

# KP Cookie Cafe FAQs

First post in a series of how you can help out at Cookie Cafe.

## I WANT TO BAKE!!

So, you are a baker and love making treats...YEAH!  
You are the heart and soul of Cookie Cafe!

### **Here are the step-by-step directions on how to be a Cookie Cafe Baker:**

1. Go to [KPCookieCafe.com/schedule](http://KPCookieCafe.com/schedule) and decide what date/dates you want to bake for.
2. Personal Message the Coordinator\* for that date and let them know that you are IN, ready and willing to bake. She will ask for your email address so that she can email you the pre-dated Cookie Cafe mailing label. That label will go out to you approx. 4 weeks before the date of the Cafe and is NECESSARY, even if you are dropping off at the Academy or sending back with your Mid.
3. \*How to find the Coordinator: Go to the [KPCookieCafe.com/schedule](http://KPCookieCafe.com/schedule) and beside the date you want to bake for, you will see the Group that is sponsoring, the Coordinator's name(s) and the Theme if there is one. Then go back to the [KP Cookie Cafe](#) FB page, search their name(s) and send them a message.

Example:

May 23, Class of 2019 Parents  
Jana Reishus Coordinator  
Theme: GRADUATION!!!

4. Bake to your heart's content! Make sure to follow the [Packing and Shipping](#) directions from the website. I made a cute little slide show showing you the best method for keeping your treats intact.
5. Please ship your treats 2-3 weeks before the date of the Cafe. Send too soon, they take the chance of getting buried in the freezers. Send too late, they take the chance of not getting there on time.
6. After the date of the Cafe, please come back to the [KP Cookie Cafe](#) FB page and check out the pictures!!!!

Please, please know that we work VERY HARD to keep this a well-oiled machine and keep everything on track. That being said, things do happen for unforeseen reasons. If something does happen, please send me an [email](#) or PM me and we'll see what we can do to make it right.

Second post in a series of how you can help out at Cookie Cafe

## I WANT TO SEND SOMETHING!

But,

- a) I'm not a baker and I could burn water,
- b) I ran out of time,
- c) just don't have it in me.

Hey, I get it and that's no problem! You can send goodies to Cookie Cafe anyway.

**Here are the Step-by-Step directions on what and how to send to Cookie Cafe.**

1. Go to [KPCookieCafe.com/schedule](http://KPCookieCafe.com/schedule) and decide what date/dates you want to bake for.
2. Personal Message the Coordinator\* for that date and let them know that you are IN, ready and willing to send some treats. She will ask for your email address so that she can email you the pre-dated Cookie Cafe mailing label. That label will go out to you approx. 4 weeks before the date of the Cafe and is NECESSARY, even if you are dropping off at the Academy or sending back with your Mid.
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4. Decide what you'd like to send. Dried Fruit and Nuts are HUGE!! The Mids love those one-serving packets. Feel free to make your own using Snack Baggies if you want to save some \$. Also, Power Bars, Granola Bars and the such, also very popular. We try to stay away from regular grocery store cookies, but Oreos and Girl Scout Cookies are very popular, so feel free. Have another idea? Groovy, go for it!
5. Please ship your treats 2-3 weeks before the date of the Cafe. Send too soon, they take the chance of getting buried in the freezers. Send too late, they take the chance of not getting there on time. If your treats do not require freezing, please cross out that note on the label and write NO FREEZING REQUIRED. That will save us some room.
6. After the date of the Cafe, please come back to the [KP Cookie Cafe](#) FB page and check out the pictures!!!!

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**Third post in a series of how you can help out at Cookie Cafe**

**I WANT TO DO SOMETHING BUT NOT SEND A BOX!!**

We ALWAYS need money. What for, you ask? We provide:

Drinks: milk & coffee, sometimes ice tea or lemonade, etc

Paper goods: napkins, plates, forks, spoons, cups, baggies, tins, etc.

Cakes: for special occasions such as the 75th Birthday of USMMA this year.

FRUIT!!!! Yes, Good Fruit and the Mids LOVE FRUIT! In fact, fruit is sometimes more popular than the treats. Every week we spend a couple hundred dollars on fruit, something

healthy for YOUR MID!!

