

STATE THE NEEDS, GOALS AND OBJECTIVES OF THIS ACTIVITY

Please state why this activity was chosen:

What are the needs and purpose this activity serves for the County Farm Bureau and/or the local community?

What were the goals of this activity (a goal is a broad, long-term desired outcome you want to achieve)?

What were the objectives of this activity (an objective is a specific, measurable action or step you take to reach that goal, usually with a shorter timeframe and more defined parameters)?

DESCRIBE THE PLANNING PROCESS THE COUNTY/COUNTIES DEVELOPED FOR THIS ACTIVITY

Explain the steps of the plan created to ensure successful execution of this activity:

Explain how the plan followed and met the needs, objectives and goals of the activity:

Explain the timeframe that was established to ensure essential parts of the activity were executed:

Explain the clearly assigned, well-defined roles and responsibilities that were assigned to volunteers and staff to ensure successful execution of the activity:

EXPLAIN HOW YOU IMPLEMENTED/ CARRIED OUT/ EXECUTED THIS ACTIVITY

Tell the story of how the activity was carried out:

Explain how the plan was put into action:

Explain who was included in the process to implement the activity:

What tasks and work were done to carry out the activity:

When was the work done to carry out the activity?

WHAT MAKES THIS ACTIVITY UNIQUE, OR HOW DOES IT BRING NEW FOCUS TO THE COUNTY FARM BUREAU'S MISSION?

Clearly articulate the value (intrinsic and extrinsic) that this activity adds to the county, Farm Bureau and/or local community relative to the mission of the organization:

Explain how this activity helped accomplish a new goal or policy:

Is this activity relatively new to the county and Farm Bureau, and has not been carried out consistently year after year? If it is an activity you have done before, how is it different this time?

What makes this activity different than other activities of other county Farm Bureaus or other activities that this county typically carries out?

WHAT WERE THE RESULTS OF THIS ACTIVITY, INCLUDING THE IMPACT AND BENEFIT TO FARM BUREAU AND/OR THE LOCAL COMMUNITY?

Identify how the needs, objectives and goals of the activity were met through quantitative and qualitative results:

What was the cause and effect of the activity? (Because the county carried out this activity, x was accomplished as a result):

Provide an evaluation and review of the activity. In other words, if the county were to do the activity again, this is what would be done differently. Or if the activity is not worth doing again and why: