



## Second Servings-Food Bank Donation Program

- ❖ Scrap all usable LIKE items together into the disposable lasagna pans:
  - Scrambled eggs and omelets can be placed in the pan together.
  - Pancakes, French toast, waffles, biscuits and muffins can carefully placed into the same pan. Sealed condiments from breakfast meals can be placed in the pan too at a separate end.
  - All forms of tossed/lettuce salads can be mixed together. Salads like carrot and raisin or English pea, etc can be placed in these pans too but at a separate end.
  - Canned fruit can be combined in the disposable lasagna pans; gelatin and gelatin salads can be in with the canned fruit, but separate these out at different ends of the pans (gelatins at one end, plain canned fruit at the other end).
  - Similar meat products (ie-modified and regular BBQ beef; baked chicken with gravy and plain baked chicken; pork loin with reg and mod gravy and plain pork loin, etc) should be grouped together in separate parts of the pan (ie-chicken at one end, beef in the middle, pork at one end, etc).
  - Plain vegetables can be combined (ie broccoli, carrots, green beans, etc).
  - Green bean casserole and green beans can be combined.
  - Starches should not be mixed up together unless alike; can go in the same pan, but separate out the sections (ie-put the mashed potatoes at one end, rice in the middle, noodles at the other end, etc if you have several different starches in one pan).
  - Fresh fruit can be left on the donation rack tray (they will box up)
  - Desserts like cake and pie slices should be carefully placed in the pans. Cobblers can be in the same pan with pie and cake, but put at a separate end if possible. Desserts like puddings and custards can be in the same pan.
  
- ❖ Leave bread slices wrapped for donation. Put dinner rolls in empty bread bags if these are not already individually bagged. Leave any wrapped bread/rolls on a tray.
  
- ❖ Sealed condiments from noon and evening meals can be scraped into the same container.
  
- ❖ We will NOT send soups or broths.
  
- ❖ **Handle food the way YOU would want someone to handle YOUR food.** STOP and THINK about **what** you put in the pans and **how** you put items in the pans.
  - Be sanitary
  - Use gloves
  - Use clean utensils
  - Wipe up any spills
  - Close the lids on the pans to keep air-tight
  
- ❖ **Pick-ups will be made on Mon, Wed, and Friday around Noon.**

Pick up Day (around Noon)	Meals to scrap for the pick-up day
<b>Monday</b>	Friday Noon Friday Evening  Saturday Breakfast Saturday Noon Saturday Evening  Sunday Breakfast Sunday Noon Sunday Evening  Monday Breakfast
<b>Wednesday</b>	Monday Noon Monday Evening  Tuesday Breakfast Tuesday Noon Tuesday Evening  Wednesday Breakfast
<b>Friday</b>	Wednesday Noon Wednesday Evening  Thursday Breakfast Thursday Noon Thursday Evening  Friday Breakfast

**PICK UP SCHEDULE:**

Scrap noon/evening meals on Friday, all meals on Saturday, all meals on Sunday and breakfast on Monday for Monday pick-up.

Scrap noon/evening meals on Monday, all meals on Tuesday and breakfast on Wednesday for Wednesday pick-up.

Scrap noon/evening meals on Wednesday, all meals on Thursday, and breakfast on Friday for Friday pick-up.