

Civil Rights Enforcement and Compliance
Fiscal Year 2009 Operational Plan

Team/Activity	Schedule Status
<ul style="list-style-type: none">• Diversity and Compliance Programs• Information and Communication• Compliance and Evaluations• Program Delivery and Outreach• Special Emphasis and EEO Advisory Management and Compliance• EEO Counseling, ADR and Compliance• Complaints Processing, Investigations, and Compliance• Resource Management• Native American Program Delivery	<ul style="list-style-type: none">● On target● Progress made but have not met target● Significantly behind schedule
	Budget Status
	<ul style="list-style-type: none">● Spending as planned● A little under or over budget but do not anticipate needing additional funds or leaving money unspent● Way under or over budget and anticipate needing additional funding or leaving money unspent

Civil Rights Enforcement and Compliance FY 2009 Operational Plan 2nd Quarter Progress Report

TEAMS 1-2: DIVERSITY AND COMPLIANCE PROGRAMS

Manager: Njeri Mwalimu
 Team Leader(s): Terry Henson
 Team Members: Fontella Worrell
 Tanika Greene
 Beatrice Jacobs
 Sophia Kirby
 Thelma Sykes
 Tammy Lowry

2009 Annual Goal: To develop, implement and maintain programs of EEO that are in compliance with EEOC Management Directive 715 and USDA and APHIS guidelines.

Quarterly Milestones		Actual Performance Information	Performance Status	Budget Status
Q2	Develop, post (<i>CREC website</i>) and submit the Agency's annual EEO Program Status Report to EEOC and the Department.	Report was prepared and signed on 12/2/08 and submitted to the Dept. and EEOC.	●	●
	Prepare and submit EEO Program Status Reports to each program area with recommendations for removing any identified barriers.	Reports were prepared and submitted to Mrgs. January 15, 2009.	●	●

	<p>Schedule mid year management Directive 715 briefings and follow-up to red folder managers <i>(briefings should include barrier identification and elimination.)</i></p> <p>Convene quarterly briefings with APHIS recruitment manager and human capital manager.</p> <p>Prepare and submit quarterly Human Capital Management accountability reports.</p> <p>Provide ongoing technical assistance to managers, supervisors regarding MD-715 and EEO Status Report requirements.</p>	<p>Follow-up with managers has been conducted as the managers have submitted the responses to their Part H Deficiencies.</p> <p>The quarterly meeting was held with the Human Capital Manager on 3/20/09.</p> <p>Human Capital Report was prepared and submitted on 3/31/09.</p> <p>On-going technical assistance is consistently provided to all Red Folder Mgrs.</p>	<p>●</p> <p>●</p> <p>●</p> <p>●</p>	<p>●</p> <p>●</p> <p>●</p> <p>●</p>
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TEAMS 3: INFORMATION, COMMUNICATION AND COMPLIANCE

Manager: Myra Young
 Team Leader(s): Janis Jarvis
 Team Members: Fontella Worrell

2009 Annual Goal: To actively provide focus, quality and accurate civil rights information to APHIS headquarters and field managers, supervisors, employees and customers.

Quarterly Milestones		Actual Performance Information	Performance Status	Budget Status
Q2	<ul style="list-style-type: none"> Prepare and submit to the Director the Monthly AMT Travel Reduction Report 	<ul style="list-style-type: none"> Completed in February No longer required by Director 	●	●
	<ul style="list-style-type: none"> Provide a list of library contents to EEO Advisory Committee chairs and SEPM's 	<ul style="list-style-type: none"> The library inventory database had been developed and the list drafted but not yet finalized. purchases are on hold until CREC allocation is received and/or approved 	●	●
	<ul style="list-style-type: none"> Obtain and coordinate Digitop training for quarterly staff meeting 	<ul style="list-style-type: none"> Arranged the Digitop Training but the staff meeting was cancelled. 	●	●
	<ul style="list-style-type: none"> Obtain and coordinate voice training as requested by presenters to enhance 	<ul style="list-style-type: none"> The voice coach proposals were 	●	●

