

# How to plan meals with a low budget



**Instructor's Guide**  
Prepared by  
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First Edition

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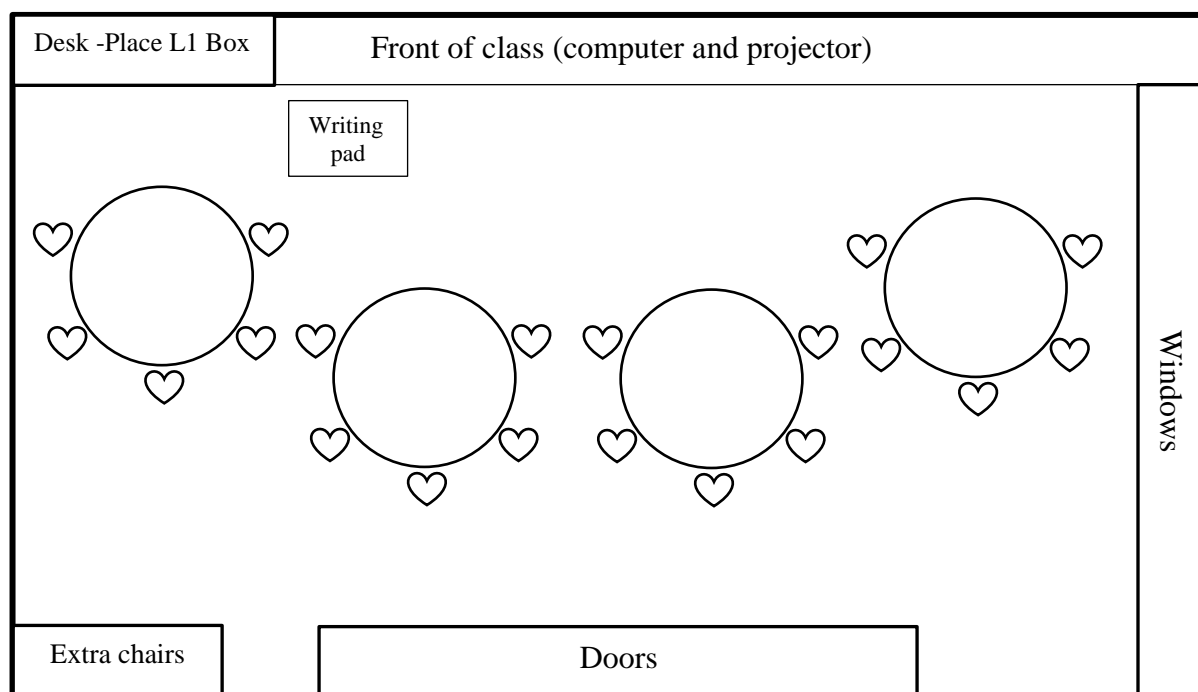
## 1. Setup instructions

### Materials

- ☐ 25 copies of handout for activity #1 ("Time to plan")
- ☐ 25 copies of handout for activity #2 ("Complete the grocery list")
- ☐ 25 copies of handout for activity #3 ("Now it's your turn!")
- ☐ 25 copies of level 1 evaluation
- ☐ 25 copies of level 2 evaluation
- ☐ 2 copies of level 2 evaluation with feedback
- ☐ 25 copies of the certificate of completion
- ☐ 25 blue pens
- ☐ 25 calculators
- ☐ Large writing pad for the front of the class
- ☐ Black or blue markers for writing pad
- ☐ Large envelope for level 2 evaluation
- ☐ Sealed box for level 1 evaluation (with a mailbox slit)
- ☐ Sign in sheet (with enough space for learners' addresses)

### Room

The room will be the multi-purpose room (Room A) in the community hall, attached to the city hall of Glenoak. Since mobility of learners could be a potential issue a room large enough to accommodate the course, close to bathrooms, and emergency exits is the most appropriate choice. The municipality will set up the room with four tables, and 25 chairs. The maximum course enrollment is at 20 learners; therefore, each table will have five chairs. Extra chairs may be placed in the corner as indicated below. Set each learner up with the necessary student guide, pen and calculator. Level 1 evaluation box should be placed on the desk, and the large writing pad should be placed in the front of the class, visible for all learners to view. The room set up should be done as the sample bellow. Learners are represented by a heart symbol.



