Guidelines for Meal Donations

DONATING MEALS IS AS EASY AS 1-2-3

1 Schedule.
Meal donations must be scheduled online at www.tinyurl.com/mcchmeals.

2 Drop off.
Breakfast must be delivered by 5am, M-F and 7 am on weekends, lunch by 11am and dinner by 5pm. If your meal has been frozen, please deliver at least 6 hours earlier than the times listed.

3 Serve.
Your volunteer group of up to 10 people may stay to serve if you have prepared enough for the entire shelter. Children are permitted with adult supervision.

Thank you for your interest in providing meals for HBCAC.

We rely on the generosity and energy of community volunteers to provide over 100,000 meals a year for our residents.

montgomery county coalition for the homeless

FAQs

How many meals are needed?
Please prepare meals for 80 people between April 1 and October 31. Please prepare meals for 200 people between November 1 and March 31.

Where should meals be delivered?
MCCH's Home Builders Care Assessment Center (HBCAC) men's emergency shelter, 600A East Gude Drive in Rockville.

What kind of meals are appropriate?
Please see the reverse for guidelines. We appreciate your efforts to prepare healthy meals for our clients.

Can we cook meals at HBCAC?
No, our kitchen only has equipment to re-heat food, not to prepare food. However, we do have outdoor grills, which we welcome and encourage donors to use for preparing meals. Volunteers must provide charcoal and lighter fluid if using our grills.

What should I do if I need to cancel?
Please contact meals@mcch.net no less than 24 hours before your meal is scheduled. If you are cancelling outside of normal business hours, please call HBCAC at 301-545-5025 and ask for the shift supervisor or designee.

Can I still help if I am unable to prepare an entire meal?
We appreciate donations of cooked rotisserie chickens, family-sized frozen lasagnas, family-sized frozen vegetables, milk, orange juice, cereal, granola bars, bottled water, coffee, tea, creamer, and sugar, as well as paper/plastic plates, bowls, cups, and utensils.

Home Builders Care Assessment Center • 600-A East Gude Drive • Rockville, MD 20850 • telephone 301-545-5025 • email: meals@mcch.net • visit: www.mcch.net

ADDITIONAL GUIDELINES

As you prepare your meal donation, please keep in mind the following guidelines.

PLEASE DO

- Use 20" x 12"aluminum trays to feed 15–20 men as a main dish and up to 50 as a side dish.
- Consider using healthy ingredients such as whole grains, as well as fresh fruit and vegetables. Be mindful of reducing the saturated fat and sodium content of meals wherever possible.
- Find healthy recipes scaled for large groups on the USDA's Healthy Meals Resource System: http://healthymeals.nal.usda.gov/recipes/recipes-school-food-service.
- Review the U.S. Department of Agriculture's information for consumers on safe food handling: www.fsis.usda.gov/shared/PDF/Cooking_for_Groups.pdf
- Wash your hands at every step during food preparation. Be mindful of cleanliness during preparation and serving of meals.

PLEASE DON'T

- Provide peanut butter or tuna sandwiches due to allergy and spoilage concerns.
- Apply condiments or salad dressing. Instead, please provide larger bottles or preferably individual packets, which can be purchased from www.foodservicedirect.com or www.amazon.com.
- Leave perishable food at room temperature for more than two hours, or one hour if the temperature is above 90 degrees. Always keep hot food hot and cold food cold.

MEAL REQUIREMENTS

Breakfast

Provide at least one of the following:
- ☐ Oatmeal
- ☐ Egg casseroles
- ☐ Scrambled eggs
- ☐ Pancakes or waffles with syrup
- ☐ Bagels with cream cheese
- ☐ Whole wheat bread with butter and jelly

Additionally, provide each of the following:
- ☐ Fresh fruit or fruit cups
- ☐ Granola or breakfast bars
- ☐ 100% juice box or milk

Lunch

Provide at least one of the following:
- ☐ Sandwich with meat/cheese/veg. (2/person)
- ☐ Soup with 1 sandwich
- ☐ Stew with 1 sandwich
- ☐ Hamburgers or hot dogs
- ☐ Chili/vegetarian chili
- ☐ Pizza

Additionally, provide each of the following:
- ☐ Fresh fruit or fruit cups
- ☐ Carrot or celery sticks
- ☐ Bottled water

Dinner

Provide at least one of the following:
- ☐ Baked skinless chicken
- ☐ Meatloaf
- ☐ Whole wheat pasta entrée
- ☐ Pizza
- ☐ Hamburgers or hot dogs
- ☐ Chili/vegetarian chili
- ☐ Other protein based entrée

Additionally, provide each of the following:
- ☐ Vegetables and/or salad
- ☐ Baked/mashed potatoes or rice
- ☐ Bottled water

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