



United States
Department of
Agriculture

Cooperative State
Research, Education,
and Extension Service

Washington, DC
20250

OCT 6 1998

TO: State Extension Directors/Administrators
State Experiment Station Directors/Administrators

FROM: Mitch Geasler, CSREES, Plan of Work Sub-Team Co-Chair
Paul Rasmussen, Utah Experiment Station Director, Plan of Work
Sub-Team Co-Chair

SUBJECT: Draft Plan of Work Guidelines

SCHOOL OF TRADITIONAL & HUMAN RESOURCES

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Attached is an October 1 draft of the guidelines for the Plan of Work as mandated by the Agricultural Research, Extension, and Education Reform Act of 1998. This Draft is a result of the Sub-Teams' effort. The Sub-Committee included representatives of ESCOP, ECOP, ICOP, ACOP, and the 1890s. Other individuals and groups, along with the Experiment Station Directors at their recent Kansas City meeting, have provided input in the development of the Plan of Work. This Draft will be discussed with the Extension Committee on Organization and Policy (ECOP) at its meeting in Denver later this month. Extension Directors and Administrators are encouraged to refer their questions and/or concerns to their representatives on ECOP or to either of us as co-chairs of the Plan of Work Sub-Committee.

After these discussions, we will issue another Draft on or about November 1. That Draft will be discussed within the partnership through the Land Grant Meetings in Atlanta. At that time, we plan to publish the Guidelines in the Federal Register for public comment. The publishing of the Draft Guidelines in the Federal Register is not part of a rule making process. Instead, it is an effort to give the general public as well as partners another opportunity for input into the Guidelines.

The development of the Plan of Work Guidelines has been a positive partnership experience. The Sub-Team, which we Co-Chair and the other Sub-Teams working on implementation of the legislation, have worked effectively to incorporate the requirements of the legislation into a set of workable guidelines that allow maximum flexibility for the Institutions affected. We appreciate the cooperation of all those involved.

The changes that occur in the attached Draft document have not been reviewed by the Plan of Work Sub-Committee, but will be subject to their review before the next draft is



completed. If any of you have questions or concerns, please direct them to either of us as Co-Chairs or other members of the working group. We have attached a list of the members of the Sub-Team.

Thanks to all of you for your cooperation.

Attachments

cc:

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CSREES Executive Council

Plan of Work Sub-Team Members

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