

DRAFT - Annual Internal Review Activity Tracking

Please fill this form out monthly (1st Monday of the month) to track individual and working group activities throughout the year. Here is the Board's mission for reference:

bit.ly/ATCFPBmission

* Required

1. Date *

_____ *Example: January 7, 2019*

2. First and last name *

3. Over the last month, have you been able to advance any work related to your role on the food policy board? *

Mark only one oval.

Yes *Skip to question 4*

No *Skip to question 13*

Other: _____

Description of the work

4. Please briefly describe any activities or actions you have taken/are taking to support the board's mission (bit.ly/ATCFPBmission).

5. This work was done as part of (check all that apply)

Check all that apply.

- Food System Planning Working Group
- Healthy Food Access Working Group
- Other Working Group
- Individual Project

Other: _____

6. Which components of the mission are you working on? Visit bit.ly/ATCFPBmission to review mission

Check all that apply.

Monitor the availability, price and quality of food throughout the Austin and Travis County areas

Collect data on the food security (i.e., access to an affordable, diversified local food supply) and the nutritional status of city residents;

Inform city and county policy makers, administrators, and the public at large about the status of the region’s food system and food security

Monitor and analyze the administration of city and county food and nutrition programs

Explore new means for the city and county to improve the local food economy, the availability, sustainability, accessibility, and quality of food and our environment, and assist city and county departments in the coordination of their efforts

Review availability and recommend measures to promote the preservation of agricultural land in the City of Austin and Travis County

Recommend to the city and county adoption of measures that will improve existing local food production and add new programs, incentives, projects, regulations, or services

Other: _____

7. Has or will a recommendation be created to support this work?

Mark only one oval.

Yes

No

Maybe

8. Does this work impact City of Austin, Travis County, or both?

Mark only one oval.

City of Austin

Travis County

Both

Other: _____

9. Is community involvement essential to this work? Why or why not?

10. How "baked" is this work?

Mark only one oval.

- Raw ingredients
- Mixed
- Proofing
- Baking
- Baked
- Served

11. Which category best describes this work? (select all that apply)

Check all that apply.

- Budget request or recommendation
- Policy recommendation
- New program recommendation
- Refine existing program or initiative
- Campaign or communication recommendation
- Letter of support
- Option 7

Other: _____

12. Do you need any assistance from the Board Chair or Staff to advance this work?

Mark only one oval.

- Yes
- No
- Other: _____

What's keeping you from advancing work?

13.

Check all that apply.

- Unsure where to focus
- Waiting for information or action from outside party (department, stakeholders, process, etc.)
- Stuck or reached impasse
- Insufficient time to work on priorities
- Other: _____

14. Do you need any assistance from the Board Chair or Staff to help brainstorm next steps or a way to get started?

Mark only one oval.

- Yes
- No
- Other: _____

15. Anything else you'd like to add?

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