	<p>webinars and other presentations</p> <ul style="list-style-type: none"> • Update 1 brochure and make copies available to staff directors, CREC staff, and EEO Advisory Committees. • Secure enough CREC bookmarkers to provide to CREC staff to use during presentations, special emphasis activities, and compliance reviews; and to provide to red folder managers. • Develop or buy a creative tool for sharing information. • Purchase DVD or CD's on 2 new topics, Hardbound book on 2 new topics, and 2 Division-wide subscriptions to Journals, periodicals, and newsletters • Civil Rights Information Academy-Face-to-Face <ol style="list-style-type: none"> 1. Provide support to HR training (Fundamentals of Human Resource Management) 	<p>assembled and are pending budget decision.</p> <ul style="list-style-type: none"> • The LEP and Program Delivery brochures have been updated. Printing is pending allocation. Email versions have been sent upon request. • No action yet , no budget available • No budget available • Two DVD's are being considered: "EEO Compliance for Supervisors and Managers"; and "Ouch that Stereotype Hurts!" and may be purchased when funding is available • Two staff members traveled to Raleigh to assist with the FAHRM in February 24 through 	<p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p>	<p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p>
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	<p>2. Organize one Administrator's Civil Rights Training in this quarter or the 3rd Qtr</p> <ul style="list-style-type: none"> • Civil Rights Information Academy-Webinars <ol style="list-style-type: none"> 1. Market the Web Seminar information and schedule according to the guidelines 2. Provide Webinars as scheduled 3. Hold 1 quarterly Webinar presenters meeting (webinar pre and post concerns, etc) 4. Webinar Registration January 3-6 • Civil Rights Update <ol style="list-style-type: none"> 1. Publish 1 Special Edition EEO or Civil Rights Update Monthly 2. Submit ideas for Civil Rights Update 	<p>27</p> <ul style="list-style-type: none"> • Organized and facilitated the ADA/AA briefing on March 12 in Riverdale, via video conference with MN and Raleigh; as well as many other locations via webinar. There were 159 participants. • Planned, scheduled and facilitated webinar sessions for the months of February, March, and April. There were 538 participants during February and March. • Meeting was held with presenter's for pre and post concerns for the webinars. Registration was completed for January. • Published the Special Edition on the ADA Amendments Act on 	<p>●</p> <p>●</p> <p>●</p> <p>●</p>	<p>●</p> <p>●</p> <p>●</p> <p>●</p>
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	<p>and solicit article topics from Team leaders</p> <ul style="list-style-type: none"> • Web site management <ol style="list-style-type: none"> 1. In conjunction with the Native American Program Delivery Manager - Maintain and Update the APHIS Native American Work Group Website. 2. Conduct 3 Website Reviews and provide report to the Deputy Director, CREC; Assistant Director, ADR and EEO counseling and the team leader. • Exit Interview Program: <ol style="list-style-type: none"> 1. Complete steps necessary to transfer 	<p>January 2,</p> <ul style="list-style-type: none"> • Published the February edition of the Civil Rights Update on February 11. • Worked with staff and wrote articles for the March Civil Rights Update and per the Director's request, I am currently rewriting one article so the publication will probably be finished in early April. • ANAWG website was restructured with APHIS' template. The website was also updated with information and new links. • CREC's website has been checked for broken links and report provided to the Deputy Director at the end of each month. • Exit interview process is 	<p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p>	<p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p>
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	<ol style="list-style-type: none"> 2. Prepare a Monthly report to Director of Exit Interview data for Distribution to APHIS Red Folder Managers. Include all separation data in the report. 3. Meet at least quarterly with HR staff to discuss Exit Interview findings and recommendations. 4. Poster Developed and Distributed: Hope you Don't Go ... (Exit Interview) 	<p>pending action by HR and OPM. No further meetings have been held.</p> <ul style="list-style-type: none"> • Developed and marketed the Civil Rights Barometer to gave employee opinion <i>before</i> they leave. We have closed the instrument and have begun analysis of the results provided by 382 employees. A preliminary summary of was prepared for the Director's use with the Acting Administrator. 	●	●
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TEAMS 4: COMPLIANCE AND EVALUATIONS

