

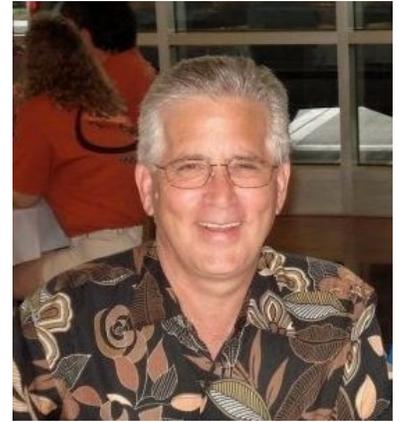
Food Riders Handbook

A collaboration between the University of Dallas Spring 2015 Accounting Theory students
and the Food Riders of Orange Coast College, Costa Mesa, Ca.

FOREWORD

I began riding with the Food Riders of Orange Coast College two years ago. Their Friday ride fit well between my morning and evening classes. By my second ride, it became a passion.

The Food riders meshed with the kitchen staff, washed and gloved up, packaged the surplus foods, and loaded the coolers onto their trailer. After a four mile bicycle ride, the Food Riders unpacked the load into bins, placing them on shelves in the walk-in cooler at the food pantry. Meats, casseroles, entrees, vegetables. 100+ pounds a week. Every week. For six years.



As we arrived at our destination on my third weekly ride, I heard an old man shout “the college delivery is here.” The man approached me nervously and asked, “Do you have that Chicken Marsala today? Or walnut brownies”? No one in America should be so hungry that you can see it on their face. Our delivery included grilled chicken breasts, and brownies. We were asked to stay for dinner. It was a good meal.

It was not about the bicycles, the exercise, or the community service credit at OCC. It was about the fresh, cooked foods, and the hungry people. Four miles apart. Four miles close.

The next step towards this handbook began with the realization that a Food Rider group, at the zip code level, was so simple that anyone with a pickup truck and an ice cooler could do it. Carl Morgan, the founder of the Food Riders of OCC, started in 2010 with a bicycle, a trailer and a cooler. Carl and the OCC Food Riders ride twice a week now, serving two food pantries.

On about my 20th Friday ride, I met another Food Rider. She drove up in a 4-door sedan as we were unloading our delivery. She was one of a group of ladies who make regular weekly deliveries. She was delivering two large, sealed catering trays of lasagna and bags of warm pizza slices. The lasagna was a larger than usual score from an event, so she was a happy camper.

I commented that they were Food Riders. She replied, “oh, no, we don’t have bicycles”. I replied that it was about the food and the hungry people, not the transport. She smiled.

We hope that this handbook will help you to start a successful Food Rider relationship in your zip code. We cannot feed the world, but we can try to feed our neighbors.

Roy F. Duvall

Food Rider, 2014 -

USING THIS GUIDE

This how-to guide is being written to inspire and assist other people who want to join the Food Rider cause. It is a collection of best practices and lessons learned from the original Food Riders of Orange Coast College. Due to the many potential variations of the Food Rider model depending on climate, geography, resources, etc., this guide takes a broad view of the process.

That is part of what makes the Food Rider model fun and effective. You get to fill in the gaps with your own creative ideas about how to best implement this model to fit the unique circumstances in your community.

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CATCH THE VISION

INTRODUCTION: THE PROBLEM AND THE OPPORTUNITY

In 2013, 49.1 million Americans lived in a food-insecure household (Coleman-Jensen, Gregory, & Singh, 2014). Yes, that is in America, one of the wealthiest countries in the world. People are going hungry. In stark contrast, 24.9 million tons of food waste ends up in American landfills. In turn, this food waste generates methane gas, contributing to the global climate change crisis. (Fact: End Food Waste Now. Corporation, 2013) Much of this waste is healthy, edible food that can be consumed safely. That's right. American's are throwing away tons of food while millions of Americans are going hungry.