Other Stuff: Sometimes we put out Cheese and Crackers, we've done bagels, yogurt, all kinds of great healthy items.

I'm sure I am forgetting other things, but you get the gist.

### **Here are the Step-by-Step directions on how to Donate to Cookie Cafe:**

1. Go to [KPCookieCafe.com/schedule](http://KPCookieCafe.com/schedule) and decide what date/dates you want to Donate to.
2. Personal Message the Coordinator\* for that date and let them know that you are IN, ready and willing to send \$.
3. \*How to find the Coordinator: Go to the website and beside the date you want to bake for, you will see the Group that is sponsoring, the Coordinator's name(s) and the Theme if there is one. Then go back to the [KP Cookie Cafe](#) FB page, search their name(s) and send them a message.

Example:

May 23, Class of 2019 Parents

Jana Reishus Coordinator

Theme: GRADUATION!!!

4. The Home Page of our website has a [PayPal](#) flag. Click on that flag (or this blue Paypal link) and it will take you directly to our donation site. Please make sure to write the date of the Cafe in the Paypal information box. That way we know which Cafe to credit your name/donation to.
5. If you do NOT have PayPal, please tell your coordinator that you'd like to send a check. She will give you the address in which to send the check. Please make sure to write the date of the Cafe in the notes on your check so that we know which Cafe to credit your name/donation to.
6. After the date of the Cafe, please come back to the [KP Cookie Cafe](#) FB page and check out the pictures!!!!

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[4th post in a series of how you can help out at Cookie Cafe](#)

## **I WANT TO VOLUNTEER AT COOKIE CAFE AT THE ACADEMY!!**

WE NEED YOU!! Everyone should volunteer at a Cookie Cafe at least once in your time at the Academy. We've had people fly in from Hawaii (and bring pineapples!!!), drive all the way from Texas with a huge van filled with home made treats, fly in from all over with suitcases of cookies. You can do this too! It is such an incredible experience, I really can't say enough about it.

### **Here are the Step-by-Step directions on how to be a Cookie Cafe Volunteer:**

1. Go to [KPCookieCafe.com/schedule](http://KPCookieCafe.com/schedule) and pick what date/dates you want to volunteer.

2. Email the [Webmaster](#) for that date and let her know that you are IN, ready and willing to volunteer. She will inform the event Coordinator, and add your name to the Cafe Helpers column on the Schedule page of the website. This is very important so the volunteers know when they have extra hands. Also tell us if you are bringing anything with you (such as treats, fruit, etc.) and what time you are shooting to be there.

### **Basic Cookie Cafe Event Schedule:**

**9:00 am(ish)** Volunteers arrive at Land Hall (September dates will be at Melville) to unpack boxes, cut fruit, make drinks, set up, etc. This is the time that we need you the most, so if you can get there in the morning, that is the most helpful.

**12:00 pm(ish)** Mids begin arriving!!

**3:00 pm(ish)** Clean up begins

**5:00 pm(ish)** Outta there!

3. After the date of the Cafe, please come back to the [KP Cookie Cafe](#) FB page and check out the pictures!!!!

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5th post in a series of how you can help out at Cookie Cafe

## **MY MID JUST LOVES CORPORATE SPONSORSHIP**

Do you or someone you know work for a company that makes treats or snacks? Does your Mid particularly love a regional item and you are comfortable asking them to send some to the Academy?

### **Here are the Step-by-Step directions on how to ask for a Corporate Sponsorship:**

1. Send me an [email](#) and ask me for the Corporate Sponsorship materials.
2. I will send you the letters that I sent out when I did a "Tour of Pennsylvania" Cookie Cafe and got all sorts of goodies!! Adapt that letter any way that you like or write your own. I will also send you a document explaining exactly What Is Cookie Cafe. Feel free to print it off and send it with your letter.
3. If you get a company that says YES, please send me an [email](#) or PM. Sometimes, if they have a New York branch, they prefer to just deliver straight to the Academy and I need to coordinate that effort. Sometimes they will need to ship. Sometimes they will want YOU to ship. Just let me know.
4. After the date of the Cafe, please come back to the [KP Cookie Cafe](#) FB page and check out the pictures!!!!
5. Please send a personal Thank You to the company letting them know how much we appreciate their donation. Please include our website address, [kpcookiecafe.com](http://kpcookiecafe.com), so that they can go online and check out the pictures. There will be a Thank You sign

on their donation and pictures will, most likely, be taken. If they need some sort of documentation of their donation (we are a 501(c)(3) organization) let me know and we'll make that happen.

