



Gunnison Country Food Pantry  
**FOOD DONATION GUIDELINES FOR DONORS**

*GCFP is committed to providing safe and healthy food to our neighbors in need, thank you for your help!*

To make a food donation, please contact us at 970-641-4156 or Angie at [pantrymanager@gunnisoncountryfoodpantry.org](mailto:pantrymanager@gunnisoncountryfoodpantry.org)

1. All food provided by Food Donor shall be kept to proper time/temperature requirements and handled so as to maintain the integrity of the food for use at a later time. Prior to donation, any previously hot foods or TCS food must be cooled from 135°F to 70°F within 2 hours, completely cooled to 40°F or below within 6 hours and stored at a temperature of 40°F or below (see chart for examples of TCS foods). At no time will GCFP accept hot food or food that has been previously served (e.g. buffet style).
2. Donation drop-off times: Monday 8a-4p; Tuesday 9a-11a; Wednesday 8a-7p; Thursday 8a-2p; Friday 9a-11a. If you are unable to come during one of these times, please contact us and we will schedule a time to meet you.
3. Protein, shelf stable items, fresh fruit, and vegetables are in high demand. GCFP can accept whole, uncut produce as well as any food that is unopened and in the original packaging with a clear use by, sell by, freeze by, or stamped date. Preferably with ingredients and allergen declaration label.
4. GCFP can only accept raw meat if it is frozen, in the original packaging, prepared in a USDA facility, and has a clear use by, sell by, freeze by, or stamped date.
5. We cannot accept the following items:
  - Dairy products that are more than 7 days past the stamped date
  - Bulging or heavily dented cans
  - Moldy, slimy, or inedible produce
  - Cross-contaminated items
  - Open and used items
  - Items not held at proper temperatures
  - Frozen items with ice crystals/freezer burned.
  - Canned or non-perishables more than 5 years past the stamped date
  - Soda syrup/concentrate
  - Canned or fermented foods not prepared in a USDA approved commercial kitchen
  - Alcohol
  - Hot food that has not been completely cooled to 40°F or below within 6 hours and stored at a temperature of 40°F or below.
    - Any other food that is not safe to be consumed by humans.
6. GCFP accepts most items past the stamped date with some exceptions. If you have expired items that you would like to donate, please contact a GCFP staff member to determine if we are able to accept the product.
7. Time and Temperature controlled food items that have been outside of refrigerated temperature of 40°F for more than two hours will be considered not properly maintained for food safety purposes.

8. If you are a licensed food retailer/distributor and would like to donate bulk or repackaged food items, please follow USDA Food Safety Guidelines

9. Each Provider shall be responsible for supplying GCFP with the donated value of each product type, as GCFP consistent with the IRS cannot determine the value of donated product.

## Time/Temperature Control for Safety (TCS) Foods

Also known as Potentially Hazardous Foods, or PHFs

Garlic in oil

Potato dishes

Cooked vegetables

Plants with protein (or protein-rich plants)

Meat products

Raw sprouts

Cream or custard

Sliced melons & tomatoes

Eggs

Dairy

Cut leafy greens

Fish & shellfish

**StateFoodSafety**  
Food Safety Training & Certification

### TO GROW, BACTERIA NEED:

FOOD

WARMTH

MOISTURE

### TO STOP BACTERIA FROM GROWING:

- Control food temperature
- Control the amount of time food spends in the Temperature Danger Zone (41°F-135°F)