

## **New Windsor Food Bank Guidelines** (Updated 2020)

**Mission:** Our goal is to do Christ's work with grace and dignity for all by assisting, people through the hardships of life, and addressing food insecurity, and empowering them to achieve stability.

**Type of Pantry:** Window-Client Choice

**Service Area:** Our service includes those who live in zip code areas: 21776 and 21791. If you are from another zip code and are in need, we will serve you this one time and one time only, and help you to find a food source in your area if possible.

**Registration:** Registration is required. Help will be provided for registration. Each registration requires verification of address, Social Security Card, Driver's License, etc. If address on verification is different than address on form then verification such as electric bill, or water bill may be used.

**Hours of Operation:** Wednesday Evneings-5:15 to 6:30 PM with holiday exceptions  
When Food Bank is closed, it is closed.

**Unplanned Closing:** The Food Bank may be closed due to bad weather, flooding of the parking lot, power outage, or problems within, or access to the building. Encase of bad weather, when Carroll County Schools are closed the Food Bank is also closed.

**Sobriety:** In order to protect our food bank clients and volunteers, sobriety is mandatory.

**Guns and Knives:** No guns or knives are permitted in or around the food bank which includes all church property.

**Food Bank Visit:** Your visit to the food bank is a privilege not a right.

**Sponsors and Supporter:** The New Windsor Food Bank is blessed to be supported by many areas churches, individuals, and community organizations. We work in cooperation with the Maryland Food Bank. We are grateful for all who bless this food bank with their gifts and prayers.

## **Volunteer Code of Conduct**

By volunteering at the New Windsor Food Bank, you are becoming an essential part of this ministry. You will also undoubtedly be interacting with our clients and our community as a representative of this ministry. As such, we ask that you represent us in a manner that is consistent with our values which are based on the ministry of Jesus Christ.

To protect our relationships in the community and our organizational integrity, and to provide the best possible volunteer experience to all of our volunteers, we expect our volunteers to follow rules of conduct that will protect the comfort and safety of all volunteers, and clients:

- + Treat all clients and fellow volunteers with courtesy and respect at all times.
- + Maintain a positive attitude, an open mind and an open heart.
- + Keep clients' personal information (including the information on their Pantry Card) confidential.
- + Establish and maintain boundaries. It is New Windsor Food Bank policy that volunteers are not to provide additional resources or services to clients (such as food, money, or transportation) in excess of what is provided by this ministry, especially while serving as representatives of New Windsor Food Bank.
- + Follow all New Windsor Food Bank Guidelines, as well as all directions and instructions given by New Windsor Food Bank volunteer coordinator.
- + Communicate with our volunteer coordinator or pastor if you are dissatisfied with your experience or wish to discontinue your service with us; we strive to resolve any issues that may be negatively affecting our volunteers' experiences, but must be informed to do so.
- + When sick, please excuse yourself temporarily from your volunteerism. When possible, please let our volunteer coordinator know at least 24 hours prior if you cannot work a shift.
- + If you observe conflict between clients and/or volunteers, please report it to volunteer coordinator. Do not try to resolve or diffuse the situation yourself.
- + Any volunteers receiving any of New Windsor Food Bank services must follow standard client protocol.

+ Adults bringing children under the age of 16 are responsible for supervising their children. If children are disruptive or disrespectful, volunteers may be asked to excuse them from service.

**Attendance Policy**

When you join our Food Bank Ministry, you become an essential part of our operations. Our volunteer staff is depending on you to serve our clients quickly and compassionately so that together, we can help people become self-sufficient. Our volunteer ministry is purposefully designed to offer you a meaningful experience, and we trust you to value that experience and honor your commitment to our clients and community.

**The most important thing you can do to help our clients is be here when you say you will be.**

Without you, the whole system falls apart. Clients can't receive food if there is no one here to guide them through the process. When we say our pantry is volunteer-run, we mean it. We're counting on you, and so are our clients; please don't let them down.  
**Please arrive by 5:00.**

**Expected Absences or Late Arrivals:**

That being said, we know that schedule conflicts may occur. We understand that things come up, schedules might change, and you may not be able to make every shift every week on time.

If you know you have a schedule conflict for a particular date, e-mail the Volunteer Coordinator as soon as possible, preferably at least one week in advance of the absence. We will use this notice to fill your shift and ensure the food bank is fully-staffed.

