Healthy Potluck Challenge Toolkit Welcome

Thank you for your interest in hosting a Healthy Potluck at your department. We are excited that your department is participating. Our goal is to promote eating healthy foods while also having fun. This is a great opportunity to share creative, healthy, and delicious recipes with your coworkers.

This toolkit provides everything that you need to host your department’s healthy potluck. This toolkit contains information for six different potluck themes: International, Meatless Mains, Taste the Rainbow, 5 Ingredients or Fewer, Crock-Pot Cook-Off, and a General Potluck. Accompanying the theme is an additional nutrition challenge, as defined by our team’s Registered Dietitian. Below are short descriptions of each of the themes along with the nutrition challenges.

* **International**: Each person brings a dish from a different culture
	+ Nutrition challenge: The dish must be based off of spices or herbs commonly used in the cuisine of choice
* **5 Ingredients or Fewer**: Each dish contains 5 ingredients or less
	+ Nutrition challenge: At least 2 of the ingredients must be vegetables
* **Taste the Rainbow**: Each dish is primarily one color, chosen by its chef
	+ Nutrition challenge: At least 3 different types of vegetables and/or fruits must be incorporated
* **Meatless Mains**: Each dish does not contain any meat
	+ Nutrition challenge: The dish must incorporate whole food meat substitutes instead of processed fake meat
* **Crock-Pot Cook-Off**: Each dish is cooked in a crock-pot
	+ Nutrition challenge: The dish must be created from whole food ingredients and include healthy fats, fresh proteins, and plant-based components
* **General Potluck**: No specific theme
	+ Nutrition challenge: The dish must be based on on a type of whole grain, legume, or vegetable that you’ve never eaten before

During your healthy potluck, be sure to take a picture and submit it via the form on this website: https://worklife.hr.ufl.edu/news/healthy-potluck-challenge-national-nutrition-month-2019/. Submitting a picture will enter your department into a drawing for a gift card that will be used for your department’s next potluck. For an additional entry, members of your department can also submit their favorite healthy recipes via the form on this website: https://worklife.hr.ufl.edu/news/healthy-potluck-challenge-national-nutrition-month-2019/. We’ll share the most nutritious and tasty recipes on our website. Additionally, our favorite nutrient dense recipe will be chosen for a prize. All pictures and recipes must be submitted by March 23rd.

Follow the steps below to host a successful potluck:

1. Choose one potluck theme that you would like to host in your department.
2. Select a date and time (from March 11 to March 22).
3. Select a location (e.g., department break room).
4. Print out and set-up the provided sign-up sheet and the provided flyer next to each other.
* When printing out the sign-up sheet, be sure adjust SCALE to “FIT ALL ROWS ON ONE PAGE” to ensure that all the material is printed on one page.
1. Complete the provided e-mail templates and send them to your department.
2. Use the provided social media graphic(s) to promote the event.
3. Share your pictures and recipes via the form by March 23rd.
4. Enjoy delicious food with your coworkers!

In Health,

The Wellness Team

**In this Toolkit you will find the following files:**

* Communication Materials
* E-mail templates
* Sign-up sheets
* Promotional Materials
* Social media pictures
* Social media posts
* Flyer