Central Kootenay Food Policy Council

Year 2 Work Plan ~ Final

The Goals and activities described below will guide the work of the Food Policy Council Coordinator and the broader Council.

**Year 2 Goals**

1. Establish Council reputation and role in the Central Kootenay
2. Determine 1 – 3 joint initiatives
3. Influence local government policy on food systems
4. Secure core and project funding
5. Share lessons learned

The Year 2 Goals will be addressed through the following activities.

**1. Administration**

* Communications Plan implementation
  + Website (ongoing maintenance, dynamic content)
  + Newsletter (create template, determine dissemination schedule and platforms, create)
  + Emails / phone calls
* Report generation and circulation
  + Funders (Sustainability Service, IHA, Osprey, others as funding confirmed)
  + Council members
  + Broader public
* Pursue charitable status
  + Refine Council purposes to comply with CRA requirements
  + Notify MP of intent to submit
  + Draft and collate necessary materials for a submission
* Track deadline and apply for Intern through the Canada Summer Jobs program

**2. Engagement / Networking**

* Develop activities / outreach that target specific audiences: consumer, producers, government, schools
* Explore options and partners for a harvest celebration or other such event
* Develop materials to support the participation of Council members and the general public on why and how to engage in policy processes (OCP, Bylaw revisions etc.)
* Explore collaboration opportunities for initiatives, funding and implement as appropriate.

**3. Fundraising**

* Continue to develop relationships with municipalities that do not contribute to the Sustainability Service of the RDCK (core funding source).
* Continue to engage with the CBT, create project concept and submit for funding.
* Research other funding opportunities; submit applications
* Collaborate with partners on funding applications for joint initiatives identified through networking and engagement

**4. Policy**

* Establish and maintain relationships with public servants in municipalities and at the RDCK who work in policy that impacts food systems
* Review and analyze existing policy
* Develop schedule of planned policy updates (OCPs, bylaws etc.) and ensure that the Council and Councilors are engaged

1. **Sharing Lessons Learned**

* Capture lessons learned in year 1 and ongoing.
* Create educational materials on our process, post on website and social media and share widely
* Participate in the BCFSN Community of Practice of civil society engaged in food policy work
* Monitor opportunities at relevant events and conferences at which to present.

1. **Strengthen Council**

* Activate evaluation framework by determining which indicators to track, set baseline
* Using March 2017 results as baseline, determine changes in community engagement by the Council members
* Support the ongoing activities / engagement of the Council members
* Provide educational materials and opportunities to deepen Council members understanding of their roles and that of the Council
* Facilitate regular meetings of the Council
* Organize extra-curricular activities for Council, involving broader community in events distributed across the region