

STARTER KIT

# LOAF

NEIGHBOURS BAKING FOR EACH OTHER

# ABOUT THE PROJECT

Bread is essential food for most people, it is nutritious, filling and cheap to make. It's been around for centuries, passed on from one generation to another.

If you've never made your own bread, there's nothing like the taste of your first loaf.

The Loaf project helps you create a sharing bakery on your street, in this kit you'll find four sets of bread making equipment and a delivery box.

Four neighbours make bread in large quantities and then share it with the other homes on the street, once the bread finishes you swap the equipment with another four neighbours and the bread circle continues!

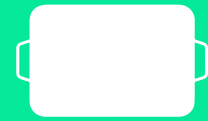


# WHAT'S IN THE KIT



4

PROVING  
BASKETS



1

BREAD  
DELIVERY  
TRAY



4

DOUGH  
SCRAPERS



4

DIGITAL  
THERMOMETERS



4

WEIGHING  
SCALES



2

16 KG BAGS  
OF FLOUR



PROMOTIONAL  
MATERIALS



SUPPORT



WORKSHOP  
& TRAINING



INSURANCE

# WORKSHOPS & NETWORKS

To help with the planning and organising of your Tomorrow Today Street, a number of workshops have been designed and scheduled across a 5 week period. These workshops will be scheduled at different times and repeated each week so everybody has a chance to join in!

Workshops will be informative and informal, guiding you and your neighbours through the nitty gritty details of the projects work and how you can start them on your street.

Follow the link to keep updates: [https://www.facebook.com/pg/weareeveryone.org/events/?ref=page\\_internal](https://www.facebook.com/pg/weareeveryone.org/events/?ref=page_internal)

## HOW TO ORGANISE TOMORROW TODAY STREET

How to plan and organise a Tomorrow Today Street with your neighbours. Learn how to get others involved in your neighbourhood and start a team. We'll go through ways to asset map ideas to get you and your project started.

Some of the projects require online Health and Safety training which we will explain how to carry out and complete.



## HOW WE WORK

Learn about our principles and how they can help you to make your project inclusive and welcoming to all of your neighbours as the project grows.



## DIGITAL BRIEFINGS

Introduction to the digital tools you can use to support the Tomorrow Today Street projects. We'll go through the uses of different social media platforms and softwares, and follow easy steps.



## YOUR FIRST MIX

Making your first mix can be challenging so organising a group together is a fun way to taking off the pressure. In this session you will make the first mix that will be shared amongst the first set of neighbours that will be part of the bakery. This group will look after the mix and get it ready for the big bake off.

