

URI Cooperative Extension Small Acreage Livestock Education Program

Steering Committee Meeting
January 5, 2007, 9 - 11 AM
Room 117, Coastal Institute in Kingston, 1 Greenhouse Road, URI

Agenda

1) Welcome and Introductions

2) Review role of steering committee

- Provide link to target audience
- Information exchange -- related projects and programs
- Provide review and input on Project components
- Serve as a resource for referring issues that can not be addressed by the scope of the Project.
- Meet twice a year

3) Brief review of Project objectives and timeline

4) Review current progress

- Establish Project Steering Committee
- Piloted materials with first year animal science students, fall 2006 – existing fact sheet series
- Developed Project website: www.uri.edu/ce/healthylandscapes
- Attend National Water Quality Program Conference and present poster on Project, January 2007
- Conduct needs assessment with target audience – focus groups and mail survey

5) Other business

6) Plan next steering committee meeting, summer 2007

7) Summarize next steps, wrap-up

Adjourn

Grant Timeline

Task	Year 1 9/2006-9/2007	Year 2 9/2007-9/2008	Year 3 9/2008-9/2009
Convene steering committee.	X		
Conduct needs assessment.	X		
Pilot existing fact sheet and self-assessment worksheet series with first year URI Animal Science students.	X		
Develop formative and summative evaluation process and specific tools.	X	X	X
Implement evaluation plan.	X	X	X
Recruit volunteers.	X		
Develop content and materials for volunteer training program.		X	
Conduct Phase 1 volunteer training program.		X	
Revise and finalize production of adoption-outreach materials.		X	X
Initiate and facilitate Phase 2 of volunteer adoption-outreach education activities.			X
Administer post-surveys and final interviews.			X
Complete video production.			X
Extend materials to New England Regional and National Water Quality and 4-H Program networks, as well as Home*A*Syst and Farm*A*Syst networks.			X
Complete annual technical report and CRIS report.	X	X	X
Complete bi-annual project updates and convene steering committee twice each year.	X	X	X
Complete and submit final program report.			X