Community Food Assessment Toolkit

DALHOUSIE UNIVERSITY

HFPA

Halifax Food Policy Alliance

Thrive!

HALIFAX

Foreword:

Demand for local food is increasing, as is awareness of the difficulty many in our community have in accessing healthy and appropriate food. The Community Food Assessment Toolkit will continue an important dialogue on the importance of food systems in our community. In 2013, I hosted the Mayor's Conversation on a Healthy and Liveable Community, and food related issues became a key theme during these discussions. Community food security became a priority in our 2014 Regional Plan, and our dialogue inspired Halifax's first urban orchard, and a Mobile Food Market pilot project which is delivering fresh, healthy and affordable food to those who otherwise would not have access.

I'd like to thank everyone involved in developing this toolkit, including Dalhousie University, the Halifax Food Policy Alliance, and Thrive! This toolkit will no doubt continue our momentum and prove to be a valuable tool for taking action to improve food access throughout the municipality. I'd also like to thank you, the members of our community, for starting a dialogue on your local food environment and your efforts to improve food security for us all. Our communities are key to developing solutions and making positive change.

Mayor Savage

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INTRODUCTION

Purpose: **This introductory chapter provides basic information on today's food landscape in Nova Scotia and describes the purpose of this toolkit, how it is organized, and how to use the information and resources presented in the rest of the toolkit.**

Food security and access to healthy food has become a major area of focus in Nova Scotia, like many provinces throughout Canada[1]. Despite this increased attention, few Nova Scotians routinely engage in discussions about the meaning of food security and healthy food, where food comes from, and how food is produced and made available to consumers. Community members are often unsure of how to become involved in the wider decisions related to community food security[1]. Demand for local food and awareness of access issues is increasing[1], and so is the need for easy-to-use tools to facilitate dialogues among community members and groups, planners, and decision makers.

This Community Food Assessment Toolkit is a resource for community-based organizations, land-use planners, and community members interested in the current food security situation and how to plan for actions to improve food security for their community. There are a number of toolkits related to food security, many of which are available online. These toolkits serve a variety of purposes such as for advocacy, education, strategic action planning or policy making. They also have different focuses—urban agriculture, healthy diet, inequity, food distribution systems, community gardens etc. The Food Action Research Centre* (FoodArc - www.foodarc.ca) is an excellent resource to find many of these toolkits; Chapter 5 also provides examples of other toolkits.

This Community Food Assessment Toolkit is intended primarily for the purpose of facilitating activities to identify the food resources that exist in your community, assess food security, and formulate strategies to improve the situation. Foremost this is a tool to start a dialogue with community members as partners of the process of enhancing community food security starting with developing a common understanding of the food environment.

*FoodArc—A Nova Scotia based food action research centre located at Mount Saint Vincent University. The Centre's work focuses on research, building capacity, sharing knowledge and advocacy and policy change.

0.1 Toolkit Objectives

This Community Food Assessment Toolkit provides practical, easy-to-use tools for the following activities:

1. Engage your community to learn and gather information about the food environment and food system
2. Assess opportunities and barriers to achieving community food security
3. Plan possible actions towards change.

0.2 Key Terms to Consider

Throughout this Community Food Assessment Toolkit, you will see key terms appear regularly. It is good to have a common understanding of these terms before you start using the tools in this Toolkit as they are important concepts in a food system analysis. These important terms are:

Food Security:

> Food security exists when all members of a community have reliable access to healthy food[2,3]. For food security to exist, the Six A's of Food must be met for everyone.

Food System:

> A food system incorporates all of the processes and people involved in providing food to a community. A food system involves all aspects of getting food onto your to fork such as harvesting, processing, transport, sale, and consumption. A Food system is also defined by the food related services offered to a community[2].

Food Environment:

> The food environment is the physical, social, economic, cultural and political factors that impact the accessibility, availability, and adequacy of food within a community. They can be defined by geographic access to food, consumer experiences inside food outlets (price, variety, quality, etc.), food policy, food services or the information available about food[6].

The Six A's of Food Security:

> To ensure food security within your community, all of the **Six A's** of Food Security must be met for the entire population. This means that every individual must be ensured all the following:
>
> 1. Accessibility 2. Affordability 3. Availability 4. Adequacy 5. Awareness 6. Appropriateness
> These terms are explained in Chapter 1 (pg. 12).

Community Food Assessment:

A process that examines food-related issues, barriers, assets, and resources to inform the processes and actions taken to improve community food security[4].

0.3 Quick Facts about Food Security in Nova Scotia

Food Security

- In 2011, over 17% of Nova Scotian households experienced some level of food insecurity, where in Halifax this number was as high as 20% in 2013, a rise from 13% in 2007[2]
- There was a 28.6% increase in food bank usage in Nova Scotia since 2008[4]; Halifax specifically in 2013 had 8,555 people reliant on food banks, 2,660 (31%) of whom were children[5].
- Nova Scotia has one of the highest rates of chronic disease and obesity in Canada. Chronic disease has been linked to food insecurity and has a significant impact on both quality of life and economic wellbeing, both personal and communal[2]
- While there are 37 full scale grocery stores present in Halifax, the distribution outside of urban areas is sparse, and the accessibility to these poor[2]

Alternative Food Programming

There is an increased demand for healthy and nutritious food in Halifax, seen through the increase in alternative food programs such as community gardens and farmers markets.

- A 2015 assessment by the Halifax Food Policy Alliance[2] found:
  - 12 farmers' markets
  - 20 community supported agriculture enterprises
  - A community supported fishery
  - 15 to 18 food trucks
  - 3 urban farms, and 41 community gardens

Supporting our Local Food[2]

- Farmers in Nova Scotia are struggling to make enough money, with farm debt in Nova Scotia increasing from $203 million in 1983 to $795 million in 2010.
- Our farmers are aging, with just 7% of Nova Scotian farmers under the age of 35.
- Only 13% of food dollars returned to Nova Scotian farmers in 2010.
- Farmland is a limited resource in Nova Scotia, which has not been adequately protected. Currently the mechanisms for farmland protection in Halifax are focused on retaining the opportunity for farming and not proactively encouraging farming nor expanding the area with potential for farming.

0.4 Why do a food assessment?

Food security is a right. Access to adequate healthy food is a critical component of community food security. Food security is a fundamental right of every person as our diet is one of the most important factors in good health[3]. Performing a food assessment and opening dialogue can be the first step in improving community food security.

In order to make a decision or plan action(s) to improve food security in your community, you first need to have a clear understanding of the current situation—e.g., what resources and services are available? What is lacking? What are the possible causes or influences on food security in your community? A food assessment is tool to start an analysis of the current state of your community's food landscape or environment. It is used to inventory food retail and services, and to better understand the 1. Accessibility 2. Affordability 3. Availability 4. Adequacy 5. Awareness, and 6. Appropriateness, of food in your community [1,6,7]. A community based food assessment goes further in that it also gathers information on the community's perceptions and behaviours in the food environment, and helps understand *awareness* of food in the community[2].

The first step of a food assessment is to collect information and analyze the situation together with your community, so that you can find the best way to respond to the issues that are compromising food security in your community.   Research has shown that learning about community food and sharing the knowledge can empower the community and increase its capacity to create positive change while building broader awareness and support for the local system [8]. Examples of food assessments and other food security tools from other communities are available in Chapter 5.

0.5 Food Security and Land Use Planning

Community Food Assessments are often the first step in planning for food security and have been used to inform both traditional planning practice[7] and community food planning[7]. Despite food being a basic need like clean water and shelter, food security and the food system have received little focus in planning practice until recently[8,9]. This may be due to the fact that many aspects of the food system, such as food processing, distribution, and consumption have little direct impact on the built environment. However, as we learn more about the impact of the built environment and community design on the health of our communities, it has become clear that planning has an important role to play in improving community food security. The foundation of planning practice is based on the principle of making places better to serve the needs of people; as a basic need, food must be factored into planning and community design. In addition, our food system is intimately connected with a region's economy, health outcomes and natural environment, which are all concerns of any planning profession.

Measures like preserving agricultural land; improving transit and walkability to food outlets; reducing barriers to the growing, selling and processing of food; encouraging food services in areas where there is a shortage; and maximizing opportunities for increased food awareness and

access to food through land uses such as community kitchens and gardens are examples of how planning can directly impact food security and the health of the food environment. A community food assessment is fundamental for developing recommendations for actions and planning policies that address food security, and subsequently identifying which of these measures are most applicable and effective in the community. This process will be enhanced by including broad community participation. This toolkit guides planners and policymakers as well as community leaders in the development of a community food assessment by engaging their community.

0.6 How does this toolkit work?

This toolkit was designed so that the reader can use it in its entirety, or can choose the sections that suite their own issues and goals. The toolkit is divided into 5 Chapters, each focusing on a different stage of any community food assessment.

The Five Chapters of this Toolkit

Chapter 1—Learning about Community Food Security

Chapter 2—Gathering Information

Chapter 3—Analyzing Food Security in Your Community

Chapter 4—Choosing Tools & Taking Action

Chapter 5—Additional Information & Resources

1. Learning about Community Food Security

2. Gathering Information

3. Analyzing Food Security in Your community

4. Choosing Tools & Taking Action

5. Additional Information & Resources

The flow of Chapters 1 to 4 reflects the typical steps of planning—1) learning about the issues; 2) understanding the situation; 3) identifying opportunities and barriers; and 4) formulating strategies for action. The last chapter (Chapter 5) is a collection of resources that you can use to learn more about food security issues, food environments, and find other toolkits and resources related to the above four stages.

Each chapter first describes purposes of a particular state of community food assessment introduced. You will then find a set of **tools** that can be used to undertake the tasks to achieve the purpose for each stage. Although the whole set of tools in this toolkit is organized for you to use in sequence, you can also skip to a specific chapter and select or customize one or more individual tools that you feel is best suited to your needs.

0.7 Chapter Purposes and Activities

Chapter 1: Learning About Community Food Security

Purpose: *Facilitate a conversation about food and food security and the concepts around them.*

Activities:
1. Learn about the food system, food security, and the food environment
2. Learn about **Six A's** of food security
3. Identify stakeholders

Chapter 2: Gathering Information

Purpose: *Provide tools to collect information with community members and food service providers about how your community accesses food.*

Activities:
1. Learn about mapping methods and techniques for food mapping
2. Use the **Mapping Tools** to inventory food services and travels to food
3. Collect information about the **Six A's** in your community using the **Questionnaires**

Chapter 3: Analyzing Food Security in Your Community

Purpose: *Guide analysis of what you have learned about your community through your conversations, community feedback (Questionnaires), and food mapping efforts*

Activities:
1. Learn how to identify what food security barriers your community may be experiencing and consider the possible causes of these barriers.
2. Use the **Analysis Worksheet - Strengths & Weaknesses Tool** to inventory and analyze your findings and identify **Key Issues** in accessing food and achieving food security.

Chapter 4: Developing an action plan (Planning Action)

Purpose: *Help identify the actions you want to undertake to improve the key issues facing your community*

Activities:
1. Learn how to create an **Action Plan** to develop actions to address your **Key Issues.**
2. Look to the **Sample Action Plan** for sample barriers and suggested actions to improve them.
3. Use the **Action Plan Tool** to list your community's **Key Issues** and identify the considerations, actions, resources, etc. that could improve the situation. Prioritize these based on the seriousness of the issue and ability to impact it.

Chapter 5: Additional Resources and Information

Purpose: *Provide a suite of resources and tools for each of the above chapters, which can be used to inform food assessment as outline in this toolkit*

Purpose: This "Learning about Community Food Security" Chapter facilitates a conversation about food and food security and the concepts around them.

Activities:
4. Learn about the food system, food security, and the food environment
5. Learn about **Six A's** of food security
6. Identify stakeholders

1.0 Introduction: What is community food security and why is it important?

Achieving food security can differ from person to person their circumstances as it is impacted by many social, economic, governmental and environmental factors. Community food security work is based on three key principles:

1. A goal of achieving a healthy, just, and sustainable food system*;
2. A comprehensive view of food systems and food environments and their connections to people, resources and places;
3. Recognition that communities are crucial for developing solutions and creating positive change[8]

Community food security is defined as "*when all community residents have access to enough safe and nutritious food through a sustainable food system that maximizes community self-reliance and social justice while meeting cultural requirements*"[8]. Conversely, food insecurity exists when members of the community have difficulty accessing or affording enough quality food to promote a healthy lifestyle[8].

* A Healthy, Just, and Sustainable food system is economically, environmentally, and social beneficial for everyone involved – from Food Counts, 2015

1.1 The Six A's of Food Security

Food security in a community is a complex issue, and ensuring food security means that a number of factors must be met for every member of a community. These factors can be largely categorized into six domains, detailed below[10-13].

Six A's of Food Security

Food Accessibility: Healthy food should be accessible to all members of the community; this means that it should be easy for residents to get to food outlets, emergency food programs, and alternative food programs.

Food Affordability: Every member of the community should be able to afford adequate amounts of healthy food without relying on food banks and other emergency food outlets and without sacrificing other necessities such as transportation, housing and health care.

Food Availability: The selection available to residents is often dependant on the choices and priorities of producers, buyers, processors, and distributers. While the availability of fresh food may vary based on season, in general there should be an adequate supply of healthy fresh food in all seasons.

Food Adequacy: Community members should have enough healthy food options that are high quality and provide adequate nutrient content. This means that healthy non-perishable and fresh foods need to be available in adequate quantities.

Food Awareness: Community members should be aware or be given opportunities to know about their food security and food system. They should have access to educational materials and programs on healthy food and diets as well as cooking skills to prepare these foods.

Food Appropriateness: The healthy food that is available must be appropriate to specific diets, such as those who have food requirements/restrictions based on health concerns (i.e. food allergies, diabetics, heart disease), or those who require specific foods based on culture, religion, and traditions. Some cultures may have different food requirement according to their custom. For example, in First Nations communities, access to traditional foods may include utilizing traditional practices of obtaining and preparing food.

Developed for the purpose of this toolkit. The concepts are based on: The Six Determinants of Food Security[2,] World Health Organization, 2015, USDA, 2009 Raja, 2008 , Shaw, 2006 , Minaker, et al., 2011.

