

AgVentures

Business Arrangements & Farm Transfers

Follow Up Checklist

The developers of the curriculum strongly suggest that workshop leaders and facilitators make provisions to follow-up with each of the participants following the workshop. Be sure to inform participants on the last day of the workshop that a follow-up will be coming.

Suggested Format:

- I. One Month after Workshop:
 - A. Telephone Participant and Ask Following Questions.
 1. Did the workshop meet your needs and expectations?
 2. Did the workshop presentations make sense?
 3. Is there additional information or guidance that we can provide right now?
 4. Do you have an idea of who will be on your team of professionals to assist you?
 5. Make an appointment (face to face) about two months from now to review progress.

II. Three Months after the Workshop (Scheduled Visit)

A. Ask Following Questions:

1. Are the key people in the farm business “on board” with your planning?
2. Have you been successful in assembling a team of professionals to guide and assist you?
3. If not... who is lacking? Suggestions about resources.
4. Identify your goals related to Farm Transfer/Business Arrangements.
5. What success have you had in working toward your goals?
6. What stands in your way now?
7. What is your specific time line to accomplish your planning?

III. Schedule next visit as needed.

