

## Attachment F: Winter Check In Purpose and Questions



### Winter Check In Purpose and Questions

#### DESCRIPTION OF WINTER CHECK-IN #2 (GROUP 2)

By agreeing to participate in the research, a farm has agreed to submit financials after the end of the calendar year before the next growing season. The program coordinator (PC) will review the information and follow up to understand what factors changed and what contributed to the farmers' situation. The PC then completes a write up based on agreed upon format. This will occur from approximately January through April of 2015.

#### PURPOSE

The purpose of the Winter Check In is to gather information to help us understand: 1) the numbers, 2) what factors as stated by farmer and in the opinion of the program coordinator contributed to the farm's ability or inability to move towards its goals; and, 3) to final advice or guidance to a farm.

#### AGREED UPON FORMAT

We have no agreed upon format, but I would like to suggest the following questions as guidance in preparing your write up.

- How did things go in comparison to projections?
- Did the farm meet its first set of goals or move towards them? Consider financial and goals discussed in survey or first meeting(s).
- What went well?
- What didn't go as expected?
- What factors were important in influencing the changes (good or bad)?
- Will the farm stay the course or change courses? Why or Why not?
- If not already recorded, please indicate the type of planning or guidance provided originally, who did the work, and the results.
- **New Questions**
  - Please note all capital investments that occurred during participation in the program. Include a table listing all sources and uses of capital for long-term assets or operations?
  - Please note factors leading to the decision for new investment
- Please include additional notes and comments that are relevant to understanding how your assistance, financing, or other factors contributed to the farm's ability or inability to meet their goals.