



**A MEAL WITH**  
**DIGNITY**

STANDARD MEAL-MAKING

TOOLKIT



MAKE A SANDWICH, MAKE A DIFFERENCE

“THESE LUNCHESES ARE  
MADE IN SMALL BATCHES  
AND FULLY RESPECT  
THE RIGHT OF  
UNSHELTERED  
HOMELESS TO A MEAL  
WITH DIGNITY WHERE  
THEY ARE.  
THANK YOU FOR  
JOINING US ON THIS  
IMPORTANT MISSION.

— JOY D'OVIDIO CO-FOUNDER AND CEO

## ABOUT A MEAL WITH DIGNITY

A Meal With Dignity (AMWD) is a registered 501(c)(3) nonprofit and grassroots organization that supports individuals, groups, and companies to create and provide fresh, organic, and sustainable individual bagged lunches to the unsheltered homeless where they live.

## OUR MISSION

To inspire everyone to feed our neighbors currently experiencing homelessness with dignity - one personally-delivered, fresh & nutritious bagged lunch at a time.

## OUR PROGRAM

At its core, A Meal With Dignity is a grassroots movement that brings groups of people together to make handmade lunches with high-quality, local ingredients and hand-deliver those lunches to our unsheltered neighbors currently experiencing homelessness in their communities.



AWAKEN  
COMPASSION

BUILD  
EMPATHY

TAKE  
ACTION



## RESPONSIBILITIES

Plan AMWD Event

Host AMWD Event

Guide Volunteers through Prep and Delivery

Host Reflection

Deliver the Meals

Report Number of Meals

Send Photos to [photos@amealwithdignity.org](mailto:photos@amealwithdignity.org)

Promote Success on Social Media





## EVENT TIPS

1. Decide if your event will be in person, virtual, or both. Let people know how to attend far in advance.
2. Purchase compostable sandwich wrappers, packaging, napkins, bags, olive oil, dessert, and bottled water for the meals.  
Refrigerate water if possible.
3. Create a plan to prep all ingredients. Make sure everything is cleaned thoroughly and fresh.
4. Decide how you want to put the sandwiches together, along with the water, fruit, dessert, and napkin neatly into the package.
5. Recruit a group of volunteers.  
Make your event sound fun, easy, and impactful.
6. Coordinate the time and place that everyone can meet to make the meals.
7. Buy all organic and locally sourced bread and produce from a store near you no more than 48 hours in advance of your event.  
Check to make sure your avocados will be ready to go on the day of the event! Order extra 5% in case of spoilage or damage.
8. Make the sandwich for yourself ahead of the event.
9. Confirm the event with your volunteers 24 hours before the event to remind them to get supplies and to show up on time.
10. Add an extra sandwich for each volunteer so they can eat lunch as well.



# BE PREPARED

## **Kitchen Equipment & Supplies**

- Aprons
- Sink, soap, and towels for washing hands
- Knives
- Cutting boards
- Several large bowls
- Trash bags
- Dishcloths/Paper towels
- Pastry brushes - for Extra Virgin Olive Oil

# SHOPPING LIST

## CLASSIC AMWD SANDWICH

### WHAT GOES IN EACH MEAL

1 sandwich, 1 organic soft fruit, 1 soft cookie or pastry, 2 water bottles, 1 napkin

### SHOPPING LIST FOR 6 MEALS *(Scale up or down to fit your meal count goal)*

- 6 paper gift bags with handles
- 12 paper sandwich bags - 2 per meal (one for sandwich and one for cookie/pastry)
- 6 napkins
- 12 (2 water bottles per lunch bag)
- 6 brioche, challah, hamburger bun, or any soft roll
- 1 package sliced of Mozzarella, Swiss or Monterey Jack cheese
- 3 ripe, fresh avocados
- 3 large heirloom tomatoes or 1 container of cherry tomatoes
- 1 head of butter lettuce
- 1 bunch fresh chives
- 1 bunch fresh Italian parsley
- 1 bunch fresh mint
- Extra Virgin Olive Oil (EVOO)
- 6 ripe organic fruit in season (bananas, tangerines, peaches, etc.)
- 6 soft cookies or pastries
- 1 lemon

### SUPPLIES *(Sustainable packaging supplies are recommended)*

- Paper gift bags with handles (8 × 4.25 x 10.5)
- 100% unbleached paper snack & sandwich bags
- Recycled 15x 16 inch disposable dinner napkin