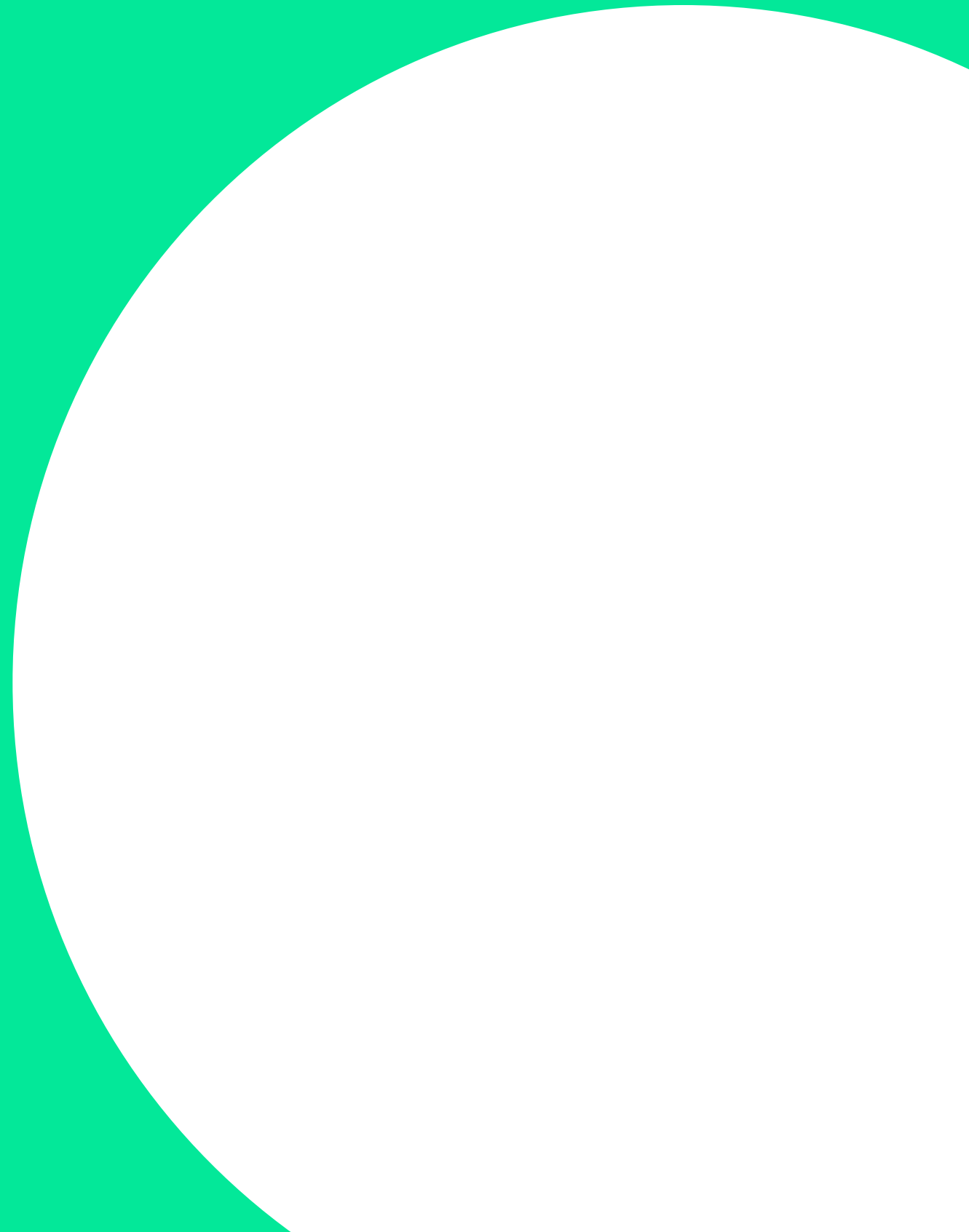


## THE BIG BAKE OUT

In this session you and your neighbours will take the cultivated mixes and knead them ready for baking, it's a fun process and there are so many ways of kneading loaves together and adding little personalised touches to the bread to add that special touch. You can invite neighbours and family to this process and show them what it will look like for them to take part and pass on skills for their turn as the bakery.



# THE BIGGER PICTURE



# ABOUT EVERY ONE EVERY DAY

For the past two years Every One Every Day has been working with people across the borough, joining together to share skills, start projects and make friends. Residents have been pouring their creativity and energy into these projects, ranging from cooking, making, sewing, playing, growing, sharing, composting, film and writing.

## WHAT IS EVERY ONE EVERY DAY ABOUT?

There are five high street shops around the borough and one large public makerspace called The Warehouse in Thames.

People pop in to have a cup of tea and share their project or collaborative business idea and then work with the design team.

Over the last two years the project has grown a large enthusiastic network of over 6000 local people, who are doing practical things together to make everyday life better for everyone.

So far more than 150 neighbourhood projects have started with lots of local people participating, with as much or as little support as needed, including cooking, beekeeping, growing, making, repairing and much more.

Many small things done by many people really add up, and really do make friendly, healthy and happy neighbourhoods.

Lots of wonderful things are being achieved by local people, families, friends and neighbours!

## HOW DOES EVERY ONE EVERY DAY WORK?

Practical hands on ideas – not lots of meetings Every One Every Day builds on the ‘hands on’ projects that people have been creating over the last few years in their own neighbourhoods. These types of projects welcome people from all walks of life.

These projects include:

- Sharing skills, spaces and resources.
- Families working and playing together.
- Batch cooking and community meals.
- Food growing and tree planting.
- Trading, making and repairing.



# HOW IT WORKS



**1**  
APPLY  
TO BECOME A  
TOMORROW  
TODAY STREET  
WITH A  
SIMPLE FORM

**2**  
TALK TO THE  
TEAM ABOUT  
HOW THE  
PROJECT  
WORKS

**3**  
YOU'LL GET 3  
STARTER KITS  
SENT TO YOU  
WHEN YOU  
CONFIRM

**4**  
CREATE  
CONTACT  
LISTS  
THROUGH  
FLYERS AND  
POSTERS

**5**  
START  
WORKING ON  
3 PROJECTS  
WHEN THEY  
ARRIVE



**6**  
ONLINE  
ACCREDITED  
TRAINING FOR  
YOUR TEAMS

**7**  
LAUNCH  
STREET PARTY

**8**  
HOLD  
WORKSHOPS  
WITH  
NEIGHBOURS  
TO SURFACE  
SKILLS AND  
IDEAS

**9**  
CHOOSE  
FROM 21  
OTHER  
PROJECTS  
WITH YOUR 20  
POINTS

**10**  
LEARN  
WITH OTHER  
TOMORROW  
TODAY  
STREETS



# INCLUSIVE PRINCIPLES

HOW THE TOMORROW TODAY STREETS WILL WORK WITH NEIGHBOURS AND THE EVERY ONE EVERY DAY TEAM

**1**

**OPEN TO EVERYONE  
- NOT EXCLUSIVE GROUPS OR CLUBS**

Anyone can start a Tomorrow Today Street, as long as you live in the borough you're ready to go! If you need help connecting with your neighbours to get started the Neighbourhood Shop Teams are ready to help.

**2**

**EVERYONE IS VALUED, ON AN EQUAL FOOTING**

The whole street matters! Starting a Tomorrow Today Street means creating space for everyone to have a say in picking projects, planning and taking part.

**3**

**PROJECTS THAT BENEFIT THE WHOLE STREET  
- NOT JUST INDIVIDUAL HOUSEHOLDS**

The projects are designed to work together and benefit everyone in your street. The Starter Kits are full of great bits for everyone on your street to use, it's important to make sure that material and equipment are accessible and are easy to borrow and keep safe.

**4**

**PRACTICAL SPEEDY WAYS OF WORKING IN PROJECT TEAMS - NOT COMMITTEES**

It's important that when planning the projects to start on your street, you and your neighbours share responsibility and make decisions together so you can get started quickly. Different people will form small teams around each project, and those who are actively involved will have the most influence over the decisions.

