



**Sarah's Circle**  
Ending Homelessness for Women

## *Meal Service (COVID edition)*

### Volunteer Overview

We are very excited that you are interested in providing a meal with Sarah's Circle! Volunteers have been critical to Sarah's Circle's operations since our founding. We hope you gain a deeper understanding of Sarah's Circle through this volunteer opportunity. Our volunteers are key to supporting our mission to end homelessness for women. Due to the ongoing COVID-19 pandemic, all meals are currently drop-offs only, we are not allowing volunteers onsite to serve at the moment.

Below is all the information that is needed for groups providing meals to clients at Sarah's Circle. **Please review all material prior to your meal drop-off date. Thank you!**

### Interim Housing Overview

Every day, Sarah's Circle's **Interim Housing Program** provides 24-hour shelter, basic necessities, and supportive services to 50 women who are currently homeless. The goal of the program is to help women move into permanent housing as quickly as possible with intensive case management, housing coordination and other individualized services tailored to the strengths and challenges of the individual. Clients in this program are provided with breakfast, lunch, and dinner every day of the week.

### Daytime Support Center Overview

Our Daytime Center is open to clients Monday – Friday, from 9:00 am – 4:30 pm. Open to any woman in need, the **Daytime Support Center** provides a safe space, services to meet basic needs, educational and general-interest programming, and case management to help women find permanent housing and increase self-sufficiency. This program provides breakfast and lunch to approximately 25 clients each weekday.

### Project Overview

We ask that the meal provided is enough for the **50 program participants for the Interim Housing Facility & 25 program participants for the Daytime Support Center**. Meals can consist of a main dish, 2 sides, drinks, and optional dessert (for lunch & dinner). Sarah's Circle does not adhere to any specific dietary restrictions, but we ask you to please make staff aware if your dish includes nuts, shellfish, or other common allergens.

Meals must be scheduled in advance with Craig Morris. He can be contacted at [cmorris@sarahs-circle.org](mailto:cmorris@sarahs-circle.org). Typically, we schedule meals at least two weeks in advance, depending on Sarah's Circle's need & availability.

Breakfast	9:00 am	Daytime Support Center & Interim Housing Facility
Lunch	12:00 pm	Daytime Support Center & Interim Housing Facility
Dinner	5:00 pm	Interim Housing Facility ONLY

**\*Meal times above reflect Sarah's Circle internal meal service times. Since you will be dropping off the food for Sarah's Circle staff to serve, please make sure to drop off the food at least 15-30 minutes before above mentioned times.**

## Group Requirements

## Staff Contact Information

**Interim Housing Front Desk:**

773.751.7475

**Craig Morris, Development Director**

773.751.1014, ext. 308

**Daytime Support Center Front Desk:**

773.728.1991

---

If you have any further questions about the information provided, please contact Craig Morris at [cmorris@sarahs-circle.org](mailto:cmorris@sarahs-circle.org).

***Thank you for volunteering at Sarah's Circle!***