Amazon List: [https://smile.amazon.com/hz/wishlist/ls/1C7K4WAEDZVJ1?ref=wl\\_share](https://smile.amazon.com/hz/wishlist/ls/1C7K4WAEDZVJ1?ref=wl_share)

*If you use Amazon to purchase your supplies and you have yet to select a Smile Charity, please select A Meal With Dignity from the AmazonSmile Charity List and Amazon will donate 0.5% of the purchase price to AMWD.*





## THE EVENT

1. Show up early at the date and time of the event
2. Get everyone to sign a [volunteer release form](#)
3. Offer tea, coffee, or other beverage to your volunteers
4. Introduce the event and instructions
5. Wash hands and disinfect/sanitize all surfaces and kitchen tools
6. Allocate volunteers to prep stations: wash/dry station, de-stemming herbs station, avocado station, bread station, packaging area
7. Wash, organize, and set up all food ingredients
8. Make Meals
9. Reflection
10. Take a group photo
11. Deliver meals - [review Delivery Procedures for tips](#)
12. Meet for a debrief to discuss how everyone went



### **INGREDIENTS FOR EACH AMWD SANDWICH**

- 1 soft bread roll or bun
- 1 slice cheese
- 12 ripe, fresh avocado, peeled, seeded and sliced
- Half tomato, sliced or 3 cherry tomatoes, quartered
- 2 leaves of butter lettuce
- 12 teaspoon fined chopped chives
- 1/2 teaspoon of fine chopped Italian parsley
- 1/2 teaspoon fined chopped mint
- 1/2 teaspoon of fresh squeezed lemon juice
- 1 teaspoon Extra Virgin Olive Oil (EVOO)

### **INGREDIENTS**

#### ***Prepare the components of the AMWD sandwich:***

- (1) Slice the soft bread roll or bun
- (2) Wash, cut in half, and slice avocados (leave in the shell). Brush with lemon juice to prevent browning.
- (3) Wash, dry and slice tomato or quarter the cherry tomatoes
- (4) Separate, wash and dry the lettuce leaves
- (5) Wash, dry, de-stem, and fine chop the herbs. Mix together in a bowl.

#### ***Assemble the AMWD sandwich:***

- (1) Brush olive oil to the edge of each side of the bread bun to create a seal against wet sandwich filling
- (2) Build the ingredients from bottom up with a little oil olive at each stage: Bread, avocado, cheese, a pinch of mixed herbs, tomato, another pinch of mixed herbs, lettuce, bread
- (3) Close the sandwich and place it in a paper sandwich bag

### **FINAL STEPS**

Place 1 sandwich, 1 organic soft fruit, 1 soft cookie or pastry (placed in paper snack bag), 2 water bottles, and 1 napkin into 1 paper gift bag with handles.

# DIRECTIONS





## REFLECTION

Consider reflecting on your volunteer experience after making the meals or after delivering the sandwiches.

We find our volunteers gain a lot out of hearing each other speak about their experiences.

Consider sharing these moments on social media or through video clips in order to help inspire others as well!

# Why did you join us today?

Optional other questions:

- Did you take away anything new from your experience?
- Will you do this again?
- Was there an event or situation in your past that led you to want to help?
- Was there anything that was surprising for you in your experience?
- How could this event go better next time?
- Would you want to run your own event?



# MEAL DELIVERY TIPS AND PROCEDURE

## **PREPARE:**

- Identify areas to deliver
- Place the meals into larger tote bags
- 2-3 people per vehicle

## **WHEN DELIVERING:**

- Make eye contact
- Introduce yourself by name

## **COMMON PHRASES TO USE:**

- "We just made this fresh food for you"
- "We have water for you"
- "Does anyone else nearby need food?"

## **WHEN COMPLETE:**

- Connect with other volunteer drivers
- Drop off any borrowed supplies
- Return to the event for reflection



## AFTER THE EVENT

Send your meal count and meal-making event photos to [photos@amealwithdignity.org](mailto:photos@amealwithdignity.org)

To help spread our message further, post your photos to social media using [#amealwithdignity](https://www.instagram.com/amealwithdignity)

## QUESTIONS?

Visit our website at: [amealwithdignity.org](http://amealwithdignity.org) or email us at [questions@amealwithdignity.org](mailto:questions@amealwithdignity.org)

We are happy to help you work through the logistics of your event - be it 6 meals or more.