**5**

**CHILDREN ENCOURAGED TO BE INVOLVED IN PRACTICAL PROJECTS AS MINI-MAKERS  
- NOT JUST SPECTATORS**

There's always something for the kids! Across the 24 projects you'll find lots of activities that children and young people can host, take part in, learn from and enjoy! At Every One Every Day children are mini-makers, creating, learning and sharing their skills.

**6**

**SUPPORT FROM EVERY ONE EVERY DAY**

The Every One Every Day team will help you every step of the way. They will support your street with lots of tools, ideas and plans to kick off your Tomorrow Today Street the right way. We're learning and researching together to make everyday life better in your street.



# TOOLS TO ACT

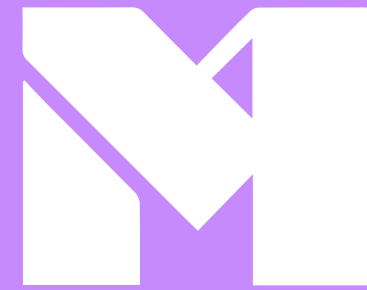


# DIGITAL TOOLS

There are many digital tools you can use to help you and your neighbours stay organised, plan together, share ideas and show your street to the world.

You will learn exactly how each digital tool could help you and which one is best for your street in the Digital Briefing Workshop (see workshop section).

The every one every day team will help you set up to organise your tomorrow today streets using some of these platforms.



## MIGHTY NETWORK

A social platform where you can organise as a street, document your progress and find all information regarding workshops.



## WHATSAPP

A great app for sending instant messages and pictures, Whatsapp is a great tool to chat and organise with your neighbours.



## INSTAGRAM

You can use Instagram as a photodiary, sharing lovely pictures of your street with family, friends and the world!



## MONDAY.COM

A great planning website which will help you create task lists with deadlines and assign roles to each person on your team. You can create a Monday's board with your Street Mentor so they can help you plan and stay on track.

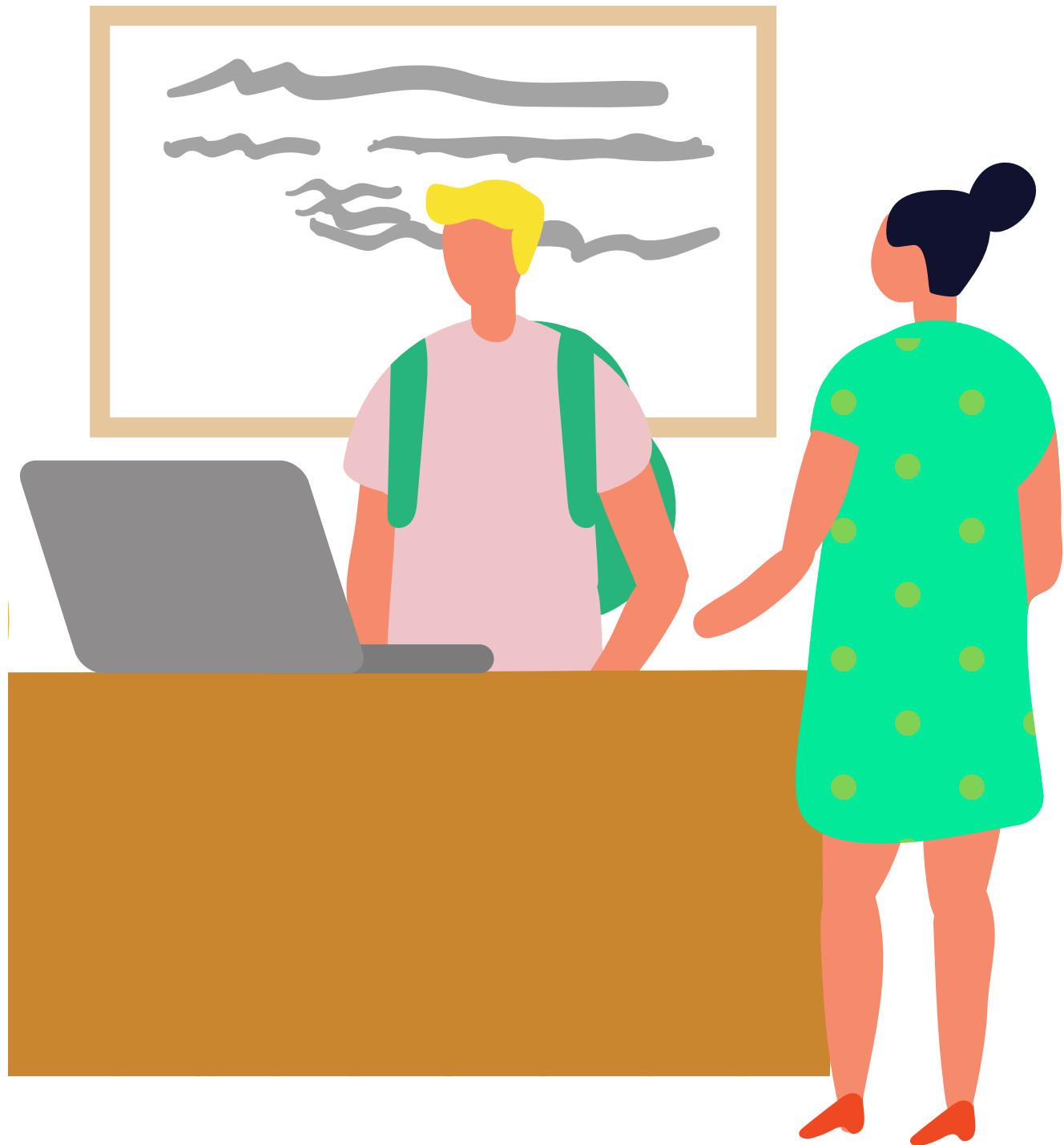


## MURAL

A giant online notepad you can use to draw plans, create moodboards and workflows.

