

Food Rescue Requests Form

An Overview &
Step-By-Step Guide



Overview

1. About

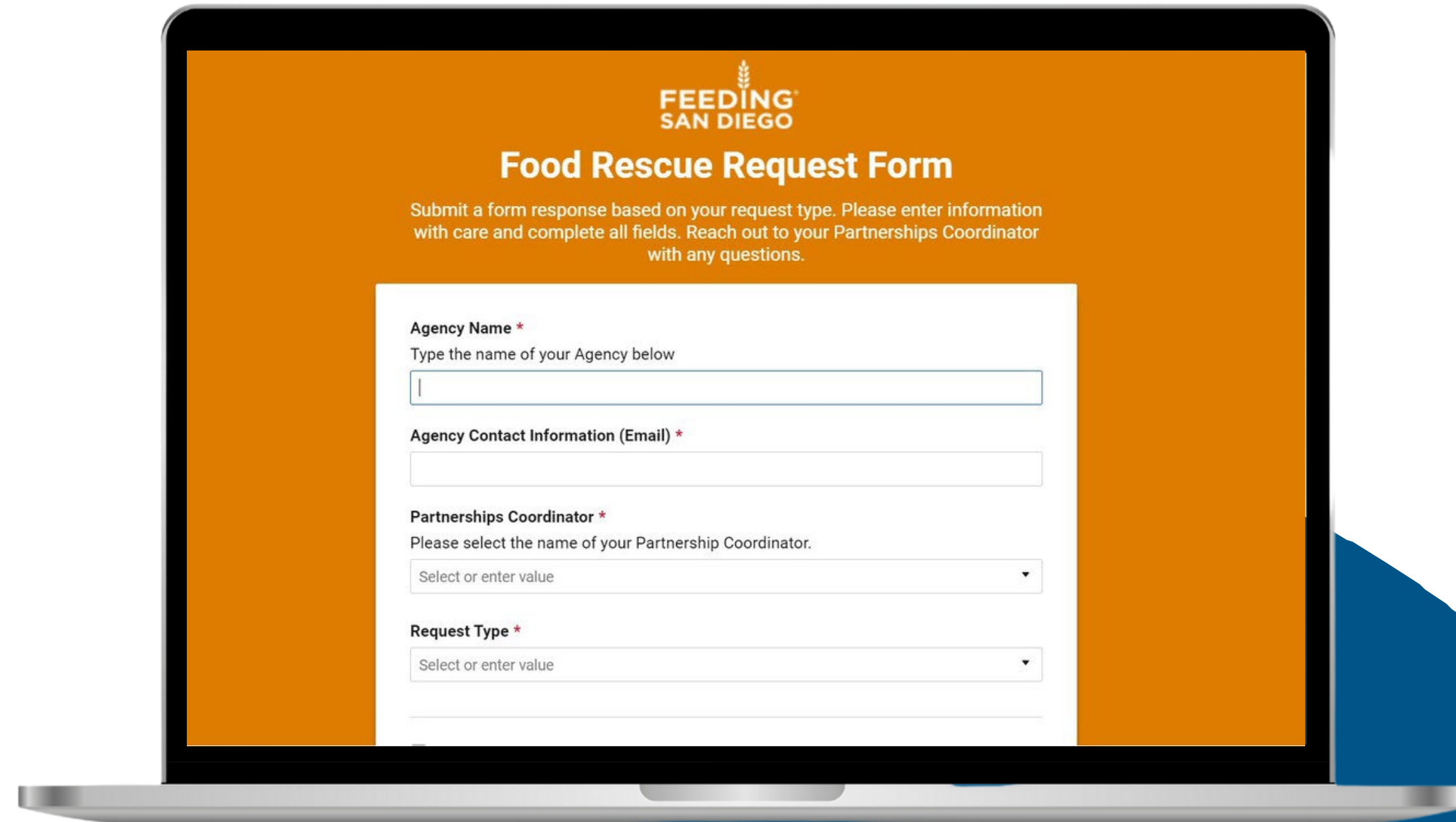
- When to use it
- Where to find it

1. Type of Request

- New Permanent Connection
- Temporary Coverage
- Volunteer Driver
- Provide Donor Feedback

3. Additional Resources

4. FSD Contact Information



The image shows a laptop screen displaying the 'Feeding San Diego Food Rescue Request Form'. The form is set against an orange background. At the top, the 'FEEDING SAN DIEGO' logo is visible. Below the logo, the title 'Food Rescue Request Form' is centered. A paragraph of instructions follows: 'Submit a form response based on your request type. Please enter information with care and complete all fields. Reach out to your Partnerships Coordinator with any questions.' The form itself is a white box containing several fields: 'Agency Name *' with a text input field and the instruction 'Type the name of your Agency below'; 'Agency Contact Information (Email) *' with a text input field; 'Partnerships Coordinator *' with a dropdown menu and the instruction 'Please select the name of your Partnership Coordinator.'; and 'Request Type *' with a dropdown menu and the instruction 'Select or enter value'. There is also a small text input field at the bottom of the form.

