



Summer Lunch Menu Guidelines

The MUST Ministries Summer Lunch Program provides food to children who receive free or reduced-priced lunches during the school year but might go without during the summer months. Each weekday lunches are hand-packed and hand-delivered directly to children in their neighborhoods. These guidelines are designed to assist in preparing lunches for donation. Only kitchens certified by the Health Department can prepare sandwiches; however volunteers can still create "setups," which consist of one drink and two snacks.

TERMINOLOGY

- * A complete **summer lunch** contains one sandwich, two snacks and one drink.
- * A **setup** is the term used for the paper lunch bag containing one drink and two snacks. No sandwich included.
- * A **sandwich** consists of lunch meat and two slices of white or wheat bread (cheese is optional). In response to the growing number of children with nut allergies, we will be phasing out Peanut Butter & Jelly sandwiches over the next year. **Only sandwiches prepared in a certified kitchen can be accepted.**

SANDWICH PREPARATION DOs & DON'Ts

- ~ Please ensure that the preparation area is thoroughly cleaned with disinfectant and dried.
- Please wash your hands and use gloves approved for food handling.
 - Meat and cheese items should be stored at 40 degrees or below.
 - Adding cheese to a sandwich is optional. Please only use individually wrapped cheese.
 - If adding cheese, place the cheese slice (still wrapped) on top of the sandwich inside a Ziploc bag.
 - Save the bread bags for storing completed sandwiches.
 - Place each sandwich in a Ziploc bag. You can fit 10 individual sandwiches in Ziploc bags back into the saved bread bag (it should look like a bread loaf again).
 - Refrigerate sandwiches until they are delivered.
 - No PB&J sandwiches if possible. We do understand that this sandwich option works best for some groups and will accept them in limited quantities. Please pre-mix peanut butter and jelly to avoid jelly soaking through bread.
 - Please do not put condiments (mustard, mayonnaise, etc.) on the sandwich.
 - Do not leave meat or cheese unrefrigerated while you are setting up for sandwich making. Meat and cheese should not be unrefrigerated longer than one hour.
 - Do not place sandwiches in the setups. Sandwiches and setups are stored separately and will only be combined on distribution days.

SETUP PREPARATION DOs & DON'Ts

- Use room temperature drinks. Cold/frozen drinks will cause the lunch bag to become wet and tear.
 - Place drinks in the bottom of the lunch bags.
 - Please include individually packaged snacks only.
 - Please pack the setups into boxes, preferably in multiples of 25.
- ~ We encourage you to decorate the paper lunch bags (color them, affix sticker, etc.)
- Do not refrigerate the setups.
 - Do not use food that is close to its expiration date.
- ~ Do not include homemade items.
- Do not place fresh fruit or vegetables in the setups. Please deliver those items separately (no bananas).
 - Please do not place utensils in the setups.
 - Please do not include tracts or other materials in the setups.

SUGGESTED SNACK ITEMS

- | | | |
|---------------------|-----------------------|-----------------------|
| * Pretzels | * Applesauce cups | * Fruit Cups |
| * Goldfish Crackers | * Jell-O cups | * Fruit Rollups |
| * Potato Chips | * Cookies | * Teddy Grahams |
| * Graham Crackers | * Rice Krispie Treats | * Animal Crackers |
| * Popcorn | * Raisins | * Nutri-Grain Bars |
| * Pudding cups | * Fruit Snacks | * Wheat Thin Crackers |



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GUIDELINE ACKNOWLEDGEMENT FORM

I acknowledge that I have, or my group has, followed the guidelines outlined above while preparing and delivering lunches to a MUST Ministries Host Site for the duration of the 2019 Summer Lunch Program. By signing this form, I further release MUST Ministries, Inc. and their employees and/or agents from any claims or causes of action which may arise from any accident or injury caused by any reason.

Group/Donor Name _____

Email _____ Phone _____

Signature _____ Date _____