

ACTION PLAN

GOAL: By 2005, FGDC member organizations use FGDC-accepted metadata standards and publish to the Geospatial One-Stop portal.
Champion: Lynda Wayne

PRIORITY/ACTIONS NEEDED (What)	PROCEDURES/RESOURCES (How)	KEY PLAYERS	RESPONSIBILITY (Who)	TIMEFRAME (When)
Baseline metadata compliance by FGDC member (A-16) agencies.	Identify performance measures to characterize compliance with A-16 guidance.	FGDC member organizations, FGDC staff facilitation.	Wayne	By 10/04
Design and implement agency metadata compliance assessment program.	Conduct survey of data documentation compliance based upon performance measures established in Action Item 1. Identify central metadata contact for each agency and key personnel for in-house training, metadata expertise, responsibility for metadata compliance, accountability, and in-house and FGDC communication.	FGDC member organizations, FGDC staff facilitation.	Wayne	By 12/04
Identify resources and services to support and promote metadata compliance.	Facilitated meetings Determine requirements for achieving compliance, e.g., training, personnel, etc.	FGDC Steering Committee members, FGDC staff	FGDC Steering Committee members, FGDC staff	By 3/05

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Establish general plan for extending compliance assistance and promotion beyond A-16 agencies to include: state and local government, private sector, and university researchers.	Interview non-federal partners with regard to metadata compliance, in-house metadata resources, and needed support from FGDC.	NSGIC, URISA, UCGIS, & STIA	Wayne and Shin	12/05