HISTORY: THE FOOD RIDER SOLUTION

Food Riders is a concept – a strategy – to impact both the staggering number of hungry people in America as well as the methane gas produced from landfills. It was born out of an offshoot from a bicycle club in Southern California on the Orange Coast College (OCC) campus. Over the past six years, Carl Morgan and a group of volunteers have gathered to pick up hot and cold food from the college cafeteria on Wednesdays and Fridays that was not sold and was deemed waste. This food was safely packaged and delivered about 5 miles down the road to a food pantry. There it was repackaged into individual and family sized portions, refrigerated, and distributed to needy people the following Monday.

This has happened each and every week for the past 6 years. On average, the OCC Food Riders repurpose 200 pounds of food per week. That's 10,400 pounds of food a year and over 60,000 pounds of food over the past 6 years! This was hot food that was fresh off of the cafeteria line. Food like roast beef, Chicken Marsala, lasagna, sautéed vegetables, deli meats, fruit salads, and even apple pie. That's over 60,000 pounds of food over the past 6 years that would have otherwise gone to the landfill creating methane. All delivered by a group of bicycling volunteers. Here's the point though; the food could have been delivered by anyone with any type of transportation. The bicycles are fun and environmentally friendly, but repurposing food, providing a good meal that includes high quality proteins to hungry Americans, is the core of the Food Riders model.

THE VISION

Imagine for a minute that there was a second group of people who did the same thing. Over the next 5 years, 100,000 pounds of food could be repurposed. Now, imagine that there are ten groups. Over ½ million pounds of food could be repurposed. Get the vision? All it takes is a little time, a little patience, and a helpful heart.

That's Food Riders! Come along – we can use the help.

“Taking food that normally would have gone to waste and giving it another life, and serving people who can really use it. It was the light bulb that went off in me.”

Carl Morgan

SECTION ONE | THE BASICS

SO YOU WANT TO BE A FOOD RIDER

Ok, you're interested enough to read on. How do you become a Food Rider in your area? You just need to find some hungry people in need, some willing restaurants or cafeterias that have excess food that would otherwise go to waste, and connect the two. Sometimes you don't even have to deliver it, they'll do it themselves. It can be that simple.

There are a couple of things you need to consider. First, there are federal laws that protect both the donor and you. Second, there is some simple training that you need to complete so you know how to handle food safely. It's not a big deal; it just needs to be done.

Let's start with learning how to handle food safely. Begin with the understanding that we are dealing with perishable food. As long as it is handled properly, you can be confident that you could serve it to your family. However, if it's mishandled, it could cause illness.

To learn how to handle food safely, you should complete the online training and obtain a ServSafe ® Food Handlers Certificate. This is the same training that restaurant workers receive. At the time of this publication, this training can be found at www.servsafe.com. This training is offered by the National Restaurant Association. There are online courses for each state. In Texas, the course is accredited by the Texas Department of State Health Services. The online course currently costs \$15, and it takes approximately 1 ½ hours to complete. If you are a restaurant employee, this certification is usually required. If you are going to be a Food Rider, we strongly suggest you complete this course. The training is essential in providing information on how to handle food safely.

Second, there is some legislation you should become familiar with; it's the Emerson Good Samaritan Food Donation Act. The Emerson Good Samaritan Food Donation law protects businesses, volunteers and non-profit organizations from civil or criminal liability in the course of donating apparently fit and wholesome food or grocery products for distribution to needy people. This allows you to not be fearful of being sued if something goes wrong. This law was passed by the 104th Congress in 1996 and protects people from litigation who donate food to the needy as long as the donations are made in good faith without gross negligence. By practicing the skills learned in the ServSafe ® training, you can be confident that this Act protects you as a Food Rider (U.S. Government Publishing Office, 1996).

Here's the good news. In our experience delivering food every week for the past 6 years, we have not had any instance where someone got sick, experienced a food safety issue. As long as proper food safety procedures are followed there should not be any issues.

Hang on, let's get started.

According to The National Center for Charitable Statistics (NCCS) there are over 1.5 million nonprofit organizations in the U.S. Many organizations compete with one another for funding to support the same cause. (Quick Facts About Nonprofits: National Center for Charitable Statistics, 2015).

What makes Food Riders unique is that we don't compete with what large charitable organizations are already doing. We differentiate ourselves from others by focusing on delivering hot cooked and ready to eat food that can be delivered to a local community center with the help of volunteers.

