



Group Service Projects

At MUST Ministries we place great value on the contribution that your group will make to our ministry. The following steps will insure a positive experience for your group:

1. Schedule your project date and time at least two weeks in advance with our Volunteer Coordinator at 770-427-9862 ext. 1113 or email jhawkins@mustministries.org.
2. Select a project from the list below.
3. Provide all supplies, tools and equipment needed to complete your project.
4. Submit release forms for the group prior to the start of the project.
5. Minors between the ages of 10-17 years old must be accompanied by a parent or adult with a release form. For youth groups, you will need one adult for every 7 youth.
6. Groups are limited to 20 people due to space constraints.
7. The Loaves and Fishes Kitchen is not available to groups during meal times.

Tour: A tour may be scheduled as a part of your group service project.

Off Site: You can do your project off-site and then have a tour of our campus when you deliver your donation to us.

MUST Loaves and Fishes Kitchen

- Make meat and cheese lunch sandwiches on white or whole wheat bread (no condiments) and place in zip lock bag. Stack the wrapped sandwiches back into the bread bag. We use 90+ sandwiches a day for the Elizabeth Inn Shelter guests. If your group would like to supply complete sack lunches the ingredients include: two sandwiches, one salty snack item and one sweet snack item wrapped. *Please do not include social or religious tracts in the bags.*
- Make breakfast sandwiches (sausage or ham and biscuit) to be given to shelter guests who must leave before breakfast to get to their job. We use 100+ per week.
- Make a meal ahead for 50-60 people that can be used on days when we do not have a group providing a meal. Choose something that can be frozen and used when needed.
- Provide cookies or candies wrapped in individual packets that can be handed out to 50-60 people at mealtime.
- Provide or bake cakes, cookies and pies for those groups who do not bring dessert.
- Wrap plastic forks and spoons in a napkin. If you like, you can tie yarn or use a sticker to hold it closed. We use 200+ of these each day.
- Decorate lunch bags. We use 50 a day and the guests love to see the drawings and messages that children put on the bags.
- Divide large quantities of grains (rice and beans), staples (sugar and flour) or laundry detergent into sandwich size zip lock bags. Please label the bag and fill it completely. We distribute these through our Food Pantry.
- Provide food, cook, and serve a meal in our kitchen (see guidelines on last page)

Loaves & Fishes Kitchen Cleaning (1-5pm daily)

- Remove all chairs and tables from the kitchen and scrub them down in the parking lot.
- Sweep and mop the kitchen, office and pantry vinyl floor.
- Clean in the corners, under the cabinets and under the counters.
- Remove items from the cabinets, clean the inside and re-organize.
- Clean the kitchen bathrooms.

MUST Vans (group of 10 people)

- Wash two vans inside and out, clean the windows and seats, and vacuum the carpets.

MUST Grounds

- Pick-up all the trash around the campus and sweep up the paved areas.
- Mowing, weeding and trimming.
- Carpentry or painting projects at one of our sites. Contact Franklin Barry at 770-427-9862 ext 1132

MUST Operations (groups of 6-8 people)

- Open MUSTwear (clothes closet) for our Elizabeth Inn Shelter Guests on a Saturday.
- Assemble toiletry kits for the homeless. Travel size supplies include: soap, shampoo, conditioner, lotion, razor, deodorant, toothpaste, toothbrush, wash cloth. *No alcohol based mouthwash.*

Special Outreach Projects

- Children's Summer Lunch – (Mid-May to Mid-August) Over 95, 000 lunches are provided to children on the free/reduced lunch program in Cobb County.
- Toy Shop - (Mid-November to December 23) The Toy Shop operates for three weeks in December providing new toys and clothing to families in need.
- Back to School – (July) School supplies are collected and distributed to client families.
- Easter Baskets – Baskets with personal care items (toothbrush, toothpaste, washcloth, hairbrush, and comb) small toys, books and wrapped candy are distributed to MUST clients.
- Holiday Buffet Meals – Easter Sunday, Independence Day, Thanksgiving Day, Christmas Day.

MUST Kits

- Shelter Guest Kit – zip lock bag with toothbrush, small toothpaste, deodorant and disposable razors. *No alcohol based mouthwash.*
- Hygiene Kit –
 - Men - zip lock bag with toothbrush, small toothpaste, deodorant and disposable razors, soap, shampoo, conditioner, lotion. *No alcohol based mouthwash.*
 - Women - zip lock bag with toothbrush, small toothpaste, deodorant and disposable razors, soap, shampoo, conditioner, lotion, feminine products *No alcohol based mouthwash.*
- Birthday Party Kit – Everything needed to have a party for 4-8 children and parents: cake mix, balloons, birthday candles, paper plates and napkins, party favors.
- Newborn Baby Kits – Decorate a box (a copy paper box is perfect) with baby wrapping paper and include items needed for a newborn: bottle bag, bottles, rattle, newborn

outfit, baby wipes, baby oil, baby shampoo, baby powder, disposable diapers and receiving blanket.

- First Aid Kit – Zip lock bag with sun block lotion, Band-Aids, bug repellent, first-aid ointment, anti-fungal spray, and chapstick.

