



ST. STEPHEN'S

Ending Homelessness

PLAN, ASSEMBLE, AND DONATE FROZEN MEALS FOR SHELTERS

****Please follow the guidelines below to ensure that your hot dish donations will be able to be cooked and served by shelter staff****

Individuals experiencing homelessness are often at a greater risk for illness due to a limited ability for social distancing and overcrowded systems of support, including shelters. In an effort to ensure we have sufficient meals on hand at our emergency shelters we are seeking volunteers to provide frozen hot dishes, which will be cooked by shelter staff. Volunteers are asked to purchase all of the ingredients to provide a meal for 50 people, assemble the dishes in your home, and coordinate a drop off time with our Volunteer and Giving Coordinator, Amanda Hancer (ahancer@ststephensmpls.org or 612-481-9501).

DESCRIPTION:

- Volunteers plan, purchase, assemble, and donate a “hot dish” style main dish large enough to feed 50 individuals. Eight full 9x13 inch disposable casserole pans are usually a sufficient quantity for one main dish for one of our shelters.
- A vegetarian side, salad, and desserts are welcomed but not required.
- Beverages, like cider, milk, or juice, are welcomed but not required.
- Volunteers are welcome to donate disposable plates, utensils, and cups. Shelter staff have more time available for guest advocacy when meal clean up requires less time.
- Please provide detailed information about exactly what food or serving items will be donated when coordinating a drop off time with Amanda Hancer (ahancer@ststephensmpls.org).

REQUIREMENTS:

- Strict food safety practices, including frequent hand washing, should be practiced at all times when handling items that will be donated. Please refer to [this link](#) for food safety videos produced by the city of Minneapolis.
- Hot dishes do not need to contain meat, but please refrain from using pork if meat is included.
- All donated food must be contained in disposable oven-safe pans. We are unable to return any pans to volunteers.
- Please include a detailed ingredient list and preparation instructions (including time and temperature) with any food donations.

SCHEDULING A DONATION:

- A scheduled drop-off time is required. Please contact Amanda Hancer at ahancer@ststephensmpls.org or 612-481-9501 to schedule a drop-off at our main office (2309 Nicollet Ave, Minneapolis).

If you would like to support the shelter with a meal donation, but are unable to provide food, please considering donating financially at <https://ststephensmpls.org/donate> and noting the intention of your gift as “Shelter Meal.” Any amount is greatly appreciated.

**APPLY TO BECOME A TRADITIONAL MEAL GROUP COORDINATOR AT
WWW.STSTEPHENSMPLS.VOLUNTEERHUB.COM**

**CONTACT MEG BARKE FOR MORE INFORMATION ABOUT THE TRADITIONAL MEAL GROUP
COORDINATOR ROLE: mbarke@ststephensmpls.org | 612-879-7635**