



## Cooking Matters New Agency Information





Thank you for your interest in partnering with The Idaho Foodbank to provide valuable cooking and nutrition education to members of your community! Enclosed you'll find information to help you gain a better understanding of what is involved with being an Idaho Foodbank Host Agency for Share Our Strength's Cooking Matters™.

This packet covers the following topics:

- Cooking Matters Overview
- FAQs for Host Agencies
- Host Agency Guidelines and Responsibilities
- New Host Agency Tasks and Scheduling Timeline
- *Cooking Matters™ for Adults* Curriculum Overview
- Host Agency Application

Once you've had the opportunity to look through the information provided in this packet, please feel free to follow up via phone or e-mail with questions. We will work together to determine whether your agency is a good fit for our 6-week classes and discuss the next steps for scheduling a course.

Sincerely,

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## Cooking Matters Overview

**Share Our Strength's Cooking Matters™ is a groundbreaking, cooking-based, nutrition education program that teaches families how to prepare healthy, tasty meals on a limited budget.**

A program of Share Our Strength® (SOS), a national organization working to end childhood hunger in America, Cooking Matters is hosted by over 30 program partners around the country.

At The Idaho Foodbank our goal is to end hunger in Idaho, not just by providing emergency food, by instilling people the knowledge and confidence necessary be more self-sufficient in their food choices and behaviors. Teams of volunteers challenge students to reconsider food preferences and habits and teach cooking methods, nutrition, food safety, practical shopping and meal planning — skills that increase food security and quality of life.

Classes meet for two hours once a week for 6 weeks, with the same participant group and volunteer team each session. Each week, adult, family, and teen participants are given a grocery bag with ingredients to practice their new skills by recreating the day's entrée at home.

### Quick Facts At-A-Glance

- Each course includes 6 2-hour sessions held at the same time each week for consecutive weeks.
- Four types of messages are covered in each class: cooking techniques, nutrition, food safety, and food budgeting.
- Classes are taught by teams of volunteers including a chef instructor, nutritionist, and lead assistant.
- Each course has 10-15 participants who commit to attending the class for each of the sessions.
- Nationally-developed curricula are available to reach several populations: adults, kids, teens, families, childcare providers, teen parents, those living with HIV/AIDS or diabetes, and parents of preschoolers.
- Professionally produced participant gifts and curriculum manuals, including recipes and reference materials, are provided to all class graduates at no charge.
- Each class includes hands-on meal and/or snack preparation for all participants.
- At the end of most adult, teen and family course sessions, participants receive a grocery bag with ingredients to practice new skills by recreating the dishes at home.
- All participants complete an end-of-course evaluation, maintained by Share Our Strength, to measure key behavior changes and provide feedback for program improvements.

## Course Curricula

- **COOKING MATTERS™ for Adults** teaches low-income adults how to prepare and shop sensibly for healthy meals on a limited budget.
  - The Adults program can be paired with additional addenda:
    - *Cooking Matters™: A Supplement for Parents of Preschoolers*, focuses specifically on adults with preschool-age children
    - *Cooking Matters™: A Supplement for Wellness* offers specialized information for adults living with HIV/AIDS
    - *Cooking Matters™: A Supplement for Diabetes* offers specialized information for adults living with diabetes
  - The primary curriculum and the addendum for adults with preschool-age children are available in Spanish.
- **COOKING MATTERS™ for Kids** engages kids ages 8 to 12 in learning about healthy eating and provides simple nutritious recipes that children can prepare themselves.
- **COOKING MATTERS™ for Families** teaches children ages 6-12 and their parents about healthy eating as a family and the importance of working together to plan and prepare healthy meals on a budget. This curricula is also available in Spanish
- **COOKING MATTERS™ for Teens** teaches teens how to make healthy food choices and prepare nutritious meals and snacks for themselves, their families, and friends.
- **COOKING MATTERS™ for Young Parents** teaches teen parents how to make healthy food choices and prepare nutritious foods for themselves and their children.
- **COOKING MATTERS™ for Child Care Professionals** teaches child care professionals about healthy meal preparation and creating a healthy food environment for the kids in their care

## Host Agency Guidelines and Responsibilities

The following is excerpted from our Host Agency Agreement, which must be completed for a class to be scheduled with your agency.

- Serve clients who are low-income (low-income guideline set at 200% of the Federal Poverty Guidelines)
- Provide access to a kitchen that meets program requirements, preferably a kitchen that includes a first aid kit, fire extinguisher, evacuation plan, and space for storage of three large plastic totes to be used weekly for the duration of the class
- Ensure IFB staff and program volunteers have access to the facility at least 30 minutes before class begins, to allow for set up.
- Provide a primary contact person to facilitate communication with IFB and volunteers.
  - It is mandatory that the agency primary contact or their representative be present or easily reachable by phone during each class session. He/she must also attend the onsite orientation prior to the first week of class.
  - The agency contact must be aware of the schedule for other programs, events, or activities going on at the facility to avoid time complications and conflicting use of space.
  - The agency contact is responsible for making sure the stove/oven and refrigerator work and that those areas which will be used for food preparation and washing dishes are cleared and cleaned before the start of each class.
- Provide an interpreter for all 6 classes if participants do not speak English.
- If possible, provide childcare during class for participants' children as needed. Children may not be present in the adult classes. Children under the age of 6 are never allowed in the classrooms.
- Provide transportation to and from the location of the class, as needed.
- Recruit a minimum of 10 participants and maintain a participant attendance rate of 8 to 15 participants per class.
  - It is the responsibility of the agency contact to recruit participants and promote consistent attendance. **A class may be cancelled if there are fewer than 7 participants during Week 1. We will not continue to offer Cooking Matters to agencies with less than an 85% graduation rate.** (Participants must attend at least 4 of the 6 classes in order to be considered graduates).
  - New participants will not be allowed to begin a course after the second class.
  - Graduates will not be allowed to repeat a Cooking Matters course series. They may, however, be eligible to participate in a course series that is different than one they have already taken.

## **New Host Agency Tasks and Scheduling Timeline**

New Host Agencies must complete the following steps to be considered for partnership with our program:

1. Read Host Agency Information Packet
2. Complete and submit Host Agency Application to IFB Cooking Matters Coordinator
3. Participate in follow-up call with program staff to discuss application and answer any initial questions
4. Participate in Host Agency site visit scheduled after receipt of application
5. If approved, sign Host Agency Agreement.

Once your application is approved, we will contact you to schedule the class series and assist with recruitment materials.

### **Recurrent Courses**

Many agencies wish to schedule regular quarterly or yearly courses for their client base. Please discuss this with the Cooking Matters coordinator for more information.

