**Emma**

Task: Get access to food without a car

Step 1. Look into different food services in your area

* Are there any food services within walking distance?
* Are there any food services that can be easily accessed using public transportation?
* Are there any food services that will deliver to your house/living location?
* Is there a reliable way to transport food back from the pickup location?

Step 2. Pick up food

* Go to pickup location
  + Use public transportation, walking, etc.
* Pick up food
  + Make sure it's food that can be prepared with what you have in your living situation

Step 3. Transport food from pickup location to living situation

* Need a sturdy bag if you're carrying enough food for multiple people or multiple days
* Use public transportation, walking, etc.
* If walking, need to be able to carry all the food the entire distance

**Hannah**

Task: Setting up access points at schools/common areas

1. Contact ACFB
   1. Get information about where most of the food insecurity population is located.
2. Contact schools and common areas such as churches.
   1. Get information about the food insecurity population at local schools and churches.
   2. Get permission to use the location as a food pick up point.
3. Prepare food for pick up at these locations.
4. Deliver food to these areas for food pick up.

**Philena**

Task: Delivering food

HTA:

1. Gather food and supplies
   1. Identity food and supplies needed to be delivered
   2. Load all food and supplies in containers and into vehicle
2. Drive and delivery
   1. Identify delivery destinations
   2. Optimize delivery route
   3. Drive to destination
   4. Verify correct delivery address and person
   5. Hand over food/supplies to person
   6. Repeat with each destination
3. Drive back
   1. Mark off each delivery as complete
   2. Drive back

**Erin**

Task: Getting Food delivered when the user lacks mobility

1. Contact ACFB
   1. Get information regarding food delivery
2. Request food items needed
3. Schedule food delivery to home or frequently visited place
4. At scheduled time, go to requested delivery area and wait for delivery
5. Receive food

**Tim**

Task: Arranging Delivery via Phone

HTA:

1. Establish contact with people that need food
   1. Use mobile app or messaging service
   2. Receive requests for food/supplies
      1. Type of food/supplies
2. Figure out logistics for delivery
   1. Determine efficient time and location
   2. Connect deliveries with volunteers
      1. Contact volunteers
   3. Communicate with people in need logistics of delivery
      1. Location, time frame, other info
   4. Figure out transportation method - likely vehicle
   5. Confirm delivery

Tasks to Analyze:

* 3. Arranging to receive food when the user does not have mobility
  + Picking up food on foot
  + Picking up food via public transportation
  + Picking up food at schools/common areas
* 1. Arranging food delivery services
  + Organizing volunteers to deliver food
  + Volunteers delivering food to those who request it
* 4. How volunteers register
  + Register through ACFB website
* 2. Setting Up access points at schools/common areas