legal Food Frenzy participants will experience the mission work done at the Foodbank and how their donations make a difference in the community.
 - Great team-builder!
- **Earn Bonus Points**

Participants can receive volunteer bonus points in two ways:

 - A Firm will receive 100 bonus points towards the state award for its representation at a Foodbank volunteer event if registered by April 17, 2017, and completed by June 30, 2017. Only one volunteer bonus credit can be earned by a firm.

AND

 - Employees participating in a Foodbank volunteer event will receive 50 points per person for their firm. The firms with the most volunteer points per capita within each category will receive the local Volunteer Service Award.
- **Ready to sign up?**
 - Visit <http://legalfoodfrenzy.foodbankonline.volunteerhub.com/> to register.
- Volunteering activities can take place through June 30, 2017.
- **Having trouble finding a volunteer opportunity?**
 - Walter Gray, Volunteer Coordinator, can work with you to set up a date and time for your group. He may be reached at 757.314.4559 or wgray@foodbankonline.org.
 - Please reference Legal Food Frenzy in your communication to insure your volunteer activity is properly tracked.

Activities

- If you participated in a Turn Orange Activity during Hunger Action Month 2016 and submitted a picture, your firm will receive 100 bonus points! It's not too late to send in those pictures! Send to dhansley@foodbankonline.org.
 - P.S. – if you missed this opportunity, participate in a Turn Orange activity during Hunger Action Month in September 2017 to kick off next year's Legal Food Frenzy event!

Thank you for your amazing support!