Manager: Steve Shelor
 Team Leader(s): Steve Shelor
 Team Members: Tanika Greene
 Tammy Lowry
 Arletha Stepe
 Janis Jarvis

2009 Annual Goal: To develop and implement a comprehensive civil rights compliance review program for APHIS employment and program delivery.

Quarterly Milestones		Actual Performance Information	Performance Status	Budget Status
Q2	Complete Civil Rights Compliance Reviews of Northeast Region APHIS Program Offices	Completed on-line surveys for 14 states and on-site review activities for 3 states. Drafting reports.	●	●
	Process timely Civil Rights Impact Analyses (CRIA's)	Completed analyses for office closures: PPQ offices in Asheville, North Carolina and Jupiter, FL.; reorganizations: PPQ Plant Health Programs, and Directives: Imprest Funds at Overseas Posts, Developing User Fees for APHIS Services, Use of Public Funds to Pay for Food And Light	●	●

		Refreshments, APHIS Local Registration Authority (LRA) Program, and Information System Security (ISS) Roles and Responsibilities Directive		
	Provide Civil Rights Information Academy briefings and Technical Assistance as requested	March 10, 2009 - Program Delivery and Outreach 35 participants March 19, 2009 - Program Delivery and Outreach 29 participants	●	●
	Provide Mid-Year Program Delivery, Outreach and Compliance Activity Report.	Completed.	●	●
	Monitor PCMS database for APHIS outstanding program complaints and billing for Program FADs.	No new complaints or new discrepancies noted.	●	●

TEAMS 5: PROGRAM DELIVERY AND OUTREACH

Manager: Steve Shelor
Team Leader(s): Gwen Smith
Team Members: Fontella Worrell
Arletha Stepe

2009 Annual Goal: To develop and implement a comprehensive outreach program for the delivery of APHIS programs.

Quarterly Milestones		Actual Performance Information	Performance Status	Budget Status
Q2	Provide Feedback Reports to all Program Areas /offices that provided outreach information for the FY2008 Report.	Feedback Reports completed 3/23/09	●	●
	Provide Technical Assistance for Civil Rights Information Academy and Webinar Presentations as requested.	Webinar Presentations: March 10, 2009 March 19, 2009	●	●
	Monthly meeting with APHIS Outreach Managers and provide agenda and minutes to Assistant Director.	Outreach Coordinators Meetings: January 27, 2009 February 24, 2009 March 24, 2009	●	●

TEAMS 6: SPECIAL EMPHASIS AND EEO ADVISORY MANAGEMENT AND COMPLIANCE

Manager: Njeri Mwalimu
 Team Leader(s): Sophia Kirby
 Team Members: Janis Jarvis
 Terry Henson
 Beatrice Jacobs
 Gwen Smith
 Tammy Lowry
 Michael Lamb *(assistant)*
 Kim Dixon *(assistant)*

2009 Annual Goal: To continue to ensure the agency's special emphasis programs are in compliance with establish EEOC and USDA guidelines and regulations.

