

Farmer's Institute Seed Bank Initiative – Terms of Reference

(as at January 2012)

SECTION 1 - MISSION STATEMENT

The Seed Bank Initiative will enhance Powell River's sustainability through the creation of a Seed Bank targeted at supporting the ongoing and emergency needs of the community. It will include necessary support mechanisms.

SECTION 2 - SEED BANK INITIATIVE DOCUMENT – INTENDED AUDIENCE

- General Public
- City of Powell River
- Powell River Regional District
- Other governmental and non-profit bodies as required
- Farmer's Institute members

SECTION 3 - SEED BANK INITIATIVE WORKING GROUP COMPOSITION AND GOVERNANCE

The Seed Bank Initiative Working Group operates under the auspices of the Powell River Farmer's Institute on behalf of the community of the Powell River Regional District. The Seed Bank Initiative Working Group membership to include:

- president of the FI (as observer)
- minimum of three members of the FI

The Working group will elect its own Chair, who will be responsible for reporting on behalf of the group to the president of the Farmer's Institute as well as to the Farmer's Institute as a whole.

The working group will request the participation or consultation of others as deemed necessary.

Should the Working Group be in receipt of funds, a treasurer will be assigned reporting to the treasurer of the Farmer's Institute and responsible for reporting on the disposition of funds while the Working Group determines the allocation of said funds.

SECTION 4 - SEED BANK INITIATIVE OBJECTIVES

The Seed Bank, is being led by the Farmers Institute on behalf of the community. It is in keeping with the strategic plan which emphasized the need for diversification in farming, and will:

- a) Hold a reservoir of locally adapted seeds, from growers in Powell River and its region where possible.
- b) Seeds saved will be open pollinated, locally adapted varieties, with an emphasis on heirloom varieties and preserving biodiversity.
- c) The seed will be stored in compliance with processes to be defined by the Seed Bank Working group. These processes at a minimum to define the aspects of production, storage, documentation and distribution.
- d) Provide education to the public and FI members on basic and advanced seed saving

and storage.

e) The seed, once target levels of seed are met, will be used as a reserve in case of emergency. The process containing the details of such a situation to be determined, documented and maintained by the Seed Bank Working Group, and

f) The initial focus of seed saving will be on food crops but will expand over time to include non-food crops as the importance of herbs, specifically medicinals, is acknowledged.

SECTION 5 – TIMELINES

The efforts towards a functioning Seed Bank will be divided into 3 phases:

1. Definition and Planning – determination of the steps, processes and resources required.
2. Development – Execute the steps, and produce the processes as previously defined.
3. Maintenance – Once each item has completed Step 2, it will move to maintenance.

As a component of step 1, the Seed Bank Working Group will establish target dates which will be used as a reporting bases for progress.

SECTION 6 – RESPONSIBILITIES

Farmer's Institute and president:

- to provide oversight and support to the Seed Bank Working Group

Seed Bank Working Group;

- Develop and maintain:
 - Location and conditions of seed storage
 - Determine and document all processes required to fulfil the objectives
- Report regularly to the FI as to progress, issues, and risks
- Maintain minutes and progress reports for presentation to the FI and president

Seed Bank Treasurer, if required

- Act as an independent observer/reviewer of expenditures
- Report to FI and president on the spending of any funds.

Seed Bank Members

- Collection and submission of seed per guidelines

SECTION 7 – AMENDMENTS

This document to be reviewed annually by the Seed Bank Working Group. Changes to be presented to the FI and president.