

Cooking Matters Material Reference Guide

	Scheduling Form	Gift Card Amount	Attendance Sheet	Waiver	Survey	Participant Book	Reporting Form	Notes
Cooking Matters for Adults (6 week course)	X	\$500	X	X	Pre/ Post	X	X	Participants receive a bag of groceries at the end of each class to take home and prepare one of the recipes made in class. For class 5 CM@TS, in the series, use \$10 gift cards from inventory for those that attended
Cooking Matters for Families (6 week course)	X	\$500	X	X	Pre/ Post	X	X	Participants receive a bag of groceries at each the end of class to take home and prepare one of the recipes made in class.
Cooking Matters for Teens (6 week course)	X	\$250	X	X	N/A	X	X	Participants do not receive take home groceries
Cooking Matters for Kids (6 week course)	X	\$250	X	X	N/A	X	X	Participants do not receive take home groceries
Cooking Matters for Parents & Caregivers (Series of 4 or more sessions)	X	\$10 GC from Inventory	X	X	2 pg survey	Handouts from UNE Order Form	X	\$10 gift cards can be ordered for Parents and Caregivers via the Inventory Request Form and can be used to prepare a recipe with participants in class. They do not get take home groceries. If participants attend 4 sessions they can receive a \$10 gift card.
Cooking Matters for Child Care Professionals (Series of 3 or more sessions)	X	Depends on how its offered	X	X	Depends on how its offered	**	X	** Virtual or In person Participant Handouts from UNE Order Form; OR a participant book is also available if completing full course 6+ hours at one time.
Cooking Matters at the Store (one time 60-90 minute session)	N/A	\$10 GC from Inventory	N/A		2 pg survey	X	X	\$10 gift cards can be ordered for CM@TS via the Inventory Request Form. All participants that attend the full 1-1.5 hour tour will receive a \$10 gift card.

Cooking Matters Portal <https://www.gsfb.org/snap-ed/>



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Additional Notes

Scheduling Form	Please complete 3 weeks prior to the start of your course whenever possible so we can get the materials to you prior to the start of your course. If a course is scheduled last minute please complete a Scheduling Form and we will get your materials to you as soon as we can.
Gift Cards	Course gift cards will be sent form GSFB; Check \$10 gift card inventory when scheduling CM@TS Tours and Parents and Caregiver sessions to be sure you have what you need. Complete Inventory Request if you need \$10 gift cards.
Attendance	There are several different versions of the attendance sheet available. Please be sure to use the one appropriate for the course/ series you are teaching. Please fill them out completely. For CMF courses please include kids and parents.
Waiver	All in person Cooking Matters Courses require participants to sign Liability Waiver
Surveys	Paper, Tablets, Web links and QR Codes are available for all surveys
Participant Materials	Traditional CM courses (6 weeks, 2 hours per week) participants will receive a participant book. Participants attending a Parents and Caregiver or CMCCP course will receive participant packets based on which lessons are provided. CM@TS participants receive a booklet.
Reporting Form	Please complete Reporting Forms within one week of course or tour completion. If a course is canceled please email Denise Gaudette, dgudette@gsfb.org , and include a reason such as due to COVID, not enough participants, etc.