



## UNITED STATES OFFICE OF PERSONNEL MANAGEMENT

Washington, DC 20415

The Director

Wednesday, May 4, 2011

### **MEMORANDUM FOR: Heads Of Executive Departments And Agencies**

**FROM:** John Berry, Director

**Subject:** Announcing the Annual Feds Feed Families Food Drive - 2011

We have exciting news - today marks the launch of our Annual Feds Feed Families Food Drive - 2011.

As you may know, our local food banks across the country continue to face severe shortages of non-perishable goods even while our economy continues to recover. Once again, we will draw upon the compassion and generous spirit of the Federal workforce to help our fellow citizens in need. The Chief Human Capital Officers (CHCO) Council will partner with the Office of Personnel Management (OPM) and our other agency partners to lead the Annual Feds Feed Families Food Drive - 2011. Last year, we were blown away with the generosity of the Federal workforce when we collected 1.7 million pounds of non-perishable goods for folks who really needed it. This year, we're aiming even higher, and are confident we can collect 2 million pounds of food across the country to help feed our hungry. Our theme this year is "Feeding Families one Fed at a Time".

The Capital Area Food Bank will receive collections from the Washington, DC, metropolitan area. Agencies are encouraged to reach out to their regional and field offices across the country and urge Federal employees outside of the Washington, DC, metropolitan area to participate as well.

The CHCO Council will recognize and award success with prizes to the agencies with the highest volume of donations, per employee. This year, we will also recognize the agency that collects the most pounds over their goal. The CHCO Council and OPM will hold a special close-out event to recognize these extraordinary efforts.

To support this year's campaign, we are once again asking that each agency's Chief Human Capital Officer appoint a Chair and at least one Champion, who will oversee the effort for your department or agency. The Chair provides oversight of the food drive campaign throughout your individual agency, from your headquarters, down through any and all ancillary departments or sub-agencies campaign. The Champion(s) coordinate the agency operations, ensuring that all food drive activities and reporting are maintained and oversee the logistics of storing and transporting your agency's contributions. Together, the CHCO, Chair and Champion lead each organization's efforts in this campaign.

Please provide the name of your agency Chair and Champion(s) to our 2011 Feds Feed Families Program Manager, Michelle Gaston at [michelle.gaston@opm.gov](mailto:michelle.gaston@opm.gov) by Monday, May 9, 2011. This campaign will officially kick-off on May 26, 2011, and more details will be forthcoming on that event. Our 2011 collection dates are: June 29, July 27, and August 31, 2011.

Any questions about this event may be directed to Michelle Gaston, or to Kathryn Medina, Executive Director of the CHCO Council, at [Kathryn.medina@opm.gov](mailto:Kathryn.medina@opm.gov), or 202-606-1722. We appreciate your continued dedication and support of this very worthy effort.

cc: Chief Human Capital Officers