Offer Your Special Talents

- Knit hats and gloves
- Crochet afghans
- Quilting

Collections for MUST

- Blue Jeans – Collect and sort by size.
- Canned and/or non-perishable food. Items most needed include: spaghetti sauce and pasta, peanut butter and jelly, baby food and coffee.
- Enfamil Lipil baby formula, cereal, wipes and diapers.
- Books – We particularly need children’s books, mysteries and Bibles.
- New Socks and Underwear – All ages.
- Toiletries – Soaps, shampoos, conditioner, lotion, toothbrushes, toothpaste, deodorant, razors, shaving cream and wash cloths. *No alcohol based mouthwash.*
- Seasonal Needs – Hats and gloves, ponchos and umbrellas, winter coats, Halloween costumes, Valentine cards, etc.
- Paper Products – Toilet paper, paper towels, tissue, and white copy paper.
- Cleaning Products and Tools – All-purpose cleansers, sponges, brooms and mops.
- Tents, sleeping bags and tarps.
- Adult bicycles in working condition.

Fund-Raisers for MUST

- Organize a neighborhood garage sale with the proceeds going to MUST Ministries.
- Collect “Pennies from Heaven.”
- Sponsor a talent show and donate the proceeds to MUST Ministries.
- Request donations to MUST in lieu of gifts for special occasions.

MUST Cherokee
141 B. W. Marietta Street
Canton, GA 30114
(770) 479-5397

MUST Marietta
55 Elizabeth Church Road
Marietta, GA 30061
770 427-9862 ext. 1113

MUST Smyrna
460 Pat Mell Rd
Smyrna, GA 30080
(770) 436-9514



Release Form for Adult (18 yr. +) Work Groups

Date of Project: _____ Project: _____

Group Name: _____ Group Contact: _____

In consideration of being given clearance to work as a volunteer for MUST, Inc., a nonprofit organization, I accept sole responsibility for any injury that I may incur during the time I'm working or on property owned or operated by MUST Inc. or on properties being used for special events. By signing this application, I further release MUST Inc. and their employees and/or agents from any claims or causes of action which may arise from any accident or injury caused by any reason.

- | | |
|-----------|-----------|
| 1. _____ | 11. _____ |
| 2. _____ | 12. _____ |
| 3. _____ | 13. _____ |
| 4. _____ | 14. _____ |
| 5. _____ | 15. _____ |
| 6. _____ | 16. _____ |
| 7. _____ | 17. _____ |
| 8. _____ | 18. _____ |
| 9. _____ | 19. _____ |
| 10. _____ | 20. _____ |



Release Form for Youth

In consideration of being given clearance to work as a volunteer for MUST, Inc., a nonprofit organization, I accept sole responsibility for any injury that my child may incur during the time he/she is working on property owned or operated by MUST Inc. or on properties being used for special events. By signing this application, I further release MUST Inc. and their employees and/or agents from any claims or causes of action which may arise from any accident or injury caused by any reason.

Date of Project: _____

Project: _____

Group Name: _____ Group Leader: _____

Child's Name: _____ Date: _____

Parent's Signature: _____

Release Form for Youth

In consideration of being given clearance to work as a volunteer for MUST, Inc., a nonprofit organization, I accept sole responsibility for any injury that my child may incur during the time he/she is working on property owned or operated by MUST Inc. or on properties being used for special events. By signing this application, I further release MUST Inc. and their employees and/or agents from any claims or causes of action which may arise from any accident or injury caused by any reason.

Date of Project: _____

Project: _____

Group Name: _____ Group Leader: _____

Child's Name: _____ Date: _____

Parent's Signature: _____



2008 MEAL GUIDELINES

MUST Loaves and Fishes Community Kitchen

Meal	Serving Time	Volunteer Arrival Time	Number Guest to be Served
BREAKFAST	6:30 am	5:30am– 5:45 am	35 - 40 guests, plus seconds*
LUNCH - Weekday	12:00 pm	10am – 11am	100-125 guests, plus seconds*
LUNCH - Weekend	12:00 pm	10am – 11am	35 guests, plus seconds*
DINNER	7:00pm	6:00pm	50-60 guests, plus seconds*

**Second helpings, if available, are served after the kitchen staff makes announcements*

- Please call us if you are running late! Unless we've heard from you, our staff will begin preparing a meal 45 minutes before serving time. The phone number to the kitchen is 770-427-9862 X 1130.
- We do provide eating utensils and condiments!
- Suggested drinks include iced tea and lemonade.
- As you plan your menu for weekday lunches, please know that for many of those you serve, this is their only meal for the day (Lasagna, Spaghetti and Hotdogs are the most common meals provided).
- Our guests are not permitted to take food out of the kitchen.
- Typically, the recommended number of 100-125 servings will provide for all of the following: guests (95% of the food), plus our volunteers and community service workers who are on duty at the lunch hour, as well as those staffers who aren't able to leave campus for lunch.

Have Questions?

For more details on serving meals: Kitchen staff (770) 427-9862 X1130

For information about the date or meals to provide: Volunteer Office 770-427-9862 ext.1133