HEALTHY MECK

Blue Tablecloth Initiative

Community Partner Playbook

This short guide helps community-based organizations partner with Healthy Meck to use the Blue Tablecloth Initiative. This playbook explains what the initiative is, how partners can take part, and what information partners are asked to share. Forms and other tools are included as attachments at the end.

1. What is the Blue Tablecloth Initiative?

The Blue Tablecloth Initiative helps people find heart-healthy food choices in community spaces. A blue tablecloth is used as a simple signal to show where heart-healthy foods can be found.

The initiative does not require specific foods. Partners choose foods that fit their culture, space, and budget. Partners are only asked to label which foods are heart-healthy.

2. Two Ways to Participate

Organizations can take part in one or both ways.

Option A: Ongoing Blue Tablecloth Participation

Organizations use the blue tablecloth regularly whenever food is served. This may be weekly, monthly, or at other routine gatherings. The blue tablecloth helps people easily find heart-healthy options.

This option is for organizations that:

- Serve meals or snacks often
- Want to make heart-healthy foods easier to spot
- Want the Blue Tablecloth to become part of normal practice

Examples

- A church that uses the blue tablecloth at fellowship meals
- A community center that uses it during weekly programs
- A workplace that uses it at staff lunches

How this looks

- A blue tablecloth is placed **whenever food is served**
- Heart-healthy foods are placed on the blue tablecloth

- Foods are labeled so people know why they are heart-healthy
- No special event is required

Option B: One-Time or Occasional Blue Tablecloth Events

Organizations host a special event or activity that includes a Blue Tablecloth setup. This may include a table, booth, food samples, displays, or educational activities.

This option is for organizations that:

- Want to host a special activity or outreach
- Want to try the program before doing it more often

Examples

- Health fairs
- Farmers markets
- School or library events
- Community celebrations

How this looks

- A staffed or unstaffed table or booth
- Food samples, snacks, or display items
- Handouts, games, or short demos

3. What Healthy Meck Provides

Healthy Meck supports partners by providing tools and guidance. Healthy Meck will provide blue tablecloths, recipes, simple training, forms, and recognition for partners.

Healthy Meck does not currently provide food, funding, or incentives. Participation in the initiative may help partners learn about other resources that become available as the project grows.

4. What Partners Provide

Partners provide the food, staff or volunteers, event space, and basic supplies such as plates or utensils if needed. Partners also agree to share basic information about their activities.

Partners may submit required information by email or Microsoft Forms. Some tools are provided as printable Word documents for planning and event-day use. Reporting forms are submitted online to make sharing dates, participation numbers, stories, and photos easy.

5. Heart-Healthy Foods and Labeling

Heart-healthy foods may include fruits, vegetables, whole grains, beans, lean proteins, and foods with less salt or added sugar.

Each heart-healthy food should be clearly labeled. Healthy Meck provides simple label templates in English and Spanish.

6. Planning and Reporting Steps

Partners follow these basic steps: choose how they will participate, plan their food and labels, request support from Healthy Meck, run their activity or practice, and submit a short report.

Partners may submit information by email or Microsoft Forms.

7. Forms and Appendices

The following forms are included as appendices and are available in English and Spanish.

- Partner Planning Checklist
- Partner Participation Form – Online version also available here
- Partner Participation Log – Online version also available here
- Blue Tablecloth Event or Activity Checklist
- "Commit to try" Cards

Partners should use these forms to share dates, number of participants, and reflections on what worked well.

8. Partner Recognition

Healthy Meck recognizes partners through listings, certificates, and shared stories, with permission.

9. Additional Online Resources

- **Educational Handouts**
  - Why Healthy Eating is Important (English)
  - Why Healthy Eating is Important (Spanish)
- **Nourishing Recipes**
  - Nourishing Recipe Resources to Explore
- **Food labels** – Four labels per page. Designed to be printed on card stock, cut, and folded.
  - English Food Labels
  - Spanish Food Labels
  - Bilingual Food Labels (English/Spanish)

APPENDICES

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Partner Planning Checklist

☐ Step 1: Identify your project leaders

We recommend having a committee of at least three people to lead your effort, but you will need to identify one lead contact to communicate with Healthy Meck.

☐ Step 2: Choose your participation type

Decide whether you want to host a single event, start an ongoing practice or both.

