K·STATE
Research and Extension

Excellence Assessment

_____*Program Development Committee*
_____*County/District*

Strong local extension programs are the outcome of a partnership between agents and members of the local Program Development Committee (PDC). This voluntary assessment is designed to support agents and PDC members as they partner together to plan, implement, and evaluate programming for local residents. The assessment may be used early in the year to identify goals to work on throughout the year. At the end of the year, it is recommended that the PDC complete the self-assessment and submit it to the local extension board.

	Yes	Working on it	No
1. Program Development Committee (PDC) members are familiar with conditions that affect agriculture, families, youth, and community vitality in the county or district.			
2. The PDC is composed of new and experienced members to guarantee both continuity and new thinking. PDCs have been expanded to broaden community representation.			
3. New committee members are oriented with the Program Development Committee Orientation module.			
4. PDC members are familiar with the mission and focus of the local and statewide extension educational program.			
5. PDC members and agent(s) meet throughout the year to identify local needs, plan educational strategies, develop program action plans, review progress, evaluate outcomes, and celebrate successes.			
6. PDCs examine local demographics to identify audiences not currently served through extension educational programs and implement strategies for reaching audiences.			
7. The local extension board reviews and approves program action plans developed by the agent(s) with input from the PDC.			
8. Representatives of each PDC regularly report to the local board on progress, outcomes, and impacts.			
9. PDC members actively support and participate in local extension educational programs as learners or volunteers, in addition to attending regular PDC meetings.			
10. PDC members regularly communicate K-State Research and Extension program opportunities and outcomes to stakeholders, funders, and the public.			