

2023 FARM to SCHOOL CENSUS

CHECKLIST



This checklist offers suggestions to make it easier to complete your 2023 Farm to School Census and tell your farm to school story! You can do as many or as few of these items as you want, but whatever you do, make sure to fill out your Farm to School Census survey when it arrives this October!

THINGS YOU CAN DO... BEFORE YOU GET YOUR CENSUS:

- ✓ Prepare your data by completing the [2023 Farm to School Census Preparation Worksheet](#)
 - Review the worksheet to see what financial and other numbers you need to provide.
 - Locate and collect the requested information
- ✓ Identify and engage key partners in your school food authority (SFA) who have information for the Census. These may include cafeteria staff, teachers, administrators, volunteers, food service management companies, and others who collaborate in your farm to school program.
 - Your Census survey will be emailed to one individual per SFA, but the link can be shared so that multiple partners can respond to questions.
 - Determine who will be responsible for completing each portion of the survey or identify one individual to submit responses on behalf of everyone. Preview the [Census survey questions](#).
- ✓ You may want to review your prior Census responses, which can help you see how your program was described in past years. Visit the [Farm to School Census Website](#) and open the "[About the Data](#)" page to find downloadable excel files for the 2013, 2015 and 2019 Farm to School Census.

THINGS YOU CAN DO... WHEN YOU GET YOUR CENSUS:

- ✓ Attend or watch the recording of the 2023 Farm to School Census SFA Briefing in early October.
- ✓ Share the Census survey link with your partners and stay in touch about your progress.
- ✓ If you have questions or need help completing the survey, review the [Census Frequently Asked Questions](#) or contact the Farm to School Census study team at Farm2SchoolCensus@dir-online.com or toll-free at 866-986-2230.

THINGS YOU CAN DO... ONCE YOU'VE COMPLETED YOUR CENSUS:

- ✓ Share within your SFA and with your farm to school supporters, like the school board and funders, that your Census survey is complete.
- ✓ Encourage other SFAs to complete their Census survey with social media sharables for Facebook, Twitter, and Instagram on the [Farm to School Census Partner Resources](#) page.
- ✓ Once Census results are available, use them to tell your farm to school story within your SFA, to your community, to policymakers, potential funders – and beyond!