



**FOOD &
FRIENDS**

To: Bobbie Greene
Fax #: 202.456.6244
Re: Volunteer Opportunities
Date: January 13, 1998
Pages: 5

FACSIMILE

Dear Ms. Greene:

Please find included in this fax, a description of volunteer opportunities along with an outline of our group. Please call me if you require further information.

Sincerely,


Mindy DeAtley

From the desk of...

Mindy DeAtley,
Volunteer Resources Manager
Volunteer Resources / Food & Friends

Phone: 202.863.1843
Fax: 202-863-1284



January 13, 1998

Bobbie Greene
Deputy Chief of Staff for the
First Lady of the United States
Fax: 202.456.6244

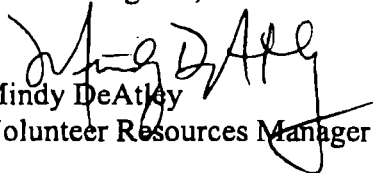
Dear Bobbie:

Per our conversation, I am writing to invite White House Staff persons to join Food & Friends in providing meals and groceries to homebound individuals and families living with HIV/AIDS. Food & Friends is a volunteer based organization. Volunteers play a crucial role in the preparation, packaging, and delivery of meals and groceries to over 625 clients Monday through Saturday.

Food & Friends is the only organization providing full nutritional services to people living with AIDS in the Washington metropolitan area. Since its doors opened in 1988, the organization has grown at an accelerated rate to serve an increasing number of individuals living with HIV/AIDS and their families. That's why we need the ongoing help of many good people to continue meeting the challenges of serving the HIV/AIDS community.

Again, thank you for adding Food & Friends to your list of volunteer opportunities. I am including a description sheet outlining the volunteer opportunities on January 19, Martin Luther King, Jr. Day. Please call me with questions or to confirm at 202-863-1843.

Kindest Regards,


Mindy DeAtley
Volunteer Resources Manager

Enclosure



Volunteer Opportunities

January, 19, Martin Luther King, Jr. Day
11 am - 2 pm

Kitchen Volunteer

Task: Assist with preparation and packaging of over 450 meals for people living with HIV/AIDS

People: 8 - 10 individuals

Special Instructions: Please bring a head covering, such as ball cap or handkerchief
Please wear comfortable shoes and clothing, such as tennis shoes and jeans
(Aprons and gloves are provided).

Delivery Volunteer

Task: Using your own vehicle deliver meals to clients living with HIV/AIDS

People: Volunteers deliver meals in teams of 2 - 3 people per vehicle, with a limit of up to 10 vehicles



FOOD & FRIENDS

FACTS ABOUT FOOD & FRIENDS

The Need:

- The Washington Metropolitan area has in excess of 48,000 HIV/AIDS cases and the highest rate of infection per capita in the United States. Additionally, HIV has steadily impacted under served and disenfranchised populations. As many as 80% of deaths from AIDS are closely associated with hunger and malnutrition. Food & Friends services are designed to prevent hunger and treat malnutrition in the HIV community. Sound nutrition is an important tool in the fight against AIDS.

Food & Friends:

- Food & Friends' *Home-Delivered Meals* service provides freshly prepared meals at no cost to homebound people with HIV/AIDS. Each Monday through Saturday volunteers deliver three meals at mid-day, sustaining our clients with a nutritious and healthy diet.

Sample menu: Breakfast: Blueberry Coffeecake, Juice or Nutritional Supplement; Lunch: Roasted Chicken, Roasted New Potatoes, Mixed Vegetables, Cherry Pie; Dinner: Vegetarian 3 Bean Soup, House Salad with Italian Dressing, Banana, Fresh Roll.

- Food & Friends' *Nutrition Education & Support Project* provides clients with nutritional assessments and counseling by our licensed dietician, nutrition and HIV education materials and workshops, and cooking classes for people with HIV/AIDS and their caregivers.
- Food & Friends' newest program, *Groceries To Go*, was implemented in November 1996. *Groceries To Go* was created in response to individuals living beyond our current daily delivery area who need home-delivered food. Once each week clients in this program receive three bags of groceries and five frozen entrees.
- Since Food & Friends opened its doors in May 1989, the number of clients receiving home-delivered meals each day has grown dramatically: from 30 per day in 1989, to 60 per day in 1990, to 120 in 1991, and to 240 in 1992. Currently we are providing *Home Delivered Meals* to 490 individuals -- or 1,470 meals -- each day. Each week *Groceries To Go* provides the equivalent of 4,016 meals to 190 people.
- As of the end of September 1997, Food & Friends had served a total of 1,641,647 freshly-prepared meals to 3,977 clients.
- In 1991, we provided more than 23,000 meals to clients, 48,000 meals in 1992, 320,000 in 1994, 365,000 in 1995, and 403,161 in 1996.

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- In 1997 through our *Home-Delivered Meals* and *Groceries To Go* programs, Food & Friends will provide over 600,000 meals to our friends and neighbors throughout the metro area.
- Food & Friends' annual budget for 1997: \$3,420,298.
- In July 1995 Food & Friends moved to a new 12,000 square foot kitchen and classroom facility. This move was the first step to increasing the number of clients served.
- Food & Friends receives funds from government grants covered under the Ryan White CARE Act. Our development program is diverse, including foundation, corporate, and religious organization giving, and contributions from individuals through annual and monthly giving programs, special events, memorial funds, donation cans and the United Way and Combined Federal Campaign (UW/CFC designation #8429).
- Clients can usually receive meal delivery within 24 hours. A phone screening interview is done reviewing the client's health, emergency contacts, living situation and dietary needs.
- Many of our clients are living on or below the poverty level – 86% have incomes of less than \$550 per month.
- Meals are prepared by professional chefs with the help of kitchen volunteers. Food & Friends has five part-time drivers who deliver meals to 13 drop-off sites serving 75 delivery routes throughout the Washington metropolitan area. Neighborhood drop-off sites make meal delivery more efficient and easier for volunteers.
- *Home-Delivered Meals'* service area covers a 750 square mile area, including the District of Columbia, Suburban Maryland and Northern Virginia. *Groceries To Go* service area encompasses more than 5,000 square miles reaching many rural areas in Maryland and Virginia.
- Food & Friends meal and grocery service is made possible by the help of over 500 active volunteers.
- Food & Friends averages 32 new client intakes each month.
- Food & Friends is a member of three consortiums, enabling us to network with other AIDS service organizations. We also share information about special programs and services available to our clients through other organizations, such as support groups, legal programs, and retreats.
- The two things necessary to expand our program are more funding and volunteers.

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