Volunteer Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Resources in the Greater Community**

Registration Form for New Windsor Food Bank

Family Name \_\_\_\_\_

Head of Household \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Verification of Address: Social Security Card, Driver's License, etc.

Note: if address on verification is different than address above, other forms of verification may be used. ex. electric and water bills, etc.

Names and ages of all persons residing in above address

	<u>Name</u>	<u>Age</u>
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1.

2.

3.

4.

5.

6.

7.

8.

9.

10.

Names of persons authorized to pick up items

1.

2.

Do you use Carroll Food Sunday?

Yes

No

Do you receive Food Supplement Benefits?

Yes

No

Do you receive WIC?

Yes

No

Do you or anyone in your household have any dietary restrictions?    Yes    No

If yes, please explain \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Applicant's Signature \_\_\_\_\_

Applicant's Printed Name \_\_\_\_\_

New Windsor Food Bank Grocery List

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Items:      ½ Gallon Milk

1 dozen Eggs

½ lb. Butter

Bread

Cereal

Tuna

Potatoes

Soup: Vegetable, Tomato, Chicken Noodle

Vegetables

Fruit: Peaches, Pears, Mixed Fruit

Meat

Peanut Butter

Number of Adults: \_\_\_\_\_ Number of Children: \_\_\_\_\_

Signed: \_\_\_\_\_

New Windsor Food Bank Estimated Distribution Guideline When Available						
<u>Item</u>	<u>Family of 1 - 2</u>	<u>Family of 3-4</u>	<u>Family of 5 - 6</u>	<u>Family of 7-9</u>		
1/2 Gallon Milk	1	1	1	2		
1 dozen Eggs	1	1	1	2		
1/2 lb. Butter	1	1	1	2		
Bread	1	1	1	2		
Cereal	1	1	1	2		
Tuna	2	3	3 to 4	3 to 4		
Potatoes	1 bag or box	1 bag or box	2 bags or boxes	2 bags or boxes		
Soup: Vegetable, Tomato, Chicken Noodle	2	3	4	4		
Vegetables	2	3	4	4		
Fruit: Peaches, Pears, Mixed Fruit	2	3	4	4		
Meat	1 lb. or 1 pack	2 lb. or 2 packs	3 to 4 lbs. or 3 to 4 packs	4 to 5 lbs. or 4 to 5 packs		
Toilet Paper						
Number of Adults:						
Number of Children:						
Signature:						

## ASSISTANCE PROGRAMS

Free and Reduced Meals (FRM) Available at all Carroll County Public Schools. A government-sponsored program that provides free low-cost meals to children in school. To apply, complete a Household Meal Benefit Application for each school year and return to your youngest child's school.

Child Supplement Program Apply at Carroll County Dept. of Social Services, 1232 Tech Ct, Westminster, 410-386-3300 or online at [marylandsail.org](http://marylandsail.org). Need proof of identification, address, migration status if you are not a U.S. citizen, household income, utility and medical bills, canceled checks for child care or bill, rent mortgage, child support payment. Make less than 200% of the general Poverty Level. After submitting the application there will be an interview by a Family Investment Center representative. Monthly day turnaround for approval.

Women, Infant, and Children Program (WIC) Carroll County Health Department, 290 S. Center St, Westminster, 410-876-4898. Provides nutritious food to pregnant, breast-feeding, or postpartum women and their infants and children up to age five. Income at or below 185% of Federal Poverty Level.

# Food Resource Guide

Carroll County, Maryland



Helping  
Families  
Find Help



Mosaic  
COMMUNITY  
SERVICES

410-871-0008  
866-664-0008

410-871-0008  
866-664-0008

## SOUP KITCHENS

A Meal and More - St. Paul's United Church of Christ 17 Bond St, Westminster, 410-848-5975. *Thu*, 12:00-1:00.

Ardent Folk - Grace Evangelical Lutheran Church 21 Carroll St, Westminster, 410-848-7020. *Thu* 6:00 - 7:30 pm, worship, dinner, Bible study and fun.

Carpenter's Table, Taneytown Caring and Sharing Ministries  
St. Joseph Roman Catholic Church 44 Frederick St, Taneytown, 410-857-5733. *Thu*, 11:30. Serves Taneytown and northwest Carroll County. Handicap Accessible.

Faith Feast - St. Johns Methodist Church 1205 N. Main St, Hampstead 410-374-8777. *Fri*, 12:00 - 1:00.