1.2 The Food System and the Food Environment
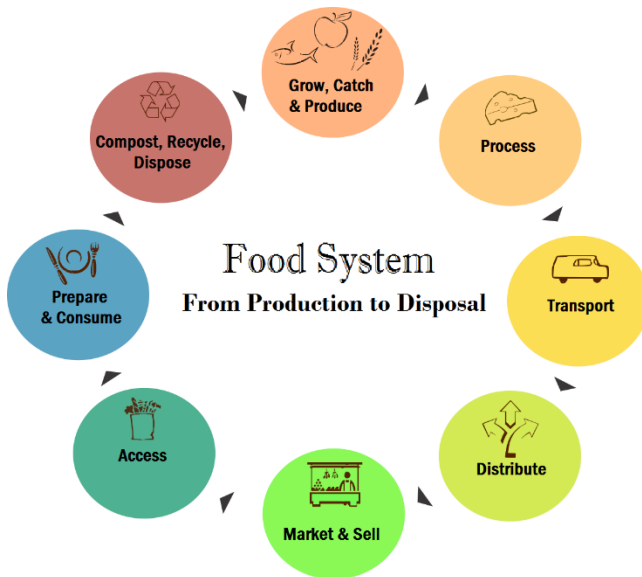
Modified from *Food Counts 2015*

1.2.1 The Food System

Food systems are highly complex, involving every step in the life of food, from harvest or catch all the way to the fork and into disposal. The diagram on the left shows the food system as being stepwise in nature, however in reality some of these processes may be skipped, duplicated, combined, and interconnected. This example shows the typical market (commercial) food system, where food travels through many different processes between production and consumption, such as processing, transportation and distribution.

Different food systems will inherently involve different steps and may look quite different. For example local foods may require little or no processing, transportation, and distribution; the gardening system mainly involves the processes of grow, process, consume and compost/dispose. In any type of food system, it may be possible to perform one or more of these steps locally; the more processes that are performed locally, the better the health of our local food system.

1.2.2 The Food Environment

The food environment is includes how community members directly interact with the food system. The food environment is how where and how the consumer engages with the Market & Sale, Access, and Preparation and Consumption stages of the food system. Because the food environment is how consumers actually obtain and consume food, the food environment has a significant impact on food security. While many food system assessments chiefly look at issues of geographic access, the concept of a food environment is a more nuanced view that better represents the complexity of a food system[14]. Food environments are the product of the built and social environment, including physical, social, economic, cultural, and political factors that impact how the community interacts with food[7].

1.3 Why Local Food?

According to the Canadian Food Inspection Agency (CIFA)[15], local food means those produced within the province or territory where it is sold, or within 50 km if it is sold across a provincial or territorial border. CFIA claims that with changes in food production practices and consumer needs and expectations, this definition of local food will change as the way we interact with the

food system and how food literacy is accessed (via internet, social media, etc.) changes over time[15].

The Nova Scotian diet is primarily made up of imported food rather than local, with an average travel distance of 8,000 km. Approximately 87% of food consumed is from outside the province[16]. Not only does this mean less money going to local food producers and the local economy (with approximately $2.4 billion spent on imported food[2]), it also creates vulnerability[17,18]. Reliance on imported food leaves the food system susceptible to fluctuations in the availability and pricing of imported foods, transportation costs and reduced freshness, and quality control issues. Food systems that rely heavily on mass produced and imported foods have been criticized for their negative environmental [18], socio-economic [16,17], and health related issues[20,21], while also negatively impacting rural areas, and reducing food safety[19].

There are a number of potential benefits for our community from supporting our local food system. Literature has pointed to these main benefits[16,22-35]:

Healthy People
- Helps provide food for everyone
- Local food is often more nutritious and fresher with less preservatives

Strong Communities
- Connects consumers to producers
- Engages the community by increasing local involvement in the food environment
- Promotes local trust and collaboration

Robust Local Economy
- Builds and supports local jobs
- Promotes long term economic viability of the food system
- Strengthens infrastructure and promotes sustainable development
- Promotes fair food pricing

Sustainable Environment
- Connects people to the environment that supports them
- Reduces food shipping and carbon footprint
- Supports sustainable harvesting practices

Justice and Equity
- Improves food access and equity
- Helps respond to community needs/desires
- Benefits food system workers

Variety, Quality, and Freshness
- Enhances the variety of food product and services available
- Provides fresher, higher quality foods

Food Sovereignty and Security
- Increases the value of the local food system
- Promotes access to food for all communities

Promotes Culture
- Honours traditional culture around fishing, farming, and food production
- Strengthens family farms and fishing business

1.4 Food Services in Your Community

Your community accesses food from a number of different types of sources, which are important components of the food system:

We typically access food from one of three major sources:

1. The dominant market-oriented food providers (commercial)
2. The charitable food providers (not-for-profit)
3. Alternative food sources.

1.4.1 Commercial food services (Market)

Commercial food services are businesses and organizations that provide food retail and services for profit. These include businesses such as grocery stores, convenience stores, specialty food stores, restaurants, as well as for-profit services such as meal delivery, cooking classes, grocery delivery, and more.
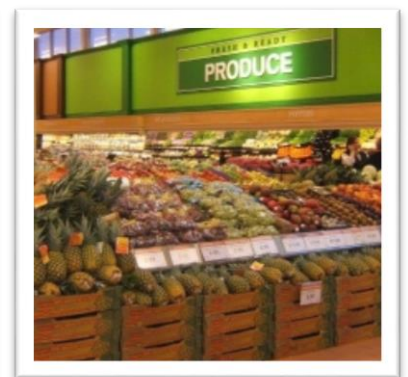
Left - Pete's Fine Foods (www.pete's.ca) / Right – Atlantic Superstore (www.apm.ca/content/project/atlantic-superstore-1)

1.4.2 Not-for-profit (charitable) food services

Not-for-profit food services include those provided by governments, organizations, and other groups that offer food or food services at little or no cost. More information on these programs can be found in Chapter 5.

a. Food education programs

These programs are designed to provide educational resources and improve skills on topics such as how to recognize, source and prepare healthier options, food budgeting, gardening, and food preparation[13,14].

Left -Presidents Choice Cooking School (meghantelpner.com) / Right - Nourish Nova Scotia Good Education Program (nourishns.ca/)

b. Meal/Grocery Delivery Programs

Meal delivery and grocery delivery programs are intended to help overcome transportation, accessibility, and ability barriers faced by members in your community[36] These programs are offered to those in need by not-for-profits, typically for free or at a reduced rate.

Left - GroPro Grocery Delivery (www.gropro.ca) / Right - Saute Meal Delivery (https://trysaute.com)

c. Meal in School Programs

A community's youth can be particularly vulnerable in terms of food security. Schools and other organizations may provide meals to help ensure that students have healthy breakfast and/or lunch options, which is critical for a good learning environment[37].

Left - Nova Scotia Breakfast Program (www.nourishns.ca/program-resources/breakfast-programs) / Right - East Antigonish Break Program (www.breakfastclubcanada.org)

d. Food Banks

Food banks provide emergency food to those who are unable to obtain enough food to feed themselves or their family. Food banks provide the raw ingredients and packaged foods that are then taken home by the service user for preparation. Ideally they are used to provide short term support to those in need, until their situation improves[2,38.39].

Food Bank (via FeedNovaScotia.ca)

While food banks are designed to alleviate the pressure of those who are experiencing food insecurity, fewer than 1 in 4 people experiencing insecurity utilize food banks in Halifax Regional Municipality[36]

e. Meal Centres

Meal centres, often called soup kitchens or food kitchens, provide prepared food at no or low cost. These programs offer a critical service to the most vulnerable, often those who do not have the resources to prepare food that could be obtained from food banks[40,41].

1.4.3 Alternative sources for food (Local)

Alternative food systems differ from for-profit (market) and not-for profit (charitable) systems as they offer food and food services at a smaller scale, through local food production and provision. Alternative food sources can help meet specific food requirements and fill in food gaps[41,42]. Significant change and investment in local options would be needed for local to become the predominant source of food.

a. Community Gardens/Agriculture

Community gardens are gardened collectively and are intended to provide a source of fresh produce, while also promoting food literacy (knowledge and skills) and social interaction in the community. They are managed by community members themselves or managed by a local non-for-profit organization or government association[42,43]. Halifax has a program to support community gardens on municipal land, which has seen growing interest since it began, with over 20 community gardens in operation in 2016 (HRM, 2016).
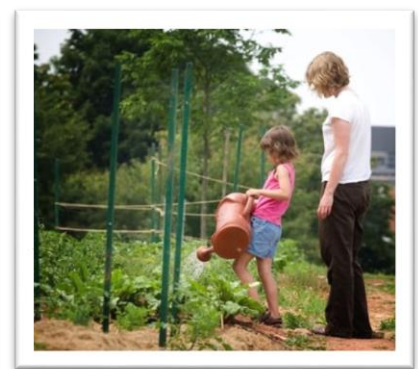
b. Personal Gardens

Personal gardens, like community gardens, exist to supply a source of fresh produce to residents. Personal gardens are generally smaller and designed to supplement the diets of the owners with fresh produce. Similar to their community counterparts, personal gardens promote food literacy, while providing the owners a means of engaging in an outdoor activity in their own home[42, 43]. Recent studies have also linked gardening to improved overall physical and mental wellbeing. See the following link for an infographic on the benefits of gardening:

http://whatshed.co.uk/why-gardening-is-good-for-your-health/

c. Urban Agriculture

Urban agriculture is the growing, harvesting, and selling of produce and other food products within an urban environment. Urban agriculture is often started by restaurants, governments, non-profit organizations, or community groups to promote the local food system by providing fresh, locally sourced food products, while also supporting environmental sustainability. Urban agriculture can occur in open spaces and on developed lands from vacant lots to rooftop gardens, etc [44,45]. It can take many forms such as animal and beekeeping, edible landscaping, shared backyards and small scale farms. Chapter 5 contains resources on planning for urban agriculture on pages 57, 65, and 66.

Rooftop Garden in Halifax (Eastcoastliving.ca) Left – Urban Farm in Spryfield (Halifax) (urbanfarmsspryfield.com)

1.4.4 Limitations of Food Services and Sources

Market Oriented:

There are many concerns relating to market oriented food providers such as: (1) food is disconnected from local production to the extent that we have little knowledge of its source and under what conditions it is produced; (2) increased social and environmental impacts from the energy intensive nature of large scale food production, processing, and transportation; (3) the promotion of unhealthy food choices as the majority of food marketing dollars are spent on less healthy and more processed foods; (4) being vulnerable to volatile food prices.

Charitable Food Providers:

Charitable food provision has been criticized for being well-intentioned but diverting attention from the broad reforms necessary to create food security such as a living wage and adequate education, health and child care. It's also seen as continuing the idea that volunteerism is the preferred way to address issues of the poor. While charitable food providers are an essential emergency service, for food security to exist community members must not be reliant on charitable food sources to meet their needs.

Alternative Food Sources:

Alternative food sources are seen as a sustainable source of food, however having them become the main source of food would require a major rethinking of how our cities operate and how we maximize the potential of available land for food production. For alternative food to become a main part of the food system, significant changes in investment, community design, policy, and food education are needed.

The initial process of setting up alternative food sources (such as urban or community gardens) in the food system requires significant investment in land for agriculture, staff for maintenance, materials, etc. Importantly, there is a need for a shift in how we think about open spaces and how they can be developed to maximize food. The establishment of alternative sources as a viable and significant inputs to the food system goes beyond issues such a land zoning for production, sale, and raising and slaughtering animals; it is a systematic issue where there is an increased need for skilled labour inputs, food production skills and literacy, and community engagement with these sources of food. These changes need to occur before alternative food sources can become a significant part of the food system.

1.5 Identifying Stakeholders

Performing a community food assessment requires a commitment of time and energy; therefore it is important to think carefully about who the leaders in this work will be, who the potential partners you could seek are, and what **Community Resources** could be tapped into. The following are examples of stakeholders who may be interested in a food assessment, and who could provide valuable information and resources throughout the process:

1. **Food Outlets**: restaurants, groceries, farmer's markets, convenience stores, etc.

2. **Food Services**: school meal programs, food delivery programs, etc.

3. **Emergency food programs**: food banks, community kitchens, etc.

4. **Alternative food programs**: urban gardens, community gardens, etc.

5. **Food producers**: farmers, fishers, food manufacturers, etc.

6. **Community members**: residents, local organizations, schools, etc.

7. **Governments and Institutions**: health agencies, city planners, local government, etc.

Halifax Farmers Market 2015   (http://www.halifaxfarmersmarket.com)

Identifying Stakeholders Tool

The following table can be used to identify potential stakeholders and the ways in which they could be involved to help support the food assessment.

The first column should be used to identify groups and individuals in your community that would be interested in the food assessment process. The second column should be used to identify what stake they have in the food system. The third column should be used to identify how they can participate in the food assessment and the actions to be taken afterwards.

Stakeholder Name	What is their interest in a food security assessment	How can they be involved

Purpose: This "Gathering Information" provides tools to collect information with community members and food service providers about how your community accesses food.

Activities:

4. Learn about mapping methods and techniques for food mapping
5. Use the **Mapping Tools** to inventory food services and travels to food
6. Collect information about the **Six A's** in your community using the **Questionnaires**

2.0 Introduction

TOOLKIT STAGE

Learning about Community Food Security

Gathering Information

Analyzing your Community

Choosing Tools & Taking Action

An important step in planning for community food security is to perform a Community Food Assessment, where you gather information about the state of food in your community[8]. In Chapter 1, you and your community members started a conversation about food and food security in your community. Food security means different things to different people, but it often includes **Six A's**: Accessibility, Affordability, Availability, Adequacy, Awareness and Appropriateness (for more information on the Six A's see Chapter 1).

Thinking about a community's food security using the **Six A's** can help you discover what kind of food security issues your community might be facing and what types of solutions are most suitable. This chapter offers two types of tools to collect information about possible food security issues in your community through the lens of the Six A's:

1. Community Food Mapping
2. Questionnaires

Set 1: For community members
1. Community Food mapping 2.1A: Where are the food outlets?
2. Community Food mapping 2.1B: How far do we travel for food?
3. Questionnaire 1: Six A's of food security in your community

Set 2: For commercial and not-for-profit food services
4. Community Food mapping 2.2: Your service in the community (both commercial and not-for-profit services)
5. Questionnaire 2.2A: Your service as food assets in the community (commercial)
6. Questionnaire 2.2B: Your service as food assets in the community (not-for-profit)

2.1 Community Food Mapping

2.1.1 The Purpose of Community Food Mapping

Community food mapping is a technique that is used to identify the locations of food assets in your community[45]. Mapping is often used during the planning process because it is a visual, intuitive, and fun way of locating these assets in your community. It becomes even richer with robust community participation and engagement.

