VIRGINIA’S HUNGER ACTION COALITIONS:

BACKBONE TOOLKIT

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FEDERATION OF VIRGINIA FOOD BANKS

NO KID HUNGRY

VIRGINIA DEPARTMENT OF SOCIAL SERVICES

VIRGINIA
Toolkit concept, purpose, and suggested use

The Backbone Toolkit presents a formal introduction to the HACs, providing backbone organizations with information about this initiative along with suggested tools and resources as they begin, or continue, to convene. This toolkit should be used in conjunction with the Roadmap, where you will find suggested strategies to advance towards a more equitable and food secure Commonwealth.

In this toolkit, you will find resources that may or may not be useful to you depending on your organization’s current programmatic scope and regional collaborations. We acknowledge that there are a lot of existing regional planning efforts and initiatives are already in place. We hope to learn from this process more about how to better support local efforts. Thank you for your leadership and dedication to your communities.

Visit No Kid Hungry Center for best practices for information and resources, latest food security research, and best practices.
Thank you for your commitment to ending hunger in the Commonwealth and making sure that all Virginians have access to the healthy food they need to thrive. In so many ways, the pandemic has affected how we do business and how we meet the needs of our neighbors and communities. Thank you for your leadership during our COVID-19 response, and as we get back on the road to recovery. We appreciate your leadership as we work to open new channels of communication, and opportunities for collaboration.

For the past few years, we have worked with many great organizations across the Commonwealth through the Governor’s Children’s Cabinet. From the beginning, nutrition and food security have been priority areas of the Children’s Cabinet. Today more than ever, increased attention is being given to many of our basic needs, and as you know, food is at the top of that list. We have made it a priority to:

• Expand access to nutritious food for children and pregnant women
• And to promote community-based food systems to increase access to healthy, local foods.

For us to achieve these goals, it is critical that we connect with you and the work happening at the grassroots level. By establishing Hunger Action Coalitions throughout Virginia, we will be able to build new bridges of local partnerships and innovative collaborations. You know your community better than anyone else. The Hunger Action Coalitions will build on your locality’s unique strengths and assets while addressing distinctive challenges. We celebrate that each Hunger Action Coalition may have different starting points, different priority areas, and different approaches. We look forward to listening and learning from you.

As a Backbone Organization, you are filling a critical role as the heart of your local Hunger Action Coalition. On behalf of the Commonwealth, we thank you for sharing our goal in ending hunger for all Virginians by re-imagining and re-creating a food system that ensures all Virginians security, equity, justice, and access to healthy, nutritious food throughout the Commonwealth of Virginia.
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4 HUNGER ACTION COALITION BACKBONE TOOLKIT
Feeding America’s 2019 ‘MAP THE MEAL GAP STUDY’ estimated that 799,620 Virginians, including 214,270 children, were food insecure.

Food insecurity is complex and carries with it life altering implications, but to which we have the resources available to achieve a food secure Virginia. At the time the VIRGINIA ROADMAP TO END HUNGER (the Roadmap) was released on October 20, 2020, Feeding America projected that an additional 447,000 Virginians would experience food insecurity due to COVID-19. We have all witnessed how the pandemic created new challenges for families when accessing food, while shining a spotlight on systemic inequities that have been with us for decades. The pandemic’s strain on our food system exposed tremendous vulnerabilities which put our communities at risk. As federal nutrition policy continues to shift, it’s unclear what the new reality will be for food insecure households in Virginia emerging from the pandemic. In the meantime, we can join together and make progress toward achieving the Roadmap’s overarching goal of reducing food insecurity and ultimately ending hunger in Virginia.

447,000 VIRGINIANS WERE ESTIMATED TO EXPERIENCE FOOD INSECURITY DUE TO COVID-19
The Children’s Cabinet, established June 21, 2018 by Governor Northam’s EXECUTIVE ORDER 11, was assigned four key priority areas, food security being one of them. To achieve the overarching goal regarding food security, “ensuring that Virginia’s children have consistent, reliable access to healthy foods,” the Children’s Cabinet identified the following three primary and contributing objectives:

1. Expanding access to nutritious food and decreasing food insecurity for children.
2. Expanding access to nutritious food and decreasing food insecurity for pregnant women.
3. Promoting community-based food systems to increase access to healthy, local foods.

