

# Impact

Colorado State University  
Extension

Sharing the difference CSU Extension makes in people's lives and their communities.

## Anatomy of an Impact Report



### Contents

Colorado State University Extension's Impact Reports are single page documents organized into three main components: Issue, Extension's Response, and Impact.

#### 1. The Issue

A succinct overview of the situation which may include one or more of the following:

- What was the social, economic or environmental problem, issue, or concern?
- Who was affected? What are the important characteristics of the people to whom programs are offered? Who are they? Where do they live/work? What is their community like?
- What will happen if nothing is done? Do we know of actual or projected costs of not solving the problem?

## **2. Extension's Response**

*A summary of how Extension personnel responded to the situation:*

- What were our inputs? (such as faculty time and expertise, funding, facilitation, curriculum, teaching methods)
- Role of local people/government/community in solving problem
- What is the research base to support the program? Who are our partners? Who invested (money, time, etc.)? Did the program meet any regulatory requirements or allow participants to do so?
- What were the outputs? What did we do?
- Did we evaluate the program or participants?
- Who participated in the program? Do we know why they participated?

## **3. Results**

*An explanation of program outcomes and resulting impact:*

- What difference did the program make to participants? How do we know? What were the results of evaluation (if conducted?)
- What social, economic or environmental change in condition resulted from Extension's involvement?
- Did this change result in policy adoption or revision?
- How has the situation changed?
- What were the benefits to individuals and their community? Is there public value?
- What are recommendations or plans for future actions?

## **4. Bottom Line**

*Includes one or more of the following to provide thumbnail sketch of program impact:*

- Key take away messages about program impact
- Why Colorado State University Extension? What vital niche are we filling?

## **5. By the Numbers**

*Includes one or more of the following:*

- Number of people served, trained, or participating
- Program revenue generated; return on investment
- Participant satisfaction/change in behavior – expressed as a percentage
- Funding amount
- Other relevant outputs

## **6. Contact Information**

*Contact information for lead Extension personnel*

## **7. Optional**

*Impact reports can include any one of the following supporting elements:*

- Partners
- List of participating counties
- Side bar information: program history, future program developments
- Links to other impacts and information (for those impacts online)

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