# RESEARCH

SHARE THE STORY OF YOUR STREET



**BECOMING A MEMBER OF EVERY ONE EVERY DAY**

As your Tomorrow Today Street grows and more of your neighbours become involved, it's important that they become members of Every One Every Day so they are covered by the insurance policy and can take part in the programmes evaluation. A simple online digital sign up form has been created for you to share at sessions.

**INTERESTING RESEARCH ROLES**

Research isn't just about writing notes and recording numbers. You and your neighbours can take on different roles to keep track of your project and showcase all the amazing work you'll be doing together. The Photographer, The Counter, The Maker and The Writer are all roles for people to find creative ways to tell your streets story.

Remember to take photos of the beautiful loaves, and of people baking together. Keep track of the following bits of information so that we know how many people across the borough are getting involved.

- Number of loaves made per cycle, how many loaves shared.
- Number of bread making sessions.
- Number of people/households participating.
- How much money saved on bread?
- Anything else exciting that happens?
- What could we do better next time?

**EVERY ONE EVERY DAY PRIVACY POLICY**

Download and share the privacy policy with neighbours taking part in sessions so they know exactly how their information will be used.

# HEALTH & SAFETY

To ensure the safety of everyone, we ask that residents running Loaf have certain training prior to the event. This is to align to our insurance policy - just incase!

## FOOD HYGIENE LEVEL 2

This simple training will make sure that we know how to keep ourselves and each other safe. There are also some simple things to bear in mind when baking. Keep these in mind and share with others taking part in any activities.



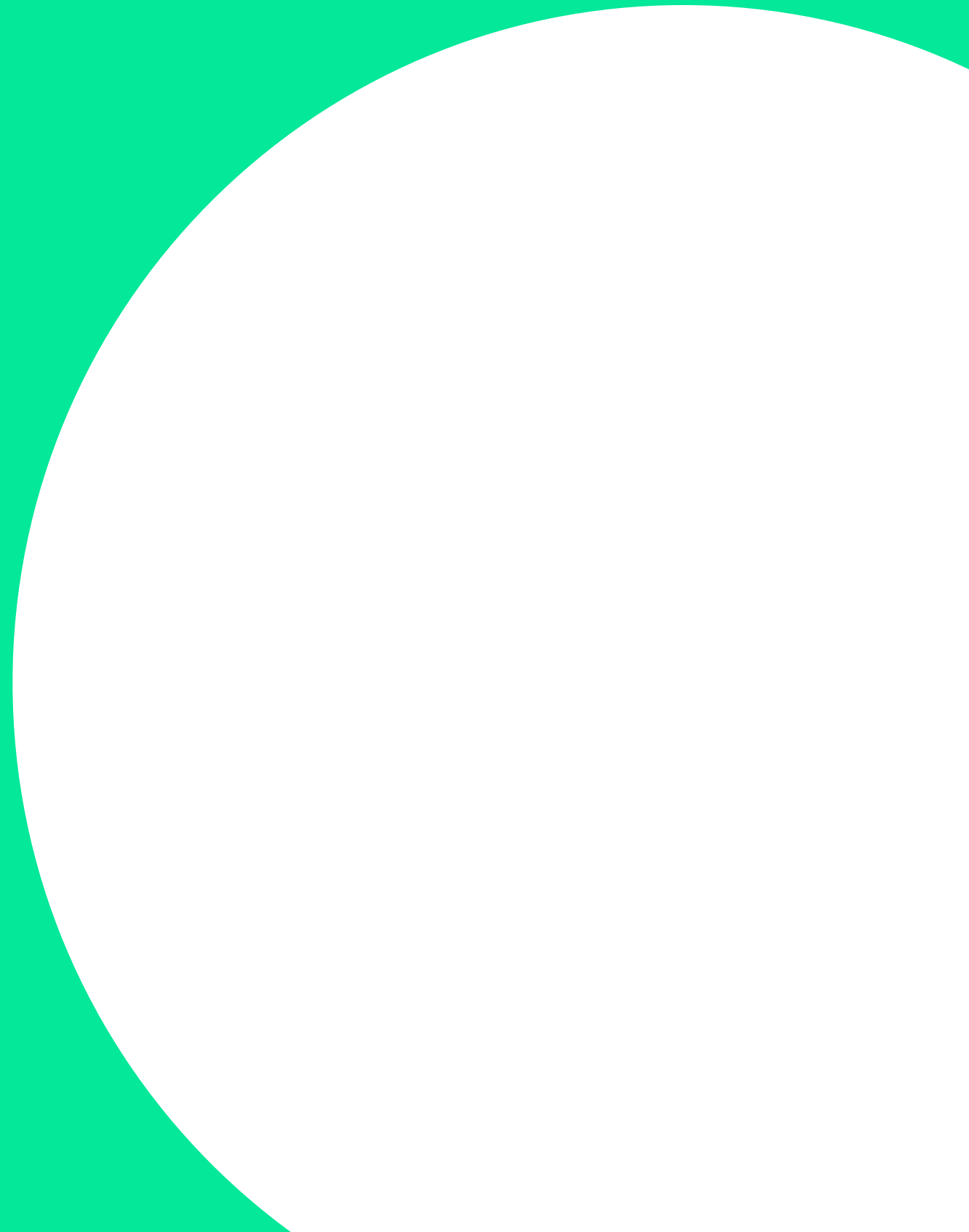
**COOKING BREAD  
TO REQUIRED  
TEMPERATURE**