To support the Children’s Cabinet in enhancing across-state coordination, a Food Security Working Group composed of cross-sector participants was established. The Food Security Working Group was directed to assemble a report that offered a comprehensive review of food access in the Commonwealth.

From March to June 2019, the Federation of Virginia Food Banks (FVFB), the Virginia Department of Social Services (VDSS), and the Governor’s Office led town hall meetings, from which key insights were realized into how local level challenges and initiatives can and should inform statewide policy. The Roadmap includes input from these regional town hall meetings along with the Governor’s Children Cabinet and contributions from members of the Food Security Working Group.

Released on October 20, 2020, THE ROADMAP puts forth a set of ten goals and offers strategies for advancing them throughout the Commonwealth. The goals represent our greatest opportunities to reduce food insecurity and facilitate new collaborations. Although listed as the tenth goal, the development of local Hunger Action Coalitions (HAC) is really our first step. Your leadership and grassroots efforts will help ground the work as we implement identified strategies and innovate new ones to advance the Roadmap goals together.
WHAT ARE HUNGER ACTION COALITIONS?

A HAC is a group made up of organizations and individuals who share a commitment and form an action-led alliance to collaboratively end hunger.

In Virginia, there is significant work around food insecurity at the local level, but the lack of coordinated communication can limit the possibilities of a greater impact. Through HAC’s we have an opportunity to lift silos and create spaces that can enhance community collaborations and partnerships. HAC’s are effective in providing consistent opportunities to make new connections, identify resources and gaps, assess communities, and make community guided decisions for change.

HAC’s support grassroots initiatives and empower local community leaders who are driven by the lived experiences of their own community members.
HUNGER ACTION COALITION’S

PURPOSE

THE ROADMAP puts forth a list of ten goals to achieve in five years, by 2025 - one of which is to establish locally led HACs across Virginia. Local HACs will work to form new partnerships, pursue collaborative initiatives and communicate the advancement of the Roadmap goals within their local communities.

GOALS

1. Facilitate information sharing around key food access initiatives and data indicators.
2. Identify unique gaps and barriers to food access within a particular region.
3. Foster opportunities for new partnerships and collaborations by supporting a better aligned, more connected network.
4. Create inclusive spaces that will leverage innovative and strategic food security initiatives to advance the strategies in the Roadmap.
HAC Members will attend their local HAC meetings, contribute to local planning and implementing of strategic initiatives, and communicate progress to their HAC’s Backbone Organization.

Backbone organizations will lead and manage their HAC’s activities and resources, host convenings, and communicate progress to key partners.

The VDSS, the FVFB, and NKH will provide technical support to every local HAC for their continued development and sustainability.

A local HAC will be established to serve every PLANNING DISTRICT COMMISSION (PDC). These coalitions will work together to advance food security goals at the local level, communicating back to key partners local food system strengths and barriers. The following is a brief general overview of the role everyone plays.
THE ROLE OF THE BACKBONE ORGANIZATION will be to manage and lead their region’s food security work. These organizations will serve as the bridge between the state and local communities, as their HAC works to pursue the goals of THE ROADMAP at the local level, initiate successful collaborations, and convene their HAC to review progress.

The role of the Backbone Organization will be to facilitate quarterly HAC meetings and communicate directly with state support agencies. These organizations will serve as the bridge between the state and local communities, as their HAC works to pursue the goals of the Roadmap at the local level, initiate successful collaborations, and convene their HAC to review progress.

The Backbone Organization’s role is critical to the success of HACs. THE ROADMAP acknowledges that, “State policies and programmatic priorities will only be successful if tied to authentic partnerships with grassroots organizations, which are driven by the lived experiences of food insecure families.”

The greatest achievement to be realized through this statewide initiative is that communities which are historically ignored and underserved will be included and live in just food environments throughout the Commonwealth. Your greatest commitment is to ensure your HAC’s initiatives are human-centered and equitable, and that there is a particular focus in addressing the unique obstacles faced by black and brown communities. The same mistakes that led us to where we are today cannot be repeated if we are to achieve hunger free communities. The Backbone Organization will set the tone for change by being inclusive and by explicitly addressing racial disparities in its food access work.
The Virginia Department of Social Services (VDSS), No Kid Hungry (NKH), and the Federation of Virginia Food Banks (FVFB) are key state-level partners in this work. Their role is to initiate the development of HACs, identify backbone organizations to lead their local hac, gather resources, and provide technical assistance to backbone organizations as they manage and carry-out food security initiatives in their regions. These partners have committed to, and look forward to, providing the following supports:

1. Provide technical support in the development of hacs, to focus on organizing anti-hunger efforts and advancing the goals of the roadmap

2. Gather and make resources available to every backbone organization.

3. Communicate statewide progress of every hacs initiatives in advancing the roadmap goals.
The first steps will be to host an initial convening and to begin identifying stakeholders that can join your HAC and expand coverage into all localities within your planning district.

Potential Focus Areas

There is no requirement that each HAC focus on making measurable progress toward every individual Roadmap goal. Each HAC should feel empowered to choose the focus area(s) that make most sense based on the background, skills, and knowledge base of the Backbone Organization and HAC members, as well as the data and opportunities in their region. State-level partners are eager to learn from the HACs about the locally-identified assets, needs, and barriers that will promote or detract from achieving the Roadmap goals, especially the ways in which state support can amplify and accelerate HAC progress. State-level partners are also available to support with data analysis and project suggestions.
Identifying Stakeholders

Strong HACs will comprise a membership of diverse organizations and individuals. When different sectors of the community join together to form a coalition, they are able to take advantage of diverse resources and cross-sector expertise. From pantries and health-care providers, to government agencies and faith-based organizations, every sector has valuable resources that can expand food access. Discussion questions are included in the tools section, which can help you begin thinking about what kinds of organizations would serve as valuable HAC members, along with links to existing coalition-building resources.

First HAC Meeting

If your coalition is just starting, HACs can use their first convening to orient all HAC members with the goals of the Roadmap and the overall concept of this initiative. Along with an introduction and brief overview, Backbone Organizations will gather information from HAC members that will be used to inform the HAC work to advance Roadmap goals.
THE FOLLOWING ARE RESOURCES THAT MAY, OR MAY NOT BE, USEFUL TO YOU DEPENDING ON YOUR ORGANIZATION’S CURRENT PROGRAMMATIC SCOPE AND REGIONAL COLLABORATIONS. WE ACKNOWLEDGE THAT THERE ARE A LOT OF EXISTING REGIONAL PLANNING EFFORTS AND INITIATIVES IN PLACE. JUST AS MUCH AS THIS TOOLKIT IS FOR YOU, WE HOPE TO LEARN FROM THIS PROCESS MORE ABOUT WHAT EACH REGION NEEDS TO PROVIDE YOU WITH MORE TAILORED SUPPORT IN THE FUTURE.

TOOLS

• THE ROADMAP’S Top 10 Goals by 2025 15
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1. On average, 70% of free or reduced-price eligible students participating in school lunch will also participate in school breakfast.

2. Every school with a 50% Identified Student Percentage or greater will participate in the Community Eligibility Provision.

3. All localities will have adequate nutritional support for children during school breaks through Summer EBT, the Summer Food Service Program (SFSP), and/or food bank programming such as School-based Pantries and Weekend Food Backpacks.

4. The SNAP participation rate will reach 90% (of eligible individuals) or higher.

5. Virginia Fresh Match and the WIC and Senior Farmers Market Nutrition Programs will be available at all highly accessible, high-need farmers’ markets.

6. Virginians will have streamlined access to food security information and benefit programs.

7. A framework for incentivizing investment in food deserts and marginalized communities will be established.

8. Evidence-based nutrition education programming will be made available to food insecure families in all regions of the Commonwealth.

