

FARMERS' MARKET AND LOCAL FOOD PROMOTION PROGRAM (FMLFPP)
Final Performance Report

The final performance report summarizes the outcome and activities of your FMLFPP award objectives. Failure to submit acceptable closeout reports for an existing grant within 90 calendar days following the grant end date may result in exclusion from future AMS grant opportunities.

This final report will be made available to the public once it is approved by FMLFPP staff. Write the report in a way that promotes your project's accomplishments, as this document will serve as not only a learning tool, but a promotional tool to support local and regional food programs. Particularly, recipients are expected to provide both qualitative and quantitative results to convey the activities and accomplishments of the work.

The report is **due within 90 days** of the project's performance period end date (as noted in box 15 of your grant agreement (AMS 33), or sooner if the project is complete. The report must be typed, single spaced on 11-point font, not to exceed fifteen (15) 8.5 x 11 pages (excluding existing Final Performance Report form content). For example, if the Final Performance Report form is six (6) pages before you begin entering your project information into the form, your report may be up to 21 pages (6 pages + 15 pages).

Provide answers to **each question** and all applicable outcome and indicators as it applies to your project. If you are unable to provide a response explain why. It is preferred that you email your completed performance report to your assigned FMLFPP Grants Management Specialist to avoid delays. In case of any extraordinary reason a faxed report can be accepted; please notify your assigned Grants Management Specialist to inform about your submission.

Report Date Range: <i>(e.g. October 1, 2016 -September 30, 2017)</i>	October 1, 2016 – March 31, 2019	
Date Report Submitted	May 6, 2019	
Grant Agreement Number: <i>(e.g. 14-LFPPX-XX-XXXX)</i>	16FMPPMN 0017	
Recipient Organization Name:	Farm Commons	
Project Title as Stated on Grant Agreement:	Direct to Consumer Farm Law 101	
Authorized Representative Name:	Rachel Armstrong	
Authorized Representative Phone:	608 616 5319	
Authorized Representative Email:	Rachel@farmcommons.org	
Year Grant was Awarded:	2016	
Amount of Award:	\$228,224.67	

FMLFPP staff may contact you to follow up for long-term success stories. Who may we contact?

Same Authorized Representative listed above (check if applicable).

Different individual: Name: _____; Email: _____; Phone: _____

1. Executive Summary—In 200 words or less, describe the project's need, purpose, goals, and quantifiable outcomes:

498 farmers attended 18 Farm Law 101 workshops in 16 communities across 12 states, delivered through regional partners, and received 5536 hours of high quality instruction on farm law matters. 89% of farmers made a change to their farm business that reduced legal risk or leveraged legal opportunity! 8033 farmers received our farm law guides (1041 farmers directly through our website, 6552 to farmers via agriculture professionals who redistributed them through their programming, and 365 to farmers attending our workshops and events, plus 75 more through direct mailing to farmers). Our resources greatly assisted farmers in learning about legal issues relative to their farm operation, with farmers ranking their knowledge gained a 4.5 on a 5 point scale with 5 indicating that they learned "a lot." Our project was successful in large part because we adopted an innovative model for our workshop curriculum. We trained up to 2 farmer "co-presenters" in each community to lead the workshop with us. The training process involved careful

training in farm law and discussion of how it affects the co-presenter's operation. The result was a practical, relevant workshop that spoke to the real day-to-day concerns of farmers, complimented by our expertise.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0581-0287. The time required to complete this information collection is estimated to average 4 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable sex, marital status, or familial status, parental status religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance program (not all prohibited bases apply to all programs). Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.

