

STATEWIDE PLAN OF ACTION GUIDELINES FOR PRIORITY WORK GROUPS

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SITUATION

- What problem are you trying to solve?
- Why is Extension working on this problem rather than or in addition to other entities? What is the unique role we serve in addressing this problem?
- Who is the target or primary audience for your programs?
- Do you have any partners/collaborators or contract/grant assistance with your programs?
- What challenges or opportunities exist?

PROGRAM OBJECTIVES

- What do you intend the participants will know, think or do as a result of completing the program?
- Using the SMART objectives format, what knowledge or skill gains and behavior changes do you expect to see in the short- or medium-term (1-3 years)?
- In the long-term, what social, environmental, economic, health and well-being, or citizen engagement changes do you anticipate (5 years +)?
- Do participants receive a certificate, Continuing Education Units (CEUs), or something similar?

EDUCATIONAL METHODS

- Which target audience gets which curriculum and how is it delivered?
- What topics and subject matter will you cover?
- What methods or activities will you use to teach program participants - classroom enrichment, clinics, consultations, development of curriculum and educational materials, partnerships and collaborations, demonstrations and field trials, facilitating groups, fairs and exhibits, field days, group teaching events (in person or virtual), marketing and media relations, social media, videoconferencing?
- Are there other topics that will be taught by faculty from another initiative work group or college outside of UF/IFAS or FAMU?
- What methods are you using to specifically reach underserved and underrepresented clientele?
- Are you offering an in-service training (IST) to educate county faculty on the subject matter covered or teaching methods used by this program? If no, how are you communicating this statewide plan to faculty on this initiative work group (or who work in this programmatic area)?

RESULTS

- How will you know you successfully met your program objectives?
- What difference will this program make in the lives of participants or Florida's citizens?
- Is there any economic benefit to the individual participant or state of Florida?
- Do you have a statewide evaluation plan in place? If not, do you have one in progress?

NEEDS

- Do you need resources or support to implement this Plan of Action? If yes, is it time-sensitive? (Include timeline per need, if applicable.)

SUPER ISSUES

Which Super Issue(s) does this Priority Work Group relate to? [**Must list at least one.**]

- ❖ Awareness and appreciation of food systems and the environment.
- ❖ Resource sustainability and conservation in Florida communities.
- ❖ Financial management for individuals and enterprises.
- ❖ Science, technology, engineering, and math (STEM) opportunities for youth.
- ❖ Help Floridians develop healthy lifestyles.