

# Family Style Meal Prep Guide


Thank you for your interest in providing a family style meal for The Link's shelter programs! We have multiple emergency shelters that are operating 24/7, and every day our staff cooks 3 meals for the youth. Preparing and donating a family style meal helps staff spend less time in the kitchen and more time working with young people.

While we are able to coordinate meal donations at one of our public sites, our greatest need is for volunteers who are willing to drop meals off directly at our shelter sites. For the safety of the youth we serve, this does require a background check (paid for by The Link) and therefore a commitment to preparing and dropping off at least 1 meal per month.

## Instructions

1. Please contact our team at [volunteer@thelinkmn.org](mailto:volunteer@thelinkmn.org) to coordinate a time, date and location of your meal donation, and learn about any possible dietary restrictions.
1. Please select a nutritious meal that does not include pork or pork products.
2. We ask that you make at least 8-10 servings. If you are able, you are welcome to provide additional servings for our staff to freeze and have for future use.
3. Add a label/sticker with name of the meal and main ingredients, especially any that are common allergens like peanuts. If you are providing extra servings to be reheated later, please include cooking instructions for our staff. Sample labels are attached.
4. Please complete and turn in the In-Kind form attached at the end of the packet. Include cost of supplies and volunteer hours utilized in completing the meal prep.

# The Link Meal Labels



Meal: \_\_\_\_\_

Ingredients: \_\_\_\_\_

\_\_\_\_\_

Cooking Instructions:

\_\_\_\_\_

\_\_\_\_\_

Date prepared: \_\_\_\_\_



Meal: \_\_\_\_\_

Ingredients: \_\_\_\_\_


\_\_\_\_\_

Cooking Instructions:

\_\_\_\_\_

\_\_\_\_\_

Date prepared: \_\_\_\_\_



Meal: \_\_\_\_\_

Ingredients: \_\_\_\_\_


\_\_\_\_\_

Cooking Instructions:

\_\_\_\_\_

\_\_\_\_\_

Date prepared: \_\_\_\_\_



Meal: \_\_\_\_\_

Ingredients: \_\_\_\_\_


\_\_\_\_\_

Cooking Instructions:

\_\_\_\_\_

\_\_\_\_\_

Date prepared: \_\_\_\_\_



Meal: \_\_\_\_\_

Ingredients: \_\_\_\_\_


\_\_\_\_\_

Cooking Instructions:

\_\_\_\_\_

\_\_\_\_\_

Date prepared: \_\_\_\_\_



Meal: \_\_\_\_\_

Ingredients: \_\_\_\_\_

\_\_\_\_\_

Cooking Instructions:

\_\_\_\_\_

\_\_\_\_\_

Date prepared: \_\_\_\_\_

Please create your own labels with Meal Name, Ingredients and Cooking Instructions, or print and tape these to your packages. Thank you!



## IN-KIND DONATION FORM

*This form is to be filled out by the person donating items (non-cash) and returned to the Development Department. Donors do not receive a copy of this form; a thank you letter, which can be used for tax purposes, will be emailed or mailed according to your preference below.*

### **PLEASE PRINT**

Name/Company or Group: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

*In an effort to conserve on paper and postage, thank you letters will be emailed unless you request otherwise. Please check here if you would like to receive your thank you letter by mail.*

**Please describe the item(s) donated, including quantity if possible. Include a copy of receipt for donated item(s) or a list of items and their estimated value:**

---

---

---

---

---

Value of donated item(s): \_\_\_\_\_

If this donation was part of a volunteer or service project, please let us know:

Hours it took to complete the project: \_\_\_\_\_ Number of volunteers: \_\_\_\_\_

*Please hand mail or scan this document to the Development Department.*

*email: [donate@thelinkmn.org](mailto:donate@thelinkmn.org) fax: 612-871-0755*

The Link  
1210 Glenwood Avenue, Minneapolis, MN 55405

Date Received: \_\_\_\_\_ Staff Member Signature: \_\_\_\_\_