2. Please provide the approved project's objectives:

Objectives		Completed	
		Yes	No*
1	225 farmers will attend our Direct To Consumer Farm Law 101 workshop in 2016/17, delivered through regional partners nationwide	x	
2	225 farmers will attend our Direct To Consumer Farm Law 101 workshop in 2017/18, delivered through regional partners nationwide	x	
3	600 farmers will access each of our 10 "Quick Guides to Direct to Consumer Farm Law," (for a total of 6,000 farmers reached) with which producers will learn the legal basics of selling agricultural products direct to consumers through CSA, agritourism, volunteer events, forming businesses, and selling product	x	
4	4203 direct to consumer farmers (or 60% of those reached through our education program) will make a change to their farm business that reduces legal risk or leverages legal opportunity, resulting in increased sales and/or expanded markets.	x	

**If no is selected for any of the listed objectives, you must expand upon this in the challenges section.*

3. List your accomplishments for the project's performance period and indicate how these accomplishments assisted in the fulfillment of your project's objectives. Please include additional objectives approved by FMLFPP during the grant performance period, and highlight the impact that activities had on the project's beneficiaries.

Accomplishments	Relevance to O
	Example: Activities developed are related
498 farmers attended 18 Farm Law 101 workshops in 16 communities across 12 states, delivered through regional partners. As the length of our programming was 6-8 hours per workshop, we provided 5536 hours of high quality instruction to farmers across the country across the term of this grant. These workshops were incredibly successful in meeting educational goals as described below.	Objective 1, Objective 2

<p>7591 or 89% of farmers made a change to their farm business that reduced legal risk or leveraged legal opportunity, resulting in increased sales and/or expanded markets! (We reached 8033 through our resources and 498 directly through our workshops, 89% of which is 7591.) This is above our projection of 4203 farmers making a change to their business. 55% of respondents had spoken with their insurance agent. 30% had looked into their zoning codes. 97% of respondents still planned to take one or more additional actions. On average, farmers planned to make 4.5 out of 15 possible identified, specific changes to their farm. 65% of respondents had modified their <u>business plan since attending the workshop.</u></p>	<p>Objective 4</p>
<p>8033 farmers received our Quick Guides to Direct to Consumer Farm Law (1041 farmers directly through our website, 6552 to farmers via agriculture professionals who redistributed them through their programming, and 365 to farmers attending our workshops and events, plus 75 more through direct mailing to farmers). We also held a Facebook Live event with a reported 1400 attendees, but we are not including these in the exact results as we can't confirm that these attendees were farmers or in farming-related professions.</p>	<p>Objective 3</p>
<p>Our resources greatly assisted farmers in learning about legal issues relative to their farm operation, with farmers ranking their knowledge gained a 4.5 on a 5 point scale with 5 indicating that they learned "a lot." Farmers learned the most about farm employment law (4.3). Farmers learned the least about sales and contracts (3.99).</p>	<p>Objective 4</p>
<p>We were effective in terms of networking farmers to each other as they chart a path to legal resiliency. When asked to assess their agreement with the statement that the stories from the farmer co-presenters of our workshops helped farmers learn or added to their skills, farmers ranked the statement a 4.4 on a 5 point scale with a 5 indicating that they strongly agreed. When asked to assess their agreement with the statement that they gained insights from meeting and reconnecting with other participants, farmers ranked the statement a 4.4 on a 5 point scale with a 5 indicating that they strongly agreed.</p>	<p>Objective 4</p>
<p>68% of farmers planned to talk with their insurance agent after attending Farm Law 101. Almost half planned to draft an organizing document such as bylaws or an operating agreement. 46% planned to investigate their local zoning code regarding a farm event, processing, or other planned venture for the farm.</p>	<p>Objective 4</p>

4. Please list any challenges experienced during the project's period of performance. Provide the corrective actions taken to address these issues.