Feed My Sheep - Wesley Freedom United Methodist Church 961 Johnsville Rd, Eldersburg, 410-795-2777. Serves primarily southern Carroll County. *Mon, Thu* and *Fri*, 12:00 - 1:00. [info@wesleyfreedom.org](mailto:info@wesleyfreedom.org)

"His Table" - St Paul's United Methodist Church 7538 Main St. Sykesville, MD. Free Bag Lunch program *Wed*. 11:00 (sponsored by ESAPE Ministries 410-549-7230)

Loaves and Fishes, Ascension Episcopal Church 23 N. Court St, Westminster, 410-848-3251. *Wed*, 12:00 - 12:45 (sponsored by St. John's Roman Catholic Church)

Loaves and Fishes, Westminster Church of the Brethren 1 Park Place, Westminster, 410-848-8090. Free/nominal charge. *Sat*, 12:00.

Loaves and Fishes, Westminster United Methodist Church 165 E. Main St, Westminster, 410-848-8325. Free/nominal charge. *Mon*, 12:00 - 1:00.

Salvation Army, CC Service Center 300 Hahn Rd, Westminster, 410-876-9358. *The Brass Hat Café*: Free. *Mon, Tue & Wed*, 4:30 pm - 6:00 pm.

Shepherd's Table (Shepherd's Staff) Westminster United Methodist Church 165 E. Main St, Westminster, 410-848-8325. *Fri*, 12:00 - 1:00.

St. James Lutheran Church 14 So. Benedum St., Union Bridge. 410-861-5567. Last *Mon* of the month 5:00 - 6:00 pm.

Table of Grace, Grace Evangelical Lutheran Church 21 Carroll St, Westminster, 410-848-7020. *Tue*, 12:00 - 1:00. Hot meal and fellowship.

The Upper Room 27 E. Main St. rear 2nd floor. Westminster. *Sun*, meal at 3:00 and service at 4:00 all are welcome. (Sponsored by Westminster Church of the Nazarene 410-857-1477)

Check with your local schools to see if they have a

food pantry)

Compiled by:

Mosaic Community Services' Get Connected Family  
Resource Center program  
an Affiliate of Sheppard Pratt Health Systems

Last revised 9/26/2018



## FOOD PANTRIES

Carroll Community College Food Locker 1601 Washington Rd, Westminster, 410-386-8500. For faculty, staff and students only. Must make an appointment.

Carroll County Food Sunday Need official photo ID, proof of Carroll County residence, a Social Security Card for each member of the household. No financial questions. One visit per week.

Citizen Services Building, 10 Distillery Dr, Westminster, 410-857-7926. *Tue, Wed, Thu, Sat*, 10:00 - 11:15 and 1:00 - 2:15.

St. Joseph's Catholic Church, 44 Frederick St, Taneytown, 410-756-2500. *Thu*, 9:30 - 11:15 am.

St. Joseph's Catholic Church, Freedom Ave. and Liberty Rd, Eldersburg, 410-795-7838. *Wed*, 10:00 - 12:00.

Church of the Open Door 550 Baltimore Blvd, Westminster, 410-876-3838. Call with information on number of people in household and ages. Deliver on *Tue* and *Thu* evenings.

Deeds of Faith, Crosswinds Church 640 Lucabaugh Mill Rd, Westminster, 410-848-5537. *Mon*, 4:00 -7:00, *Fri*, 10:00 - 12:00 and 2:30 - 4:30. No income or residency qualification. Requested donation of 30¢ per pound of food.

Hampstead Little Free Pantry – St Johns UMC 1205 N. Main St, Hampstead, MD 21074. Food Pantry – Building in rear of church prayer chapel annex. Always available, take or leave food as needed.

Loaves and Fishes, Westminster Church of the Brethren 1 Park Place, Westminster, 410-848-8090. 2<sup>nd</sup> & 4<sup>th</sup> *Sat* of each month. Can pick 6 food items.

Morgan Chapel United Methodist Church 6750 Woodbine Rd, Woodbine, 443-920-3356. 2<sup>nd</sup> and 4<sup>th</sup> *Sat* of each month 9:00-11:00 am. ID required, requested. Also have Pet Pantry.

Mt Airy Net – Calvary United Methodist Church 4035 Main St, Mt Airy, 301-829-0472. Mount Airy residents. Gas card for doctor appointments, job interviews, emergency assistance, food baskets, grocery card. ID required.

Northeast Social Action Program (NESAP) 1046 S. Carroll St, Hampstead, 410-239-6216, *Mon – Fri*, 9:00 - 3:00 by appointment. Carroll County ID required.

Re-Deem Food Pantry - Lazarus Church working out of Millers UMC 3435 Warehouse Rd, Manchester, 410-374-1304 *Sat* 8:30 – 10:00 am.

Reisterstown United Methodist Church 246 Reisterstown Rd, Reisterstown, 410-833-5440, anyone in the Glyndon, Owing Mills, Reisterstown and **Finksburg area**. *Wed*, 6:00 - 8:00 pm. *Sat* 9:00 am - 12 Noon. Once a month for food pantry & Clothes closet.

Rock of Help - Ebenezer United Methodist Church 4901 Woodbine Rd, Sykesville, 410-795-6136. 3<sup>rd</sup> *Sat*, 9:00 - 11:00 am.

Salvation Army. CC Service Center 300 Hahn Rd, Westminster, 410-876-9358. *Mon - Fri*, 8:30 - 11:45 and 1:00 - 4:00 pm. Can access every 30 days. Carroll County ID required.

Shepherd's Staff - 30 Carroll St, Westminster, 410-857-5944. Food, outreach programs, personal goods, prescription expense assistance, temporary financial assistance. Soup kitchens with Grace Lutheran Church. Must contact Human Services Programs first for shut off notices.

Silver Run Community Food Panty - St. Mary's Evangelical Lutheran Church Parish House 3978 Littlestown Pike, Westminster, 410-346-7146. 1<sup>st</sup> and 3<sup>rd</sup> *Wed*, 5:30 - 6:30. Items distributed from parish house. ID required. Use Mayberry Rd entrance. Handicap accessible.

So. Carroll Food Pantry - @ Wesley Freedom UMC 901 Johnsville Rd, Eldersburg, 410-795-2777. 4<sup>th</sup> *Sat*, 8:30 - 10:30 am. Proof of residence/Carroll County ID.

St. James Lutheran Church 14 So. Benedum St. Union Bridge. 410-861-5567. *Mon* 5:00 – 6:00.

St Paul's United Methodist Church 200 Main St, New Windsor, 410-635-2442, *Wed*, 5:30 6:30 Meeting hall basement. ID required.

St Peter The Apostle Catholic Church 9201 Church St, Libertytown, Parish Food Bank (for Libertytown & Union Bridge only) ID required *Fri*, 3:30 - 4:30. Handicap accessible.

Tree of Friends Foundation Food Pantry 3211 Main St., Manchester. *Sundays* 2:00 - 4:00 pm

Westminster Rescue Mission - Sparrow's Nest - Food Basket Program 658 Carroll Dr, Westminster, 410-848-2222. Need to call a day ahead for basket. Carroll County photo ID required. *Mon – Fri*, by appointment. Supplies clothing, food and furniture and provides shelter, food and clothing for men.

## LOW COST/FREE FOOD AND MEALS

Carroll County Bureau of Aging and Disabilities

Lunch *Mon – Fri*, Older adults, 60 years and over, are asked to contribute what they can up to the full price of the meal. Those under 60 pay the minimal cost. Reservations must be received by 10:30 am two days in advance.

Senior and Community Centers

Mt. Airy 703 Ridge Ave, Mt. Airy, 410-795-1017. 11:45.

North Carroll 2328 Hanover Pike, Hampstead, 410-386-3900. 11:45.

South Carroll 5928 Mineral Hill Rd, Eldersburg, 410-386-3700. 12:00.

Taneytown 220 Roberts Mill Rd, Taneytown, 410-386-2700. 11:45.

Westminster 125 Stoner Ave, Westminster, 410-386-3850. 11:45

Meals on Wheels of Central MD 255 Clifton Blvd, Suite 312, Westminster, 410-857-4447 or 1-877-857-4447. Full fee is \$11.94 per day for 2 meals; sliding scale for those who qualify. For homebound persons of any age or economic status who are unable to shop or prepare meals for themselves. Food Assistance Benefits available through the Independence Card. *Mon – Fri*, 11:00 - 1:30. Includes two frozen meals two times weekly. Wellness check in calls also provided. Application over the phone can usually set up service within 2 business days.