

Urban Agriculture Activity Plan Project Implementation Team Charter

Project Background

The Urban Agriculture activity plan was developed through an extensive community engagement process and contains recommendations related to policy, facility, program, and service improvements to better support urban agriculture activities within the park system. The plan is the first of its type to be developed and implemented by the agency.

The Board of Commissioners supports establishment of an implementation team to fulfill the goals of the plan. Plan implementation and evaluation is the shared responsibility of the MPRB Environmental Stewardship, Planning and Recreation service divisions. Working in partnership with others, divisions are to provide the resources needed to implement, evaluate and report on plan goals.

Within this activity plan there is particular emphasis on racial equity as a lens by which the activities of urban agriculture are implemented and evaluated. MPRB staff and Commissioners understand that additional public feedback may be necessary during plan implementation, especially for physical changes to a park. Therefore, improvements to a park facility, program, or service as guided by this activity plan are subject to MPRB community engagement policy and procedure.

Role/Responsibilities

The role of the implementation team is to guide project planning and implementation, provide project oversight, and communicate team progress among a broad audience of stakeholders. Team members are individuals with diverse backgrounds, education and work or volunteer experience in this subject area.

Members are responsible for attending regular meetings and contributing to plan progress for the length of their term. Designated representatives are expected to serve as a liaison to their MPRB division, external organization or interested community members or groups.

The Implementation team will:

- execute the plan goals and strategies and establish project priorities
- identify targets for evaluation measures
- identify partner systems and organizations to help implement the plan
- advance plan and policy recommendations to MPRB leadership
- provide annual progress updates to the public and elected officials

The team will achieve plan goals using the following guiding principles:

- learn and apply knowledge of the plan's content and capacity of the MPRB
- use the Racial Equity Impact Assessment tool as provided by the MPRB



- align work plan with new trends or resources to achieve plan goals
- ensure diverse stakeholder(s) are engaged and involved in plan implementation

Membership

The initial membership of the team consists of representatives from the agency, other public sector partners, community service organizations and Minneapolis residents. Members are to meet at a minimum on a quarterly basis, and have the ability to establish ad hoc working groups or work with existing agency subcommittees to implement priority elements of the plan.

Partner agency/Non-Profit organization- 2 year term

Minneapolis Health Department	1
Minneapolis Public Schools	1
Homegrown Minneapolis Food Council	1
Community service organization	2

Minneapolis Resident(s) - 2 year term

3

MPRB staff - 3 year term

Deputy Superintendent's Office	1
Environmental Stewardship Division	3
Planning Services Division (Project Lead)	2
Recreation Services Division	3

Total members = 17

Time Commitment (2015)

20-30 hours, May-December

Anticipated Timeline (2015)

March/April – team solicitation and onboarding process

May – kick off meeting: plan overview, work plan establishment

July – 3rd quarter meeting

October – 4th quarter meeting

December – Annual report preparation, annual work plan review

Additional Resources

Activity plan and appendix online

https://www.minneapolisarks.org/park_care_improvements/park_projects/current_projects/urban_agriculture_activity_plan/