

The Mobile Drop Program

A Mobile Drop is a unique and effective approach to distributing food in underserved communities by providing fresh produce and other nutritious food directly to Partner Agencies in Central Florida. With each delivery, the truck transports at least 10,000-20,000 pounds of fruit, vegetables, and dry goods directly to the communities where low-income individuals live (roughly 10-20 pallets of product).

The Mobile Pantry program supplies a crucial lifeline to the hungry in Central Florida. This program prevents millions of pounds of produce from being destroyed while those in need face another day without food.

This information packet was created to prepare our partners for a successful Mobile Drop event. If you're considering hosting a drop at your agency or a nearby location, please review the following guidelines.



What you need to know

- Truck will arrive between 10am and 12am.
- **A large paved area is required to accommodate both the semi-truck and pallet jack.** Be mindful of power lines and low hanging tree limbs that can obstruct the truck's path.
- Approximately 10-20 pallets of produce and bakery items will be delivered on a semi-truck to your location and unloaded by a SHFB employee on the morning of the scheduled drop date. Once delivered, food is the responsibility of the host site. Please note that we cannot guarantee the quantity or type of items that will be on the truck for distribution.
- Drops are intended to serve approximately 100-300 families in addition to any Partner Agencies that attend. **The host agency is responsible for communicating the event to their community and clients. The Second Harvest Food Bank will not bring clients to drop.** We recommend reaching out with flyers, signs, and announcements. Consider asking clients to bring bags and carts to help them carry the product, or have bags ready for clients to use.
- Each agency will be responsible for having its own volunteers to help with distribution (at least 20 volunteers is suggested). Volunteers can help distribute food, direct traffic, carry food to clients' vehicles, etc.
- A distribution log must be kept for both clients and agencies as they arrive at the drop location and then turned in to the Food Bank following the event.
- For Partner Agency/Client drops, Partner Agencies should pick up product before clients start. Setting limits on how much an agency can take from the drop may be helpful.
- **Re-distribution of product to any non-partner agency is strictly prohibited.** When SHFB Partner Agencies arrive for food, they must provide the invitation email and their Agency Reference # as proof of having been invited.
- Any blue or red pallets, cardboard bins, and blue bread trays must be returned to the Food Bank.
- Attending a Mobile Drop is a great way to decide whether or not it's right for your food program. Watch for emails from the Food Bank for more information on events in your area.