About the Food Rescue Request Form

This form is a tool for our agency partners to request various support related to Food Rescue



When to use the form

- To request a new permanent connection
- To request temporary coverage for one of your reoccurring food rescue pick-ups.
- To request a weekly volunteer driver
- To provide donor feedback



Where to find the form

1. Go to www.feedingsandiego.org/partner-portal/
2. Scroll to "Partner Resources"
3. Click on "Food Rescue and MealConnect" drop-down menu

Requesting a New Permanent Connection

Request a new reoccurring pick up from a donor store, on a weekly, permanent basis.

1. Under the drop-down menu, Select the store you want to pick up from.
2. Select the days of the week you'd like to pick up from the store.
3. Type in your desired pick-up time window, (for example, 9:00 am - 11:00 am).
4. Select your desired start date.

NOTE: Please wait for confirmation from your Coordinator before starting your pick-up (s). All opportunities are available on a first-come, first-served basis.

Request Type *

New Permanent Connection

Food Rescue Opportunity *

Please see the Partner Portal for the most recent list of permanent Food Rescue Opportunities. Please keep in mind that all opportunities are available on a first come, first served basis.

Prontos Market: 2812 Roosevelt Street, Carlsbad, CA 92008

Desired Day(s) of the Week *

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday
- Saturday
- Sunday

Pick Up Time *

Type in the appropriate pick up time. Can be a range.
Example: 9:00am-11:00am

9:00am-11:00am

Desired Start Date *

06/17/2024



Requesting Temporary Coverage for a Pick-up

Requests a one-time coverage if an agency cannot pick up from their permanent donor stores.

1. Provide the donor name and store number
NOTE: Please enter the name and number as written in the reference list.
 2. Provide the address of the store
 3. Select the date you'd like to request coverage.
NOTE: Please only pick one date per request.
- Provide the pick-up time (your usual window)

Request Type *

Request Temporary Coverage

Remember:

Please only enter one store and one coverage date at a time. Submit this form multiple times if needed.

Donor Name and Store # *

Please select the donor from the dropdown menu below:

99 Ranch Market #16 - Tawa: 7330 Clairemont Mesa Blvd, San Diego, CA 92111

Coverage Date *

Select the date you are requesting coverage for. Please note that if you are requesting coverage within 24 hours of the pickup, you must contact your Partnerships Coordinator directly in addition to submitting this form. REMEMBER, ONLY ONE DATE AND ONE DONOR PER FORM.

09/27/2024

Pick Up Time *

Type in the appropriate pick up time. Can be a range.

Example: 9:00am-11:00am

9:00am-11:00am

Average Donation Size

What is the average amount of food this donor provides in one pick-up? If you do not have an exact amount, please give a reasonable estimate.

250-300

Comments/Reasoning

Pickup driver will be on vacation

Agency Covering

Please enter the name of the Agency that will be covering your pick up if you have already confirmed with them.

Can Receive if Delivered (Volunteer Driver)

Please check the box if you could receive the donations on the day you are requesting coverage for, if a Feeding San Diego volunteer driver could deliver the donations.

Request a Volunteer Driver

Request a Volunteer Driver for a weekly recurring pick up

1. Select the “Request Volunteer Driver (Recurring)” on the Food Request Form
2. Fill out all information on the form as accurately as possible.
3. Please note that some requests may take longer than others.

Request Type *

Request a Volunteer Driver (Recurring)

Donor Name and Store # *

Please select the donor from the dropdown menu below:

99 Ranch Market #51 - Tawa: 505 Telegraph Canyon Rd, Chula Vista, CA 91910

Desired Day(s) of the Week *

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday
- Saturday
- Sunday

Pick Up Time *

Type in the appropriate pick up time. Can be a range.
Example: 9:00am-11:00am

9:00am-11:00am

Desired Start Date *

08/20/2024

Average Donation Size

What is the average amount of food this donor provides in one pick-up? If you do not have an exact amount, please give a reasonable estimate.

100lbs-250lbs

Provide Donor Feedback

This option is helpful to share any issues you've had with your donation pickups

1. Under Request Type, select "Provide Donor Feedback" and fill out the following information.
2. Provide as much detail as possible
3. If applicable, upload photos of the issue

Request Type *

Provide Donor Feedback

Donor Name and Store # *

Please select the donor from the dropdown menu below:

Costco Wholesale #00462: 951 Palomar Airport Rd, Carlsbad, CA 92011

Donor Feedback

Please share feedback (positive or negative) on donor relationships. Pictures are encouraged!

