

Fighting Irish Fighting Hunger donation protocol

As much as possible, donations are shared between the *Food Bank of Northern Indiana* and the United Way coalition of food pantries *People Gotta Eat*. It's good to remember that pantries have to pay to get food from the food bank; it's not a lot but they do have to purchase the food they get.

Donation by check:

All checks are passed on to [Whitney Young](#).

- **Made out to *University of Notre Dame*:** Donor will not receive a donation receipt. The check will be deposited in the FIFH account and split between the two organizations at the end of the drive.
- **Made out to either the *Food Bank of Northern Indiana* or *People Gotta Eat*:** It will be held until the end of the drive and then given to the appropriate organization along with their portion of the overall donations. The donor will receive a donation receipt from the organization.

Donation by cash:

- **You deposit:** If your department handles cash and makes deposits, you can deposit your cash along with theirs. Please be sure to use a separate deposit slip and do a journal transfer to move the money into the FIFH FOAPAL account (800387-59005-59009-99000) or send [Whitney Young](#) a copy of the deposit slip so we can do the transfer.
- **We deposit:** If you don't have a way to deposit the funds, or your department doesn't wish you to do so, contact [Whitney Young](#) for pickup.

FOAPAL donations:

- If your department wishes to transfer funds from a departmental account into the FIFH account, transfer into the account 800387-59005-59009-99000.
- Please let [Whitney Young](#) such a transfer has been made.

Coordinator contact info:

- **Whitney Young**
 - 150R Hesburgh Library
 - 574-631-4350
 - wyoung1@nd.edu