Community food mapping can take the form of an actual (geographic) map, a flow chart or diagram, or simply a list of food related services and programs. There are also a variety of ways that a food map can be created.   For example, participants can sit around a large sheet of paper or a printed map and physically draw in the location of food outlets; or participants can provide their inputs on an online map. Examples of these food maps can be found for many communities around Canada, produced by municipalities, provincial governments, non-profit organizations, and communities[46,47,48]. Please refer to the Food Mapping section of Chapter 5 for examples of different food mapping approaches.

Community food maps can be used to find local food outlets and can also be vital advertising tools for outlets such as restaurants, grocers, community meal programs, and food banks. Food maps also work as informational tools for planners and community leaders to help identify locations in the community that exist as *food deserts* (areas facing food access related barriers[49,50,51]) or *food swamps* (areas dominated high-fat, high-calorie foods[52]) and consider issues they can address through community design and other programs to improve the food environment[53].

Tip: When mapping your community's food experience, keep in mind the Six A's of Food Security:

Accessibility

Affordability

Availability

Adequacy

Appropriateness

Awareness

Members in a community may face different food barriers, identifying these challenges is the first step in finding a solution.

2.1.2 Steps of Community Food Mapping

This section describes the basic steps involved in the **Community Food Mapping Tools 1A, 1B and 2A**. These tools are intended for a workshop type of venue using a physical map. The steps largely follow the method suggested by Wates (2000) *The Community Planning Handbook: How People Can Shape Their Cities, Towns & Villages in Any Part of the World.* These mapping tools can be used as is, or can be modified to suit your needs.

A number of different platforms are available for the creation and sharing of food maps. For example, if you decide to utilize an online medium, there are free online options that allow community members to directly pin food service locations on a map, or there is the option of taking already created maps and providing the details online. Halifax is also developing an interactive food map (Contact HRM Planning for more info at www.halifax.ca). Physical food map resources should also be considered as they may appeal to offline community members (those without internet access), and those who prefer a physical medium.

For more information on different approaches to food mapping and examples from other communities, please see **Chapter 5**.

Left - Example Community Food Map (Food Toolkit Workshop) / Right - example food map (Food Matters Manitoba)

Step 1: Determine the specific purpose

The first step is choosing what it is about food that you wish to map. Many different things can be present on a map—e.g., locations of food outlets and services, routes to travel to get food, rating and price range of services, hours of operation, barriers to get to food along the route like traffic, construction, and unsafe areas. For the community food assessment process, the tools

ask participants to map the locations of outlets and services they know about, those that they utilize or they provide, where they live (starting point of travel to food), and the types of food and hours of operation. The questions you ask are dependent on whether the participants are consumers, food outlets, or service providers.

Step 2: Invite participants

Invite 1. community members, or 2. commercial and not-for-profit food service providers who would like to share their knowledge. The number of participants for the activity may vary, depending on the geographical area, the levels of knowledge of the participants, and the information you would like to collect.

If you simply wish to know where various food outlets and services are, you may choose to set up a map table (or hang the map on the wall) at a public space with good people-traffic and then ask those passing by to identify the location of the outlets and services. If you intend to ask the participants for more information than just the location of a food outlet or service, you may find a workshop or forum to be more beneficial, where you are able to ask the participants to work through the maps and discuss the results afterwards. A typical number of people working on a paper map are 5 to 10 people, depending on the size of the map. You may like to conduct a workshop with one sheet map or multiple sheets of maps at a time to accommodate more participants.

Information can also be collected directly from food outlets and services themselves. As it is unlikely that they would participate in the food mapping exercise, you may wish approach the food outlets directly with surveys, or contact them via phone/email to gather their information. Information gathered in the mapping exercise can help you identify food services and outlets in your community that you may wish to approach.

Be aware that a workshop that employs mapping with discussion can take 1 to 2 hours. For service providers, ask them to indicate the other types of information you wish to collect (e.g., type of foods, work hours) for each of their services.

Step 3: Prepare a base map and secure a venue with large enough tables to work on the map

Ensure that you print out a large enough map so that a group of participants can work together. The venue you choose should have an ample space with tables that allow you to set up and work on the maps.

Step 4: Create a map or maps

Explain the purpose of the mapping exercise that you wish to conduct. Provide stickers, markers, pencils and other necessary stationery to complete the tasks. Then ask the participants to identify the location of the food outlets and services that they are familiar with.

Step 5: Discuss the results of the map or maps

The mapping work may be accompanied by presentations from the participants, especially if you have multiple groups with multiple sheets of maps. The multiple sheets of maps may be different sections of a larger geographic area, or the same area that can be compared between groups. Participants can discuss, for instance, their general observations on the resulting maps, whether they are surprised by the results, whether they learned something new, or they can check if the information participants added in the maps are current and accurate, or need updating.

Step 6: Record the results to be used for analysis (see Chapter 3. Analyzing Food Security in your Community)

The facilitator should record the discussion to collect the information on the maps created in the process. You should take pictures of the maps so that you have electronic records as well as paper copies. Optionally, the discussion may be recorded and transcribed for further analysis, or a note taker may take record of what opinions, questions, and suggestions came up in the discussion.

Considerations for First Nations Communities

When looking at the food landscape for First Nations communities it is important to consider the traditional relationship these communities have with food. This includes the process of obtaining food using traditional means (Fishing, hunting, etc.) as well as traditional food preparation and consumption needs.

Step 7: Hand out the result summary to participants

It is good practice to 'give back' to the participants by, for example, providing a summary of the results of the mapping workshop. This could take the form of a synthesis of the discussion that took place, the digital image of the maps, or both. The participants may also be interested in the results of the analysis and action plan (Chapters 3 and 4 in this toolkit) following this exercise. Ask if the participants are interested in participating in the further activities, and if they are interested in receiving a report involving this mapping work, the analysis, and creation of action plans

2.2 Sample Food Maps

The following image is an example of a community food mapping pilot exercise carried out for Halifax. The image demonstrates one community mapping method, where a base map was printed and a community area pre-defined then participants mapped out the location of food resources in and around that community. Food maps can be a powerful method for both identifying the location of food resources, but also assessing the food awareness in that subgroup.

Example Community Food Map (From Food Toolkit Workshop)

There are many ways you can take the information you have gathered and turn it into a food map product, from creating physical map brochures, to Google Map based platforms, to professionally made digital maps. The goal should be to choose a map medium that best suits your community's needs and the resources you have to undertake the mapping project.

The South Vancouver Neighbourhood Food Network Map is an online food map for southern Vancouver that uses tagging in Google Maps to map food resources. Google Map tagging is useful as it has minimal or no cost, is relatively easy to perform, and is easy to present online in a familiar fashion. The limit of these types of maps is that it is limited to community members that have access to computers, and does not provide a physical medium such as an actual map.
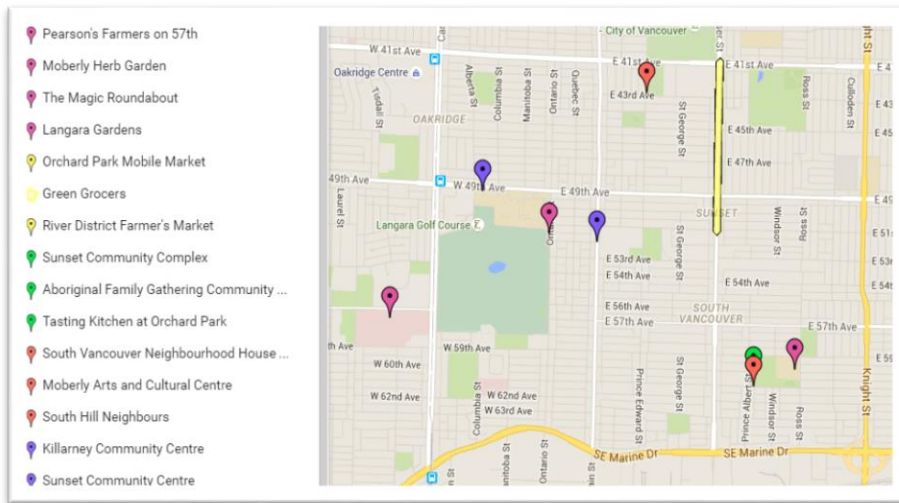
South Vancouver Online Food Map

(www.google.com/maps/d/viewer?mid=1ZsJWRGwui1PvegbnlsSXQtCMOo4&hl=en)

University of Wisconsin-Madison Online Food Map is another example of an online map resource. This map differs from the Google based map options as it is created in a mapping software program, which allows more customization of visual and what data is presented. This method is more time consuming and requires specialists, but can produce great online resources. Below is an example taken from the map.

University of Wisconsin-Madison Online Food Map

(http://sustainability.wisc.edu/campusfoodmap)

29
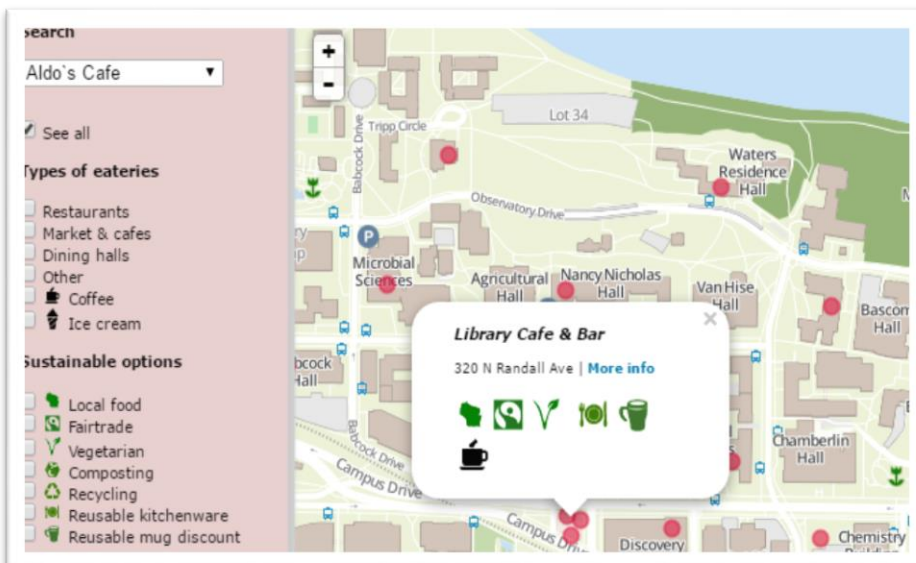
Food Mapping Tool 1A
Where are the food outlets?
(for community members)

Purpose: To map the location of food outlets and services within the participants' community.

Note: You can use Food Mapping Tool 1A and 1B together in one workshop.

Steps to Follow

- Follow the food mapping steps described in this chapter (Chapter 2, pages 25-27)
- Ask the participants to place a sticker (alternatively a mark in a coloured marker) on all the food outlets and services they know of or use.
- Have each individual or group describe the stores and/or discuss what they found through the process of mapping together.

The resulting map will show the number of food outlets and services in the community and will demonstrate the knowledge community members have of these services. The information you get from this mapping exercise will mainly support the analysis of Accessibility and Availability of food security.

The following are example organizations and services typically included in food mapping:

Food Retail
- Restaurants •
- Grocery and convenience stores •
- Farmers Markets •
- Other food shops •

Food Programs & Services
- Meal at school programs •
- Food/grocery Delivery Services •
- (also consider mapping their routes)
- Food education programs •

Emergency Food Programs
- Food Banks •
- Community Kitchens •
- Food Sharing Programs •

Alternative Food Programs
- Community Gardens •
- Urban/Rooftop agriculture •

Food Mapping Tool 1B
How far do we travel for food?
(community members)

Purpose: To map the food outlets and services participants use in relation to their residences as a starting point of travel to food.

Note: You can use Food Mapping Tool 1A and 1B together in one workshop.

Steps to Follow

- Follow the food mapping steps described in this chapter (Chapter 2, pages 25-27)
- Ask the participants to put a sticker (alternatively circle in a colour marker) on food outlets they usually go to, as well as their home as a starting point of their travel to the food outlets.
- You may also ask the participants to trace the travel route to the food outlets, and measure the distance.
- Have participants add details of other destinations and travel routes they use to access food such as routes to work, where they go for lunch, evening activities, etc.
- Have each individual or group present and discuss their findings.

The resulting map will show the distances community members travel to food, and how much they rely on food outside their own community. The information you get from this mapping exercise will mainly help the analysis of Accessibility and Availability of food security.

Questionnaire 1 (Template)*
Six A's of food security in your community
Community Members Questionnaire

Purpose: To gather information to assess the level of food security in your community. It will ask a series of questions related to **Six A's** of food security—accessibility, availability, affordability, adequacy, awareness and appropriateness.

Name: _____

Phone number or e-mail (optional): _____

1. What type of food outlets or services do you often use? Please choose all that apply:

☐ Supermarket (e.g., Save Easy, Sobeys, No Frills, Superstore)
☐ Farmer's market
☐ Convenience/Corner store
☐ Take-outs from fast food restaurants (e.g., McDonald's, KFC, Tim Horton's)
☐ Take-outs from regular sit-in restaurants
☐ Not-for-profit food services (e.g., Feed Nova Scotia, North End Dartmouth Food Centre, Halifax West Ecumenical Food Bank)
☐ Other (please specify) _____

2. What mode of transportation do you use to access food? Please rank 1 to 5, with 1 representing the mode of transportation you use the most often.

___ Walk   ___Bike   ___Transit   ___Drive   ___Other (*Please describe*): _____

3. How long does it usually take from home to the food outlet you use the most?

_____Minutes   _____ mode of transportation

4. In general, how affordable are foods in your community (excluding high end restaurants)?
☐ Very affordable
☐ Mostly affordable
☐ There are affordable foods and not very affordable foods in my community
☐ Often not affordable
☐ Very difficult to find foods at a reasonable price

Please name the food outlets in your community that are most affordable:

_____

5. Do you personally face problems obtaining enough food?

☐ Yes, often

☐ Yes, occasionally

☐ Rarely

☐ Never

6. In your opinion, is there a food security issue in your community?

☐ Yes

☐ No

☐ I do not know.

7. Do you regularly travel outside your community to get food? If yes, why do you do this? Choose all that apply.

☐ No. I usually get food within my community

☐ Yes. Food I eat is not available in my area

☐ Yes. Food is cheaper in another area

☐ Yes. Food options are better in other areas

☐ Yes. I get food on my way home from work, school, etc.

☐ Yes. Other reason (specify):_____

8. Please provide the name of not-for-profit food programs/services in or near your community?

☐ Meal delivery programs/services: _____

☐ Grocery delivery program/services: _____

☐ School/Work meal programs/services: _____

☐ Emergency food programs/services: _____

☐ Cooking classes/Food education:_____

☐ Any other? (please describe):_____

9. Do you have any special food requirements relating to health issues, choices or cultural practices?

☐ Diabetic/Low sugar   ☐ Traditional
☐ Low Sodium   ☐ Ethnic/Religious
☐ Low Fat   ☐ Vegan
☐ Allergy   ☐ Vegetarian
    (list):_____   ☐ Other: _____
☐ Food (list):_____

Do you face any barriers in meeting these requirements? If yes, please describe:

_____

_____

9. Do you get any of your food from community gardens?

☐ Yes
☐ No

If yes, please give the name and location of the community garden.

_____

10. Is there a service that you would like see in your community? Please describe.

_____

_____

_____

11. Are you interested in learning more about the results or being involved in the food assessment activity in your community?

☐ Yes
☐ No

If yes, please check 'Yes' below as your consent for us to contact you using the contact information above.

☐ Yes

*This Questionnaire is a template for you to use.   Please feel free to add more questions or change the design to make it your own.

Food Mapping Tool 2A
Your service in the community
(For commercial and not-for-profit food service providers)

Purpose: To map information about commercial and not-for-profit food service providers.

Note: You can conduct this mapping exercise with commercial and not-for-profit service providers together or separately.

Steps to Follow

o   Follow the food mapping steps described in this chapter (Chapter 2, page 18-19)

o   Ask the participants to put a sticker (alternatively circle in coloured marker) on their service location

o   Use large sticky notes to have the participants indicate the types of food service they provide. You may like to colour code the types of services with different colour sticky notes or different colour markers/pencils.

o   Use other sticky notes to have the participants indicate the hours of operation (time, days of the week)

The resulting map will show the number of commercial and not-for-profit food services within the community, as well as some details of the services including types of food and hours of operation. The information you get from this mapping exercise will mainly be used for the analysis of Accessibility and Availability of food security.

Questionnaire 2A (Template*)
Your service as food assets in the community
(Commercial Food Providers [For Profit])

Purpose: This questionnaire is intended to inventory the types of food and services local commercial food providers are offering and how their customers are accessing these resources.

Name: _____ **Contact Info (optional):** _____

Address: _____

1) Please select the services you provide and rank them with 1 being the most important.

__Grocery – Primarily Packaged/Frozen   __Grocery – Primarily fresh/produce

__ Cooked food (from scratch) ingredients)   __Cooked food (from pre-prepared

__ Food Delivery (Meal/Grocery Delivery, etc.)   __Farmer/Farmers Market

__ Other (please describe) _____

2) What are your hours of operation?

__ Weekdays:_____   __ Weekends:_____   __ 24 hours:_____

__ Other:_____

3) How do the majority of your customers access your services? Please select all that apply and rank them, with 1 representing the most common means of access.

__ Walk   __Bike   __Transit   __Drive   __Other (describe)_____

4) Is there a service that you would like to start offering? If yes, please explain what it is, why you would like to offer it and why you are not currently offering it.

_____

_____

5) Are you interested in learning more about the results or being involved in the food assessment activity in your community? __Yes   __No

If yes, is it okay to contact you using the information you provided above? __Yes   __No

*This Questionnaire is a template for you to use.   Please feel free to add more questions or change the design to make it your own.

Questionnaire 2B (Template)
Your service as food assets in the community
(Community Food Providers [Not For Profit])

Purpose: This questionnaire is intended to inventory the types of services that local not-for-profit food providers are offering, how their customers are accessing these services and what barriers are faced in offering and accessing these services.

Name: _____   **Contact Info (optional):** _____

Address: _____

1) Please select the services you provide and rank them with 1 being the majority.

__ Grocery – Primarily Packaged/Frozen   __Grocery – Primarily fresh/produce

__ Cooked food (from scratch)   __Cooked food (from pre-prepared ingredients)

__Food Delivery (Meal/Grocery Delivery, etc.)

__ Emergency food (food banks, meal program, etc.)   __Food in schools (breakfast, lunch, etc.)

__ Alternative Food Outlet (Community Garden, Food Box, etc.)

__ Other (please describe) _____

2) What are your hours of operation?

__ Weekdays:_____   __ Weekends:_____   __ 24 hours:_____

__ Other:_____

3) How do the majority of your customers access your services? Please select all that apply and rank them, with 1 representing the most common means of access.

__ Walk   __Bike   __Transit   __Drive   __Other (describe)_____

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4) What barriers do you face in providing your services? Please select all that apply and rank them, with 1 representing the most significant barrier.

__ not enough resources to meet demand (e.g. funding, staff, storage, etc.)

       Please Describe:_____

__ cost of goods   __ location

__ accessing clients   __ sourcing food

__ meeting specific diets (e.g. culturally preferred or health related diets, etc.)

__ offering healthier options   __ providing local options

__ other (describe) _____

5) What do you believe are the most significant barriers for your clients in accessing food? Please select all that apply and rank with 1 representing the most significant barrier (See the Six A's in Chapter 1 of the toolkit)

- ☐ Accessibility (The ability to physically access food outlets)
- ☐ Affordability (Affordable Healthy food for all community members)
- ☐ Availability (Fresh and healthy food available in all seasons)
- ☐ Adequacy (Enough healthy food for all community members)
- ☐ Awareness (Access to educational materials on healthy eating and meal preparation)
- ☐ Appropriate (Food is appropriate for restrictive dietary needs)
- ☐ Other (describe)_____

6) Is there a service that you would like to start offering? If yes, please explain what it is, why you would like to offer it, and why you are not currently offering it.

_____

_____

_____

7) Are you interested in learning more about the results or being involved in the food assessment activity in your community? __Yes   __No

If yes, is it okay to contact you using the information you provided above? __Yes   __No

CHAPTER 3:
ANALYZING FOOD SECURITY IN YOUR COMMUNITY

PURPOSE: The "Analyzing Food Security in Your Community" chapter is designed to guide you in analyzing what you have learned about your community through your conversations, community feedback (The Questionnaires) and food mapping efforts.

Activities:
3. Learn how to identify what food security barriers your community may be experiencing and consider the possible causes of these barriers.
4. Use the **Analysis Worksheet - Strengths & Weaknesses Tool** to inventory and analyze your findings and identify **Key Issues** that your community is facing in accessing food and achieving food security.

TOOLKIT STAGE

Learning about Community Food Security

Gathering Information

Analyzing your Community

Choosing Tools & Taking Action

3.0 Introduction

This chapter will help you to identify and consider some of the barriers and issues that are challenging your local food system and limiting the ability of residents to be food secure. Through analysis, the needs of your community must be clearly assessed before you can strategize on how to improve the situation and take action (Chapter 4).

The Analyzing Strengths and Weaknesses Worksheet (pg43) introduced in this chapter can be used to summarize your findings on what food resources are available in your community, gather feedback from community members, service providers, and food outlets, and to guide you in identifying issues and barriers in your local food system. These questionnaires can be used as is, or can be modified to suit your needs.

3.1 Barriers to the Six A's

The **Worksheet** uses the Six A's of food security as a framework and asks you if any or all of the **Six A's of Food Security** are being met for members of your community (*See Chapter 1 the Six A's*). The following are some examples of common barriers relating to the **Six A's**:

Availability and Accessibility

Food and Food Services/Programs are not present - A lack of food outlets and services within reasonable travel distance in your community can be a serious barrier to community members being able to access food and also make healthy food choices. The following are some examples of these physical barriers related to availability and accessibility.

- *Service/outlet does not exist*: it is possible that there is a lack of healthy and affordable food outlets in the community.
- *Long distances to food outlets or food services*: Ideally food outlets and services should be within walking distance or a short transit distance away. Longer walking and transit distances can mean that residents have to buy smaller quantities or not get what they need to be able to carry the groceries, while expensive cab rides or transit can lead to a significant financial burden in choosing transport versus food.
- *Emergency food services or food delivery services are not present in vulnerable communities*: Although fresh food sources may be present in the community, there may be no services providing emergency food to all communities. However it is especially important that services such as food banks and meal programs are located within or near to low socio-economic communities. Those with mobility challenges may rely on food delivery services. Ideally these services would be available to all areas of a community.

Affordability

Food and food services are too expensive -The cost of food in a community can lead to residents being unable to afford enough food or can limit their ability to choose healthier options. The following are some factors that act as a barrier of food affordability in your community.

- *A significant proportion of residents are living at or below the poverty line:* Affordability issues can mean that residents have to choose between necessities such as food versus shelter versus utilities, etc.
- *Too reliant on imports*: Food importation can mean a greater variety of food in stores and can result in lower food costs; however a heavy reliance on imported food leaves a community vulnerable to outside forces such as import costs (weak dollar, rising production cost, etc.) or issues such as decreasing marginal profit for businesses.
- *Food delivery programs are too expensive*: Vulnerable populations such as the elderly or ill may rely on food delivery services access their food. Often these programs can be overly expensive.
- *Too little competition:* A reduction in competition and subsequent increase in food pricing may occur if there are too few food outlets in a community.

Adequacy and Appropriateness

Not-for-profit food sources do not carry sufficient food

- *Food donations are not enough*: The demand for emergency food can outstrip the charitable donations that come in from the community. Furthermore, community donators may not understand what food is needed or wanted.
- *Donations do not cover cultural or health restrictive food*: Often food donations do not include culturally specific food requirements or foods that are required by those with dietary restrictions.

Limited access to healthier options- Food Security requires access to nutritious foods (Chapter 5 for more information)

> **Imported food often has to travel long distances.**
>
> This leads to:
>
> Reduced nutrient content: produce is picked prior to ripening to avoid spoilage, face changing nutrient levels[8], and contain generally lower nutrient content than fresh[9]
>
> The inclusion of various preservatives to preserve freshness. These fillers and preservatives may take the form of high levels of sodium

- *Outlets may be present but do not focus on healthier options:* Convenience stores, fast food outlets and some discount food outlets that provide processed and packaged food increase the availability of food, however this form of food is not as healthy as fresh food options and home cooking.
- *Reliance on imported food*: Relying on imported/processed food can exchange fresh, locally grown food with food that is picked unripe to avoid spoilage, packaged and processed, or mixed with preservatives [12], and may decrease food safety[29].
- *Meal programs in schools may not serve enough or healthier food options:* Meal programs in school such as lunches and breakfast programs may not provide healthier options.

Options are not available for culturally appropriate or restrictive diets

- *Poor selection of food outlets*: Having few outlets can lead to a limit on the variety of food types that are available. Also, larger retail operations do not usually offer as broad a range of culturally or diet specific foods as specialized outlets.
- *Food outlets do not understand demand*: A lack of communication between food outlets and the population can lead to poor representation of culturally diverse food options, or foods that cater to health restricted diets such as heart disease or diabetes.

Awareness

Food Education is lacking in the community- Community members may not be aware of what is needed for a healthy diet, where they can access healthier option or how to prepare healthier food.

- *Food education is lacking in schools*: A lack of education for children and adolescents in school leads to poor eating habits and a lack of understanding of the link between diet and health. Schools may not have cooking programs or teach food skills such as budgeting, choosing purchasing and preparing healthier food.
- *Food education is lacking in the wider community*: Adults and the wider community may not have access to reliable healthy eating education. Reliance on internet sources or word of mouth can promote misinformation on what constitutes a healthy diet, and what to look for in healthy food. Programs that teach cooking skills to those without food mentors may not be available, approachable or affordable for community members.

Low food literacy, cooking skills, or inadequate cooking materials/tools

- *A lack of healthy or nutritious food literacy:* A lack of food literacy in schools in the wider community can lead to unhealthy food choices.
- *Community members do not have cooking skills*: Cooking is something that has to be learned, and learning how to cook healthy food can be a significant barrier. Those lacking cooking skills may resort to fast food or pre-prepared meals.
- *There may be a lack of proper food preparation equipment*: Some community members may not have the proper equipment needed to prepare fresh healthy food. For example, students or those living in shared housing may not have adequate access to food preparation equipment.

Analyzing Strengths & Weaknesses Worksheet

Purpose: The purpose of this worksheet is to summarize your findings from the **Community Food Mapping** exercise and the **Community Food** and **Food Outlet Questionnaires**. Questions about the food resources in your community will help you identify some Key Issues and challenges in your food system.

Worksheet Process:

Inventory Food Assets   >   Identify Challenges from the Questionnaires   >   Consider the 6A's   >   Key Issues
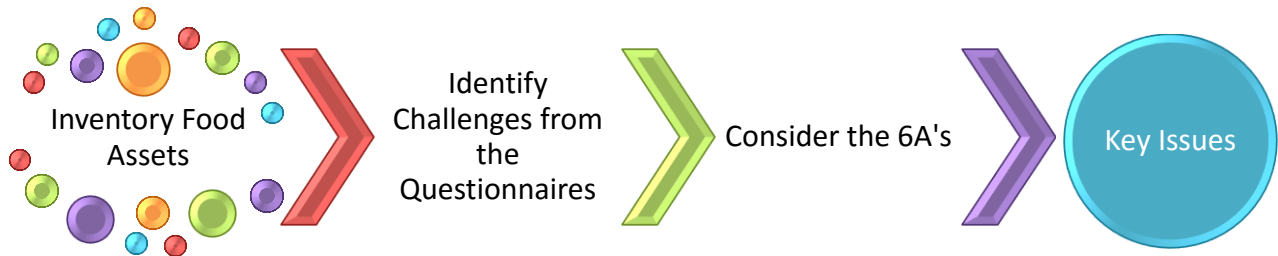
Use this worksheet to summarize your findings on the food services and food programs in your community, gained from food mapping and the dialogue with community members and service providers. Discuss these findings and consider any challenges identified from your questionnaires and conversations, then answer the questions to identify the barriers to accessing and learning about food (**Six A's**). This analysis will uncover some of the key issues that are challenging food security in your community.

