

URI Cooperative Extension Small Acreage Livestock Education Program

Steering Committee Meeting
October 1, 2007, 9 - 10 AM
Room 201, Coastal Institute in Kingston, 1 Greenhouse Road, URI

Agenda

1) Welcome and Introductions

2) Brief review of year one highlights – annual report summary

3) Review needs assessment summary report

4) Brief review of year two plans and timeline

- Conduct education with freshman Animal and Veterinary Science students (AVS 102), September 2007
- Develop volunteer training program and educational resources
- Recruit volunteers – 20 people (10 adult/youth teams)
- Develop formative evaluation plan to track effectiveness and Project Objectives
- Attend National Water Quality Program Annual Conference and submit Project Poster, February 2007
- Submit Project updates to steering committee, January 2008 and September 2008

5) Other business

6) Next steering committee meeting planned for September 2008

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