**Audiovisual**

1. Attach laptop to HDMI cable connected to projector.
2. Start power point presentation. Verify that the connection is established and that all slides are working properly (keep a backup copy in Glenoak cloud services or on usb key).
3. For any technical assistance in setting up audiovisual equipment, please contact < Name> at < Phone Number>, Glenoak technical services.

**2. Instructor material****Annotated Visuals**

\*Visuals with instructor's notes attached on Moodle.

**Learning activities**

Notes in the visuals provide guidance and instructions on how to run the activities and include debriefing of each activity in the course (In the annotated visual only activities for unit 3 are provided). See table 1.

*Table 1*

Activity	Slide	Activity Title
1	10	Time to plan
2	13	Complete the grocery list
3	14	Now it's your turn!

**3. Handouts and resources**

- Handout for activity #1 ("Time to plan").
- Handout for activity #2 ("Complete the grocery list").
- Handout for activity #3 ("Now it's your turn!").
- Quiz (Level 2 evaluation).
- Quiz with feedback (answer sheet).
- Course feedback (Level 1 evaluation).
- Additional resources.
- Certificate of completion.

Handouts are available on the following pages.

**Activity #1 – Time to plan**

In this activity you will create two nutritious meals using the following grocery list

**Super Shop Express**

Weekly sales from October 3, 2019 to October 10, 2019.



Sales this week!



Large eggs 1.88\$/dozen

Tortillas 3\$

Waffles 2.45\$.

Apples 0.99\$/ pound

Sweet potatoes 0.99\$/pound

Whole grain bread 2\$ per loaf

Chicken legs package of four for 3\$

Green beans 4.99\$

Black bean cans 0.88\$ each

Pasta 0.99\$ per package

Frozen tilapia package of four 5\$

Meal #1: \_\_\_\_\_

List of food items to purchase: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Meal #2: \_\_\_\_\_

List of food items to purchase: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Activity #2 - Complete the grocery list

The following is a partially filled grocery list. Based on the two meals below, complete the grocery list with the missing items. Don't forget to check the kitchen (fridge, freezer and pantry) for items you already have!

Meal 1



Oven fried chicken and green beans

Figure 1. Oven fried chicken and green beans (Lon2000, 2006).

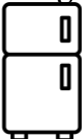


Meal 2



Niçoise Salad ( French salad)

Figure 2. Niçoise Salad (Harris, 2008).

### Kitchen items

Fridge 	Freezer 	Pantry 
Figure 3. Fridge free icon (Good Ware, n.d).	Figure 4. Freezer free icon (Creaticca Creative Agency, n.d).	Figure 5. Cabinet free icon (Freepik, n.d).
Black olives	Green beans	Tuna can
Lettuce		Sardine can
		Herb Seasoning
		Olive oil

### Partially filled grocery list

#### Produce:

- ☐ One red onion
- ☐ \_\_\_\_\_
- ☐ \_\_\_\_\_

#### Grains:

- ☐ \_\_\_\_\_

#### Protein:

- ☐ Two chicken legs
- ☐ \_\_\_\_\_

#### Dairy

#### Miscellaneous:

- ☐ Small jar of capers

**Activity #3 - Now it's your turn!**

Using the meals, you decided on in activity #1 (Time to plan), make your own grocery list so that you are all set to go grocery shopping! You may consult the kitchen items to verify if you already have some food items at your disposal. Remember to organize the grocery list, into sections (ex: grains).

Meal #2: \_\_\_\_\_

List of food items to purchase: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Meal #2: \_\_\_\_\_




List of food items to purchase: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Grocery list**


**Kitchen items**

Fridge	Freezer	Pantry
		
Figure 3. Fridge free icon (Good Ware, n.d).	Figure 4. Freezer free icon (Creaticca Creative Agency, n.d).	Figure 5. Cabinet free icon (Freepik, n.d).
Large eggs	Green beans	Pasta
Apples	Tilapia	Whole grain bread
	Waffles	



**Quiz**

(provided for unit 3)

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

Please complete the following quiz.

**Question 1)**

Given the following grocery flyer, plan two meals for breakfast. The budget is set at 7.40\$ for two meals (it is assumed that you already have other breakfast items to help make a meal, such as milk, already in your kitchen):

**Super Shop Express**

Weekly sales from October 3, 2019 to October 10, 2019.



Sales this week!



Large eggs 1.88\$/dozen

Peanut butter 2\$

Crunch supreme cereal 3.50\$

Oatmeal 1.50\$

Whole grain bread 2\$ per loaf

Chicken legs pkg of 4 for 3\$

Chickpea can 0.70\$/each

Waffles 2.45\$

Apples 0.99\$/ pound

Chocolate syrup 2.50\$

Breakfast Day 1: \_\_\_\_\_

Breakfast Day 2: \_\_\_\_\_

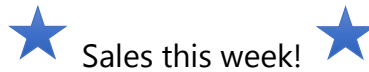
Total cost of two meals: \_\_\_\_\_

**Question 2)**

Sandra has decided to make slow cooked chicken with glazed carrots for one day and chickpea soup (making chicken stock from leftover bones from the first meal) for the following day's meal. Would these two meals be a good choice according to the sales on flyer?

**Super Shop Express**

Weekly sales from October 3, 2019 to October 10, 2019.



Large eggs 1.88\$/dozen

Peanut butter 2\$

Crunch supreme cereal 3.50\$

Oatmeal 1.50\$

Whole grain bread 2\$ per loaf

Chicken legs pkg of 4 for 3\$

Chickpea can 0.70\$/each

Waffles 2.45\$

Apples 0.99\$/ pound

Chocolate syrup 2.50\$

- A. True.
- B. False.

**Question 3)**

Select three items from the following weekly grocery store flyer, where at least one item can be used for both meals (assume you have the other necessary ingredients at home already). Decide on two nutritious meals for lunch while staying within a budget of 7.40\$ for both meals.

**Super Shop Express**

Weekly sales from October 3, 2019 to October 10, 2019.



Large eggs 1.88\$/dozen

Peanut butter 2\$

Crunch supreme cereal 3.50\$

Oatmeal 1.50\$

Whole grain bread 2\$ per loaf

Chicken legs pkg of 4 for 3\$

Chickpea can 0.70\$/each

Waffles 2.45\$

Apples 0.99\$/ pound

Chocolate syrup 2.50\$

Three items: 1- \_\_\_\_\_  
2- \_\_\_\_\_  
3- \_\_\_\_\_

Lunch meal 1: \_\_\_\_\_  
Lunch meal 2: \_\_\_\_\_

***Questions 4)***

Here is a plan for two meals, develop a list of all the grains you will need to purchase.

Monday: Whole wheat spaghetti with marinara sauce, grilled tilapia.

Tuesday: Moroccan eggplants with couscous and lentil pilaf.

Grains: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

***Question 5)***

Corina needs to make the following two meals:

- 1) Chicken thighs in a mushroom sauce over brown rice, roasted broccoli on the side.
- 2) Indian dhal (a lentil-based stew) with whole wheat naan and a side salad with tomatoes, cucumbers and a mint yogurt dressing.

Create a grocery list for the meals listed above, by grocery section.

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**Question 6)**

You are about to go to the grocery store for your weekly grocery shopping trip. Look at the following grocery list and develop two meals. Don't forget to take into account items you already have at home with the list on the right side and to cross them off on your grocery list as you do not need to purchase them.