The following are the lists of food related services and programs that may be available in your community:

FOOD SERVICES (Commercial and Not-For Profit)

Based on your mapping and community dialogues, what **Food Services** are available in your community? Please list them by name and use your findings from the **Community** and **Food Service Providers Questionnaires** to describe the services they offer:

☐ Grocery – Primarily Packaged/Frozen _____

_____

☐ Grocery – Primarily fresh/produce _____

_____

☐ Cooked food (from scratch) _____

_____

☐ Cooked food (from pre-prepared ingredients) _____

_____

☐ Farmer/Farmers Market _____

_____

☐ Food Delivery (Meal/Grocery Delivery, etc.) _____

_____

☐ Emergency food (foodbank, meal program, etc.) _____

_____

☐ Food in schools (breakfast, lunch, after school programs) _____

_____

☐ Alternative Food Sources (Community Garden, Food Box, Food Sharing, Rooftop Agriculture, etc.) _____

_____

☐ Other (please describe) _____

_____

FOOD AWARENESS Programs

Based on your mapping and **Community** and **Food Service Provider Questionnaires**, could a lack of food skills, food preparation facilities and/or awareness of food service providers be contributing to food insecurity in your community? Please name the services and resources in your community and use your findings from the **Questionnaires** to describe the services they offer:

☐ Food Map, food directory or other resource for locating food_____

☐ Community Kitchens _____

☐ Menu preparation or grocery shopping training _____

☐ Cooking Classes _____

☐ Nutritional Education _____

☐ Gardening Classes/Training_____

☐ Other (please describe) _____

Review the results from your **Community Food Mapping*** and **Not-For-Profit Food Providers Questionnaires*** and make note of the **challenges** relating to the food services and programs identified by community members and service providers.

_____

_____

Consider the following questions (combines the two sets):

1. **Accessibility**- Are there food services and programs available in your community? Are these programs offered in the right locations to allow residents to access them without requiring a vehicle, a lengthy transit trip or a very long walk? Are there other barriers to access?

2. **Affordability**- Based on your community's demographics and community feedback, do you think the food services and programs are affordable for all residents?

3. **Availability and Adequacy**- Are there enough food services and programs offered and are there any other barriers to attending such as lack of advertising, scheduling, attendance caps, etc.? Are community members getting enough healthy food year round?

4. **Appropriateness**- Are there food services and programs that address culturally diverse and health related diets?

5. **Awareness-** Are there programs or information offered in your community to improve food awareness and skills?

Based on your findings, what do you think are the **Key Issues** in your community relating to **Food Services and Food Awareness Programs**? Please identify these below.

_____
_____

Identification of Zoning and Policy Barriers

Your local zoning regulations may be creating a barrier to accessing food in your community. Refer to Chapter 5 (pg. 65) for more resources on Zoning. Planning policy regulates activity and development of the built environment; this regulation of the use and design of the built environment can create significant barriers to accessing necessary food services and products. As these policy documents can be very technical, it is recommended that you work with your local planner to identify what is permitted or restricted in your community. Visit www.halifax.ca or your municipalities' webpage where you can search for how to connect with planning and development departments. The following steps can help guide this process:

1. **Identify** the Planning Strategy (ies) and Land Use Bylaw(s) that apply to your community with your local planner, using the community boundaries identified in Chapter 2.

2. **Obtain** maps from your local planner showing the applicable planning designations and land use zones for your community (either physical or online mapping).

3. **Review** planning Strategy (ies) with your local planner looking for language that enables or constrains. Scan for policies relating to food, agriculture (food production & animals), retail/commercial activities (food retail & outlets), and industrial (food processing). Make note on your maps of the designations that these activities are permitted in.

4. **Review** together with your local planner the general provisions of the Land Use Bylaw(s) for restrictions that may enable or constrain your local food system. Search the individual zones for where food uses, agricultural activities (food production & animals), retail/commercial activities (food retail & services), and industrial uses (food processing & warehousing) are permitted. Make note of where these zones are located and roughly what activities they permit.

5. **Analyze** these policies to identify planning and zoning opportunities and barriers. Examples of this might be:

   a. A blanket of residential zoning which does not permit food retail, production or processing. This essentially creates a food desert by prohibiting new food uses.

   b. Lack of zones which specifically mention or encourage urban agriculture and food production. Uncertainty about what is or is not permitted can create a barrier to introducing these unrecognized uses into your community.

   c. Large distances between residential areas and zones which permit the sale of food and provision of food services. The distance between where you live and where you access food has been linked to dietary health; having to travel a long distance to access food can involve additional costs (transit & vehicular), and compromises in quality and quantity of food.

6. **Review** your findings with your local planner to see if these are correct and if there are any other planning or policy considerations which could be creating invisible barriers.

7. **Summarize** your findings in the **Analyzing Strengths and Weaknesses Worksheet** (pg43).

ZONING AND PLANNING BARRIERS (AN EXAMPLE):

The table below shows an example of how to organize your findings to identify possible opportunities or constraints resulting from planning and zoning policy in your community. A local

General Provision/ Designation/ Zone/ Policy Identify specific policies or zones which relate to food.	Summary of Issue/Opportunity How does this policy potentially impact food in your community?	Enabling/Constraining Could this policy make it easier or harder to change the situation and improve access to food?
Example: R-1 Residential	Does not permit food outlets, processing or distribution; limits food retail in home based businesses (must be accessory to another use).	Constraining
Example: C-3 Commercial	Permits food outlets, small scale production and warehousing.	Enabling
Example: Policy S-2	Requires edible landscaping for new buildings	Enabling

planner can help identify policies that may affect the ability to set up different services, programs, or businesses based on the current zoning or policy restrictions of a specific area.

OTHER ISSUES:

Please use the following section to make note of any other considerations or issues that arose from the inventory, community feedback and your food conversations. Based on your findings, what do you think are the Key Issues relating to these Considerations? Please identify below (You can use these notes to help inform the **Action Plan Worksheet** in Chapter 4):

_____

_____

_____

_____

CHAPTER 4:
Choosing Tools and Taking Action

Purpose: **This "Choosing Tools & Taking Action" chapter is designed to help you identify the actions you want to undertake to improve the key issues facing your community.**

Activities:
4. Learn how to create an **Action Plan** to develop actions to address your **Key Issues.**
5. Look to the **Sample Action Plan** for sample barriers and suggested actions to improve them.
6. Use the **Action Plan Tool** to list your community's **Key Issues** and identify the considerations, actions, resources, etc. that could improve the situation. Prioritize these based on the seriousness of the issue and ability to impact it.

4.0 Introduction

TOOLKIT STAGE

Learning about
Community Food Security

Gathering Information

Analyzing your
Community

**Choosing Tools & Taking
Action**

With a better understanding of the food resources and barriers in your community that you developed over the last three chapters, the next step is to clearly define your goals for working towards food security in your community. Your goals should be based on the barriers and issues you have identified in the previous chapter. It is important that these goals can be realistically achieved.

As you may come up with differing goals during this process, you may wish to focus on one or more of these goals depending on your community situation and interests. The following provides examples of different priorities for improvement you may wish to seek in your community; you can use these examples to help categorize and define your specific goals. For more information on goal setting, please refer to Chapter 5 (pg. 71). The following are some brief example goal statements that you may come up with during this step of your food assessment:

- Improving food security
- Increasing food access
- Improving affordability of purchasing & accessing food
- Promoting healthier diets

- Increasing food awareness & food skills
- Supporting local economies & local food
- Supporting environmental sustainability
- Networking and community capacity building
- Increasing food variety (culturally and diet specific)

4.1 Creating an Action Plan

One useful way to begin to tackling barriers is to create an **Action Plan**. Action plans can be as simple as listing barriers, possible solutions, and outcomes, or they can go into greater depth by also including important considerations that must be made, as well as resources that could be drawn on to help with the specific actions or outcomes. At the end of this chapter is a blank **Action Plan** that you can personalize as needed. When creating your **Action Plan,** it may be useful to draw on the resources provided in the 'Toolkit Resources' section.

The **Sample Action Plan** provides examples of some common issues that prevent the community from meeting the Six A's of food security, and potential actions to address these issues. This sample worksheet is included to help build ideas and provide guidance for creating your own **Action Plan** to address the issues in your community identified in the **Strengths & Weaknesses Worksheet**. The following box is an example barrier scenario that demonstrates the workflow as you go through your action plan. The example provides a potential approach to an issue, considerations that should be made when taking this approach, champions and resources that could be drawn on, and the desired outcome of this process.

Using the Action Plan – An Example Scenario

1. Issue or Barrier: Community members with limited mobility are unable to access food.

2. Ideas for Action: Meal and grocery delivery programs are an important part of a strong food system to improve access.

3. Possible Approach: Set up a new meal and grocery delivery programs, or expand the range of already established programs

4. Considerations: These programs can be expensive to set up, and difficult to manage over large service areas

5. Champions or Resources: Consider engaging with third-party services to see what could be set up in your community.

Action Plan Worksheet

Purpose: **This worksheet is designed to help you create your action plan.**

Use the Action Plan worksheet to pull together the food security issues identified through your assessment and to generate ideas and actions to address them. Discuss the issues as a group and consult with others to select those that you feel are the most urgent, timely, and manageable for you to consider. Then brainstorm on possible initiatives before selecting one or two preferred actions best suited to the current situation and your capacity. Identify possible challenges and champions for your preferred actions. **Chapter 5** contains many resources to help you generate and research your ideas.

When creating your **Action Plan** it will be helpful to follow the steps below:

1. List all **Key Issues** that have been identified as you have worked through this toolkit.
2. Consider these **Key Issues** and choose those that your group and community partners feel are the most significant and that have the greatest potential to take action on. Be honest about the magnitude of possible challenges and available resources. When discussing priorities, keep in mind what is happening in your community that may increase the urgency and opportunities for action, such as the start of a planning review, municipal election, proposed facility, new business, etc.
3. Use your **Action Plan** as a starting point to develop detailed work plans for your highest ranked **Issues** and preferred actions.
4. Create a food action team or group to carry the food assessment forward and implement your **Action Plan**. This group will work out details like leaders and partners, timeframe and process, resource requirements, etc.

Planning Considerations

When tackling your key issues, remember that how your community is structured can impact the ability to access food. Some of the following planning actions may improve access to food in your community. Discuss the following with your planner, consider other ideas from the resources in Chapter 5 and research other food planning policies & initiatives:

1. Identify accessible and suitable sites in your community for food retail (farm markets/stands, grocery, etc.), agriculture, processing facilities and distribution centres and zone accordingly.
2. Develop plans that recognize community gardens, urban agriculture, farm stands and markets as desirable uses and ensure that there is space, infrastructure and access to support these uses.

3. Consider supports for larger scale food production and processing in rural communities and supports for smaller scale food enterprises in urban communities.

4. Plan for mixed-use neighbourhoods that include and encourage small and mid-scale food outlets, seasonal markets and open space for gardens and urban agriculture.

5. Design infrastructure (particularly active transportation and transit) to support safe and convenient access to food sources and services.

6. Maximize publically owned lands and buildings to support urban agriculture, food production and food skills/awareness.

7. Integrate local agriculture such as community gardens, urban agriculture and small farms into existing settlements and new areas of development.

8. Include zoning that promotes facilities such as community kitchens and spaces such as community gardens which support food entrepreneurship and awareness.

9. Update home based business provisions to enable small scale food enterprises.

EXAMPLE ACTION PLAN WORKSHEET

Rank of Importance	Issue	Six A's	Ideas & Possible Actions	Preferred Action(s)	Considerations & Challenged	Champions & Resources	Desired Outcomes
Rank of Issues based on critical need, interest and manageability	*Key Issues identified from the Analysis Worksheet*	*Six A(s) at the core of the issue*	*Possible approaches and tools that might improve the situation*	*Favoured option to improve the issue (could also look at other options in this section)*	*Important considerations that may present challenges to taking action on this issue*	*Resources that you can draw on to support the preferred action such as community organizations, Halifax Food Policy Alliance and others*	*Describe the goals and outcomes that you wish to achieve by addressing this issue in your community*
	Food outlets are not present, or are too far	*Accessibility*	1. *Develop a food delivery service;* 2. *Improve public transportation;* 3. *Reduce barriers and create opportunities for new outlets (Zoning)*	*Develop a food delivery service*	· Model- for profit vs not-for profit? · Cost of delivery and potential for subsidization · Form of delivery and services offered i.e. mobile markets vs meal delivery vs food box · Catchment area	*Not-for-profit organizations, Local food retailers, transit authority, etc.*	*Increased access to food in underserved areas and for immobile populations*
	Not enough fresh food in outlets	*Adequacy* *Appropriate*	1.*Increase access to local produce;* 2. *Highlight healthier outlets in food map* 3.*Campaign for healthier options in existing outlets*	*Increase access to local by establishing a farmer's market(s)*	· Availability and diversity of local food · Seasonality of produce · Cost · Central location and zoning regulations · Sufficient resources such as staff, tables, etc.	*Local Farmers/ Food producers, existing farmer's markets (satellite option?)*	*Increased variety of fresh foods, supported local economy, increased food infrastructure*
	Food is too expensive	*Affordability*	1. *Increase access to local food- like buying direct from producer* 2. *Explore charitable food options* 3. *Develop bulk purchasing group* 4. *Offer budgeting and meal planning training*	*Develop a community kitchen and food sharing program*	· Very costly plus time and labour intensive · Partnering with existing kitchens and/or community centres · Partner with other charitable organizations · Test idea with a smaller scale pilot	*Local community garden; local food retailers; The SPOT and other community kitchens (Dartmouth North).*	*Increased access to healthy food; Increased food knowledge and awareness; potential for building social cohesion.*
	High food insecurity and rates of youth obesity	*Accessibility Availability*	1. *Develop food awareness class or campaign* 2. *Set up school meal program* 3. *Create a school community garden*	*Liaison between schools and community food resources to establish a school meal program.*	· Interest and openness of the school · Cost of programs and potential for subsidization · School facilities and equipment · Staffing for program · Source and type of food- hot meal, local produce, etc. · Differing food requirements and tastes · Insurance, risk and liability	*Local Community Garden, Parent Teacher Association, School Board, Philanthropic organization*	*Increased access to healthy food*
	Ethnic/ traditional Food Not available	*Appropriate*	1. *Establish Food Map* 2. *Campaign local businesses* 3. *Develop a Food Coop*	*Campaign local businesses to expand food selection*	· Diversity of your community and demand for food · Business case for addition of specialty foods · Labour and cost involved in developing campaign	*Community Groups; Local restaurants and food purchasers;*	*Increased ethnic/ traditional food available in stores; Increased store variety*
	Lack of local food in outlets	*Availability*	1. *Establish farmer's market or food coop* 2. *Create opportunities for urban agriculture such as rooftop gardens, beekeeping, small scale farms* 3. *Create a community garden*	*Create a community garden*	· Committee to establish garden and stewards to keep it going · Access to land · Costs · Zoning if want to sell produce and other commercial activities · Allotments vs communal vs combo of these	*Not-for-profit organizations*	*Increased access to seasonal local food; increased knowledge and understanding of food; social connections and community meeting place.*
	Lack of cooking skills	*Awareness*	1. *Develop a cooking club* 2. *Offer cooking classes*	*Set up food learning programs and host cooking events*	· Location and accessibility · Cost and staffing of programs · Source of food and specialty equipment	*Local businesses/chefs; community college; senior's residences*	*Improve food skills and comfort with healthier food options; Improve health and social cohesion*

Action Plan

Rank of Importance	Issue	Six A's	Ideas & Possible Actions	Preferred Action(s)	Considerations & Challenges	Champions & Resources	Desired Outcomes

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CHAPTER 5:
ADDITIONAL INFORMATION AND RESOURCES

Purpose: This "Additional Information and Resources" chapter provides a suite of resources and tools that can be used to inform a food assessment as outlined in this toolkit.