**WASH YOUR HANDS  
AFTER HANDLING LOAF  
MIX/ DOUGH/BATTER**

**USE OVEN MITTS  
WHEN MOVING TRAYS  
FROM THE OVEN**

**DOUGH FINGERS AND  
PHONES DON'T MIX! ALWAYS  
WASH YOUR HANDS BEFORE  
TAKING THAT STUNNING  
PICTURE OF YOUR LOAVES**

# GETTING NEIGHBOURS INVOLVED



# ROLES IN YOUR STREET

Tomorrow Today Street projects include a variety of roles that allows different people on your street to get involved in ways that best match their individual interests, skills and abilities. Here are some examples of roles that you might need for your street.

## TEA MAKER

You will have the very important role of spreading positivity and putting smiles on faces by making and sharing warm beverages as everyone joins in with activities, sessions and games.

## MEETER & GREETER

Help your neighbours feel welcomed as they show interest and join in with your project.

## PHOTOGRAPHER

As the photographer, your role will be to capture memories and moments that shows your street as you take part in projects together. Ideas: how neighbours make decisions, how ideas grow and how much fun you have and what you learn during projects.



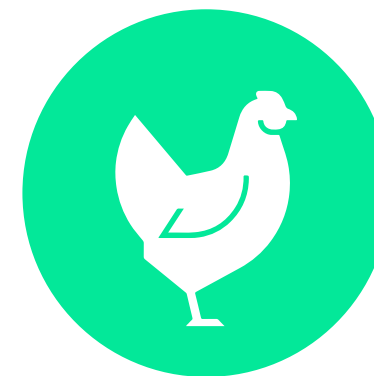
**GAMES MASTER  
(HEAD OF GAMES)**



**BEE  
BUDDY**



**STORYTELLER**



**CHICKEN  
WHISPERER**



**FIRST  
AIDER**



**PING PONG  
PLAYER**



**SHOPPER**



**WASHER  
UPPER**



**COOK**





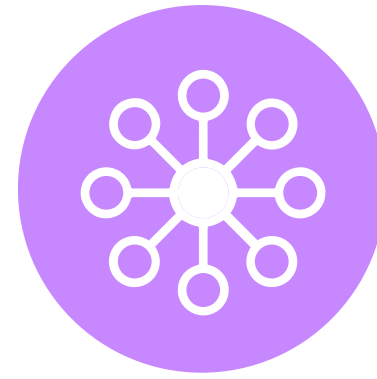
PHOTOGRAPHER



NATURE  
LOVER



TEA  
MAKER



CONNECTOR



RECYCLER



COMPOSTER



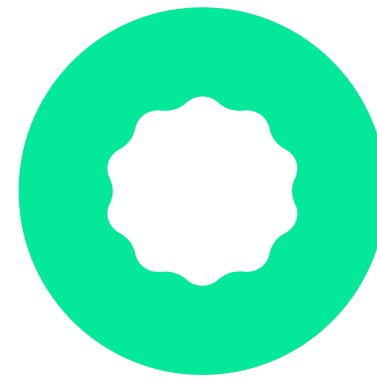
MEETER &  
GREETER



CLOTHES  
MENDER



FILM  
MAKER



BADGE  
MAKER



BAKER



KNITTER



WRITER



DIY  
EXPERT



RESEARCHER



DOG  
WALKER



LISTENER



MAKER

# HOW TO COMMUNICATE

It's really useful to have a way of staying in touch. You can share pictures of freshly baked loafs, let people ask for advice and just generally get to know each other. It may turn out that one neighbour still has lots of bread left over but you won't know until you ask! Here are some ways you can start to build a network, and find a space to communicate.

For your group conversations, you can use a WhatsApp or Facebook group that everyone can join to stay up to date.

People over the world have different ways to talk to their neighbours, from putting up a note on their windows to writing nice messages on post-it notes... let your imagination fly!

A phone call to check in, a chat over the fence or on the street are also all good ways to share some neighbourliness.

For the less tech savvy amongst the group, these add a personal touch that all the other formats may not, so don't underestimate how far a text can go!

There are loads of ways to get neighbours involved, and a simple conversation is usually a good way to get things going. If there are neighbours you know that have children around a similar age, a knock on the door and a quick chat never goes a miss.

You can also put one or several posters up on your street to describe what the project is about and how your neighbours can get involved.