☐ Step 3: Pick your set-up

Decide if your set-up will be meal-based, snack-based or display only (with no food samples)

☐ Step 4: Request partnership with Healthy Meck and confirm support

Complete a **Partner Participation Form**, if you haven't already done so. Follow-up with Healthy Meck to confirm support and arrange for desired resources (tablecloth, recipes, forms, training)

☐ Step 5: Plan your food and labels

Plan what foods will be at your event(s), based on your space and culture. Decide what foods will be on the blue tablecloth, and use provided labels. Use the **Blue Tablecloth Event or Activity Checklist** to help with your planning.

☐ Step 6: Run your event or your ongoing practice

Welcome people. Use the blue tablecloth and labels to feature heart-healthy foods.

☐ Step 7: Share Results with Healthy Meck

After events (or twice per year for an ongoing practice) – share the results with Healthy Meck using the **Participation Log** provided. Results include information about event dates, how many people were reached and stories, feedback or photos that you'd like to share.

☐ Step 8: Share Results with Others

Consider sharing your experiences to encourage other community partners to be part of the Blue Tablecloth Initiative.

☐ Step 8: Stay Connected

Stay connected to Healthy Meck to learn about future opportunities for partners.

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Partner Participation Form
(Online form available here)

Organization Information

1. Organization Name: _____
2. Location Zip Code: _____
3. Main Contact Name: _____
4. Email Address:_____
5. Phone Number: _____

How Your Organization Will Participate

6. Please choose how you will participate:

☐ Ongoing Blue Tablecloth Practice
(Use the blue tablecloth regularly whenever food is served.)

☐ One-Time or Occasional Blue Tablecloth Events
(Host a special event, activity, or outreach.)

☐ Both

About Your Activities

7. Where will you use the Blue Tablecloth?

☐ Church or faith space

☐ Community center

☐ School

☐ Club or Civic group

☐ Library

☐ Farmers' market

- ☐ Workplace
- ☐ Other:

8. Will food be served?
   - ☐ Yes
   - ☐ No (Display only)

Support from Healthy Meck

9. What support are you requesting? (check all that apply)
   - ☐ A Blue tablecloth
   - ☐ Recipes and food ideas
   - ☐ Training or orientation
   - ☐ Printable forms and labels
   - ☐ Commit to try cards
   - ☐ Recognition as a Blue Tablecloth Partner

Photos and Stories

10. Are photos allowed at your site?
    - ☐ Yes
    - ☐ No
    - ☐ Sometimes (depends on event)

Submission Preference

11. How do you prefer to submit future information?
    - ☐ Email
    - ☐ Online Form
    - ☐ Other: (please specify)

Signature: _____

Date: _____

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Partner Participation Log
(Online version available here)

For single events: Please submit after each event (within two weeks)

For ongoing participation: Please submit twice per year (first half year – by July 30, second half year – by January 30)

1. Person completing form: _____
2. Organization/location: _____
3. Date or Date Range: _____
4. Type of participation: ☐ Single event ☐ Ongoing participation:
5. How many events are covered by this log? _____
6. About how many people saw or participated with the Blue Tablecloth? _____
7. If you used "Commit to try" cards, about how many were taken by participants _____
8. Setup Type (Check all that apply): ☐ Meal-based ☐Snack-based ☐ Display only

9. Please share what worked well.

10. Please share what was challenging.

11. Please share any stories or other feedback that you would like us to know about your experience

12. May we share your stories or feedback?

☐ Yes (you may identify us) ☐ Yes (anonymously) ☐ No

If you have pictures that you are willing for us to share, please send them to the Healthy Meck Coordinator.

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Blue Tablecloth Event or Activity Checklist

Purpose: *This checklist helps partners plan and set-up heart-healthy foods using the blue tablecloth. This form is for partner use and does not need to be submitted to Healthy Meck.*

Date: _____

Basic Set-up

☐ Blue tablecloth is visible

☐ Heart-healthy foods are placed on the blue tablecloth

☐ Heart-healthy foods are clearly labeled

Food Types Included and Labeled

☐ Fruits or vegetables (Plentiful Produce)

☐ Whole Grains (Whole Grains)

☐ Lean Proteins (Lean Proteins)

☐ Lower-sodium foods (Lower sodium)

☐ Foods with no added sugar (No added sugar)

☐ Foods with heart-healthy fats (Heart-healthy fats)

Optional

☐ Allergens are noted (such as nuts or diary)

☐ Recipe cards are included

☐ “Commit to try” cards are included

☐ Educational material is provided

Notes:

COMMIT TO TRY CARDS

(provided upon request)

💙 **Commit to Try** 💙

*A small step **you choose***
to support nourishing, heart-healthy food
for yourself, your family, or your community.