5.0 Introduction

Chapter 5 is designed as a collection of resources that can be used to help you in your food system assessment. The materials presented are categorized by Chapters 1 through 4 of the toolkit. Each of these chapters/sections presents:

a. Other relevant toolkits that support the goals of each chapter

b. Additional information and resources on the topics and materials covered in that respective chapter.

c. Mini case studies relevant to that chapter.

5.1 Chapter 1: Learn about Community Food Security

The following section provides a number of resources that can be used to support what was presented in Chapter 1 of this toolkit. This section compiles (a) Other toolkits that can support the goals of this chapter; (b) Additional resources related to the ideas presented in this chapter, and (c) a case study related to this chapter.

A. Related Toolkits

Alliance Building Roots Toolkit - Food Forward Advocacy Alliance
http://pushfoodforward.com/buildingrootstoolkit

Bloomberg School of Public Health - Teaching the Food system resource
http://www.jhsph.edu/research/centers-and-institutes/teaching-the-food-system

Guelph-Wellington - Food Charter Toolkit
http://www.hsfspark.com/sites/default/files/Guelph%20Wellington%20Food%20Charter%20Toolkit.pdf

Health Canada – Eat Well and Be Active Education Toolkit
http://www.hc-sc.gc.ca/fn-an/food-guide-aliment/educ-comm/toolkit-trousse/index-eng.php

Healthy Food for All Toolkit – Food Net Ontario
http://toolkit.foodnetontario.ca/

Healthy Food in Your Community: A Toolkit for Policy Change – Center for Science and Democracy

    http://www.ucsusa.org/sites/default/files/attach/2014/10/ucs-food-policy-toolkit-2014.pdf

Healthy Rural Communities Toolkit: A Guide for Rural Municipalities – Public Health Ontario/University of Guelph

    http://www.ruralhealthycommunities.ca/Rural_Healthy_Communities/Toolkit_files/HealthyRuralCommunitiesToolKit%20feb17.pdf

The Economics of Local Food Systems Toolkit – USDA

    https://www.ams.usda.gov/sites/default/files/media/Toolkit%20Designed%20FINAL%203-22-16.pdf

B. Additional Resources

Food Reports and Assessments

Household Food Security in Canada, 2014 – PROOF Food Insecurity Policy Research
The Research to Identify Policy Options to Reduce Food Insecurity (PROOF) produced a report on food insecurity in Canada (2013). The document provides useful statistics on the current status of food security across Canada

    http://proof.utoronto.ca/

Hunger Count – Feed Nova Scotia
Annual hunger counts report, which provides information on the use of food banks throughout Canada.

    http://www.feednovascotia.ca/hungerfacts_hungercount.html

Food Counts: Halifax Food Assessment – Capital Health and Halifax Food Policy Alliance
A report on the current food landscape in Halifax Regional Municipality; this document is the result of an in-depth analysis of the current food landscape in Halifax that provides information and statistics on the various indicators of food for the region.

   http://www.cdha.nshealth.ca/public-health/halifax-food-assessment

Food Security

Food Security Review – Population and Public Health, BC Ministry of Health.
An informational tool that provides information on food security. The document provides background and information on food security, the health implications of food security, factors that influence food security, as well as national and international approaches to food security.

    http://www2.gov.bc.ca/assets/gov/health/about-bc-s-health-care-system/public-health/healthy-living-and-healthy-communities/food-security-evidence-review.pdf

Six Key Determinants of Community Food Security

The Six A's of Food Security (from the Food Counts: Halifax Food Assessment) incorporate the various factors that create barriers to food security in your community. The Food Policy Alliance developed a similar system (The Six Determinants of Community Food Security) that address barrier issues and integrate the influence of economic, social, and political factors:
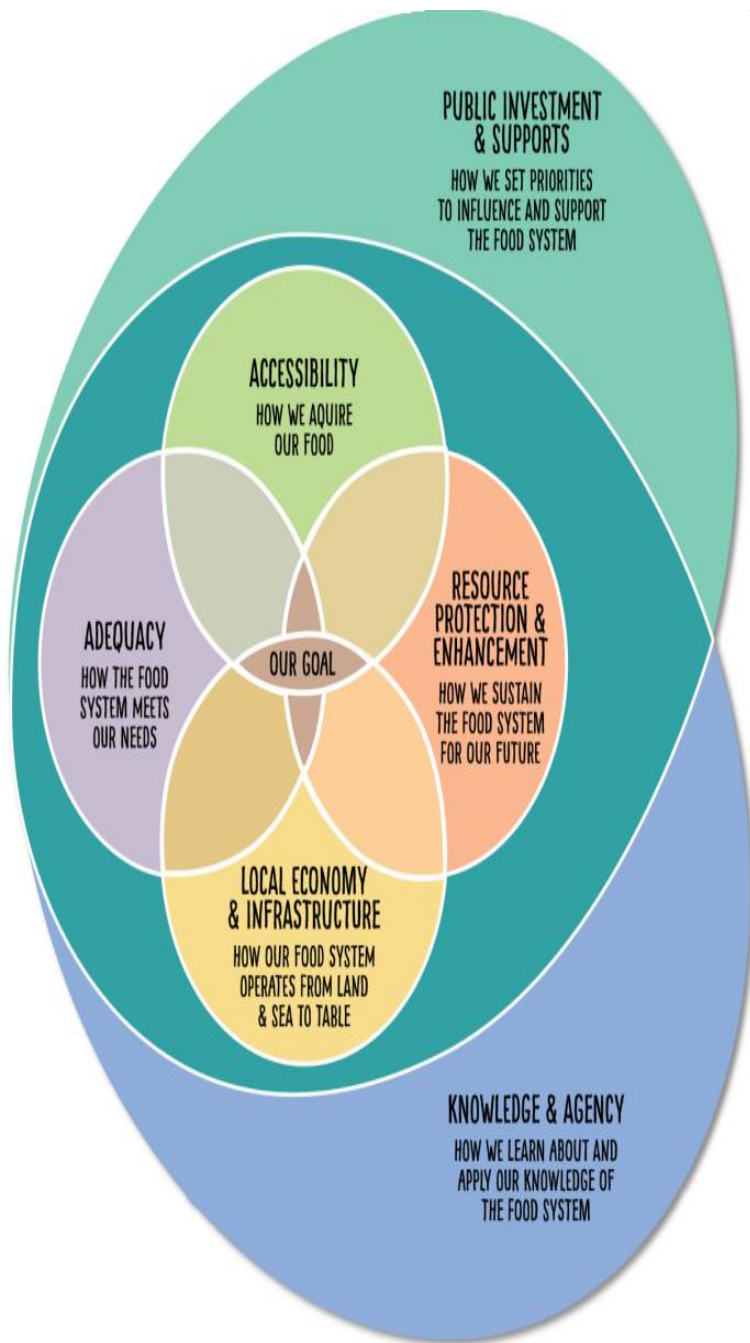
Food Accessibility
Affordable, healthy, and cultural appropriate food needs to be physically and monetarily accessibly to all members of a community.

Food Adequacy
Community food security is dependent on there being adequate food supply to meet the needs of all members in a community.

Food Knowledge and Agency
Knowledge and agency is achieved when citizens have the opportunity to gain knowledge that will increase awareness, familiarity, and understanding of food and the how, and by whom food is produced and distributed, while being able act upon this knowledge to improve community food security.

Local Food Economy and Infrastructure
Community food security relies heavily on the capacity and vitality of the local food economy to meet the needs of the citizens; including producers, fishers, and farmers of local food.

Public Investment and Support
Public investment and support can either hinder or enhance food security. Governments are positioned to address market failures of the economic system and help realize ideals of the population. Governments at all levels set policies and spending priorities that impact the food system, and the ability to absorb shocks to the system and adaption to long-term changes.

Resource Protection and Enhancement
The strength of community food security in Nova Scotia is contingent upon a regional and provincial foundation of farmers and farmland, and fisher and fishing grounds.

Source: Food Policy Alliance, 2015

Alternative Food

Alternative Farming Systems Information Center: Urban Agriculture – United States Department of Agriculture
A collection of resources on urban agriculture.
https://www.nal.usda.gov/afsic/urban-agriculture

Breakfast Programs – Halifax Regional School Board
An online resource for further information on breakfast programs in schools in HRM.
http://www.hrsb.ca/about-hrsb/program/health-promotion/school-nutritionist/breakfast-programs

Community Farm Programs – Farm Folk City Folk
A collection of resources and considerations on community farming
http://www.farmfolkcityfolk.ca/community-farms-program/

Cooking up the Community: Nutrition Education in Emergency Food Programs – Why Hunger
A resource designed to provide information on improving charitable food programs and to ensure that communities have adequate access to nutrition education.
http://www.whyhunger.org/uploads/fileAssets/a86cb1_10a252.pdf

Improving Cooking and Food Preparation Skills: A Profile of Promising Practices in Canada and Beyond – Health Canada
An online report that profiles 13 successful Canadian programs that are aimed to improve cooking and food preparation skills in families.
http://www.hc-sc.gc.ca/fn-an/nutrition/child-enfant/cfps-acc-profil-apercu-eng.php

Just Us!
An organization based in Nova Scotia that seeks to raise awareness of ethical purchasing of foods, while providing education resources and facilitating partnerships.
http://www.judesfairtrade.ca/

Making the Case for Healthier Food Donations in Brown County – Beyond Health
A document designed to help promote food drives and charitable food resources in your community.
http://www.de-pere.org/egov/documents/1438882595_00233.pdf

Making the Business Case for Good Food Box Programs - Ontario Healthy Communities Coalition
A background on food box programs, and then provides education tools on developing the program such as marketing, management and staff, training and education as well as practical matters such as produce and transportation, space, and equipment.
www.ohcc-ccso.ca/en/webfm_send/501

Proof: Food Insecurity Policy Research

An online document that acts as a large collection of resources for community food security and charitable food resources

http://proof.utoronto.ca/resources/research-publications/community-food-programs/

Nipen, A.

Profiles the available area for setting up Urban Agriculture in Halifax.

http://www.dal.ca/content/dam/dalhousie/pdf/science/environmental-science-program/Honours%20Theses/a_nipenthesisjan.pdf

Urban Agriculture Policy, Planning, and Practice – City of Hamilton Report

A planning and informational document on urban agriculture. Topics such as benefits of urban agriculture, best practices, zoning considerations, etc.

https://www.hamilton.ca/sites/default/files/media/browser/2015-03-06/urbanagriculturepolicyplanningandpractice.pdf

Urban Farming and Gardening Resources - Beginning Farmers.org

A Collection of urban farming and gardening resources

http://www.b eginningfarmers.org/urban-farming/

Learning about the Food System in Other Regions

Community Food Assessment – Food Matters Manitoba

Reports on the current state of the food landscape in St. Vital; provides in depth information on the current demographics of the region, as well as an inventory and description of food resources such as farms, and community food resources, while also providing information on issues such as food access and food waste. The document also outlines current priorities in the community such as improving food skills, food insecurity, promoting food in schools and promoting community food programs.

http://www.foodmattersmanitoba.ca/sites/default/files/St%20Vital%20-%20Low%20res.pdf

Healthy Food for All: Sustainable Local Food Systems in Ontario – Government of Ontario

A resource that discusses the food system in an attempt to educate about local food systems in Ontario

http://www.ohcc-ccso.ca/en/webfm_send/672

The NiKigijavut Hopedalimi: "Our Food in Hopedale" - Food Security Network of Newfoundland & Labrador

A community led food assessment report on the current food landscape in the Labrador coastal community of Hopedale. The goal of the document is to provide information on the current food system so that barriers and goals can be identified to improve this system. Due to the cost of food in the community, food economics and pricing are a central focus of the document. The document also outlines community concerns that were expressed during the research for the report.

http://www.foodsecuritynews.com/Publications/NiKigijavutHopedalimiReportFINAL.pdf

C. Case Study

FoodARC (Food Action Research Centre) is a research centre at Mount Saint Vincent University that seeks to research and take action to support food security in Nova Scotia. The organization focuses on four main pillars:

1. **Research**
2. **Building Capacity**
3. **Sharing Knowledge**
4. **Advocacy and Policy Change**

Research Projects

FoodARC students, staff and partners undertake a variety of research activities, using both qualitative and quantitative methodology such as surveys, interviews, focus groups, and other qualitative methods, food costing, inventories, food mapping, community mapping, and other quantitative methods.

A number of research projects have been completed and are ongoing: For example between 2005 and 2011 a project titled *Mobilization on Food Security and Community Development*. This project was one of six research groups funded for Atlantic Canada, which sought to broaden knowledge about social economy of the Atlantic region. The research developed partnerships and laying the foundation for participatory action research projects on community mobilization on food security and community economic development.