## WHATSAPP

Whatsapp groups have become very popular because they allow people to send and receive messages, pictures, videos and voice notes.

Your Street Mentor can help you moderate your group if you need or give you advice on how to manage the group.

## LEAFLETS, POSTERS & NEWSPAPERS

Posting leaflets through doors, and putting posters in the area helps inform those who you may not reach through door knocking.

You can leaflet to get people involved in your Tomorrow Today Street or inform them of an upcoming event.

## FACEBOOK

You may want to create a private Facebook page, it's a popular way people can share videos, photos and plan! It's also a good way to create events and keep track of those coming along to sessions.

It's also a great way to save memory on your phones and computers by keeping it all online.

## NEXT DOOR APP

The app is localised, so people living on nearby streets can recommend message each other, reach out for support or invite people to events.

# GETTING OTHER PEOPLE INVOLVED

Don't forget that some of your neighbours might not be online so phone calls and chats over the fence or on the streets are also a good way to communicate and get people thinking about the future together.

It's really useful to have a way of staying in touch with everyone who's involved. Some people may want to be super involved, and others may want to help out for a little and take a pause, whatever the circumstance, you'll need to have an easy way to talk to each other.

## BUDDY UP

There may be some people that aren't online, or have access to the internet that you've spoken to about the project. To keep them in the loop, buddy that person up with someone who preferably lives nearby who can hand deliver the message, or give them a ring about important changes, meetings and fun goings-on.



## LOAF DAY

An Open table brunch may be a great way to bring people together around the loaves but also connect together whilst sharing a meal. These spaces are perfect to inspire other neighbours to get involved for the next open table. Open tables are shared meals where everyone brings snacks and dishes they've prepared or bought.

A loaf day, a joint bread making day may be a great way of communal activity and who knows you could even provide your whole street with bread for the month. Did someone say let's break the Guinness book of records for most loafs made in a day?

## MEETINGS

It's very easy for meetings to become a bit tiresome! But residents have developed all sorts of ways of keeping meetings light and efficient. They remain a great way of checking in, supporting each other and making group decisions to get things done!

- Set a time and try to stick to it.
- At the start of your meeting decide as a group what you want to discuss but leave space at the end for comments.
- Take it in turns keeping notes.
- If there is time prepare refreshments together.
- Bring inspirational prompts, you can even use music.

Remember this is a group project so we'll help to ensure no residents are left in a position whereby they're having to take on control of group decision-making and that opportunities are spread equally through the group.

# MAKE MAGIC COMBINATIONS WITH NEIGHBOURS BY MIXING UP PROJECTS TOGETHER!



## MINI BAKERS

### LOAF

MINI LOAF MAKING



### SHARED CHILDCARE

ARTS & CRAFT  
TO LABEL BREAD



### WALKING BUS

DELIVER BREAD  
TO FRIENDS AND  
NEIGHBOURS ON YOUR  
WALK TO SCHOOL



## BIG TEA & TOAST

### LOAF

MAKE BREAD FOR  
OPEN TABLE



### HIVE

HONEY FROM HIVE  
AS A SPREAD



### OPEN TABLE

ENJOY ALL AS PART OF  
YOUR MEAL!

# PROMOTIONAL MATERIALS

THESE BRIGHT AND COLOURFUL LEAFLETS AND POSTERS WILL HELP YOU GET YOUR NEIGHBOURS EXCITED AND LET THEM KNOW THEIR ROAD IS ABOUT TO BECOME A TOMORROW TODAY STREET!

## INDOOR & OUTDOOR POSTERS

Waterproof and regular posters to catch your neighbours eye as they walk by. Pick a lamp post that gets a lot of traffic!

## LEAFLETS

Pop these leaflets through your neighbours door.

## NEWSPAPERS

Once you and two of your neighbours have started, you will be sent 30-50 newspapers to get even more people involved. The newspapers contain a breakdown of all 24 projects and all the introduction information.

## CONTACT CARDS

A small card for you to write your name, email or phone number so your neighbours can get in touch to find out more.

# OTHER MATERIALS

Posters, leaflets and social media are the best way to promote your event, you can place them on your street, at nearby cafes, communities spaces (such as libraries) and your front window.

It gives you the material to show people on your street the amazing things they can do and get involved in.