Quarterly Milestones		Actual Performance Information	Performance Status	Budget Status
Q2	Analyze the workforce data profile (1 st quarter) of each Special Emphasis Program and provide statistical analysis with recommendations to remove any barriers.	The 1 st quarter Data was sent out to the Advisory Committees on during the last week of December 2008. Second Quarter analysis will be completed and sent out no later than April 10, 2009.	●	●
	Sponsor Educational Observance Program for APHIS African American Program	The African American Program was sponsored in conjunction	●	●

	<p>Sponsor Educational Observance Program for the APHIS Federal Women's Program.</p> <p>Work with HR's Recruitment Branch to promote an Agency-wide plan on recruiting and retaining employees in the under-represented groups.</p> <p>Convene quarterly meeting with APHIS Recruitment Manager and Human Capital Manager and provide written feedback to CMT Leader.</p>	<p>with the MLK Essay Contest was held on Tuesday, January 27th in Riverdale, MD. The speaker was Terri Burrell, PPQ-HQ.</p> <p>APHIS Women's History Month by sponsoring the following programs: The National FWP gave closing remarks at the Departmental Ceremony on March 12; On March 18th a presentation was given on "The 5 Secrets to Looking Younger & Feeling Better and the Keynote Speaker was Ms. Rebecca Bell-2009 National Women's History Month Honoree; A tour of the Women's History Museum; and APHIS co-sponsored the 1st Women 8(A) vendor's fair with ASD-MRPBS.</p> <p>CREC meets on a quarterly basis with the APHIS Recruitment Manager/Branch to discuss strategies in recruiting and retaining the under-represented groups. Feedback is provided to the CMT Leader on a regular basis.</p> <p>CREC meets with the Human Capital Manager and the Recruitment Managers on a quarterly basis and provides</p>	<p>●</p> <p>●</p> <p>●</p>	<p>●</p> <p>●</p> <p>●</p>
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	<p>Convene quarterly meetings with the MRP's Reasonable Accommodations' Specialist to discuss matters of the Agency's Disability Program and provide written feedback to CMT Leader.</p> <p>Convene monthly Meetings with APHIS National SEPMS.</p> <p>Conduct monthly communications with EEO Advisory Chairs.</p> <p>Attend Departmental Special Emphasis Program meetings and provide written feedback to CMT Leader.</p> <p>Provide ongoing technical assistance to program managers, supervisors, employees and Civil Rights Advisory Committee members (conducting EEO briefings as requested).</p>	<p>feedback to the CMT Leader.</p> <p>CREC met with the Reasonable Accommodations Specialist on a regular basis this quarter to discuss various cases and to receive feedback on how the Program was being marketed to the Agency. The meetings were discussed with the CMT Manager.</p> <p>Monthly communications were conducted with the APHIS National SEPMS.</p> <p>Monthly communications were conducted with the EEO Advisory Chairs via email, phone call, or face to face meetings.</p> <p>The National SEPMS attended the following Departmental Meetings for the 2nd Quarter:</p> <p>FWP 2 AAP 2 AAPI 2 DEPM 2 NAP 1 ANAWG 3 HEP 2 Total 13</p> <p>The SEPM Team continues to provide on-going assistance to the agency; The SEPM Team presented 2 webinar</p>	<p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p>	<p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p>
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	<p>Prepare special edition articles on the Special Emphasis Programs and respond to any questions using the Civil Rights Conversations discussions database.</p> <p>Promote the Workforce Recruitment Program's 2009 Campaign to the Agency.</p>	<p>presentation during the 2nd quarter.</p> <p>The SEPM Team is working on a Special Edition Article which will be published in late April. There have been no questions for the SEPM team in the CR Conversation database.</p> <p>An agency-wide campaign to promote the WRP was launched in March Memos were sent to the DEPMS , Red Folder Managers, and the information was discussed in the AMT Meetings.</p>	<p>●</p> <p>●</p>	<p>●</p> <p>●</p>
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TEAMS 7: SPECIAL INITIATIVES, EDUCATIONAL OUTREACH AND COMPLIANCE

Manager: Ken Johnson
 Team Leader(s): Sophia Kirby
 Gwen Smith
 Team Members: Terry Henson
 Beatrice Jacobs

2009 Annual Goal: To strengthen and expand educational programs and initiatives with the 1890 Land Grant Colleges and Universities, historically black colleges and universities, and Hispanic serving institutions.