Another project was carried out between 2005 and 2006, titled *Thought About Food? A Workbook on Food Security & Influencing Policy*. The project was part of a series of research projects on food security that was intended to provide tools and information to engage communities to start promoting food security.

More information on these projects is available at: http://foodarc.ca/projects-activities/completed-projects

Student Involvement

FoodARC involves students in a number of capacities, such as graduate students, dietetic interns, volunteers, and research assistants. FoodARC supports these partners research and food related work to support food security in Nova Scotia.

Resources

FoodARC provides a collection of resources on their website such as food security and policy change resources. These materials include a collection of food security websites and documents, as well as resources about food policy in Canada. FoodARC also provides a large selection of food security related research on their website ranging from 2003 to 2015, associated with various FoodARC projects.

5.2 Chapter 2: Gathering Information

The following section provides a number of resources that can be used to support Chapter 2 of this toolkit. This section compiles (a) Other toolkits that can support the goals of this chapter; (b) Additional resources related to the ideas presented in this chapter, and (c) a case study related to this chapter.

A. Related Toolkits

Breakfast in the Classroom Toolkit – University of Wisconsin-Extension
http://fyi.uwex.edu/wischoolbreakfast/files/2009/10/BIC_FINAL-web.pdf

Community Food Toolkit – OMAFRA & the University of Guelph – running community workshop, Asset Mapping
http://nourishingontario.ca/community-food-toolkit/

Community-Based Participatory and Developmental Evaluation Approaches: An Introductory Toolkit
https://www.ecologyaction.ca/files/images-documents/file/Food/Our%20Food%20Eval%20Toolkit.pdf

Community Planning Toolkit – Community Engagement
http://www.communityplanningtoolkit.org/sites/default/files/Engagement.pdf

Designing survey questions on food-related issues toolkit – National Center for Social Research (UK)
http://www.natcen.ac.uk/media/2862/question-design-toolkit.pdf

Engaging your Community Toolkit – John Snow Inc.
http://www.jsi.com/JSIInternet/Inc/Common/_download_pub.cfm?id=14333&lid=3

Farm to School Toolkits – Center for Integrated Agriculture Systems (UW Madison)
http://www.cias.wisc.edu/toolkits/

Food Mapping Toolkit – Food Matters Manitoba – Community based mapping and workshops tools
http://www.foodmattersmanitoba.ca/wp-content/uploads/2014/04/Food-Mapping-tool-kit.pdf

Inventory Toolkit – Rural Opportunities Network
http://ruralnetwork.royalroads.ca/sites/default/files/tools_resources/roninventorytoolkit2013.pdf

Mapping Local Food Webs Toolkit – CPRE – Food system mapping, planning, community engagement, tools

http://www.cpre.org.uk/resources/farming-and-food/local-foods/item/3076-mapping-local-food-webs-toolkit

Sustainable Communities: A guide to community asset mapping
http://ruralnetwork.royalroads.ca/sites/default/files/tools_resources/fbcassetmappingmanuale0905manual1.pdf

USDA Community Food Security Assessment Toolkit
http://www.ers.usda.gov/media/327699/efan02013_1_.pdf

Where's the Food – University of Ottawa and Just Food: Identifying Stakeholders Toolkit
http://www.justfood.ca/foodforall/documents/Wheres_the_Food_web2011.pdf

B. Additional Resources

ACORN
An organization that seeks to facilitate information exchange between food organizations and the community. It also operates an online tool where the user can search for organic food services and business and be linked to a list of relevant resources in their chosen area.

http://www.acornorganic.org/resources/organicdirectory

Mapping Food Matters - Ground Works Learning Center and Food Secure Canada
A resource that presents background information on the power of food mapping, the process of food mapping, case studies on food mapping, and considerations such as planning and policy considerations.
http://foodsecurecanada.org/sites/default/files/Mapping_food_matters.pdf

Ontariofresh.ca
A website that is designed for food services and businesses where they are able to create a profile to promote products to their communities. Community members are able to use their search tool to find local food resources in nearby communities.
https://ontariofresh.ca/

Select Nova Scotia
An online food resource tool that allows local businesses and services to register their information, which is then placed in a database. Community members are able to select a number of criteria to be given a list of local businesses and services that match those criteria.
http://www.selectnovascotia.ca/where-to-buy

West End Food Coop
A website designed to disseminate information on food in the community. Presents upcoming events, information on retailers, and the location of food services and resources:
https://westendfood.coop/

Example Food Maps

Campus Food Map - Wisconsin University
>   http://sustainability.wisc.edu/campusfoodmap/

Guelph Wellington Local Food Map
>   http://www.tastereal.com/local-food-map/

Local Food Asset Map – Food Security Alberta
>   http://www.foodsecurityalberta.org/civigeo-map

South Vancouver Neighbourhood Food Network Map
>   https://www.google.com/maps/d/viewer?hl=en&mid=1ZsJWRGwui1PvegbnIsSXQtCMOo4

C. __Case Study__

Guelph Wellington Local Food – Taste Real

Guelph-Wellington Local Food in Ontario started a Taste Real program in 2011, an initiative to support local businesses, farms and producers. The program was designed as a stakeholder engagement initiative working to continually connect consumers and food tourists to these resources, making it easy to bring food directly to the table. 45 stakeholders were initially represented at planning meetings, with the explicit goals of: 1. Build upon the local food network through engagement; 2. Promote infrastructure and distribution network development; 3. Develop and deliver products, services, and experiences; and 4. Facilitate the transfer of knowledge, skills, and best practices.

The primary outputs of the program are a food map and a resource to help identify local food related events. The local food map is produced annually and is available in hard copy at a number of local businesses and is available online. The resource is a map of local food businesses and services including farms, farmers' markets, restaurants, retailers & distributors, catering & and prepared food, breweries, and wholesale. The map operates as an informational tool for the community on all food assets present, providing both their location, operational information, and services offered. Importantly, Taste Real manages an online Ontariofresh.ca website portal, where food services are able to create a profile to showcase their local food to the community, and where the community is able to search for local food services. A number of success stories are available on the Taste Real website that explain how this type of community food mapping program is increasing food awareness, healthy eating, and benefitting local business

 The following graphics show (a) some clippings from the Taste Real Local Food Map, and also (b) the tool for searching a database of local foods available in nearby communities.

http://www.tastereal.com/wp-content/uploads/2015/05/LFM_2015_WEB2.pdf

5.3 Chapter 3: Analyzing Food Security

The following section provides a number of resources that can be used to support Chapter 3 of this toolkit. This section compiles (a) Other toolkits that can support the goals of this chapter; (b) Additional resources related to the ideas presented in this chapter, and (c) a case study related to this chapter.

A. Related Toolkits

Assessing Community Needs and Resources – Community Tool Box
> http://ctb.ku.edu/en/assessing-community-needs-and-resources

Community Food Systems Toolkit – University of Wisconsin-Extension
> http://fyi.uwex.edu/foodsystemstoolkit/

Community Food Security Assessment Toolkit
> http://www.ers.usda.gov/media/327699/efan02013_1_.pdf

Food Hub Business Assessment Toolkit – Wholesome Wave
> http://www.wholesomewave.org/wp-content/uploads/2014/08/HFCI-Food-Hub-Business-Assessment-Toolkit.pdf

Healthy School Toolkit – The Food Trust
> http://thefoodtrust.org/uploads/media_items/healthy-school-toolkit-original.original.pdf

Nutrition Services Questionnaire/Checklist
> http://toolkit.ineesite.org/toolkit/INEEcms/uploads/1041/Nutrition_Services_Questionnaire.PDF

SWOT Analysis Questions to Consider – Government of British Columbia
> http://www2.gov.bc.ca/assets/gov/employment-business-and-economic-development/economic-development/developing-your-community/plan-your-economic-development-program/swot_analyis_questions.pdf

The Good Food Toolkit – John Hopkins Bloomberg School of Public Health
> http://www.jhsph.edu/research/centers-and-institutes/johns-hopkins-center-for-a-livable-future/projects/BFFP/toolkits_guides_ideas/audit_form/index.html

Where's The Food - The University of Ottawa and Just Food
> http://www.justfood.ca/foodforall/documents/Wheres_the_Food_web2011.pdf

B. Additional Resources

Community Food Security – Positions of Dietitians in Canada
> An information document on food security and the food system, touching on different issues of food insecurity.
> > https://www.dietitians.ca/Downloads/Public/cfs-position-paper.aspx

SWOT Analysis - UW Food Services
> A resource designed to help guide the process of performing a SWOT analysis
> > https://uwaterloo.ca/food-services/sustainability/uwaterloo-buy-local-project/strength-weakness-opportunity-threat-analysis

Land-Use and Zoning Resources:

Municipal Planning Strategies and Land Use By-Laws – Halifax Regional Municipality
> Halifax has a large number of community planning strategies and LUBs. This online tool allows navigation by Core Plan Areas and the communities within the region.
> > http://www.halifax.ca/planning/CommunityPlans.php#HalifaxMainland

C. Case Study: Where's the Food? Finding out about Food in your Community, Ottawa Ontario

Like the goals of chapter 3 in this toolkit, the Where's the Food Program was developed to help assess the food landscape in Ottawa Ontario by asking important questions and providing possible means of assessing these food issues. A document is provided as a part of the program to help with this assessment of the food system.

The document produced has 5 steps or sections pertaining to assessing food in the community of Ottawa:

1. A Community Overview
2. How is food grown, gathered and prepared
    a. Community gardening
    b. Food in schools
    c. Food Literacy in school
    d. Community kitchens
    e. Community gleaning
3. Where is food bought
    a. Community shared agriculture
    b. Farmers markets/farm stands
    c. Food box programs
    d. Food stores and restaurants
4. What are the barriers to accessing healthy food
    a. Household food insecurity and emergency food
    b. Transportation to food stores
    c. Skills and information
    d. Food options
5. What does this mean for their community

The document provides guidance on gathering information on the food system in Ottawa. Food mapping and statistical information are used to characterize the community. Each section discusses an important facet of the food system, indicators to measure how it is functioning, and how to perform an assessment and where more information can be gathered.

Farmers' Markets, Farm-Gate Sales, and Farm Stands	
Potential Indicators	**Where to Get Information**
Where is the closest **farmers' market(s)** to your community located? When is it open (days/hours/months)? Is it within walking distance (how many km)? If not, is there public transportation available? How long does it take to bus there? How long does it take to drive there? How many farmers attend the farmers' market(s) in or closest to your neighbourhood? If you are in a rural area, how many of these farms are located within your community?	Just Food's Buy Local Food Guide; Attend Farmers' Market and make observations; Google Maps; OC Transpo
Are there any **farm stands** in your community? If not, where are the nearest farm stands to your community? Are these farm stands within walking distance (how many km)? If not, is there public transportation available? How long does it take to bus there? How long does it take to drive there? When are they open?	Just Food's Buy Local Food Guide Visit the farm stands; Google maps; OC Transpo

Example of indicators and where to get information from Where's the Food Toolkit - http://justfood.ca/community-food-assessment-toolkit/

5.4 Chapter 4: Developing an Action Plan -

The following section provides a number of resources that can be used to support Chapter 4 of this toolkit. This section compiles (a) Other toolkits that can support the goals of this chapter; (b) Additional resources related to the ideas presented in this chapter, and (c) a case study related to the goals of Chapter 4.

A. Related Toolkits

Alternative Food

Community Garden Best Practices Toolkit – FSNNL
http://www.foodsecuritynews.com/Publications/Community_Garden_Best_Practices_Toolkit.pdf

Community Garden Best Practices Toolkit – Food Security Network of Newfoundland and Labrador
http://ruralnetwork.royalroads.ca/sites/default/files/tools_resources/communitygardenbestpracticestoolkit.pdf

School Year Gardens: A Toolkit for High Schools to Grow Food – Richmond Food Security
http://richmondfoodsecurity.org/Documents/Publications/SchoolGardenToolkit.pdf

Temporary Food Markets Guideline – Food Protection Services
http://ruralnetwork.royalroads.ca/sites/default/files/tools_resources/guidelinessaleoffoodsattemporaryfoodmarkets2010final.pdf

Community Engagement and Literacy

A Toolkit for New Brunswick Community Food Mentor Program Facilitators – NBCFP
http://nbfoodsecurity.ca/wp-content/uploads/2013/02/Facilitator-Toolkit.-CFM.-April-2013.pdf

Community Futures British Columbia Aboriginal Engagement Tool – Aboriginal Strategic Committee
http://ruralnetwork.royalroads.ca/sites/default/files/tools_resources/cfda-aboriginal-engagementtoolkit-revised-january-08.pdf

Food Literacy Toolkit – Food Fight
http://foodfight.org/toolkit

Knowledge Translation and Transfer Plan Toolkit (1) - OMAFRA and the University of Guelph
   http://www.uoguelph.ca/omafra_partnership/ktt/en/localfoodhub/Visioning_Exercises.a
   sp

Knowledge Translation and Transfer Plan Toolkit (2) - OMAFRA and the University of Guelph
   http://www.uoguelph.ca/omafra_partnership/ktt/en/agrifoodrurallink/resources/omafr
   aktttoolkitoctober2010.pdf

Food in Schools

Steps to Creating a School Nutrition Policy: A Step By Step Toolkit – Alberta Health Services
   http://www.albertahealthservices.ca/assets/info/nutrition/if-nfs-school-nutrition-
   policy.pdf

USDA Foods Toolkit for Child Nutrition Programs
   http://www.fns.usda.gov/usda-foods/usda-foods-toolkit

Expanding Your School Breakfast Program Toolkit – USDA
   http://www.fns.usda.gov/sbp/expanding-your-school-breakfast-program

Kitchen Programs

Community Kitchen Best Practice Toolkit – FSNNL
   http://www.foodsecuritynews.com/Publications/Community_Kitchen_Best_Practices_To
   olkit.pdf

Community Kitchen Best Practices Toolkit – Food Security Network of Newfoundland and
Labrador
   http://ruralnetwork.royalroads.ca/sites/default/files/tools_resources/communitykitche
   nbestpracticestoolkit.pdf

Community Kitchen Best Practices Toolkit – Food Security Network of Newfoundland and
Labrador
   http://ruralnetwork.royalroads.ca/sites/default/files/tools_resources/communitykitche
   nbestpracticestoolkit.pdf

Farmer's Markets and Local Food

Farmers Market Best Practice Toolkit – Food Security Network of Newfoundland and Labrador
   http://ruralnetwork.royalroads.ca/sites/default/files/tools_resources/farmersmarketbes
   tpracticestoolkit.pdf