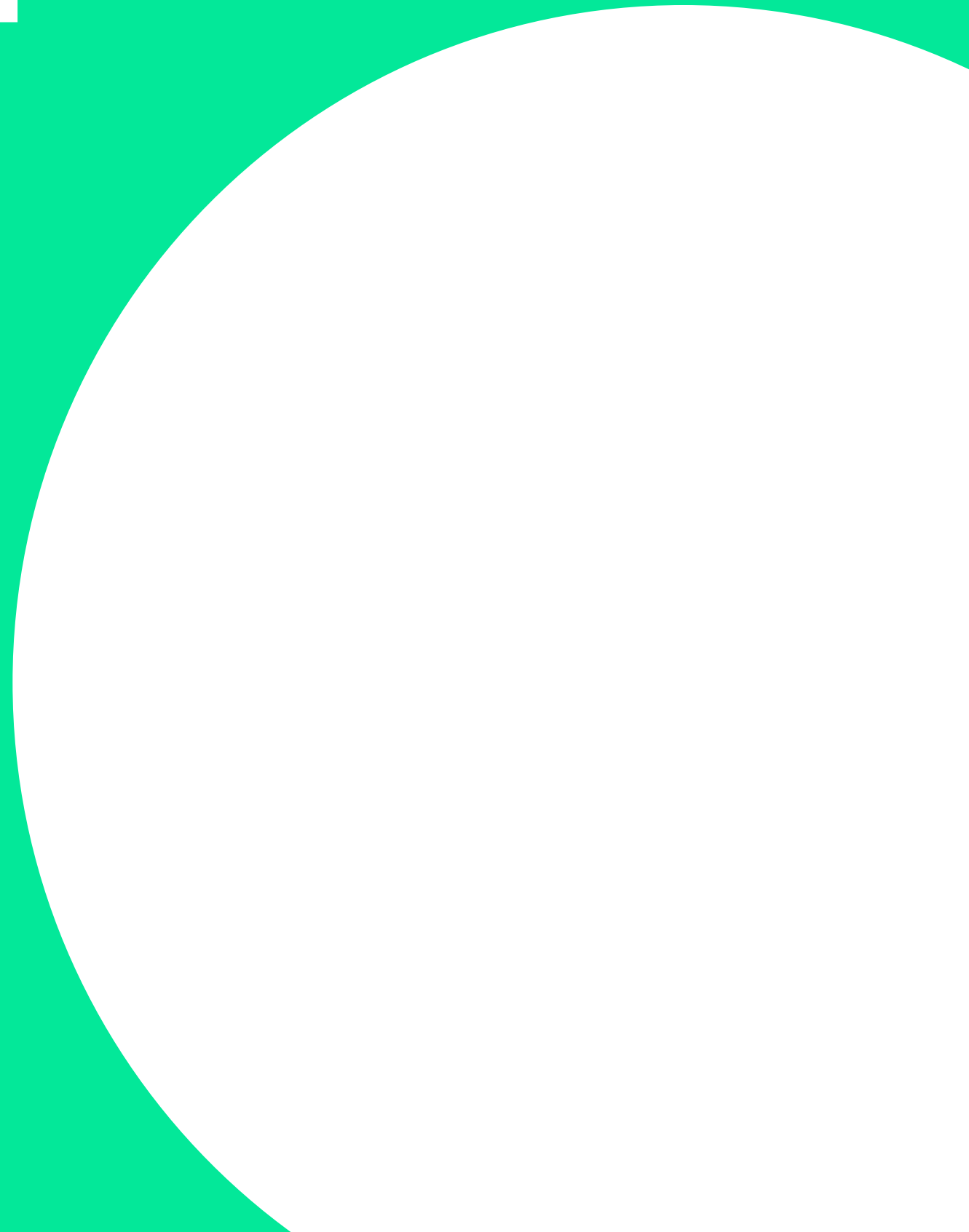
Our Every One Every Day shops will be more than happy to promote your event with posters and leaflets.

## THIS KITS INCLUDES:

- Bake Together Poster - are short, snappy and eye-catching and will help you get your neighbours excited about the Loaf Project. It's also a good way to invite them to share their ideas.
- Poster 2 will help you organise a meet up with interested neighbours to discuss how to distribute the loaf mixes best and when to start your baking cycles.
- Get Baking Flyer 1 & 2 - Join your neighbourhood Street Team to join the baking collective and make some loaves!
- Bake Out Leaflet- Your Invitation to a Bake Out!
- Small Card - Bread Exchange



# HOW WILL THIS WORK ON STREET



# LET'S BAKE TOGETHER

## THINGS TO THINK ABOUT

Organising your baking schedule; the more organised your street is the smoother the baking process will go, establishing a simple baking rota will let you know who is making the loaves and which neighbour to pick it up from.

The starter kits are easy to follow but organising small calls and meet ups to chat with neighbours will also ensure that you are on track with your mixes.

Taking pictures of the progress, these are nice memories but also are a great source for the newbies that are joining to refer back to when they are starting their mixes...



## BEFORE

- Get thinking about other residents who could join you in applying for a Loaf Starter Kit.
- Read through the Starter Kit and think about new mixes that you and your neighbours can make to get a nice range of bread. Ask around and see if other residents have tools or materials that you could swap and share.
- Join online workshops and resident-led sessions to learn hints and tips and how to improve your loaf.

## DURING

- Your Starter Kit will be delivered to 1 assigned address and from there can be shared amongst residents in your Street Team.
- There will be the essential kit for starting your first mix.
- As your mix gets more mature keep checking in and take pictures to share with the groups online and with the WhatsApp group.

## AFTER

- Eat, enjoy and share!
- Save some of your mix for the next batch to grow and cultivate.
- Share some of the ready made loaves or pass some of your nursery mix to a neighbour that got inspired and wants to join in.
- Join with other residents to discuss what worked and what didn't, what new projects could be born from this?



# STEPS FOR SOUR DOUGH

## STEP 1

Ready set go, Get your starter, the best thing to use is a large bowl. Mix together 100g of the flour with 125ml, slightly warm water. Warm those wrist muscles and keep mixing the starter until it's nice and smooth and lump free.