Grocery list	Items in your kitchen (fridge, freezer, pantry)
<ul style="list-style-type: none"><li>- Eggs</li><li>- Chicken legs</li><li>- Tomatoes</li><li>- Spinach</li><li>- Cheese</li><li>- Carrots</li><li>- Whole wheat bread</li><li>- Vegetable stock</li><li>- Broccoli</li><li>- Can of lentils</li><li>- Barley</li><li>- Romaine lettuce</li></ul>	<ul style="list-style-type: none"><li>- Tomatoes</li><li>- Cheese</li><li>- Barley</li><li>- Romaine lettuce</li></ul>

Meal #1: \_\_\_\_\_

Meal #2: \_\_\_\_\_

**Quiz with feedback (answer sheet)**

(provided for unit 3)

**Question 1)**

Given the following grocery flyer, plan two meals for breakfast. The budget is set at 7.40\$ for two meals (it is assumed that you already have other breakfast items to help make a meal, such as milk, already in your kitchen):

**Super Shop Express**

Weekly sales from October 3, 2019 to October 10, 2019.



Sales this week!



Large eggs 1.88\$/dozen

Peanut butter 2\$

Crunch supreme cereal 3.50\$

Oatmeal 1.50\$

Whole grain bread 2\$ per loaf

Chicken legs pkg of 4 for 3\$

Chickpea can 0.70\$/each

Waffles 2.45\$

Apples 0.99\$/ pound

Chocolate syrup 2.50\$

Breakfast Day 1: \_\_\_\_\_

Breakfast Day 2: \_\_\_\_\_

Total cost of two meals: \_\_\_\_\_

**Feedback:**

A correct answer will respect the budget and utilizes the sales within the specific flyer (taking into account the healthier options).

Example:

Breakfast Day 1: Oatmeal with a boiled egg on the side.

Breakfast Day 2: Peanut butter on whole grain bread.

Total cost of two meals: 7.38\$

**Question 2)**

Sandra has decided to make slow cooked chicken with glazed carrots for one day and chickpea soup (making chicken stock from leftover bones from the first meal) for the following day's meal. Would these two meals be a good choice according to the sales on flyer?

**Super Shop Express**

Weekly sales from October 3, 2019 to October 10, 2019.

★ Sales this week! ★

Large eggs 1.88\$/dozen

Peanut butter 2\$

Crunch supreme cereal 3.50\$

Oatmeal 1.50\$

Whole grain bread 2\$ per loaf

Chicken legs pkg of 4 for 3\$

Chickpea can 0.70\$/each

Waffles 2.45\$

Apples 0.99\$/ pound

Chocolate syrup 2.50\$

A. True.

B. False.

**Feedback:**

A. True. Correct. Both meals utilize the current weekly sales of the grocery stores to plan nutritious meals.

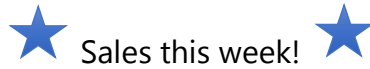
B. False. Not Correct. Sandra has utilized the grocery sales and planned meals accordingly.

**Question 3)**

Select three items from the following weekly grocery store flyer, where at least one item can be used for both meals (assume you have the other necessary ingredients at home already). Decide on two nutritious meals for lunch while staying within a budget of 7.40\$ for both meals.

**Super Shop Express**

Weekly sales from October 3, 2019 to October 10, 2019.



Large eggs 1.88\$/dozen	Peanut butter 2\$
Crunch supreme cereal 3.50\$	Oatmeal 1.50\$
Whole grain bread 2\$ per loaf	Chicken legs pkg of 4 for 3\$
Chickpea can 0.70\$/each	Waffles 2.45\$
Apples 0.99\$/ pound	Chocolate syrup 2.50\$

Three items: 1- \_\_\_\_\_  
 2- \_\_\_\_\_  
 3- \_\_\_\_\_

Lunch meal 1: \_\_\_\_\_  
 Lunch meal 2: \_\_\_\_\_

**Feedback:**

A correct response will include the following:

- Any three nutritious items from the flyer, where one item can be used over two meals, is correct.
- The total price of items must fall within the given budget  
 (ex: large eggs 1.88\$, whole grain bread 2\$, peanut butter 2\$; the total would be 5.88\$)

**Questions 4)**

Here is a plan for two meals, develop a list of all the grains you will need to purchase.

Monday: Whole wheat spaghetti with marinara sauce, grilled tilapia.

Tuesday: Moroccan eggplants with couscous and lentil pilaf.

Grains: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Feedback:**

A correct answer will include the grains:

- Whole wheat spaghetti.
- Couscous.