One thing I'm willing to try is:

- ☐ Add more **fruits or vegetables** to a meal or snack
- ☐ Try a **whole grain option** when I can
- ☐ Try a **bean based** or **lean protein** food
- ☐ Use **herbs or spices** instead of extra salt
- ☐ Choose a drink with **no added sugar**
- ☐ Something I want to try:_____

(You choose what works for you.)

English (front)

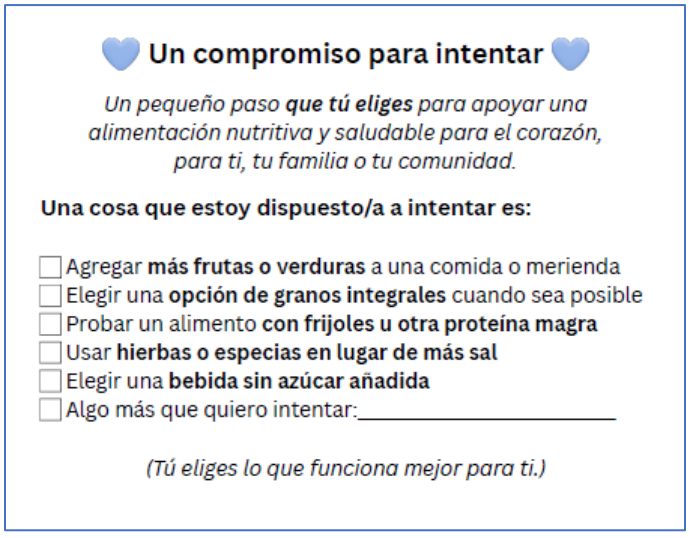
There's no single "right" choice.
Every culture, family, and plate is different.

Small changes, chosen by you, can add up over time!

Part of the **Blue Tablecloth Initiative** with **Healthy Meck**

💙

English (back)



💙 **Un compromiso para intentar** 💙

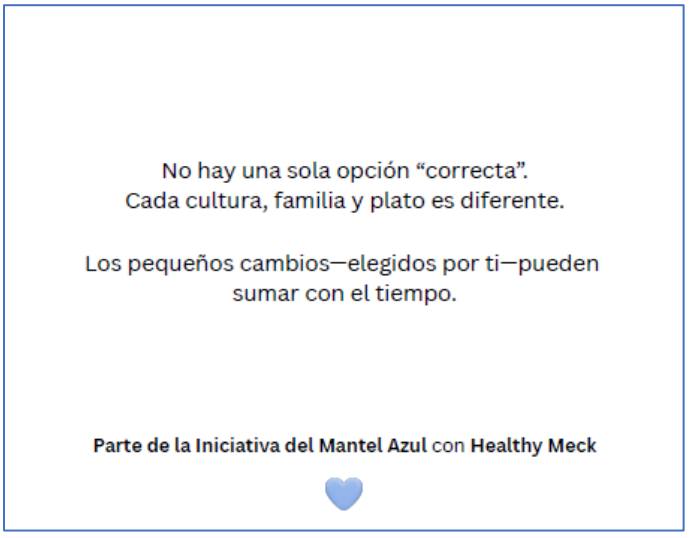
*Un pequeño paso **que tú eliges** para apoyar una*
alimentación nutritiva y saludable para el corazón,
para ti, tu familia o tu comunidad.

Una cosa que estoy dispuesto/a a intentar es:

- ☐ Agregar **más frutas o verduras** a una comida o merienda
- ☐ Elegir una **opción de granos integrales** cuando sea posible
- ☐ Probar un alimento **con frijoles u otra proteína magra**
- ☐ Usar **hierbas o especias en lugar de más sal**
- ☐ Elegir una **bebida sin azúcar añadida**
- ☐ Algo más que quiero intentar:_____

(Tú eliges lo que funciona mejor para ti.)

Spanish (front)



No hay una sola opción "correcta".
Cada cultura, familia y plato es diferente.

Los pequeños cambios—elegidos por ti—pueden
sumar con el tiempo.

Parte de la Iniciativa del Mantel Azul con **Healthy Meck**

💙

Spanish (back)