I have been dissatisfied with donations for the past two weeks, produce has been thrown out because

File Upload

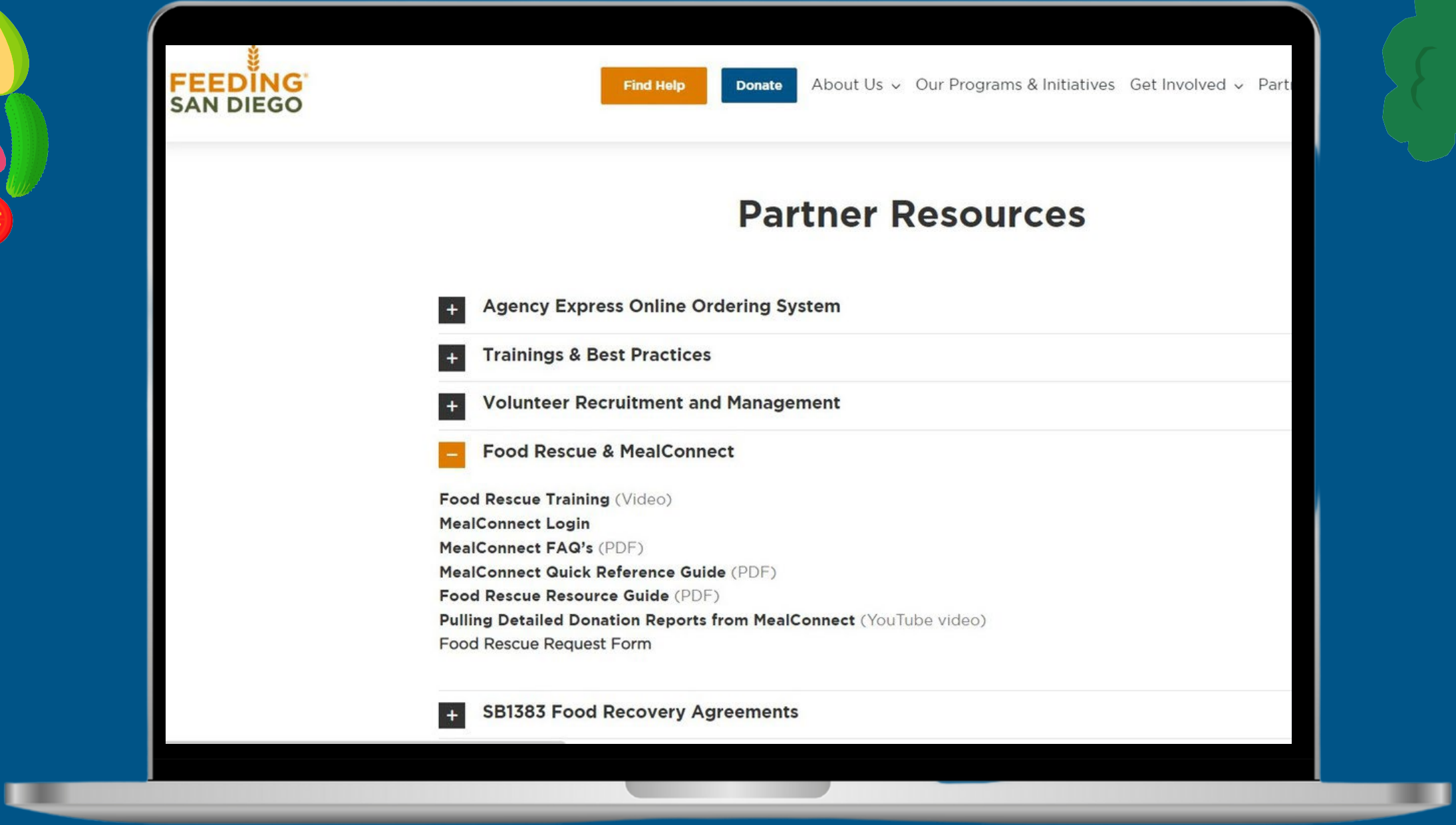
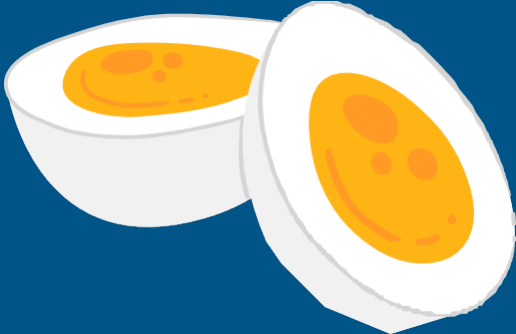
Please upload any pictures that are relevant to the feedback you have shared.

 SQUASH bad 2.png

Drag and drop files here or [browse files](#)

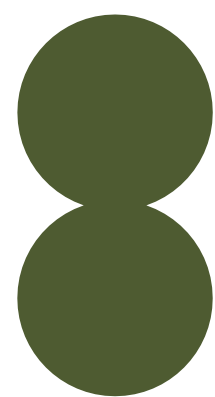


Additional Resources



Find it here:

feedingsandiego.org/partner-portal/



GOT QUESTIONS?

Reach out anytime.



Alana Austin

North Inland

aaustin@feedingsandiego.org



Samantha Myatt

North Coastal

smyatt@feedingsandiego.org



Angus Hsieh

Central

ahsieh@feedingsandiego.org



Ruth Vazquez

East

rvcastro@feedingsandiego.org



Marilyn Villalba

South

mvillalba@feedingsandiego.org