



Iowa Farm to School Program

Steps for Starting a Farm to School Chapter



The intent of the chapter is to help you inventory your assets and utilize local resources to achieve the most success from your Farm to School program. By being a vested group, you greatly enhance your chance of long-term success.

✓ **STEP 1 Making Contact**

- Start talking to others about the Farm to School Program
- Make a list of those individuals who would be interested in implementing a Farm to School project

✓ **STEP 2 Getting Organized**

- Hold a Chapter initiation meeting and:
 - Review with group the Farm to School materials that you've received
 - Start to fill out School Resource Inventory
 - Discuss available community resources and complete the Community Resources form
 - Begin filling out the Chapter Membership form

✓ **STEP 3 Establish A Farm to School Chapter**

- Hold follow-up meetings. (Invite those listed on the Community Resources form that did not attend the first meeting and any others who might be interested).
 - Have a brain-storm discussion - Farm to School project ideas
 - Choose a Chapter Representative
 - Decide on a Chapter name
 - When ready, complete and submit to IDALS the following:
 - Chapter Charter
 - Membership form
 - Community Resources form
 - School Resource Inventory form
 - Project Plan

Please make copies of all materials submitted

✓ **STEP 4**

- Upon notification from IDALS, begin implementing Project Plan

✓ **STEP 5**

- Submit Activities Report to IDALS periodically, for media attention

✓ **STEP 6**

- Enjoy the benefits your work has provided to the children and farmers within your community!