



More Than A Move: Important Milestones

- February 1: Staff & volunteer workgroups were formed to guide Manna's move
- April 23: Distribution began at Gaithersburg Middle School (GMS) (2 Teachers Way)
- April 25: Demolition began at 12301 Old Columbia Pike
- May 11: Last 2nd Saturday distribution was held at 9311 Gaither Rd; weekend volunteer opportunities and food distribution pick-ups available at Silver Spring United Methodist Church- Four Corners (2nd & 4th Saturdays) and at new Market at 12301 Old Columbia Pike this fall
- May 24: Last day of distribution at 9311 Gaither Rd; distribution will continue at GMS on Tuesdays and Thursdays from 4-7 PM
- May 28- July 8: **Volunteerism will continue as usual, with an additional "choice" pantry volunteer opportunity** in the afternoons on Tuesday and Thursday at GMS
- Daytime warehouse volunteers** can expect new/modified afternoon activities, as we will not be distributing food to participants directly from the warehouse.
- Evening packing/sorting activities will continue as usual**, with the possibility of additional tasks to prepare for the warehouse move to temporary space.
- June 28: Annual audit of food inventory at 9311 Gaither Rd.
- July 3: Last day of regular daytime volunteer activities at 9311 Gaither Rd.
- July 8: Warehouse operations shift from 9311 to temporary warehouse located at 8341 Beechcraft Ave, Gaithersburg
- July 10: Begin services out of temporary warehouse; **daytime volunteers will be needed to support the continued distribution of food to Manna satellites; evening groups and weekend volunteer opportunities will be paused for 6-8 weeks while in the temporary space.** New opportunities for the fall will be announced to volunteers and group leaders over the summer. Office staff and volunteers finish move preparations.
- July 12: Last day that referral office volunteers will work from 9311 Gaither Rd.
- July 15: Relocation of office staff (Admin, Development, Programs, Executive Office, Participant Services/Referral) to 12301 Old Columbia Pike
- July 16: **First day that referral office volunteers will work from 12301 Old Columbia Pike**
- July 17: Construction begins at 9311 Gaither Rd.
- August: Begin limited opening of 12301 Marketplace and classes
- August 28: Warehouse moves back into 9311 Gaither Rd.
- September: Ribbon-cutting at 12301 Old Columbia Pike
- October: Grand Reopening of 9311 Gaither Rd.