## ***Frequently Asked Questions for Host Sites***

<b>Who hosts Cooking Matters Classes?</b>	Host agencies are community-based organizations that serve low-income individuals who are interested in and could benefit from attending nutrition-based cooking classes. A site must provide a teaching area, either on-site or at a location accessible to clients. An alternative is providing transportation for class participants to The Idaho Foodbank, where a class may be scheduled
<b>Is there a set curriculum?</b>	Yes. Our curricula are developed by staff in Share Our Strength's Cooking Matters national office and include lesson plans, activities, handouts, and recipes. The nutrition content is based on MyPlate. Each class participant receives a copy of the curriculum for use during the class, and the curriculum is theirs to keep upon graduation.
<b>How long are the classes and when do they meet?</b>	Each series is two hours in length, once per week, for six weeks. The class will meet at the same day and time each week. Teaching space must be available a half hour prior to and following the class for set-up and clean-up. Classes will be scheduled depending upon the needs of the participants, instructors, host agencies, and The Foodbank. It is <i>not</i> a drop-in program—participants must plan to attend all six weeks of the class series. An on-site orientation with instructors and agency staff takes place generally one week prior to the start of the course series.
<b>How are the classes structured?</b>	We teach basic cooking techniques and discuss healthy eating habits and budgeting each week. Participants and instructors work together to prepare recipes that reflect the day's nutrition and food safety messages. At the end of each class, everyone sits down to share a meal. For some courses, the fifth class is a tour at a local grocery store where food budgeting, food selection, and reading nutrition labels are emphasized. During the final class there is a review and a graduation ceremony.
<b>Who participates in Cooking Matters classes?</b>	Classes are for those at risk of hunger or malnutrition due to inadequate income (or whose children are at risk of hunger or malnutrition). Class size ranges from 10-15 participants. Each host site is responsible for recruiting participants for their classes. Participants may not be charged for Cooking Matters classes.
<b>Who teaches Cooking Matters classes?</b>	Classes are taught by volunteer teams of 3-4, led by volunteer culinary and nutrition instructors. At a minimum, an IFB representative will be present for the orientation, the first class, and the sixth.
<b>How are the culinary traditions and likes and dislikes of the participants taken into account?</b>	IFB staff will communicate with the host agency's coordinator to discuss how best to customize the class to meet the needs of the participants. During the course, participants are encouraged to provide input about what foods they would like to prepare.
<b>What do participants receive as part of attending the classes?</b>	At the end of each class, participants receive the day's recipes and a bag of groceries containing the ingredients to prepare a recipe at home. During the last class, each graduate receives some small gifts and a certificate of completion. Upon graduation, each participant receives the class curriculum—a resource containing nutrition, food safety and food budgeting information, in addition to numerous healthy, low-cost recipes.

Lesson	Goal	Objectives (Participants will...)	Handouts	Recipes	Activities
<b>One:</b> Healthy-Cooking Basics	Engage participants in group learning to familiarize them with basic principles for choosing and preparing a variety of healthy foods at home.	<ul style="list-style-type: none"> <li>• Explain why it's important to eat foods from all MyPlate food groups.</li> <li>• Interpret the information available on food labels.</li> <li>• Discuss benefits of home cooking.</li> <li>• Demonstrate proper hand washing and basic knife skills</li> <li>• Practice making appealing recipes that feature foods from multiple food groups.</li> </ul>	<ul style="list-style-type: none"> <li>• MyPlate Eating Plan</li> <li>• Reading Food Labels</li> <li>• Kitchen Safety Basics</li> <li>• How to Read a Cooking Matters Recipe</li> <li>• Cooking Terms</li> </ul>	<ul style="list-style-type: none"> <li>• Barley Jambalaya</li> <li>• Ratatouille</li> <li>• The Works Pizza</li> <li>• Tortilla Lasagna</li> </ul>	Activity: MyPlate Profile  Hands-on Cooking
<b>Two:</b> Choosing Fruits, Vegetables, and Whole Grains	Encourage participants to choose a variety of fruits, vegetables, and whole grains every day and to consider ways to stretch foods across several meals.	<ul style="list-style-type: none"> <li>• Interpret product ingredient lists to identify foods that contain whole grains.</li> <li>• Identify what counts as a cup of fruits and vegetables.</li> <li>• Identify what counts as an ounce of grains.</li> <li>• Identify nutritious and convenient forms of fruits and vegetables.</li> <li>• Discuss strategies to use foods and ingredients in several meals.</li> </ul>	<ul style="list-style-type: none"> <li>• Great Whole Grains</li> <li>• Fiber Facts</li> <li>• Fruits and Vegetables at Every Meal</li> <li>• Vary Your Fruits and Veggies</li> <li>• Seasonal Fruits and Vegetables</li> <li>• Plan for Leftovers</li> </ul>	<ul style="list-style-type: none"> <li>• Northwest Apple Salad</li> <li>• Pasta with Beans and Collard Greens</li> <li>• Vegetable Lasagna</li> <li>• Pineapple Carrot Cupcakes</li> </ul>	Activity: Putting Fruits and Vegetables to the Test  Hands-on Cooking
<b>Three:</b> Cooking Lean and Low-Fat	Teach participants how to select and prepare healthy foods from the Milk and Meat & Bean groups and the importance of safely handling and storing these foods.	<ul style="list-style-type: none"> <li>• Identify the health benefits of choosing low-fat, fat-free, and lean foods.</li> <li>• Identify what counts as an ounce from the Meat &amp; Bean group.</li> <li>• Identify what counts as a cup from the Milk group.</li> </ul> Practice safe food handling and preparation to avoid foodborne illness. <ul style="list-style-type: none"> <li>• Recall three safe ways to defrost foods.</li> </ul>	<ul style="list-style-type: none"> <li>• Know Your Fats</li> <li>• Typical Fast-Food Meals</li> <li>• Lean, Healthy Protein</li> <li>• Meals Without Meat</li> <li>• Counting Up Calcium</li> <li>• Ideas to Reduce Fat</li> <li>• How to Cut a Whole Chicken</li> <li>• Bean Basics</li> </ul>	<ul style="list-style-type: none"> <li>• Yogurt Parfaits</li> <li>• Bean and Rice Botana</li> <li>• Haitian-Style Chicken</li> <li>• Herb-Roasted Chicken with Vegetables</li> </ul>	Activity: Blubber Burger  Hands-on Cooking