Challenges (Issues)	Corrective Actions and/or Project Changes (s)
<p>We initially had trouble reaching our 6,000 farmers for distribution of the Quick Guides.</p>	<p>We supplemented by creating an online Facebook Live event that mirrored the objectives of the Quick Guides. This was very successful in reaching a large number of farmers over time, but difficult to accurately track numbers of attendees. We also increased distribution to agriculture support persons such as Extension agents and farmers' market professionals who can significantly expand our reach. Then, we did a survey to figure out how many farmers ag support persons were distributing those resources to. We discovered that ag support persons were, on average, passing our resources on to 21 farmers.</p>
<p>Attendance at our Direct to Consumer Farm Law 101 events was initially lower than anticipated.</p>	<p>We trialed hosting the workshop online for remote access, at the same time that the presentation is being given in-person. Folks had the choice to attend in person or to log in from home or a local Extension office. We couldn't do much about last minute cancellations for weather or farm-related incidents. We hosted a couple of additional workshops in 2018/19 to meet our final objectives. We also tried to create an entirely online version of the course and made significant progress, but could not complete the effort before the Spring of 2019, when farmers become unavailable for education.</p>
<p>Attendance at our Direct to Consumer Farm Law 101 events was more difficult to predict than anticipated, which created challenges as we order printed materials, plan room layouts and chairs, etc.</p>	<p>We didn't want to waste money by over-ordering our print workshop materials, which can be quite expensive. Yet, the materials are very valuable to making this dense material more digestible and more actionable. We decided to order more than we think we need, just to be sure we can give a packet to everyone who attends. Then, we distributed extras in Year 3 through Farm Commons' outreach events.</p>

<p>Creating Quick Guides that are just 2-4 pages in length was very challenging. We found it very difficult to summarize the important parts of farm law subjects in just 2 pages.</p>	<p>Our Quick Guides are 4-6 pages long. It's extra printing for our workshops and it's a limitation for our users, but we think the best solution is just to use the extra pages as the information requires it, and deal with the printing costs in another way.</p>
<p>We struggled to accurately assess our reach when agriculture educators and advocates take our material and photocopy or redistribute it via their own networks. We were happy this is occurring, but it's difficult to track in terms of impact.</p>	<p>We addressed this challenge by surveying our users who are agriculture educators and advocates. We asked them on average, how many farmers do they distribute our resources too. We also took the opportunity to ask educators whether and how often they were integrating our resources into their existing programming. We used these results to estimate our reach via educators who hand out our products.</p>
<p>Although we saw very strong results in terms of farmers taking action to achieve their goals in reducing legal risk, we also saw many of our farmers become overwhelmed. The downside of an all-day workshop is conveying more information than people can handle.</p>	<p>We modified our curriculum to be as streamlined as possible, and to integrate more quiet moments into the workshop which gives give time to process. We cut an entire module from the workshop, too, as it saw the least results in terms of legal risk reduction.</p>
<p>Collecting long term data about increased sales and added jobs, and expanded market opportunities is challenging for us. Farmers markets have leverage with which to collect this data- they provide an ongoing service they can withhold if farmers don't contribute. We don't have any leverage over folks after they leave our workshop. We survey them to learn about increased sales, etc but suffer a low response rate. It's also challenging for us to directly attribute our work to the increased sales, expanded opportunity. Our workshop is just one of the efforts our farmers are making to improve outcomes, and we can't distinguish which effort lead precisely to which increased sales, etc.</p>	<p>We used the response rate we have, and working with it.</p>

5. Quantify the overall progress on the outcomes and indicators of your project. Include further explanation if necessary.

Outcome 1: To Increase Consumption of and Access to Locally and Regionally Produced Agricultural Products.

Indicator	Description	Number
1.	Total number of consumers, farm and ranch operations, or wholesale buyers reached	
1.a.	The number that gained knowledge on how to buy or sell local/regional food OR aggregate, store, produce, and/or distribute local/regional food	179
1.b.	The number that reported an intention to buy or sell local/regional food OR aggregate, store, produce, and/or distribute local/regional food	135
1.c.	The number that reported buying, selling, consuming more or supporting the consumption of local/regional food that they aggregate, store, produce, and/or distribute	135
2.	Total number of individuals (culinary professionals, institutional kitchens, entrepreneurs such as kitchen incubators/shared-use kitchens, etc.) reached	15
2.a.	The number that gained knowledge on how to access, produce, prepare, and/or preserve locally and regionally produced agricultural products	9
2.b.	The number that reported an intention to access, produce, prepare, and/or preserve locally and regionally produced agricultural products	9
2.c.	The number that reported supplementing their diets with locally and regionally produced agricultural products that they produced, prepared, preserved, and/or obtained	9

Outcome 2: Increase Customers and sales of local and regional agricultural products.

