

Montana Farm to School Institute

Action Plan

## School/District Name:

## Date Completed:

## Implementation Dates:

This resource was adapted from: Farm to Child Nutrition Programs Planning Guide, USDA (<https://www.fns.usda.gov/cfs/farm-child-nutrition-programs-planning-guide>) and Vermont FEED Farm to School and Early Childhood Action Planning Template.

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# Building Your Team

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| **Leads** | **Roles + Responsibilities** |
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| **Members** | **Roles + Responsibilities** |
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| **Advisors** | **Roles + Responsibilities** |
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# Values Statement

See page 18 in [Connecting Classrooms, Cafeterias, Communities: A Guide to Building Integrated Farm to School Programs](https://vtfeed.org/resources/connecting-classrooms-cafeterias-communities-guide-building-integrated-farm-school) to  
develop a draft values statement. Be sure to include more representation from your school or program, adjust and finalize the  
wording after feedback. The values should be used as a guide for your action planning now and in the future

# Goals

## Section i: Procurement | Buying + Serving Local Foods

Review indicators in rubric to help inform your goals.

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| **Goals** | **Action Steps** | **Who** | **Timeline** | **Resources Needed** |
|  | **What needs to be done?** | **Lead person and**  **group members** | **When do things need to be done?** | **What is needed?** |
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Long-term Ideas & Goals for Future Years:

## Section II: Education + Curriculum Integration

Review indicators in rubric to help inform your goals.

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| **Goals** | **Action Steps** | **Who** | **Timeline** | **Resources Needed** |
|  | **What needs to be done?** | **Lead person and**  **group members** | **When do things need to be done?** | **What is needed?** |
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Long-term Ideas & Goals for Future Years:

## Section III: School Garden

Review indicators in rubric to help inform your goals.

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| **Goals** | **Action Steps** | **Who** | **Timeline** | **Resources Needed** |
|  | **What needs to be done?** | **Lead person and**  **group members** | **When do things need to be done?** | **What is needed?** |
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Long-term Ideas & Goals for Future Years:

## Section IV: Integration + Staying Power

Review indicators in rubric to help inform your goals.

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| **Goals** | **Action Steps** | **Who** | **Timeline** | **Resources Needed** |
|  | **What needs to be done?** | **Lead person and**  **group members** | **When do things need to be done?** | **What is needed?** |
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Long-term Ideas & Goals for Future Years: