



## DIY KIT GUIDELINES

1. Each kit must contain all listed items to receive hours. Credit will not be offered for incomplete kits, but you will have the opportunity to provide all of the required items to receive full credit.
2. All items in the kits must be new and unopened.
3. All items MUST fit in ONE bag and should be able to close.
4. DO NOT overfill your bags. If everything does not fit comfortably, please use a larger bag.
5. DO NOT include glass or perishable items (nothing that requires refrigeration or that could go bad).

## DROP OFF AND VERIFICATION

1. Bring your completed kits to the Food Pantry at **4411 Jacque Street, Richmond 23230** and ring the doorbell. We'll meet you there to accept your kits. Drop-off hours are between Monday-Friday, 9am-5pm.
2. Take a photo of your completed kits on site.
3. Do not leave your kits outside, as they will not be eligible for volunteer hours.
4. Submit your information, including a photo of your kits at **Volunteer Verification Form**.
5. Each completed kit will be eligible for 1.5 hours.

Questions? Email **VolunteerServices@aog4u.org**



## BREAKFAST KITS

**These kits support individuals in our community to help make a meaningful impact for those needing assistance with food resources. The kits provide people with at least four days worth of breakfast items.**

**All items included in the kit should be unused, non-perishable, and easy to prepare. Please secure all items in one sealed gallon sized Ziploc bag.**

**One completed kit contains ALL of the items listed and pictured below:**

- Qty (4) single serve instant coffee packets**
- Qty (2) instant oatmeal or grits packets**
- Qty (1) Single serve breakfast cereal**
- Qty (1) Single serve sized shelf-stable milk**
- Qty (1) Pop Tart package or originally sealed pastry**
- Qty (1) Fruit cup**



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## EMERGENCY HYGIENE KITS

**These kits support members in our community with items to use on the go. All items are travel-sized and should be secured in a quart or gallon sized clear Ziploc bag. Each item, in the kit, must be new and remain in its original unopened packaging.**

**Completed kits must contain one (1) of ALL items listed and pictured below:**

1. **Hand Sanitizer**
2. **Body Wipes**
3. **Shampoo**
4. **Conditioner**
5. **Body Soap (bar or liquid)**
6. **Deodorant**
7. **Lotion**
8. **Toothbrush**
9. **Toothpaste**



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## EMERGENCY MEAL KITS

These kits support members in our community who have an urgent need for food. The goal is to supply 1-2 days worth of easily prepared and ready-to-eat items. Each bag must include four (4) items from each food category listed below and all items should fit inside of a 16X8/20 lb brown paper bag.

***\*\*All bags **MUST** include\*\****

**(1) bottled water + (1) shelf-stable single serve milk + (1) fork, (1) spoon**

**+ (4) Lunch/Dinner Items**

- Ramen/Cup O'Noodles
- Hormel Quick Meal
- Chef Boyardee Quick Meal
- Mac/Cheese Microwaveable Bowl

**+ (4) Breakfast Items**

- Oatmeal Packet
- Grit Packet
- Pop Tarts
- Cereal
- Protein Bars



**+ (4) Snack Items**

- Fruit Cups
- Applesauce
- Chips
- Granola Bar
- Fruit Snacks
- Crackers

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## EMERGENCY PET KITS

**Emergency pet kits support community members with pets who have an urgent need for pet supplies. These kits are meant to supply the individual in need with 1-2 days' worth of emergency items.**

**EACH BAG SHOULD INCLUDE THE FOLLOWING ITEMS IN ORDER TO RECEIVE FULL VOLUNTEER HOURS:**

**Qty 1 Dog or Cat Treat**

**Qty 1 Dog or Cat Toy**

**Qty 1 Bottled Water**

**Qty 2 of 13 oz. or  
Qty 3 of 5.5 oz. cans of dog or  
cat food**



**\*All items should be new, remain in their original packaging and packed together in a gallon sized clear Ziploc bag.**