Indicator	Description	Number
1.	Sales increased as a result of marketing and/or promotion activities during the project performance period.	
	Original Sales Amount (in dollars)	\$30,000
	Resulted Sales Amount (in dollars)	\$48,300
	Percent Change $((\text{final} - \text{initial}) / \text{initial}) * 100 = \% \text{ change}$	61%
2.	Customer counts increased during the project performance period.	
	Original Customer Count	NA
	Resulted Customer Count	NA
	Percent Change $((\text{final} - \text{initial}) / \text{initial}) * 100 = \% \text{ change}$)	NA

The Outcome 2 data above has significant caveats. This question asks about sales that resulted from “marketing and/or promotion activities,” which we did not do. Our project isn’t a farmers market and didn’t do any marketing or promo of farms. We did try to accommodate this objective, and one farm was able to tell us about increased sales as a result of our programming. However, nearly all farms surveyed couldn’t connect our legal education to increased sales or increased customers. We did ask about increased sales and customers but the generalized data was very difficult to finesse into anything suitable for this report.

Outcome 3: Develop new market opportunities for farm and ranch operations serving local markets.

Indicator	Description	Number
1.	Number of new and/or existing delivery systems/access points of those reached that expanded and/or improved offerings of	
1.a	Farmers markets	2
1.b.	Roadside stands	2
1.c.	Community supported agriculture programs	2
1.d.	Agritourism activities	2
1.e.	Other direct producer-to-consumer market opportunities	1
1.f.	Local and regional Food Business Enterprises that process, aggregate, distribute, or store locally and regionally produced agricultural products	1
Indicator	Description	Number
2.	Number of local and regional farmers and ranchers, processors, aggregators, and/or distributors that reported	
2.a.	An increase in revenue expressed in dollars	10
2.b.	A gained knowledge about new market opportunities through technical assistance and education programs	2
3.	Number of	
3.a	New rural/urban careers created (Difference between "jobs" and "careers": jobs are net gain of paid employment; new businesses created or adopted can indicate new careers)	0
3.b.	Jobs maintained/created	3
3.c.	New beginning farmers who went into local/regional food production	13
3.d.	Socially disadvantaged famers who went into local/regional food production	3
3.e.	Business plans developed	3

Outcome 4: Improve the food safety of locally and regionally produced agricultural products.

Only applicable to projects focused on food safety!

Indicator	Description	Number
1.	Number of individuals who learned about prevention, detection, control, and intervention food safety practices	179
2.	Number of those individuals who reported increasing their food safety skills and knowledge	179
3.	Number of growers or producers who obtained on-farm food safety certifications (such as Good Agricultural Practices or Good Handling Practices)	0

Outcome 5: Direct to consumer farmers will improve their knowledge of farm law and take actions that reduce risk and leverage legal opportunity.

Indicator	Description	Number
1.	Number of farmers who improve their knowledge of farm employment law, farm business structures, liability, sales contracts, leases, and value added production.	175
2.	Number of farmers who modify their farm operation to reduce the legal risk of employment law violations including paying minimum wage or buying workers' compensation insurance.	81
3.	Number of farmers who modify their farm operation to reduce the legal risk of liability by talking with their insurance agent and modifying insurance coverage.	133
4.	Number of farmers who leverage legal opportunity by forming a farm LLC or Corporation or adopts best practices that reduce the likelihood that personal assets will be lost to business liabilities.	155
5	Number of farmers who reduce legal risk or leverage opportunity by putting their lease agreement in writing or develop a more comprehensive written lease agreement	26
6	Number of farmers who reduce the legal risk of agritourism and direct to consumer farm events by complying with zoning codes, purchasing insurance, or getting appropriate permits	88
7	Number of farmers who reduce legal risk and leverage opportunity by putting their sales agreements in writing or developing a more thorough written sales agreement.	39

