

The CFI Monthly Report/Questionnaire

Appendix A



Total number of participants

Q. 1 Please write in the total number of people who participated in a CFI activity during the three-month period, April to June 2014. This should include ongoing and one-off events.

Do not include any individual more than once.

April–June 2014	Number of participants
April	
May	
June	
Total in quarter	

Q. 2 Please write in the total number of people who participated in different activities during this three-month period

You may count individuals more than once if they participated in more than one activity.

CFI activity	Number of participants in each activity
Gardening/growing food	
Cooking skills	
Healthy eating	
Planning and budgeting	
Shopping skills	
Other (write in)	
Total in quarter	

Ongoing events

Please record details for all ongoing events that were organised as part of your CFI for the period under review. The numbers should relate to the participants (excluding any CFI staff).

Start/End Date	Activity (brief description)	Total number of participants this quarter	Male/ Female	Age range	Success rates ²	Rate value of activity for the CFI project
			%	%	Number	Score 1-7 ³
			M: F:	1-12 years: teenagers: young adults: 36-60 years: over 60 years:	joined: left: remaining: completed:	
			M: F:	1-12 years: teenagers: young adults: 36-60 years: over 60 years:	joined: left: remaining: completed:	
			M: F:	1-12 years: teenagers: young adults: 36-60 years: over 60 years:	joined: left: remaining: completed:	
			M: F:	1-12 years: teenagers: young adults: 36-60 years: over 60 years:	joined: left: remaining: completed:	
			M: F:	1-12 years: teenagers: young adults: 36-60 years: over 60 years:	joined: left: remaining: completed:	
			M: F:	1-12 years: teenagers: young adults: 36-60 years: over 60 years:	joined: left: remaining: completed:	
			M: F:	1-12 years: teenagers: young adults: 36-60 years: over 60 years:	joined: left: remaining: completed:	

² How many people joined the project during the quarter; how many left during the quarter; how many people remain engaged with the project; and how many completed the activity?

³ This is a 7-point scale, where 1 represents the lowest score and 7 the highest. You can also choose any number in between.

Other CFI activities

Please record details of any other activity not already recorded above.

Activity	Description of activity	Total number involved from CFI	Rate value of activity for the CFI project
			Score 1-7 ⁴
1. Networking			
2. Training			
3. Sustainability of project			
4. Project management			
5. PR/advertising			
6. Other (write in)			

⁴ This is a 7-point scale, where 1 represents the lowest score and 7 the highest. You can also choose any number in between.

Overview

- Q.1 What are the **main challenges/problems** you encountered during this quarter?
- Q.2 How did your programme resolve these issues?
- Q.3 What were the **main successes** you achieved this quarter?
- Q.4 What were the **main 'learnings'** for your project in this quarter?
- Q.5 What changes (if any) have you noticed in relation to food habits and learning from your Participants, e.g. have they reported any changes in the foods they eat or attitudes to Food? Please give specific examples, if possible.
- Q. 6 Is there anything else you would like to add?