## SAMPLE PROGRAM OVERVIEW, continued

Lesson	Goal	Objectives (Participants will...)	Handouts	Recipes	Activities
<b>Four:</b> Plan to Make the Most of Your Meals	Encourage participants to plan for healthy, low-cost meals and maximize their food dollars.	<ul style="list-style-type: none"> <li>• Identify strategies for eating a balanced breakfast every day.</li> <li>• Practice flavoring foods with herbs and spices instead of salt.</li> <li>• Compare unit prices to identify which product is a better buy.</li> <li>• Practice planning meals.</li> <li>• Identify the benefits of shopping with a list.</li> </ul>	<ul style="list-style-type: none"> <li>• Breakfast Trios</li> <li>• Spice It Up</li> <li>• Step by Step Soups and Salad Dressings</li> <li>• Save Money Before, While and After You Shop</li> <li>• Weekly Meal Planner</li> <li>• Stocking Your Pantry</li> </ul>	<ul style="list-style-type: none"> <li>• Banana Quesadillas</li> <li>• Frittata</li> <li>• Hearty Egg Burritos</li> <li>• Pumpkin Muffins</li> </ul>	Activity: Price is Right  Hands-on Cooking
<b>Five:</b> Shopping Smart	Give participants an opportunity to compare foods for nutrition and price and to practice what they have learned.	<ul style="list-style-type: none"> <li>• Demonstrate skill in reading and comparing food labels to make healthy food choices.</li> <li>• Practice comparing unit prices to identify the most economical choice.</li> <li>• Select a basket of healthy foods for under \$10.</li> </ul>	<ul style="list-style-type: none"> <li>• Scavenger Hunt</li> <li>• Typical Grocery Store Layout</li> <li>• Shopping with Strategy</li> </ul>	N/A	Activity: Grocery Store Tour  Activity: \$10 Challenge  Activity: Create a Meal on Sale  Hands-on cooking
<b>Six:</b> Recipe for Success	Celebrate participants' accomplishments and progress in selecting and preparing healthy meals.	<ul style="list-style-type: none"> <li>• Describe why water is a healthier choice than soda or sugary beverages.</li> <li>• Identify two benefits of physical activity</li> <li>• Review nutrition, cooking, food budgeting, and food safety</li> <li>• Celebrate progress in selecting and preparing healthy meals.</li> </ul>	<ul style="list-style-type: none"> <li>• Make a Plan That Fits Your Life</li> <li>• Your Weekly Activity Tally</li> <li>• Water, Water Everywhere</li> <li>• Make Smart Food Choices</li> <li>• Snack Smart</li> <li>• Put It All Together</li> </ul>	<ul style="list-style-type: none"> <li>• Homemade Corn Tortilla Chips</li> <li>• Mango Salsa</li> <li>• Raspberry-Lime Fizz</li> <li>• Apple Crisp</li> </ul>	Activity: Cooking Matters Trivia  Hands-on cooking