Conducting a Community Food Assessment

Four Key Steps

Organize
- Identify key stakeholders
- Organize initial meeting(s)
- Determine the group’s interest in conducting an assessment
- Identify and recruit other participants, representing diverse interests and skills
- Continue to organize and engage constituents throughout project

Plan
- Review other assessments
- Determine assessment purposes and goals
- Develop an overall plan and decision-making process; clarify roles
- Define geographic and population boundaries
- Identify and secure grants, in-kind resources, and/or project sponsor
- Recruit and train staff and volunteers

Research
- Develop questions and indicators
- Identify existing data and information needed
- Develop research tools and methods
- Collect and analyze data
- Compile and summarize findings

Advocate
- Discuss findings with community and develop recommendations
- Create action plan to implement priority recommendations
- Clarify roles and determine whether additional partners should be recruited
- Develop media strategy (build relationships, frame message, create news)
- Disseminate findings to the public, policymakers and journalists
- Advocate for policymakers and others to take action based on recommendations
- Evaluate assessment project

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