## STEP 2

Now everything is smooth and lump free move the starter to large jar (a 1 litre Kilner jar is good) or a plastic container. Find a warm place and leave the jar or container lid ajar for 1 hr or so. After that seal and let set aside for 24hrs.

## STEP 3

It's feeding time. For the next 6 days, each day tip away half of the original starter, add on extra 100g of flour and 125ml of slightly warm water and stir really well. Make a little routine to keep this on a regular time and day

## STEP 4

Bubble time! After 3- 4 days you should start to see bubbles appearing on the surface. A yeasty and slightly acidic aroma should be coming from the mix. Don't worry this is a good thing and shows that the starter is working. On day 7, the starter should be quite bubbly and smell much sweeter. It is now ready to be used in baking.

## STEP 5

Tip Tip Tip. Next up tip 225ml warm water with salt, honey and starter into a bowl or a mixer fitted with a dough hook. This also will need a little stir, great exercise for the arms. Keep this going until its combined. Great thing to remember is that if the mix is too dry add a little water and flour if it's too sticky.

## STEP 6

Prep your station for kneading by pouring a little flour. Then knead your mix for around 10 minutes, until soft and elastic. A great test, is to stretch to mix and if doesn't tear, you're good to go.

## STEP 7

Now you will need a well oiled bowl and place the mix inside and cover with cling film. Leave in a nice and warm place and let rise for around 3 hours. Patience is key, sourdough is a little shy than normal mix so it takes a little longer to rise than normal yeasted. All good things take time.

## STEP 8

Line a medium-sized bowl with a clean tea towel and flour it really well or, if you have a proving basket, you can use this (see tips below). Tip the dough back onto your work surface and knead briefly to knock out any air bubbles. Shape the dough into a smooth ball and dust it with flour.

## STEP 9

Now is the exciting part. Place the dough seam side up, in the bowl or proving basket. This will need covering but not too tight, a well oiled sheet of cling film will do the job. Leave at room temperature until roughly double in size. The time it takes for your bread to rise will vary depending on the strength of your starter and the temperature in the room, anywhere from 4-8 hrs. The best indicators are your eyes, so don't worry too much about timings here. You can also prove your bread overnight in the fridge. Remove it in the morning and let it continue rising for another hour or 2 at room temperature. A slow and deep rise will give you the best loaf.

## STEP 10

We are almost there now. Put a large baking tray in the oven and heat to 230C/210C fan/gas 8. Fill a small roasting tin with a little water and place this in the bottom of the oven to create steam. Remove the baking tray from the oven, sprinkle with flour, then carefully tip the risen dough onto the tray.

## STEP 11

Slash the top a few times with a sharp knife, if you like, then bake for 35-40 mins until golden brown. It will sound hollow when tapped on the bottom. Leave to cool on a wire rack for 20 mins before serving.

Eat and enjoy!

# SOUR DOUGH STARTER

So budding bread makers, before you get going, you'll need the sour dough starters you have been looking after. Not many people know but our sour dough starters are actually alive! They are a live culture made from flour and water.

Once put together the mixture will begin to ferment, making the naturally occurring wild yeasts and bacteria present within the mixture. A little portion of this culture is used to make the your amazing bread dough rise.

This is just the beginning though. You must look after your new starter, this dough baby needs regular feeding and water to keep its strength for all that rising power.

## HOW TO FEED YOUR SOUR DOUGH STARTER

Every budding baker and artisan has their own way and with regular practise you'll get your own knack of how to get the best loaf.

Here is my method: I take off some of the culture, just a little over half and then feed what's left in the jar with equal amounts of flour and water. I mix well with a fork until there are no lumps. The smoother the mix the better. I let it rest at room temperature until it becomes bubbly and active.

## WHEN IS MY STARTER READY TO USE?

Your starter is ready to use when it becomes bubbly and doubles in size. It can take a while for your starter to be ready, anything between 2 -12 hours or more depending on the temperature, so be patient. Starter mixes like warm environments, the warmer the better.

Float Test: If you're still unsure whether it's ready to use drop a small amount, about 1 tsp, into a glass of water. Do this when the starter is at peak height before it collapses. If it floats to the top it's ready to use. If it sinks, your starter should be fed again.

## WHERE TO OBTAIN A SOURDOUGH STARTER

No one sour dough is ever the same and that's what makes them great. They can be made from scratch, bought on the web or if you're lucky, someone will share a portion of their starter with you.

Starters come in varieties, big and small, thick and thin and can be made with lots of different flour. A clever trick is that you can dry yours and share with friends, they make for wholesome gifts.

## HOW TO USE A STARTER

After you've given your starter its regular feed and it's bubbling nicely, pour the amount you need out of the jar to weigh or measure for your recipe. Last but not least don't forget to feed what's left in the jar with more flour and water to keep the process going.

## STORAGE OPTIONS

If you only bake a few times a month, keep your starter in the fridge and feed it once a week. If you're an avid baker, store your starter at room temperature and feed it at least once a day.



# ENJOY THE PROJECT

IF YOU HAVE QUESTIONS  
OR NEED ANY HELP, PLEASE  
CONTACT ONE THE TEAM OR  
VISIT THE WEBSITE.

[WWW.WEAREEVERYONE.ORG/  
TOMORROWTODAY](http://WWW.WEAREEVERYONE.ORG/TOMORROWTODAY)