**Question 5)**

Corina needs to make the following two meals:

- 3) Chicken thighs in a mushroom sauce over brown rice, roasted broccoli on the side.
- 4) Indian dhal (a lentil-based stew) with whole wheat naan and a side salad with tomatoes, cucumbers and a mint yogurt dressing.

Create a grocery list for the meals listed above, by grocery section.

**Feedback:**

A correct answer will list the following sections with the food items for the meals in the proper sections.

- produce section: mushrooms, broccoli, lettuce, tomatoes, cucumbers, mint.
- bread section: whole wheat naan.
- protein section: chicken thighs.
- dairy section: yogurt.
- freezer section: n/a.
- grain section: brown rice.
- miscellaneous section: a can of lentil.

**Question 6)**

You are about to go to the grocery store for your weekly grocery shopping trip. Look at the following grocery list and develop two meals. Don't forget to take into account items you already have at home with the list on the right side and to cross them off on your grocery list as you do not need to purchase them.



Grocery list	Items in your kitchen (fridge, freezer, pantry)
<ul style="list-style-type: none"><li>- Eggs</li><li>- Chicken legs</li><li>- Tomatoes</li><li>- Spinach</li><li>- Cheese</li><li>- Carrots</li><li>- Whole wheat bread</li><li>- Vegetable stock</li><li>- Broccoli</li><li>- Can of lentils</li><li>- Barley</li><li>- Romaine lettuce</li></ul>	<ul style="list-style-type: none"><li>- Tomatoes</li><li>- Cheese</li><li>- Barley</li><li>- Romaine lettuce</li></ul>

Meal #1: \_\_\_\_\_

Meal #2: \_\_\_\_\_

**Feedback:**

A correct response could look something like the following. As long as a duplicate item is crossed off on the grocery list and utilized for a meal.

Example Meal #1: Tomato Spanish frittata and salad.

Example Meal #2: Carrot, lentil and barley soup and grilled cheese.

**Your opinion matters!**

Thank you for attending the course, we would appreciate your feedback to improve future courses offered by the municipality of Glenoak. Please fill out the following form and place it in the box on the desk.

1 - In one word, how would you describe the course on planning meals for low-income seniors?

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2 - How would you rate the course planning meals for low-income seniors?

1	2	3	4	5
Unsatisfactory		Average		Excellent

3 - How well could you plan meals within your lower income before taking this course?

1	2	3	4	5
Not at all		Somewhat		Very well

4 - How well can you now plan meals on a lower income after taking this course?

1	2	3	4	5
Not at all		Somewhat		Very well

5 - How likely are you to use the skills taught in planning meals on a lower income?

1	2	3	4	5
Not often		Somewhat		Very often

6 - The best part of the course was:

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7 -The one thing which could improve the course is:

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Level 1 evaluation. Adapted from *Training Design BASICS*, (p. 72), by S. Carliner, 2015, Alexandria, VA: ATD Press. Copyright 2015 by ATD Press.

## **Additional resources**

### **For meal ideas**

- <Website 1>
- <Website 2 >
- <Cookbook 1>
- <Cookbook 2>

### **For additional support**

- <Government resource 1>
- <Government resource 2>
- <Budgeting website 1>
- <Budgeting website 2>

## Certificate of completion

How to plan meals on a low budget



This is to certify that

---

Has successfully completed the workshop on

---

Congratulations!

#### 4. Closeout list

- ☐ Verify that all learners have signed-in and left a correct mailing address (to mail the certificate of completion at a later date).
- ☐ Leave the sign-in sheet with the secretary at the office of municipal funding <room number>.
- ☐ Collect quizzes and place them in the marked envelope. Leave it the with secretary at the office of municipal funding <room number>.
- ☐ Collect course feedback (level 1 evaluation) in box. Leave it the with secretary at the office of municipal funding <room number>.
- ☐ Turn off projector and push chairs in (room will be put back into place after the course is finished by staff at the municipality).
- ☐ Mail certificate of completion two weeks after course.

## References

Carliner, S. (2015). *Training design basics* (2nd ed.). Alexandria, VA: ATD Press.

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