6. Discuss your community partnerships (include applicant staff and external partners).
 - i. Who were your community partners?
 - ii. How did they contribute to the overall results of the FMLFPP project?
 - iii. How will they continue to contribute to your project's future activities, beyond the performance period of this FMLFPP grant?
 - iv. What feedback have the partners provided (specific comments) about the results of the project?

a. We worked with the following organizations as partners in hosting our workshops: Cornell Cooperative Extension, New Entry Sustainable Farming Project, Midwest Organic and Sustainable Education Service, NOFA Vermont, Community Alliance with Family Farmers, Community Food and Agriculture Coalition, University of Idaho Extension, The Good Acre, Michael Fields Agriculture Institute, North Dakota Farmers Market and Growers Association, Pennsylvania Association for Sustainable Agriculture.

b. Our partnerships were fundamental to the results we achieved! Our partners are entirely responsible for outreach and local recruitment for workshop attendees. Without them, we wouldn't have any attendance at our workshops, let alone a workshop at all. They also assist with local agenda-setting, and site logistics such as identifying facilities.

c. Our partners are contributing to future results by assisting us as we assist farmers with longer term change to their operations such as adding jobs and expanding to new markets. Farmers eventually encounter issues when implementing our recommendations. They are communicating these issues to the partner organizations, and then we are called in to answer difficult problems as necessary. Our partners also help us distribute our quick guides.

d. The following are specific comments from community partners:

Farm Commons provided workshop content that was not previously available in our area. Legal scenarios that are specifically relevant to small, diversified, direct-marketing farms do not usually get much attention at all, let alone in the amount of detail that Farm Commons provides.

Farm Commons worked with producers in our community to prepare them to be co-presenters at the workshop and talk about legal scenarios that they have encountered in their own operations. Through this workshop design, farm commons helped to create a stronger support network among farmers in our community to help each other with situations related to farm employment and insurance.

I would definitely tell other nonprofits about the collaborative approach that Farm Commons uses with local farmers and how this makes the workshop highly relevant to everyone in attendance. Farm Commons provides great workshop content, shares resources and helps strengthen the leaders in your farm community.

7. How do you plan to publicize the results?

- i. To whom (i.e. people, entities) do you plan to publicize the project results?
- ii. When do you plan to publicize the results?

*If you have publicized the results, please send any publicity information (brochures, announcements, newsletters, etc.) electronically along with this report. Non-electronic promotional items should be digitally photographed and emailed with this report (do not send the actual item).

We don't do outreach on our successes, as such. We certainly do outreach on the grant products themselves- that being the workshops and the guides. We've done extensive outreach over the 3 years on this grant on all aspects of this program, and we do it via social media, newsletters, press releases, direct mailing, and interviews. (I'm not sure this question is ideally suited to our project, which is unique for FMPP. We aren't a farmers market and don't have stakeholders that want to see increased sales at the market, for example. We provide farm law education. So, there aren't stakeholders besides us and USDA who want to hear about our successes influencing farmers to adopt legal best practices.)

8. Have you collected any feedback from your community and additional stakeholders about your work?
 - i. If so, how did you collect the information?
 - ii. What feedback was relayed (specific comments)?

We did two rounds of evaluation during the project term to which this report applies. Workshop attendees were surveyed immediately after the workshop. Workshop attendees were surveyed a second time 1-3 months after attending the workshop. The first evaluation was conducted on paper and analyzed with a spreadsheet. We used a google-based online form to collect responses for the second evaluation.