We take hot food from our college cafeteria that is not consumed and is targeted for disposal. Though we focus on providing hot protein-rich foods, we also pick up cold foods, bakery goods, and cans. As long as the food is ready to eat, we take it. Sometimes we are offered raw foods or items that need to be prepared in order to be served. In these cases, we refer these goods to local soup kitchens which are equipped to handle raw food products.

What we have found is that you need to have a passion for what you are doing. This is a commitment to both the donors and the recipient. This isn't something you just do on a Saturday as a onetime volunteer project. Food Riders is something that people will quickly grow to depend on. This doesn't mean that once you start, that you have to do this forever. On the contrary, we suggest that you try this out for a while. If you're like us, this will be both rewarding and satisfying as you help others. Set it up and try it for a few weeks, then get with the supplier and the recipient and talk about what's working and what's not. You can do this too.

LOCATING RECIPIENTS – FOOD BANKS, FOOD PANTRIES, FAITH-BASED KITCHENS

If you are interested in being a Food Rider, it is possible, or even likely, that you are already aware of an organization that distributes food to needy families. But, it's okay if you don't. Perhaps you are inspired by the Food Rider model and want to join the cause, but don't have any idea how to find an organization that could accept food. These guidelines will help you get started.



SEARCH IN YOUR COMMUNITY

The heart of the Food Rider model is to impact your own community. While there is certainly value in helping other communities besides your own, Food Riders believes in building relationships that will last. This is easiest to accomplish when the beneficiaries are around the corner instead of down the road. So, we suggest that you search within a 5-mile radius of where you live or work for people who provide food to the needy. Look for the following:

- ❖ Faith-based organizations
- ❖ Food Pantries
- ❖ Homeless Shelters
- ❖ Civic Organizations
- ❖ Food Rescue Programs
- ❖ Soup Kitchens
- ❖ Senior Centers

Since the Food Rider model centers on delivering fresh food that would have otherwise been discarded, it might take some time to find an organization that is able to accept these types of food donations. However, many churches, synagogues, mosques have existing programs that feed hungry families. These types of organizations often offer the most promise for being able to receive and distribute the fresh food that is the focus of the Food Rider model.

DO YOUR RESEARCH

Don't make this harder than it should be! Start with a quick internet search to narrow down the potential recipients in your area. Some organizations will have websites that will

clearly delineate if, how, and what kind of food donations are accepted. Perform searches on websites such as the following that locate potential food recipients by zip code:

<http://www.feedingamerica.org/find-your-local-foodbank/>

<http://www.ampleharvest.org/find-pantry.php>

<http://www.foodpantries.org/>

START CONTACTING

Contact organizations that you already have a relationship with first. If you belong to a religious organization that has a program for providing meals to hungry people, start there. If you volunteer or contribute to a local food bank or soup kitchen, contact them. Otherwise, start contacting local organizations that might be interested.

Because Food Riders focuses on impacting the community in which you live, try to make the initial contact in person. Depending on the organization, that might mean scheduling a meeting with a religious leader or making a phone call to the manager of a Food Pantry. Letters and emails should be last resorts. Food Riders is a face-to-face, shake hands on the deal operation. Making the initial contact in person best exhibits that spirit.

If you are contacting an organization that you have no previous relationship with, understand that they might have many questions and concerns. They might question your motives or intent. They might be concerned about where the food will be coming from and how it will be transported. They might have concerns about other things that you can't even anticipate. Don't worry if this happens. Just answer honestly and directly. If it is not a good fit, they may be able to refer you to someone else that you can help. As my old sales boss told me, the worst thing that can happen is that you made a new friend.

NEXT STEPS

Once you find an organization that is able and willing to accept fresh, cooked food, it is time to work out the details. The checklist in the resources section will provide a good starting point of questions to discuss, but you should add any additional considerations based on your unique circumstances. For instance, if you are a lone Food Rider and can only make deliveries on the weekends, the organization might be able to pick up the food donations themselves if they need to receive them during the week. Don't get too lost in the weeds right now. Remember, you're really just looking to find someone who needs food, and to

get some idea how much food they can take. Also, remember the other side of the equation, that being to find out how little they can accept and still handle. For example, let's say you found someone that could take 100 pounds of food weekly. If you only picked up 10 pounds of meatloaf, would they accept it? You need to know this, going forward.