Famers' Market Best Practice Toolkit – FSNNL
http://www.foodsecuritynews.com/Publications/Farmers_Market_Best_Practices_Toolkit.pdf

Growing a Healthy Economy with Local Foods Toolkit – NC State University
https://communitydevelopment.ces.ncsu.edu/wp-content/uploads/2015/03/GHELF-Toolkit.pdf?fwd=no

Healthy Food Systems: A Toolkit for Building Value Chains
http://community-wealth.org/sites/clone.community-wealth.org/files/downloads/tool-build-value-chain-appalachian-sust-dev.pdf

Local Food Organizational Toolkit – Iowa State University
https://www.leopold.iastate.edu/sites/default/files/pubs-and-papers/2015-10-iowa-local-food-organizational-toolkit-structure-management-and-finance.pdf

Policy and Planning

Bulk Buying Club Best Practice Toolkit – FSNNL
http://www.foodsecuritynews.com/Publications/Bulk_Buying_Club_Best_Practices_Toolkit.pdf

Event Planning Toolkit – Event Planning Toolkit
http://www.fb.org/assets/files/programs/ourfoodlink/OurFoodLink_PlanningToolkit.pdf

Food Security Communications Toolkit – FAO
http://www.fao.org/docrep/014/i2195e/i2195e.pdf

Good Laws, Good Food: Putting Food Policy to Work In the Navajo Nation – Harvard Food Law Policy Clinic
http://www.chlpi.org/wp-content/uploads/2013/12/Navajo-Food-Policy-Toolkit-May-2015.pdf

Toolkit for Food Security – PVPC
http://www.pvpc.org/content/food-security-toolkit

B. Additional Resources

Richmond Foodland Asset Report – Richmond Food Security Society
> An example of an assessment undertaken for a community looking at various facets of food in the community.
>> http://www.richmondfoodsecurity.org/Documents/Publications/RichmondFoodlandStrategicPlan.pdf

Toolkit, Guides, and More - New Brunswick Food Security Action Network
> A large collection of toolkits and guides about food. These toolkits cover materials such as food skills, alternative and community food programs, healthy eating, program planning and delivery, food education and much more.
>> http://www.nbfoodsecurity.ca/toolkits-and-manuals/

Planning/Policy and Advocating for Change Resources:

Community Food Toolkit, OMAFRA - University of Guelph
Case studies for different regions in Ontario that have taken actions to improve their food landscape. This is a powerful resource as it can help you identify goals and approaches to your own food system.
> http://www.uoguelph.ca/omafra_partnership/ktt/en/localfoodhub/Case_Studies.asp

Institute for Food and Development Policy- Cutting through the Red Tape
A Resource Guide for Local Food Policy Practitioners & Organizers
> http://foodfirst.org/publication/cutting-through-the-red-tape-a-resource-guide-for-local-food-policy-practitioners-organizers/

Nova Scotia Federation of Agriculture (NSFA)
> An organization that reviews regulatory issues that impact the agriculture sector, lobby governments for changes to existing legislation, and develop and deliver services and programs to meet the needs of farmers. They operate a website that overviews their mission statement and their approaches to achieving these goals.
>> http://nsfa-fane.ca/about-us/

Nova Scotia Food Policy Council
> An organization that operates as a non-partisan citizen group that works with communities, organizations, and governments to help develop policies and programs that ensure an equitable, healthy, and sustainable food system that meets the needs of all Nova Scotians.
>> https://nsfoodpolicy.wordpress.com/about/

Planning for Food Security in the Commonwealth – Commonwealth Foundation
A document providing a variety of food related issues
https://www.cip-icu.ca/Files/Resources/Perspectives-on-Planning-for-Agriculture-and-Food.aspx

How other Cities/Regions are Enacting Food System Change

Fresh: Edmonton's Food & Urban Agriculture Strategy - City of Edmonton
A food strategy document titled, which is designed to explore the current state of urban agriculture and local food in Edmonton. The report provides an overview of the food landscape in Edmonton, and then covers topics such as strategy building, public consultation and municipal goals, food system frameworks, strategic directions and recommendations, and finally enacting the strategies that have been outlined.
http://www.edmonton.ca/city_government/documents/FRESH_October_2012.pdf

Recipes for Policy Change – A resource toolkit for promoting food security through policy change in Alberta
Alberta Food Matters produced a resource kit that provides an excellent selection of resources on food security, as well as details on different approaches and processes to help induce food policy change to promote food security and food sovereignty:
http://www.foodsecurityalberta.org/node/1887

Planning your Approach and Defining Your Goals

Community Food Assessment Guide - Provincial Health Authority
The purpose of the document is to help with the initial steps of determining why a community food assessment could be a fruitful activity, and the important elements and processes to undertake a food assessment. The document also presents a suite of tools that can be used to ensure an effective and efficient approach to this process.
http://www.phsa.ca/Documents/communityfoodassessmentguide.pdf

Whole Measures for Community Food Systems
A tool is a resource that has been developed to give organizations and communities a resource that helps them develop a process for defining and expressing their complex stories and determining desired outcomes?
http://www.hungerfreecommunities.org/wp-content/uploads/2011/05/WholeMeasures-for-Community-Food-Systems_CFSC1.pdf

A. Case Study

Municipal Food Policy Entrepreneurs

A cooperative project by the Toronto Food Policy Council, Vancouver Food Policy Council, and the Canadian Agri-Food Policy Institute produced a preliminary analysis (2013) of how different Canadian municipal governments are approaching the food system to incite food system change. The document provides a number of case studies from cities around Canada to shed light on different approaches to promoting food. The document identifies six types of initiatives, and the cities that support them:
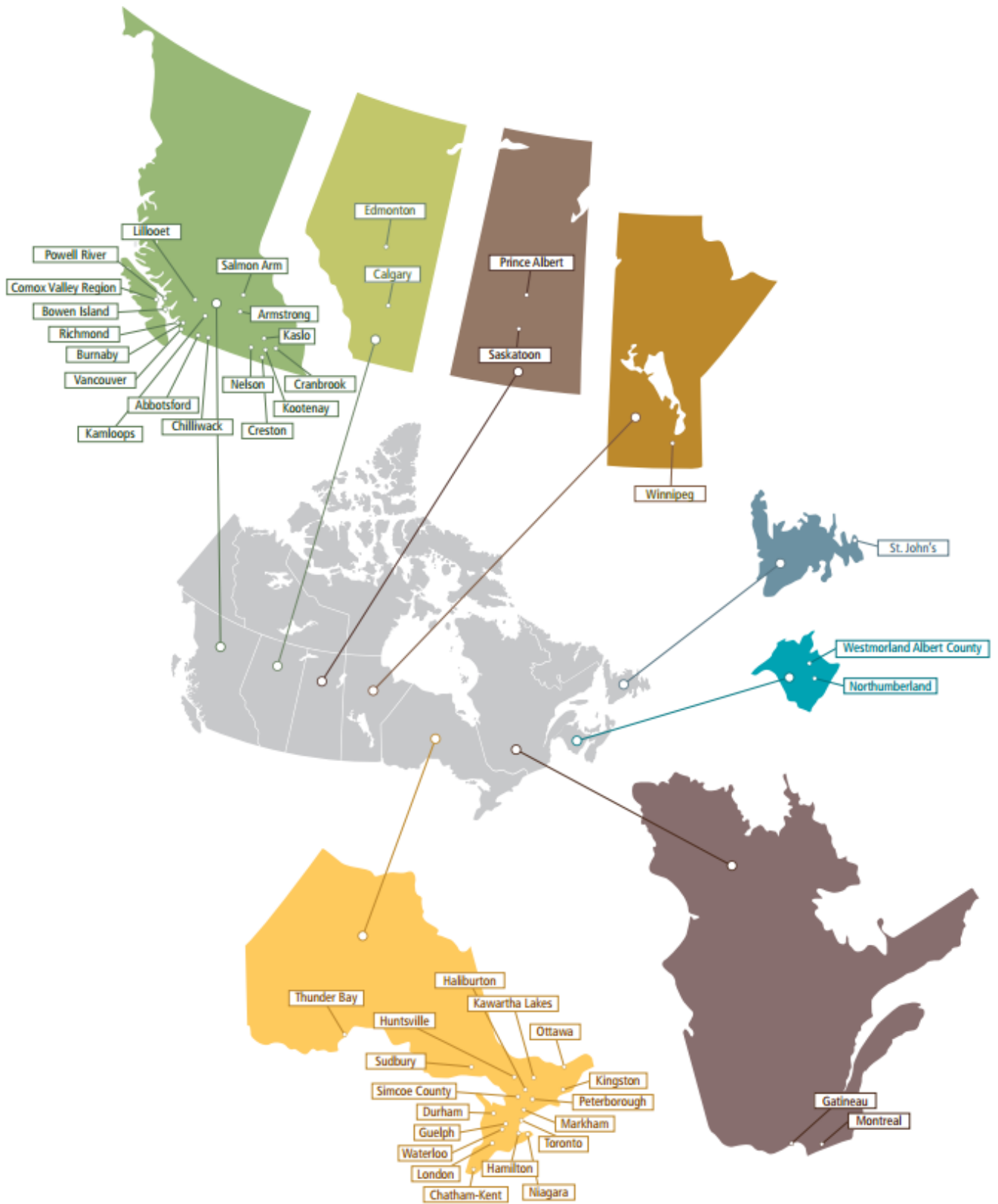
1. Municipality-driven food policy initiatives
2. Hybrid model with direct links to government
3. Hybrid model with indirect links to government
4. Food policy organization linked to government through a secondary agency
5. Civil society organization with limited government funding and participation
6. Civil society organization with no direct government involvement

The analysis provides detailed explanation of the results found across Canada. 64 food policy projects were captured in the analysis, recognizing that food initiatives have been gaining momentum across Canada since the early 1990s. Some key findings of the food systems they studied are as follows:

- Many food initiatives are driven by one pressing issue such as reliance on food banks, health issues, or loss of farmland and food production
- Municipalities are not solely trying to feed themselves, rather they are also trying to improve environmental sustainability, health promotion, and economic development
- Municipal food systems may be similar to provincial, but the proportions of actors and activities differ
- Restaurants, work places, health care facilities, schools, and higher learning institutes are a large part of the food system
- Given the shift of populations to urban and suburban communities, municipalities need to provide more diverse food system functions such as planning, social development, economic development, parks and recreation and health services that all focus on food and the food system
- Successful initiatives utilize individual or institutional champions, who provide tactical advice and the skills needed to get the work done.

http://capi-icpa.ca/pdfs/2013/Municipal_Food_Policy_Entrepreneurs_Final_Report.pdf

Canadian food Initiatives studied in this report.

Lillooet
Powell River
Comox Valley Region
Bowen Island
Richmond
Burnaby
Vancouver
Abbotsford
Kamloops
Chilliwack
Salmon Arm
Armstrong
Kaslo
Nelson
Cranbrook
Kootenay
Creston

Edmonton
Calgary

Prince Albert
Saskatoon

Winnipeg

St. John's

Westmorland Albert County
Northumberland

Thunder Bay
Haliburton
Kawartha Lakes
Huntsville
Ottawa
Sudbury
Kingston
Simcoe County
Peterborough
Durham
Markham
Guelph
Waterloo
Toronto
London
Hamilton
Chatham-Kent
Niagara

Gatineau
Montreal

6. GLOSSARY

Community Food Security: Community food security is possible when everyone in a community has access to healthy, affordable food in adequate quantities. This food must be culturally acceptable and sufficiently nutritious to meet dietary needs. A food secure community is one that does not regularly require emergency food programs.

Community Engagement: Refers to the process where members of the community are brought into a discussion to help meet a desired goal and share knowledge on the topic. Community members can provide important information about your food system at various steps of a food system analysis.

Community Food System Interconnected parts of the system that provides food to the community. This includes all the processes such as growing, fishing, harvesting, importation, production, selling/buying and consumption, and disposal.

Food Desert: These are areas that are geographically isolated from healthy food. This can be physical distances, or any other issues related to accessibility, adequacy, affordability, etc.

Food Literacy: Food Literacy is the concept of the knowledge, skills, and behaviour needed to meet daily food needs. This includes the ability to select healthy food and prepare healthy meals. Food literacy is also an understanding how food relates to environmental, social, economic, cultural, and political landscapes.

Food Mapping: Food mapping is a technique that is used to identify the locations of food assets in a community. It is useful during the planning process as it is a visual means of locating these assets in a community and determining opportunities and gap in how communities access food.

Food Sovereignty: The right of peoples to healthy and culturally appropriate food production through ecologically sound and sustainable methods, and their right to define their own food and agriculture systems.

Food Swamp: Areas with concentrations of high calorie but low nutrient foods, such as fast food restaurants, or processed foods.

Halifax Food Policy Alliance: Formerly the Halifax Food Strategy Group, it is a partnership of individuals and organizations that represent different sectors related to the food system. They work to support program and policy initiatives that help promote a healthy, just, and sustainable food system for the Halifax Region.

Healthy Food: Healthy food refers to food that meets daily nutrient requirements while promoting good health. Healthy food is important as it promotes overall good health and wellness while reducing the risk of diseases such as obesity, heart disease, and diabetes.

Land Use Bylaws/Zoning: These regulations determine how land can be used (residential, commercial, etc), what types of buildings and structures can be located there, and other requirements such as landscaping, parking, and design features.

Local Food: The definition of local food may vary between different locations; however it generally encompasses food that is grown, caught, or produced locally in the province of Nova Scotia. Examples would be fish gathered by Nova Scotian fishers, and farm products produced by Nova Scotian Farmers.

Not-for-Profit Food Services: Businesses or organizations that provide food services at cost, or no cost to a community. These include providing actual food (charitable foods, community gardens, etc) or providing a service that requires food access (meal delivery, education programs, etc)

Stakeholders: Stakeholders are individuals, groups, or organizations that have an interest in the actions being carried out. In terms of a food system, anyone who has a role or is influenced by the food system can be identified as a stakeholder.

Six A's *of Food Security:* Key determinants that must be achieved for each member of a community for food security to exist. These include Accessibility, Affordability, Availability, Adequacy, Awareness, and Appropriateness

Toolkit: An assembly of tools and resources that can be used together or separately to help achieve a specific goal.

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