# Feed 5000 Project Toolkit

## 1. Ask List

Use this sheet to list people you plan to ask for gift card donations.

Include name, contact info, date asked, response, and follow-up date.

### 1. Ask List - Fillable Section

| Name | Contact Info | Date Asked | Response | Follow-Up Date |
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## 2. Received Gift Cards Tracker

Track all gift cards you receive.

Include donor name, gift card type, amount, date received, and notes.

### 2. Received Gift Cards Tracker - Fillable Section

| Donor Name | Card Type | Amount | Date Received | Notes |
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## 3. Distributed Gift Cards Tracker

Log which trusted partners received gift cards.

Include partner name, card type, amount, date given, and notes.

### 3. Distributed Gift Cards Tracker - Fillable Section

| Partner Name | Card Type | Amount | Date Given | Notes |
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## 4. Report Back Sheet

Partners use this to confirm they distributed gift cards.

Include date distributed, type, amount, people helped, and comments.

### 4. Report Back Sheet - Fillable Section

| Partner Name | Date Distributed | Card Type | Amount | People Helped | Comments |
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## 5. Leaderboard

Track who has raised the most in gift cards or helped the most people.

Useful for recognizing top-performing groups or individuals.

### 5. Leaderboard - Fillable Section

| Name/Org | Total Raised ($) | People Fed | Rank |
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## 6. Trusted Partner Contact List

Keep a list of all partners who receive gift cards.

Include name, contact person, email, phone, address, and notes.

### 6. Trusted Partner Contact List - Fillable Section

| Partner Name | Contact Person | Email | Phone | Address | Notes |
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