After you have found your recipient and determined that there is a good fit, let them know what to expect next. Let them know your plan and timeline for finding a food donor. Let them know how often you will update them on your progress in finding a donor. Keeping your commitment to keep them in the loop goes a long way towards establishing a trusting relationship.

Now let's move on to finding a donor!

LOCATING DONORS – CAFETERIAS, RESTAURANTS, BUFFETS

The key to finding a food source that is willing and able to supply waste food, is to seek out independently owned kitchens that are not under the management of a large scale organization. This is why we suggest talking to a small community college, local trade school, culinary school, or a business with an onsite employee cafeteria. As you get into larger cafeterias, there are corporate concerns about waste management and liability that are more limiting than we found in smaller establishments. Remember, you are looking for a commercial cafeteria, not a non-profit group, who would like to help the local community.

Specifically, Food Riders looks to pick up food that has not sold, is not going to be repurposed by the cafeteria, and is going to be disposed of. We want to offer the donor the opportunity to repurpose the food to the needy. These are people who might otherwise only get dry staples from a food pantry, or be fed at a shelter. As such, we try to focus on getting fully cooked food that tends to be higher in protein. There are often many food sources for dry starches, carbohydrates, vegetables and fruits. However, these donations are often made after their stated sell-by date has passed. This might be food that was packaged months or years ago. With Food Riders, we're looking for food that has recently been prepared but was not consumed and is slated for waste disposal. This food might have been cooked the same day Food Riders is picking up!

There are a few key components pertaining to the food we focus on. By focusing on food that has been fully prepared and only needs to be reheated, we are able to provide food to places that are not equipped to process raw materials. It is also easier to handle and transport food that is fully prepared than to handle raw materials like flour, eggs and other perishables.

This is not to suggest that we refuse canned goods, cold food from a deli station, fresh fruit and vegetables, or baked goods, because we don't. In fact, we pick these things up every week. However, we don't want to lose sight of our primary goal of repurposing prepared, protein-rich foods.

TYPE OF KITCHEN

We have had the best experience partnering with a local Community College that has a cafeteria which is only open 5 days a week. This is because they are set up to serve a large number of students daily, in a cafeteria setting. They do so by making larger quantities of food compared to a restaurant that serves "make to order" meals.

There are many small cafeterias that are also good sources of food donation. We tend not to have as much success with both the larger chain restaurants and the small fast food or cook to order diners. With the larger restaurants, they are more likely to have corporate programs in place that direct how they handle food waste. With the smaller restaurants they are less likely to have prepared food that they dispose of. However, anyone who sells prepared food is a prospective donor to talk to.

APPROACHING THE KITCHEN

We've found that nearly everyone is open to a conversation about helping their community. The most important thing is to remember that you are approaching a restaurant that is in business to sell food, not to donate it. As such, you want to visit the restaurant during their down times. We've found that restaurant managers are more receptive to talking to us around 2:00 pm, after their noon rush is over, but clearly this depends on the specific restaurant that you contact.

Having the conversation is the easy part. Start out by asking if the manager is available, and they often are. We suggest that you ask the manager if they have a moment to talk or if it would be better to come back another day. If they are free, then you might hand them one of the Food Rider brochures that explains the program, and tell them that you are looking to set up the same thing in your community. If they have any food that they dispose of, you would like them to consider donating it to help the local community. What you want to do is make it easy for them to help. You want to ask if they would be interested in exploring this further.

You probably want to start out discussing what Food Riders is. Let them know that we are trying to help restaurants that have unsold food, providing this to needy people in the community instead of having to dispose of it. Let them know that you have the ServSafe® Food Handlers certification, and that you would like to help them help others. If they have food that they will donate, talk about what their normal weekly schedule is to dispose of their waste food. Let them know that you, or volunteers who work with you, would like to commit to trying this out for a month or so, then sitting back down with them to discuss any concerns that have come up on either side.

Discuss how you recognize that you are a guest in their restaurant, and that you want to be sure to follow any kitchen rules that they have. You want to be a partner with them, and you want to help them in all you do. We want to be safe, stay out of their way, and learn and follow their kitchen and cafeteria rules.

Be upfront that we want to be an asset to their organization; we're the people who are taking the leftover food to hungry people. There is something valuable and satisfying in providing a hot fresh meal compared to something that has hit its expiration date.

One of the things you will need to discuss is how the food should be picked up. Whether they prepackage the food, or if they would like you to package it up yourself, you want to work with them. Many kitchens are happy to provide plastic food-grade bags to package the leftovers. What we have found, is that if the restaurant wants us to package the food, then once it's bagged up, the manager or cook will generally inspect the packages to ensure that it is packaged safely.

Let them know that you are prepared to place the food into coolers and transport it safely and quickly to the destination where it will immediately go into refrigerators. Talk about how you might often pick up a couple of hundred pounds of food a week, but even just a few pounds of food can make a big difference to someone's life.

We have put together a list of questions you might want to discuss, found in the checklist section at the end of this guide.

Ultimately, you want to talk with either a manager or owner. After introducing yourself, the conversation is as simple as asking if they dispose of their unsold food that they aren't able to reprocess. It's all about having a conversation. Briefly share that we pick up food that the kitchen can't use anymore, but is still good to eat, and we provide it to needy people who otherwise may not have a hot meal. Explain that your primary focus is to pick up fully prepared hot food that just needs to be reheated.

Note that because this food is deemed cafeteria waste, tax deduction receipts are generally not a concern. However, most organizations who receive the donations are more than willing to provide a tax deduction receipt if requested.

TRANSPORTING THE FOOD

The food delivery methods will vary based on your particular situation. However, be innovative. There are many delivery solutions available. Some of these are as simple as picking up the food with your car. The first Food Riders group delivered food by volunteers who rode bicycles with trailers. A hiking club might deliver the food in insulated backpacks, if the recipient was close. In some cases, the recipient can even pick up the food themselves.

Depending on your local situation, choose the delivery method that is most suitable for you. For example, the bike club uses bicycles equipped with trailers as their primary transportation vehicle because they loved to bike and had a caring to reduce their environmental footprint. Food Riders of OCC ride rain or shine. We have a commitment to the cafeteria and to the food destination. It has not happened yet, but if the weather presented unsafe cycling conditions, we would make our pickup and delivery by car, truck or taxi.

Our primary goal is to deliver fresh food to hungry people.

You may need to find volunteers to help you with the food delivery. People from social groups such as student organizations, employee groups, religious groups, cycling clubs, senior centers, and civic organizations may be interested in lending a hand.

Having your volunteers wear a Food Riders T-shirt is a good way of recruiting new members. Our volunteers have been asked many times to stay and have dinner with food recipients. We try to do this a couple of times a year. This helps keep our volunteers grounded in exactly how important their help is.

Sometimes volunteers' schedules can be hard to control. You should be prepared to deliver the food on time whenever there is a lack of volunteers. In our case, Carl, the founder of the Food Riders of OCC has never missed a planned delivery in the past 5 years. We believe that reliability of food delivery is a key factor in building strong relationships with both food suppliers and food recipients.

The most important part in delivering the food is to handle it safely. The ServSafe® training will give the donor, the recipient, and the volunteers the confidence that this is being done correctly.

SECTION TWO | BEYOND THE BASICS

WORKING WITH VOLUNTEERS

As we've mentioned, one person can successfully be a Food Rider. However, for many reasons, you might have decided that working with a group of volunteers is better than going it alone. This section will cover some things to consider when working with volunteers.

FINDING VOLUNTEERS

Finding volunteers can be as simple as talking to friends and family about Food Riders! The idea, coupled with your commitment and enthusiasm, will likely generate interest, and probably a few recruits, all on its own. Basing your Food Rider group on existing relationships is a perfect way to maintain the grass-roots, community-based approach that Food Riders is all about.

Reaching out beyond your close circle of friends and family can help to add to your volunteer group as well as further the Food Rider cause. Contact leaders in your social groups such as student groups, employee groups, religious groups, book clubs, neighborhood associations, etc. to see if you can make an announcement that your Food Rider group is looking for volunteers. After all, the OCC Food Riders started as a spin-off of a cycling club on the OCC campus!