Please, please know that we work VERY HARD to keep this a well-oiled machine and keep everything on track. That being said, things do happen for unforeseen reasons. If something does happen, please send me an [email](#) or PM me and we'll see what we can do to make it right.

PS. Here are the donations I got when I did a Tour of Pennsylvania (I was driving up so I just took everything):

1. 15 gallons of chocolate milk from a local dairy
2. 6 cases of ice tea drinks from Turkey Hill Mini Market
3. A full sheet cake from a local grocery store
4. 10 cases of chips, pretzels, snacks from Herr's Chips
5. A full table of chocolate candies from a local candy store
6. 5 cases of yogurts from a different local grocery store

Sixth post in a series of how you can help out at Cookie Cafe.

## [OTHER QUESTIONS](#)

1. Can I send something just for my Mid?

YES, yes you can! And, even if they are a Plebe, you can send them their favorite treat! How, How, How??? Follow all the directions on the BAKE or SEND post and when you receive the labels from your coordinator there will be a special Personal Package label. Please put that label IN the bag, FACE UP so we can see the name, and put that bag ON TOP of the rest of your treats (we ask that you send a minimum of 5 doz treats to share). Our volunteers will take that bag out and write your Mid's name on the whiteboard hanging up on the wall. All they have to do is ask one of our volunteers for their Personal Package and they will even get their picture taken. It's a great way to get a picture of your kid and make their day.

2. Can I send/donate/volunteer even if it's not a day I have association with?

YES!! You may help for ANY and ALL Cookie Cafes!

3. Can other people send goodies and donations?

Yes, please feel free to enlist your family, friends, etc. We've had church groups and Girl Scout Troops, businesses and all kinds of organizations help bake for Cookie Cafe!

4. Why do we send special mailing labels?

Simple - because we don't want some wack-a-doodle sending tainted treats to our Mids. It is for their safety. Using these labels ensures that a) the treats are from a USMMA-friendly person and b) that the treats go to the correct area of the Academy for freezing or storage.

PLEASE PLEASE PLEASE, do NOT publish the labels ANYWHERE, including Facebook. If you need a label, PM the coordinator or [email](#) me. You should never, ever find the label published anywhere. Keeping our Mids safe is of the utmost importance.

5. I am going to the Academy, can I drop off my treats?

Absolutely, send me an [email](#) or PM and I will tell you where to take them or drop them off.

6. Can I send treats back with my Mid after a break?

Absolutely, IF you are sending for the next Cookie Cafe, please feel free to save the postage. Follow all the directions for BAKE or SEND. Then have your Mid drop the treats off in the freezer in Land Hall when they get back. There will be a freezer empty and unlocked, ready for them. Please tell them to keep the freezer unlocked for the next Mid. and please DO NOT put the treats in the large stainless refrig or kitchen refrig/freezer. They are not lockable and they will get stolen. What??? Yes, they will get stolen. On rare occasion, if the freezer does get locked or full to the top, I have alternate plans. Send me a PM (quickest way to get a hold of me) or [email](#) and we'll work on it together. Last resort, if I am unavailable, have them take them to their room for overnight and then we can work on it together the next day.

7. I am going up for Parents Weekend, can I take treats then?

No, sorry. Why? Let's just say, "The Great Cookie Debacle of 2014" and leave it at that. Lesson learned and all.

The only group that will be allowed to actually take treats to the Academy on Parents Weekend will be the Tri-State Parent Assoc. that has the 1st Cookie Cafe on Sept. 26th. Of course, if you'd like to bake for the Tri-State, just follow the directions for BAKE or SEND and feel free to take them up.

If you still have a question or think of something else I should address, please feel free to send me an [email](#) or PM and I will amend this post.

Thanks for all you do to help!

[Leslie Hart](#), Sponsorship Coordinator