**See the 'DIY Kit Guidelines' instructions for dropping off your completed kits, how to report your volunteer hours and when to expect your verification letter.**

Questions? Email [VolunteerServices@aog4u.org](mailto:VolunteerServices@aog4u.org)

## FAMILY DINNER KITS

**Family Kits provide the necessary ingredients needed to prepare a WHOLE family meal that feeds at least a family of four (4) to include a side item and dessert.**

- Choose a family meal from one of the provided recipes (if you have your own recipe you would be interested in purchasing items for, please email [VolunteerServices@aog4u.org](mailto:VolunteerServices@aog4u.org) prior to purchasing).
- Ensure you have the correct recipe quantities.
- Include a copy of the cooking instructions.
- Make sure each meal kit fits into one bag.
- Please do not include any glass or perishable items.

### Italian Chicken Pasta

- 16oz box of pasta
- Large can of chicken
- (2) cans of diced or crushed tomatoes with basil, garlic, and oregano

### Cheese-less Pizza

- 15oz can pizza sauce
- Pizza crust mix
- Pepperoni **OR** canned chicken
- One additional topping of your choice

### Chicken Fried Rice

- White rice
- (2) large cans of chicken
- Can of mixed vegetables
- Fried rice seasoning
- Soy sauce

### Baked Chicken & Brown Rice

- Brown rice
- (2) Large cans of chicken
- (2) Cans/carton chicken stock
- (1) Can of mixed peas and carrots

**\*Each kit should include a side of two (2) canned vegetables and one (1) easily preparable dessert (pudding, cake, brownie, or muffin mixes)**

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## Italian Chicken Pasta

### Shopping List

Cooking oil  
16 oz box of pasta  
12.5 oz canned chicken (drained)  
(2) 15 oz can diced or crushed tomatoes with basil & garlic  
Salt and pepper



### Instructions

1. Cook pasta according to package instructions.
2. Heat pan to medium-high and add oil, then add canned tomato, chicken, and salt/pepper until heated.
3. Top pasta with chicken sauce.

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## Baked Chicken & Brown Rice

### Shopping List

- 1.5 cups brown rice
- (2) 12 oz cans chicken
- 3 cups chicken stock, heated before adding to dish
- 15 oz can of mixed peas and carrots
- Salt and pepper



### Instructions

1. Preheat oven to 375 degrees.
2. Spread brown rice on the bottom of a 9×13 baking dish.
3. Place chicken on top.
4. Pour in hot chicken stock, season with salt and pepper.
5. Bake 45 minutes.
6. Add in mixed vegetables and bake 5 more minutes until warmed through.

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## Chicken Fried Rice

### Shopping List

- 2 Tablespoons cooking oil
- 4 cups cooked white rice (2 cups uncooked rice)
- 12.5 oz can of chicken (drained)
- 14.5 oz can mixed vegetables
- 1 Packet of fried rice seasoning mix
- 4 Tablespoons soy sauce

Optional:

- 1 Yellow onion (diced)
- 2 Eggs



### Instructions

1. Prepare rice according to package instructions.
2. Heat oil in a large skillet over medium heat.
3. If using an onion, sauté until translucent.
4. Add mixed vegetables and chicken, stir for 1 minute.
5. Add cooked rice and break apart chunks.
6. Add seasoning and soy sauce, cook for 4 minutes, stirring frequently
7. If using eggs, move rice to one side of the skillet and scramble the eggs in the pan, then add into rice.
8. Season with salt and pepper to taste.
9. Serve with soy sauce.

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## Cheese-Less Pizza

### Shopping List

- 15 oz can pizza sauce (NO glass)
- 1 package pizza crust mix
- 1 package shelf-stable pepperoni
- At least one additional topping canned mushrooms
- Canned olives
- Pineapple
- Canned artichoke hearts
- Shelf-stable bacon bits



### Instructions

1. Prepare crust according to package instructions.
2. If required, bake crust before adding pizza sauce
3. Add toppings
4. While cooling, prepare veggie sides

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