

Peterborough Food Action Network

PROCEDURE: Presentation and Community Involvement Requests

Original Approved: November 20, 2025

Revised: N/A

Next Revision: As needed

1. Requests for Peterborough Food Action Network (PFAN) presentations and participation in community events are to be directed to the chair, through the contact on [PFAN's Contact Us](#) webpage. Requests can also be made through members of the Peterborough Food Action Network, who can share requests with the chair. The chair's role is to bring requests forward to members for discussion at PFAN meetings, and/or through the PFAN email list.

2. Requests may be approved if:

- The request aligns with PFAN's strategic priorities, and
- There is capacity, availability, and interest from the group to support the request.

3. Presentations and Community Involvement Activities on behalf of PFAN, require the following:

- PFAN members are aware and supportive of the request.
- At events or presentations, there are 2+ PFAN members representing the group, when possible.
- Information is shared about PFAN, its vision/mission, and opportunities to get involved in PFAN, and/or other ways to address food insecurity, and promote food security.
- Information shared is evidence-based and is related to PFAN's strategic priorities (e.g., community food security, household food insecurity, and/or root causes, and solutions). Links to PFAN's terms of reference, and information can be found at www.foodinpeterborough.ca
- PFAN members attending the event or presentation report back to PFAN at a meeting, and/or through an email update.