9. Home delivered meals for seniors and people living with a disability will be provided as a Medicaid covered service.

10. A statewide network of Hunger Action Coalitions will be established to advance the goals of the Virginia Roadmap to End Hunger and to identify and address local opportunities for improving food access.
Planning District Map (PDC)

- PDC 1-5 - FEEDING SOUTHWEST VIRGINIA
- PDC 10 - CULTIVATE CHARLOTTESVILLE
- PDC 15 - SHALOM FARMS
- PDC 16 - FREDERICKSBURG REGIONAL FOOD BANK
- PDC 19 - VIRGINIA COOPERATIVE Extension PETERSBURG
- PDC 23 - FOODBANK OF SOUTHEASTERN VIRGINIA AND THE EASTERN SHORE

Regions highlighted have an identified backbone organization. To view your PDC visit Virginia DHCD HERE.
Hello Member,

You are receiving this message because you registered to join one of Virginia’s Hunger Action Coalitions (HAC). In response to the 10th goal of the Virginia Roadmap to End Hunger, key partners have identified Backbone Organizations to convene HACs and begin implementing key Roadmap strategies in their planning districts.

All of us here at [Name of Your Organization] are excited to be serving as the Backbone Organization for our local Hunger Action Coalition. We do so humbly and eagerly recognizing the need to connect with our food access partners in order to maximize all of our efforts.

Please join us on (Date and time of meeting), for our local HAC’s very first meeting, where we will provide more information about this initiative and have an opportunity to meet one another.

At our meeting we will ask all of you to introduce yourselves. Please follow the introduction template below in the effort to keep the meeting as timely as possible:

1. Your name and position
2. Your organization’s name
3. One sentence on your organization’s location of services
4. One sentence on your organization’s mission

Below is the order of HAC member introductions:

1.
2.
3.

If you know of anyone or group who is actively working to end hunger in our community, please share the Hunger Action Coalition Registration and extend this invitation to join us at our first meeting.

We look forward to hearing more about all of the amazing work that you do everyday and your ideas for our local HAC!

Thank you,
INTRODUCING VIRGINIA’S HUNGER ACTION COALITIONS

In your very first HAC Meeting, Backbone Organizations will present the purpose, goals, and structure of HACs. This is an opportunity for Backbone Organizations to meet members and introduce their organization. The Backbone Organization is encouraged to set a tone led by their HAC members’ personalities, establishing an authentic relationship from the beginning. This agenda includes suggested topics, but has room to include local food security projects, news, and highlights.

Preparation Suggestion: Meeting organizers and presenters should have a firm understanding of the concepts and goals of THE ROADMAP and HACs. The Backbone Toolkit, along with the Roadmap, includes everything needed to review in order to confidently answer your HAC members’ questions.

Refer to THE ROADMAP as a design guide for all HAC meeting materials and correspondence, which will establish continuity between all of the local HACs across the state.

HAC MEETING AGENDA: INTRODUCING VIRGINIA’S HUNGER ACTION COALITIONS

Date:
Time:
Goals:

1. Provide HAC members an overview of HAC’s purpose, goals, and structure.
2. For Backbone Organizations to introduce themselves and meet their HAC members.
3. Discuss and gather region specific food security news, projects, and highlights.
AGENDA

WELCOME

INTRODUCTIONS - Establish and send an order of introductions in the meeting invitation email.

BACKGROUND: VIRGINIA ROADMAP TO END HUNGER - Provide a brief summary of the Roadmap, explaining the goals and how HACs will work to advance them.

HUNGER ACTION COALITIONS - Briefly explain the established foundational components of HAC’s

A. Purpose and Goals
B. HAC Structure
C. Backbone Organization’s Role

DISCUSSIONS RELATED TO LOCAL FOOD SECURITY NEWS, PROJECTS, AND HIGHLIGHTS
This section is for you to lead food security discussions and cover topics, news, projects, and upcoming events that are specific to your region.

• HUNGER ACTION MONTH is near - Ask HAC members to share their planned Hunger Action Month activities, allowing them an opportunity to participate and support each other’s events.

NEXT STEPS
A. Set a date for your second HAC meeting
B. HAC Members should review the Roadmap Goals, and begin thinking about which one’s their organization can work to advance.

QUESTIONS

• Leave time for questions and answer them as best as you can. Remember to record questions that need further clarification from key partners, and include them in your meeting minutes.

ADDITIONAL INFORMATION TO INCLUDE ON YOUR HAC’S MEETING AGENDA:

A. FEEDING AMERICA HUNGER ACTION MONTH - Share Feeding America’s Hunger Action Month activities so members know how they can participate nationally.
FIRST HAC MEETING MINUTES

Date:
Meeting Start Time:
List of HAC Members Present:
1. Welcome and Introductions Summary of Discussions
2. ROADMAP and HAC Summary of Discussions
3. Local food security news, projects, highlights, and related dates summary of discussion (include HAC Member name with each item discussed):
   A.
   B.
   C.

I. Local Hunger Action Month Events and Dates
   1.
   2.
   3.

4. Next Steps:
   A.
   B.
   C.

5. Include additions to agenda items along with a summary of the discussion(s)
   A.
   B.
   C.

6. Record questions asked that need further discussion/clarification

7. Date of second HAC Meeting

8. Time meeting ended
DEAR HAC MEMBERS,

Thank you all so much for attending our very first HUNGER ACTION COALITION (HAC) MEETING. We are excited about the future collaborative projects and new formed partnerships these coalitions will foster. The possibilities for what our local food systems could become grows with every new HAC member, increasing our access to data, resources, and an ever growing network of individuals and organizations working to solve the same thing: Hunger.

We look forward to our 2nd HAC Meeting scheduled for [date and time of next meeting]. As we near the date, please look for the following correspondence:

1. Next Meeting Calendar Invite
2. Next Meeting Agenda
3. Meeting Preparation Materials

The following are a few suggested materials to review so that you and your organization have a clear understanding of our purpose and goals and begin thinking about how your organization can work to advance the goals of the roadmap:

1. THE VIRGINIA ROADMAP TO END HUNGER
2. The Backbone Toolkit
3. PowerPoint Presentation from our first HAC meeting

*Gentle Reminder: September is Hunger Action Month, please remember to visit Feeding America and explore ways to participate nationally. Also, if your organization did not attend our meeting and would like to share how you are celebrating this year’s Hunger Action Month, please feel free to send us details of events, challenges, and projects.

*Gentle request: If not already, please consider adding your organization to the 211 Virginia Database here.

Please feel free to contact us with any questions you may have, and we look forward to meeting with all of you again!

Thank you,
Identifying Stakeholders

For those HAC’s who already have a few HAC members registered, we suggest gaining a sense of who your members are, what services they provide and what localities they serve. From there, understanding what resources are available to your coalition, you can begin identifying what you need and who can provide it.

WHERE?
Here is a list of cities and counties within your region that are not currently being served by a registered hac member.

2. PDC 10 Cultivate Charlottesville - Fluvanna, Greene, Louisa, Nelson.
3. PDC 15 Shalom Farms - Charles City, Goochland, New Kent, Powhatan.
4. PDC 16 Fredericksburg Regional Food Bank - All localities served.
5. PDC 19 Virginia Cooperative Extension Petersburg - Colonial Heights City, Dinwiddie, Emporia City, Greenville, Hopewell City, Prince George, Sussex.
6. PDC 23 Foodbank of Southeastern Virginia and the Eastern Shore - Franklin City, Isle of Wight, Southampton, Suffolk City.

Who?
Who you identify as a stakeholder will largely depend on your current regional programatics and existing collaborations, your regional goals and needed resources. Use the Stakeholder Checklist on pages 38-39 in Baylor University’s A Toolkit for Developing and Strengthening Hunger Free Community Coalitions. In addition to the sectors and businesses listed in the referenced stakeholder checklist, we would like to add the following:

• Corner stores in food deserts. The Healthy Corner Store Initiative is an example of the role corner stores can play in improving access to gap communities.
• International grocery markets
• BIPOC owned and BIPOC serving local businesses
Dear Future Hunger Action Coalition Member,

We think you would be a valuable member, and would like to invite you to join our local Hunger Action Coalition.

There is so much work that is done at the local level surrounding food security and making sure our community members have access to food everyday. And, for most of us, no matter how much we do, we inherently understand that we need to do more. Most of us want to do more.

It’s time we combine our efforts and communicate more consistently about what is and isn’t working, and why. JOIN OUR LOCAL HUNGER ACTION COALITION so we can work together to solve food insecurity and eliminate hunger for our communities.

As a member, you will have access to a wider network of individuals and organizations who are, like you, working to eliminate hunger in Virginia everyday. We can solve hunger because together we’ll have everything we need.

We look forward to your future contributions to our communities through our local Hunger Action Coalition.

Thank you,
HUNGER ACTION COALITIONS
A United Front Against Hunger for a Food Secure Virginia

WHAT ARE COALITIONS?
Coalitions are alliances between a group of people, organizations, agencies, etc. for combined action in effort to achieve a shared goal.

HOW CAN COALITIONS ADVANCE THE GOALS OF THE VIRGINIA ROADMAP TO END HUNGER?
Regional Hunger Action Coalitions will maximize individual food security, equity, and justice initiatives by:

1. Facilitate information sharing around key food access initiatives and data indicators.
2. Identify unique gaps and barriers to food access within a particular region
3. Foster opportunities for new partnerships and collaborations by supporting a better aligned, more connected network.
4. Create inclusive spaces that will leverage innovative and strategic food security initiatives to advance the strategies in the Roadmap.

WHY DO COALITIONS EXIST?
Coalitions form in response to a need or a gap in order to maximize communication and leverage resources as they collectively work to solve a problem.

TO JOIN ONE OF VIRGINIA’S HUNGER ACTION COALITIONS CLICK HERE

FOR FOOD SECURITY RESOURCES VISIT WWW.DSS.VIRGINIA.GOV/COMMUNITY/FOOD_SECURITY/RESOURCES.CGI
Hunger Action Coalitions

#endhungerVA

ESTABLISHING A HUNGER ACTION COALITION IN EVERY REGION OF VIRGINIA

On October 20, 2020, Governor Northam put forth the Virginia Roadmap to End Hunger as a tool that will assist our efforts to strengthen our food system and eliminate hunger for all Virginians. The Roadmap identifies ten goals to achieve by 2025, one of which is to develop a Hunger Action Coalition for every region in Virginia in an effort to better support community organizing to combat food insecurity and hunger.

Coalitions will be led by a local backbone organization and driven by the lived experiences of food insecure families.

Click here to join one of Virginia’s Hunger Action Coalitions

The overarching goal of developing a Hunger Action Coalition (HAC) in every region of Virginia, is to advance the goals of the Virginia Roadmap to End Hunger. To achieve this goal, every HAC will focus on the following four objectives:

1. Facilitate information sharing around key food access initiatives and data indicators.

2. Identify unique gaps and barriers to food access within a particular region.

3. Foster opportunities for new partnerships and collaborations by supporting a better aligned, more connected network.

4. Create inclusive spaces that will leverage innovative and strategic food security initiatives to advance the strategies in the Roadmap.

For more food security resources please visit www.dss.virginia.gov/community/food_security/resources.cgi
ADDITIONAL RESOURCES

BAYLOR UNIVERSITY’S A TOOLKIT FOR DEVELOPING & STRENGTHENING HUNGER FREE COMMUNITY COALITIONS

CULTIVATE CHARLOTTESVILLE FOOD EQUITY INITIATIVES POLICY PLATFORM

FEEDVA EXPLORE FOOD ACCESS AND HEALTH

FEEDVA MAP SERIES

FEDERATION OF VIRGINIA FOOD BANKS

NO KID HUNGRY CENTER FOR BEST PRACTICES

THE VIRGINIA ROADMAP TO END HUNGER

VIRGINIA DEPARTMENT OF SOCIAL SERVICES FOOD SECURITY RESOURCES

VIRGINIA DHCD PLANNING DISTRICT COMMISSIONS