

June 13, 2022

The following Evaluation Tracking Sheets are intended to support Regional Agricultural Support organizations to keep track of useful metrics, in order to support program evaluation and requests for core funding or program support.

The first table can be used on a daily or weekly basis, as part of routine administrative tasks such as timesheets.

The second table is intended for annual evaluation - the metrics included can be easily determined via the method indicated.

Tables can be adapted or amended to suit individual organizational needs and goals.

We welcome comments, suggestions, or testimonials if this tool is useful to you.
Please email ACRDagriculture@gmail.com

vancouver
foundation



Monthly Tracking Sheet, Evaluative Data - a tool for Regional Agricultural Support Organizations (RAS) in BC

Metric (* see footnotes)	Week 1	Week 2	Week 3	Week 4	Monthly Total
* # of producers engaged with					
* # of organizations engaged with					
* # of new programs and formal partnerships					
* # of new issues discussed or attended to					
Amount of funding leveraged, by self					
Amount of funding leveraged, by partners					
Shifts in agri-food policies					
** Amount of food produced, processed, or distributed					
*** # of new local food system businesses in region					
Amount of land put into production locally					
New agri-food training programs					
New agri-food jobs					
# of presentations made					

Monthly Tracking Sheet, Evaluative Data - a tool for Regional Agricultural Support Organizations (RAS) in BC

Metric (* see footnotes)	Week 1	Week 2	Week 3	Week 4	Monthly Total
# of reports produced					
# educational events <i>convened</i>					
# networking events <i>convened</i>					
# networking and educational events <i>attended but not convened</i>					
# of attendees at events					
# of E-newsletters published					
# of Social media posts					
# of press releases					
Any program testimonials or qualitative feedback					
Other outcomes or impacts of note					

* Could also divide into further categories (youth, governmental, BIPOC, etc)

* Only add those who haven't been included previously - at end of year you'll have the total number engaged

* Specific names/identifiers can be included to assist tracking and specificity of data

** Will depend on the organization's mandate and programs

*** ie: producer, processor, distribution, local food retailers or restaurants

Annual Tracking Sheet, Evaluative Data - a tool for Regional Agricultural Support Organizations (RAS) in BC

Metric	Where to find data	Year 1	Year 2	Year 3	Year 4	Year 5
Number of producer members at local Farmers' Markets	Inquire with local farmers' markets					
Number of Farm Gate retailers	Local farm directory					
Number of properties with Farm Status	Inquire with local/regional taxation authority					
# of agri-food business start-ups	Per economic development office/business licenses					
# of e-newsletter subscribers	Internal e-newsletter platforms					
# of social media followers	Social media page settings					
# of regional producers; total acres in production	Stats Canada Agri Census (every 5 years)					
Gross receipts of regional production	Stats Canada Agri Census (every 5 years)					
Local rates of food insecurity	* Vital Signs reports, via your local Community Foundation					
** other - per organizational goals, mandate, and available data						

* Learn more about or find local Vital Signs reports at <https://communityfoundations.ca/initiatives/vital-signs/>

** Could include: # of school and community gardens, food import statistics, # food box programs, food recovery programs, seafood businesses or recipes, nutrition and kitchen literacy programs, average weekly cost of food for a family, # of community meals served, or others

