



Meals for Munchkins

A program of Ronald McDonald House at Stanford

Dear Volunteer Group,

Meals for Munchkins is our most popular program at the Ronald McDonald House® at Stanford and for good reason! After a long day at the hospital, families are happy to return “home” to find that someone else has graciously done the shopping, meal preparation and even the dishes! Groups that participate in **Meals for Munchkins** quickly see that they are providing more than just dinner for our families, rather a community healing space where they can relax, check-in on each other’s children and foster a much needed support network. Thank you for making a difference.

Nuts & Bolts

- No more than eight people are able to prepare & serve on-site at any given time. Group size restrictions are in place due to limited kitchen space and to foster a calm, welcoming environment for our families. Often times, corporate groups have more than eight people interested in participating and we would be glad to set up a second dinner so that everyone may participate.
- Our kitchen is equipped with cook tops, ovens, microwaves, pots, pans, cutting boards, knives, etc. We also have a big igloo jug for iced tea, juice, or punch. If your meal requires special equipment, please check with us ahead of time to ensure we have whatever it is you need. Additionally, we have two propane grills out back for barbecuing.
- A separate package of food for 12 people should be set aside for our families in the Garden Immune Wing before dinner is served to avoid cross-contamination. A staff member or Volunteer will give you specific instructions on how to separate out the food and will deliver it to the Immune Wing.
- Groups generally spend between 2.5 - 3 hours at the House when participating in **Meals for Munchkins**. Please consult the table below for serving and clean up times.

Meal/Day	Approx. Portions	Time Meal Served	Clean up time
Weekday Dinner	70 (main building) 12 (Immune Wing)	5:30 pm	6:45 pm - 7:15 pm
Weekend Brunch	65 (main building) 12 (Immune Wing)	10:30 am	11:30 - 12:00 pm
Weekday/end Lunch	50 (main building) 12 (Immune Wing)	12:00 pm	1:00 pm - 1:30 pm
Weekend Dinner	70 (main building) 12 (Immune Wing)	5:30 pm	6:45 pm - 7:15 pm

- For some groups, it's more convenient to prepare meals off-site or purchase ready-made food. In such cases, the food should be picked up no earlier than 1 hour before mealtime as to not require refrigeration since we have limited refrigerator space.
- We usually have disposable plates, silverware, and napkins on hand to use during meals, but if you would like to bring some along as part of your donation or to go with a "theme" please feel free to do so.

Planning & Shopping

- Cooking for such a large group can be intimidating the first time, so ask us for help or suggestions when planning. We have a list of "large size" recipes that details ingredient quantities and cook times to take the guess work out of planning!
- When shopping, select all of the non-perishables first, then veggies leaving the meat for last. In the summer months, the time it takes to shop Costco and transport the meat home could put it at dangerous temperatures. Only choose meat or poultry in packaging that isn't torn or leaking. If stuff can leak out, bad stuff can "sneak" in.

Preparation & Serving

At Ronald McDonald House at Stanford, we comply with the USDA guidelines for food preparation and safety as detailed below. Additional information can be obtained at http://foodsafety.nal.usda.gov/nal_display/index.php?info_center=16&tax_level=1.

- Wash hands thoroughly with germicidal soap and warm water before handling food, after handling raw seafood or meat, and after using the restroom, smoking, sneezing, or touching your face or hair.
- Wash, rinse, and sanitize all equipment & utensils before and after use. Always wash & sanitize your knife and cutting board in soapy, hot water after handling seafood, raw poultry, or meat.
- Always wash fruits, vegetables and produce before serving to wash away dirt and pesticides.
- Return all ingredients to refrigerated storage if preparation is interrupted.
- Use a food thermometer to check all internal cooked food temperatures.
- Bacteria multiply rapidly in "danger zone" temperatures of 41°F to 139°F. To ensure safety, hot foods must be held at 140°F or above (most bacteria is destroyed at this temp). Stirring food frequently evenly distributes the temperature. Cold food must be kept at 40°F or below.

- To destroy bacteria, poultry should be cooked to a minimum internal temperature of 165°F.
- Cooked food should be served immediately and hot! Food should not be left out for more than two hours and leftovers should be stored in refrigeration.
- Avoid keeping food in danger zone temp of 41°F to 139°F for more than four hours cumulative (from preparation to service, to cool down/storage).
- Defrost frozen products in the refrigerator (not under hot running water in a sink).

Often times, people from your group will want to contribute in other ways since they are unable to attend the meal preparation. A list of simple, much needed items such as gift cards to Safeway, Target, and Michael's is located on the frequently updated [Wish List](#) on our website.

Some groups find it enjoyable to do a small activity with the families while dinner is being prepared. Families love interacting with our groups as it gives them the opportunity to speak with people from the community. Simple crafts and group games for the whole family are big hits!

Considerations for the day of

One of our **Meals for Munchkins** Ambassadors or myself will greet you the day of your dinner and get you set up in the kitchen. Upon arrival, have everyone check in at the front desk where you will sign in and receive a visitor's badge and a parking pass.

You can unload the food and supplies from the front parking lot, but all cars should be parked around the back of the House in the spots where "RMH" is painted on the asphalt. Your car will not be towed if you are in an RMH spot, despite what the confusing signs say.

Be sure to fill out an In-Kind Donation form and group project form so we can send a thank you letter with our tax ID # for deductions.

If your group hasn't already been on a tour, an Ambassador would be glad to give you one before or after the meal is prepared.

Thank you again for supporting the families at the Ronald McDonald House at Stanford, I'm sure you'll find the experience rewarding and uplifting. I bet you'll want to come back!

Looking forward to serving with you,

Erica Lee

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