Here are some comments:

- Thank you for a wonderful workshop! Rachel has so many resources for us. WOW.
- I would just like to thank you again for helping me be a part of the Farm Law workshop this past weekend. It was such an incredible gift to get so much valuable information even though I've only just begun learning more about farming. Knowing now that there are available resources to help us beginners out there was well worth the drive down to Missoula! Thank you for your encouragement and help, I am very grateful to you both!
- Just wanted to say thanks for putting on such a helpful workshop! Really appreciate it. Way more approachable than expected! I feel like I can actually do this stuff the right way.
- Rachel is a strong and valuable asset to the farming community. It was also wonderful how open and transparent Cassie was in sharing. This was a well-planned session that provided a good balance of information and experience. Rachel was very honest, up front and used laymans terms. Thank you!
- Excellent written materials. Plain-spoken, good real-world examples. Very comprehensive.
- A lot of time spent on employee/employer. Great info but relevant to me, quite enlightening. The entire day was interesting and informative.
- Excellent presentation to hold attention.
- Very organized, great tag-team presentation. Followed notes well.
- Appreciate your wisdom, knowledge and experiences. Thank you!
- I really enjoyed this course! Both presenters were very thorough and answered any and all questions and encouraged us to ask questions whenever we had them. I would absolutely recommend this course to anyone looking to get started in farming, but not sure about all the legal aspects!
- Amazing. Have again.
- This class exceeded my expectations. I cannot wait to take the time to read in more detail the discussed topics.
- Absolutely fantastic, this was very helpful-crucially important for me to learn. Very digestible!
- Very qualified speakers. Stayed on task-focused on our needs!! Appreciated their energy.

- Made me aware of laws I wasn't aware of before the class and met other farmers who had experience and advice on who to contact in our area to actually act on what we learned.
- It was very helpful to learn of how to best separate farm LLC and personal land holding via a lease.
- I'm much more cognizant of what constitutes an employee. I'm just about to bring on an employee once market season hits, and I'll be incorporating what I learned into my compensation for their work.
- It influenced us to just do what we can with what we have without outside help.
- Very informative. Solidified the need to get legal protection for my farm and get better insurance coverage.
- The workshop helped me to realize just how important it is to have insurance, partnership agreement, etc.
- By helping with basic knowledge of business and establishing network contacts for assistance.
- Helped me finalize business actions needed to take to "launch" farm, give info to discuss with town on permitting, etc. I also made a very useful connection with another local farmer who has helped me out a great deal with connections and advise. Great networking opportunity!
- I am more aware of red flags that I see people in my community doing.
- The workshop was eye opening in terms of the existing laws versus what I see others around me doing or have been taught to do.
- It helped with thinking about our insurance strategies and creating a new business entity on the farm in order to diversify. Also wanting to make sure we are doing everything we can in terms of risk management.
- I networked with a couple of great people (one provided insurance agent advice -used that insurance agent), received advice about a couple other helpful people to contact (both gave great insight), and the farm commons resources have been helpful to us along the way (we used guides for both Lease and Operating Agreement so far).
- The workshop was such a great way for a beginner like myself to learn some basics about the farming business. I have been able to reference notes in regard to some questions that have arose here and am extremely satisfied with having taken this class.
- Good information and resources, busy time of year to get things done
- Gave me the questions I need to address in regard to farm Law and HR, Volunteers and interns.
- Realized I have skills to help other farmers in the area (attorney), and can learn/trade from them as well, collaboration in the community!
- gave me momentary confidence to form business entity
- I was more proactive about getting detailed answers to questions about my insurance policy during my annual review with my insurance agent. I am more confident that our policy is right for us.
- Informative. Very focused and well presented by all.
- Covered a variety of issues of great importance. Worked well.
- Great open discussions
- Rachel and Mark were very dynamic speakers. Great panel, diverse backgrounds
- Rachel was great!
- The back and forth between legal slides and the farmer panel
- Great. Learned about law and regulations pertaining to farm our non-profit farm