VOLUNTEER CONDUCT

It is important that volunteers understand how they are expected to interact and behave when representing Food Riders. One poorly behaved volunteer can ruin the reputation for the whole group and potentially damage relationships with recipients or donors. Consider engaging your team to draft a Food Rider Code of Conduct. An example volunteer Code of Conduct is included in the Checklists and Templates section.

COMMUNICATE

The key to unlocking volunteers' potential and keeping your Food Rider group running like a well-oiled machine is good communication. You will not be able to keep your volunteers engaged if they are not sure what they are supposed to be doing or when they are supposed to be performing their duties. Following these guidelines will help you keep your volunteers happy and well-informed.

- ❖ Maintain current contact information for all volunteers
- ❖ Communicate often enough to keep everyone informed, but don't overwhelm them with irrelevant information.
- ❖ Communicate in as many ways as possible
 - Email
 - Text
 - Twitter
 - Facebook
 - Sign-Up Sheets
 - Consider an online version such as Jooners.com
 - Meetings
 - Flyers
- ❖ Provide a volunteer orientation to new volunteers

SHOW YOUR APPRECIATION

Volunteers are the most important resources of any organization. Volunteers should be recognized for their positive contributions to the organization. Formally or informally, when volunteers are recognized they feel that they are making a difference. It gives them a sense of pride. They feel that their contribution to their community is making a difference.

There are various ways in which volunteers can be recognized for their extraordinary contribution to the community. Informal verbal recognition, praise and encouragement by others involved in the program are the most important factors in volunteer retention. Sincere and authentic personalized thank you notes that show acknowledgement of volunteers' contributions can make a huge difference. Each individual volunteer sees specific recognition in a different way. Here are some ways to say "thank you" and recognize volunteers suggested as possible alternative by Culp.K, Schwartz.V, and Cambell,J of the Ohio State University Extension. (Culp, Schwartz, & Campbell, 1999):

- ❖ Always be courteous.
- ❖ Send a thank you note.
- ❖ Shake hands.
- ❖ Always use their first name.
- ❖ Greet each volunteer with enthusiasm and appreciation.
- ❖ Invite volunteers to dinners with food recipients.
- ❖ Present volunteers with a T-shirt as a special memento recognizing their service to the organization.
- ❖ Celebrate national volunteer week.
- ❖ Ask a volunteer to speak at a volunteer meeting.
- ❖ Show an interest in the volunteer's family and personal life.
- ❖ Ask volunteers for ideas how to meet their needs.

COST CONSIDERATIONS

Although the initial investment to become a Food Rider or to start a Food Rider group is small, it could still be cost-prohibitive for some would-be Food Rider Champions. The start-up costs will vary depending on mode of transportation, how much food will be transported and how large your Food Rider group is. At minimum you will need enough coolers to manage the amount of anticipated food that will be delivered each week. Other than that, most other items are optional. Below is a list of potential costs:

- ❖ Coolers for Transport
- ❖ Trailer (if needed)
- ❖ On-going costs
 - Gasoline
 - Volunteer Recognition / Appreciation
 - Food Rider “Club” Events
 - Fund-raising

FUNDRAISING

If you determine that financial assistance is necessary in order to get started, below are several suggested sources for finding donors. Start with people who you already have relationships with or who are also interested in starting a Food Rider operation. Also consider your place of worship or approach the organization that will be receiving the food donations.

- ❖ Friends and Family
- ❖ Your place of worship
- ❖ Food Recipient
- ❖ Employers
- ❖ Crowd Funding websites

TAX IMPLICATIONS

Receiving donations as an individual falls under the IRS Rules on Gift Taxes. Following is a list of the primary things to note. If you need or would like more information on this topic, please visit the IRS website or contact a tax professional.

- ❖ Donations received by an individual are not considered taxable income.
- ❖ Donors do not pay taxes on contributions made to an individual unless they exceed the annual exclusion. The exclusion for 2015 is \$14,000.
- ❖ Donors cannot claim a deduction for contributions made to an individual.

RECORD KEEPING

It is strongly recommended that you keep records of all of your Food Rider activities. From how many pounds of food is picked up each week to donations and expenses related to Food Riders, keep track of all of it. This is particularly important if you have received donations. Your donors would probably like to know the impact that their support is having. It is also a tool that can be used to demonstrate your progress and growth as a Food Riders operation.

FINAL THOUGHTS

Hopefully this How-to Guide has adequately conveyed how simple it is to become a Food Rider, but, even more, we hope it has inspired you to embark on your journey to do your part to reduce hunger and food waste in America. Just find an organization that is feeding hungry folks, find a kitchen that has excess food, and then add your commitment to connect the two. By becoming a Food Rider you make an impactful difference in people's lives. We look forward to hearing your inspirational story as you join the ride!

SECTION THREE | RESOURCES

CHECKLISTS AND TEMPLATES

Recipient Checklist

Donor Checklist

Volunteer Code of Conduct

Recipient Organization: _____

Recipient Contact Information

Name: _____
Title: _____
Phone: _____

Alternate Phone: _____
Email: _____
Best Time to Contact: _____

Types of Food that can be Received/Stored

- Dry Goods
- Produce
- Prepared Foods
- Liquid Stews, Soups
- Warm or Hot Foods
- Frozen Foods

Types of Kitchen Equipment at Recipient location

- Walk-In Cooler
- Walk-In Freezer
- On-site Cafetera
- Full Kitchen
- Repackaging Area

List Days and Times that Deliveries can be Received

Volume Limits? Min and Max

Any foods that you cannot accept?

Questions for donor organization:

Discussion Points

- Motivations (Feeding Hungry, Environment, Food Waste, etc)
- Types of Food
- Emerson Good Samaritan Food Donation Act
- ServSafe Certification
- Volunteers will deliver the food
- Give contact your phone number and email
- If this organization is a fit, let them know your next steps

Food Riders Food Donor Checklist

Donor Organization: _____

Donor Contact Information

Name: _____

Alternate Phone: _____

Title: _____

Email: _____

Phone: _____

Best Time to Contact: _____

Type of Food for Donation

- Dry Goods
- Produce
- Prepared Foods
- Liquid Stews, Soups
- Warm or Hot Foods
- Frozen Foods

List Days and Times that Food is available for pickup

Volume typically available? Min and Max

Who will package the food for transport?

Who will provide bags, gloves, ice?

Discussion Points

- Motivations (Feeding Hungry, Environment, Food Waste, etc)
- Types of Food
- Emerson Good Samaritan Food Donation Act
- ServSafe Certification
- Volunteers will pick up the food
- Give contact your phone number and email
- If this organization is a fit, let them know your next steps

Food Riders Volunteer Code of Conduct

As a Food Riders volunteer....

- ❖ I agree to the following rules of conduct:
 - Dress appropriately.
 - Do not use offensive language.
 - Treat those you encounter with respect and dignity.
 - Abstain from the consumption or use of all alcohol, tobacco products and illegal substances while performing volunteer duties with Food Riders.

- ❖ I agree to provide for the general welfare, health and safety of all Food Rider recipients, donors and fellow volunteers by abiding by the following:
 - Strictly following Food Safety guidelines.
 - Do not volunteer if you are ill.

- ❖ I agree to follow the established rules and guidelines of Food Riders as defined by the Food Riders Champion.

- ❖ I agree to notify the Food Riders Champion if at any time I am unable to fulfill the duties to which I have been assigned.

FURTHER READING

WEBSITES

<http://www.foodtodonate.com/Default.aspx>

<http://www.feedingamerica.org/find-your-local-foodbank/>

<http://www.ampleharvest.org/find-pantry.php>

<http://www.rescuingleftovercuisine.org/donate-food>

http://thehungersite.greatergood.com/clickToGive/ths/petition/DonateFood/?utm_source=content&utm_medium=ths-ctg&utm_content=thumb

<http://www.foodrecoverynetwork.org/>

<http://www.foodpantries.org/>

<http://rockandwrapitup.org/hungerpedia/>

<http://endhunger.org/>

<http://www.wastedfood.com/food-rescue/>

<http://foodshift.net/>

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ORANGE COAST COLLEGE FOOD SERVICES INSTRUCTIONAL PROGRAM

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Semper Fi

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