- Great, useful information in an easy to understand format. Kent & Erica's perspective and experience was valuable and interesting
- Very informative - thank you!
- The information on subjects that I had not even considered being an issue
- Speakers were great and it was great to hear different farmers in audience share their experiences
- Information was well documented and presented in detail
- Great info on insurance
- I thought open and honest able to ask real questions
- Very practical advice
- Good pace, a really nice job
- Wage related rules. Thank you- very good!
- You made farm law less scary and more approachable. I'm much more likely to take action now. Loved having local attorneys present.
- it made me think seriously about issues we have been putting off and make a long-term to-do list.
- Very informative good overview for starting my business. Best having a farmer experience and perspective.
- The stories help make the examples seem real. I'm excited about the online resources.
- Presentation style was very engaging
- I liked the contrast of expectation of law and practical farm practice and risk.
- Explanations were clear and concise, easy to understand all the uncertainties of the law
- I really enjoyed discussing insurance issues
- Todd's practical perspective
- So much information. Important topics-engaging-gives me ideas where to start and what to ask.
- Very good presentation-learned a lot!!
- It was practical and useful. The real application combined with knowledge is very valuable.
- The group size was just right for discussion, having additional input from Tracy and the Land Trust crew.
- It was full of info and interesting. Liked having real life examples.
- Very comprehensive and understandable; great written materials; would highly recommend this program and your organization
- I loved how any and all questions were encouraged and answered well
- A lot of great info in the legal
- I loved the practical advice that covered topics that relate to experienced/inexperienced farmers
- Both speakers were confident, relaxed and clearly cared about their presentation and audience
- Great intro to law basics necessary to be aware of when starting/running a farm
- Very well presented. Interesting and easy to follow
- Great overview, good fit with our current farm needs
- So much knowledge, really liked the business entity section as well as the section about workers

- Having distinct farmer voices was great. To-Do list was helpful and getting pointers to more info was helpful as well
- The farmer interaction was great
- This was so valuable! Thank you for bringing this workshop to Idaho!
- Lots of information! Enjoyed listening to local farmers and how they addressed the issues
- I enjoyed the entire day and learned a lot that is useful to me as a food retailer. This could be a weeklong seminar!
- I thought Matt did a nice job talking about less-than-fun topics. Loved the real-world stories from Greg and Keri. Great content!
- We received a lot of information at a high level, with references to delve deeper if pertinent. Excellent use of time.
- Well-designed materials and good choice of content
- Rachel made the information understandable and easy to apply to our current circumstances. Very well put together
- Takes very dry and intimidating topics and makes them practical and applicable to real life. Real, thoughtful, clear.
- Good information, adding in a local experienced producer
- Learning about the LLC's sales and leasing agreements and how important insurance is.
- I loved the combo of Rachel and Josie. I learned a lot!
- It was full of information. Great started on how to get started.
- Rachel is very knowledgeable as well as Josie's comments.
- Legal perspective in general=super valuable! Thank you-great energy for tough subjects
- Rachel is a great speaker! Interesting and engaging. Loved having Sue Miller's perspective
- Rachel was fantastic with my questions and tailoring content.
- Practice advice on how to do essential things and pointers to further resources
- Nicely presented, can be boring subject but was engaging and encouraging but also realistic.

9. Budget Summary:

- i. As part of the LFPP closeout procedures, you are required to submit the SF-425 (Final Federal Financial Report). Check here if you have completed the SF-425 and are submitting it with this report: Yes
- ii. Did the project generate any income? Yes No
 - a. If yes, \$3580 generated and how was it used to further the objectives of this project? The project generated \$3580 in revenue, which was almost entirely put towards the purchase of lunch and refreshments for workshop attendees. The remainder was spent on additional support time doing follow up with individual workshop attendees.

- iii. In the table below include the total amount of **federal funds spent** during the grant performance period (**Do not** include matching or in-kind contributions):

Categories	Amount Approved in Budget	Actual Federal Expenditures (Federal Funds ONLY)
Personnel:	98,468.82	106,071.21
Fringe:	23,947.63	26,233.14
Contractual:	16,410.96	18,479.33
Equipment:	0	0
Travel:	10,485	10,757.76
Supplies:	5,080.00	6,440.80
Other:	53,036.73	39,123.21
Indirect Costs:	20,742.84	20,709.55
TOTAL:	228,244.67	227,805.00

- iv. **ONLY for LFPP recipients:** Provide the amount of matching funds/in-kind contributions used during the grant performance period.

Categories	Match Approved in Budget	Actual Match Expenditures
Personnel:		
Fringe:		
Contractual:		
Equipment:		
Travel:		
Supplies:		
Other:		
Indirect Costs:		
TOTAL:		

10. Lessons Learned:

- i. Summarize any lessons learned. They should draw on positive experiences (e.g. good ideas that improved project efficiency or saved money) and negative experiences (e.g. what did not go well and what needs to be changed).

We learned that our model was extremely powerful in achieving results: training farmers to co-present workshops on farm law is highly effective. We learned that 3-4 pages is a more reasonable expectation for length on a “short” legal summary. We discovered we didn’t need much of a budget for facilities for the workshops- free facilities were generally available through Extension or other partners. We had to adapt to continue to hit our attendance goals for the workshops, which included adding another couple workshops without increasing our travel budgets. We discovered we would have a lot of difficulty hitting our targets for distribution of print resources, unless we could distribute (and track) resources through agriculture support persons.

- ii. If goals or outcome measures were not achieved, identify and share the lessons learned to help others expedite problem-solving: NA
- iii. Describe any lessons learned in the administration of the project that might be helpful for others who would want to implement a similar project:

“Quick” legal education isn’t easy. Everyone wants something that is short, quick, and easy. But, many legal best practices simply aren’t quick to explain, and there isn’t a lot that can be done about it. We continue to work very hard to make legal education as approachable, digestible, and actionable as possible. But sometimes, that doesn’t mean it’s short to read. I would caution others from setting out any project goals to create “short” guides to legal risks.

Discuss if and how the result of this project can be adapted to other regions, communities, and/or agricultural systems.

Absolutely! Many more regions/communities in the country need legal education, and urgently! We would love to expand our curriculum around the country. We are especially proud of how successful our curriculum is, and believe it is because we recruit and train farmer co-presenters to lead the workshop. This model creates local leadership and ensures communities get a presentation that is relevant to their locality. It's essential that our expertise shape the ultimate recommendations, and so the team-based approach seems very effective for the community.

Future Work:

- iv. How will you continue the work of this project beyond this grant? In other words, how will you implement the results of your project's work to benefit future community goals and initiatives? Include information about community impact and outreach, anticipated increases in markets and/or sales, estimated number of jobs retained/created, and any other information you'd like to share about the future of your project.
- v. Do you have any recommendations for future activities and, if applicable, an outline of next steps or additional research that might advance the project goals?

The resources developed under this project will continue to be available and distributed at the Farm Commons website in perpetuity. The workshop curriculum honed through this grant will continue to be deployed in and for farming communities nationwide, as we work to expand access through other grants and other projects. Above, we have described our impact in terms of how the farming community is more successful as a result. But also, this project has created greater sustainability at Farm Commons. At the outset of this grant, we had 2 staff persons; we are now a team of 5 persons. We created 3 positions at the organization, one of which was a direct result of this grant. This project has allowed us to demonstrate the incredible need for farm law education and an ideal way of delivering effective, action-oriented legal education.

As for recommendations, we would like to find new ways of delivering the project curriculum to a broader audience and at a lower cost. We are incredibly proud of our success rate, but we also know this is an expensive program. The farmer co-presenter model is crucial to the success of this program, but it's also the most expensive aspect of the program. It takes a huge amount of time to train the farmer co-presenters. Travel also raises the costs. We have been working to develop efficiencies that will reduce the cost of this curriculum to deliver. Farm Commons has two strategies we hope to employ soon, that should make it cheaper to operate. First, we want to train all farmer co-presenters at once in a "retreat" type session. This should improve efficiency and improve effectiveness. We also hope to be able to join workshops remotely and avoid traveling to each workshop around the country.

In this project, we began and made significant progress in creating an online version of the Farm Law 101 workshop. It was a "bonus" objective, as we didn't set out to do this. We weren't able to succeed in actually delivering the online version, however, due to various reasons. We see significant potential there and hope to put in an additional application to develop an online, remotely-delivered program with similar strong outcomes.