Quarterly Milestones		Actual Performance Information	Performance Status	Budget Status
Q2	Conduct individual Special Programs Briefing with APHIS Deputy Administrators or their designees.	Completed all except LPA and IS. IS and LPA briefing will be scheduled 3 rd Quarter .	●	●
	Recruit at least 4 new 1890 Scholars and 1 new Public Service Scholar.	Selected 2 and with 1 pending. Selection of the fourth scholar will depend on the availability of funds. May not have funding for fourth scholar	●	●
	Monitor and log semester GPAs and expenses incurred for all 1890 Scholars.	Completed	●	●
	Finalize and obtain approvals for the Work Plans and Cooperative Agreements for FY-08 Ag-Discovery Programs.	Completed	●	●

Quarterly Milestones		Actual Performance Information	Performance Status	Budget Status
	New Ag-Discovery Brochures and Applications printed and distributed for all programs	Completed		
	Complete the Planning for FY09 Ag-Discovery Programs	Completed		
	Renew APHIS' relationship with the New Mexico Highlands. This is a program for interns for the summer.	Will move to the 4 th Qtr		
	Create a relationship between International Services and Biotechnology Services and North Carolina A&T State University.	Both Deputies and the NC A&T have agreed. The event must be scheduled.		
	Create a MOU between the Patriot Center in Prince George's County and APHIS. APHIS will provide opportunities for Patriot Center youth to participate in job shadowing.	Complete		
	Complete Privacy Act and OMB Data Collection	In Process not yet final		
	Implement semester Scholars debt notification system	Process in place. Cannot be completed until after end of spring semester May 09		
	Ken Johnson Dan Sheesley and Mike Gregorie visit North Carolina A&T State University and APHIS Eastern Regional Office	Delete a repeat of the 8 th 2 nd Quarter milestone		

Quarterly Milestones		Actual Performance Information	Performance Status	Budget Status
	Ken Johnson visits Prairie View A&M	Move to 4 th Quarter for potential combination with other travel to save budget		

TEAMS 8: EEO COUNSELING, MEDIATION AND COMPLIANCE

Manager: Myra Young
 Team Leader(s): Beatrice Jacobs
 Team Members: Thelma Sykes
 Cynthia Dickens
 Sarita Wallace
 Michael Holmes

2009 Annual Goal: To develop and implement programs, strategies, and initiatives designed to close, settle or mediate active complaints and prevent new complaints.

Quarterly Milestones		Actual Performance Information	Performance Status	Budget Status
Q2	Complete all EEO Counseling/Mediation Sessions within the 30 to 90 day time frame.	2009-0060 (contracted); 2009-00130 (settlement)	●	●
	2nd Quarter Audit of EEOC 462 Report using iComplaints data.	Completed	●	●
	Conduct an audit of Counselor/Mediator Reports focusing on quality and timelines	Up-to-date	●	●
	Develop Mixed Case module	Completed	●	●

TEAMS 9: TITLE VII COMPLAINTS PROCESSING, INVESTIGATION AND COMPLIANCE

Manager: Anna Grayson
 Team Leader(s): Mark Quiming
 Team Members: Lauren Hill
 Michael Holmes

2009 Annual Goal: To process formal EEO discrimination complaints in an equitable and timely manner for APHIS employees and applicants in accordance with established EEOC guidelines and regulations.

Quarterly Milestones		Actual Performance Information	Performance Status	Budget Status
Q2	2nd Quarter NO FEAR data review and reconciliation for posting by USDA Civil Rights.	2nd Quarter NoFEAR data automatically generated via iComplaint entries made by Formal Complaint Specialists. Data was reviewed and analyzed for a report submitted to the Office of Adjudication and	●	●

	<p>Monitor EEO complaint activity in the iComplaints database and provide monthly audits and reconciliation of data, i.e. EEOC 462 Report.</p> <p>Develop case analyses for all formal complaints.</p> <p>Review cases for feasibility of resolution.</p>	<p>Compliance on 03/04/2009.</p> <p>Monitored complaint activity in the iComplaint data base on a daily basis and performed reconciliation/audits of the data (including the EEOC 462 Report) with the CREC database.</p> <p>10 case analyses developed.</p> <p>10 cases reviewed for feasibility of resolution; one complaint was scheduled for mediation on 03/31/09 (no resolution)</p>	<p>●</p> <p>●</p> <p>●</p>	<p>●</p> <p>●</p> <p>●</p>
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	<p>Provide technical assistance (internal/external) - Office of Adjudication and Compliance, Office of General Counsel, Assessment & Litigation Branch, Civil Rights Information Academy.</p>	<p>Provided technical assistance on an on-going basis to OAC, OGC, APHIS Hearings and Appeals, and CRIA. One Civil Rights Update article was submitted to the Communications Team ('Like or Related Complaint Issues').</p>	<p>●</p>	<p>●</p>
	<p>Track all EEO investigations and payments and review requested extensions.</p>	<p>15 investigations were tracked to insure completion within established time frames. Payments were processed in a timely manner and follow ups with contractors were made when invoices were overdue.</p>	<p>●</p>	<p>●</p>
	<p>Track all Final Agency Decisions received</p>	<p>Tracked the Final</p>		

	<p>(costs) on a monthly basis.</p> <p>Perform a quarterly review of the Investigation Contractor Services for investigations assigned within the current fiscal year.</p> <p>Participate in iComplaint User Advisory Board meetings and provide written feedback to the CREC Director/Deputy Director.</p>	<p>Agency Decisions received on a weekly basis and reported out the status to the CREC Director.</p> <p>A review of 10 contractor services was conducted during this 2nd Quarter.</p> <p>Participated in (1) iComplaint User Advisory Board meeting held this 2nd Quarter – no meetings were scheduled in January and March.</p>	<p>●</p> <p>●</p> <p>●</p>	<p>●</p> <p>●</p> <p>●</p>
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TEAMS 10: RESOURCE MANAGEMENT

Manager: Njeri Mwalimu
 Team Members: Kim Dixon
 Michael A. Lamb
 Arletha Stepe *(Team Leader)*

2009 Annual Goal: To provide assistance and administrative support to the civil rights enforcement and compliance staff in the implementation of the equal employment program throughout APHIS (A Model Civil Rights Organization).

Quarterly Milestones		Actual Performance Information	Performance Status	Budget Status
Q2		<p>Ongoing assistance was provided to the CMT members and staff members in preparing for several meetings, training, and travel.</p> <p>Maintained the APHIS ACMS to reconciled payments and payroll data, and update budget allocation amount to reflect the Continued Resolution allocation amount. Prepared budget UOH and SOF reports and provided CMT with budget updates.</p> <p>Maintained the invoice/receipts for all budget transactions, and reallocate and reconcile within established timeframes.</p> <p>Guidance and advice was provided on a variety of administrative issues, including travel and time and attendance.</p> <p>The Resource Management Team provided adequate office and telephone coverage this quarter. Also, provide front office coverage for the month of March. Visitors were screened with fairness, dignity and respect and parties waiting for staff for service in consistent with agency goals for civil rights and equal opportunity.</p>	<p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p>	<p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p>

		<p>Various databases were used for monitoring and tracking assignments, personnel actions (PATS), equipment and training.</p> <p>All Time and Attendance Reports were processed within the established timeframes.</p> <p>All correspondence and reports assigned to the team for review and processing conformed with and was processed in accordance with agency guidelines.</p> <p>Administrative and systems support was provided to the Special Emphasis and EEO Advisory Committee Management and the Special Initiatives and Program Compliance Team.</p> <p>Regular updates to staff members were provided on assignments/projects. At the completion of all assignments/projects updates, a final email was sent to the staff member.</p>	<p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p>	<p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p>
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TEAMS 11: NATIVE AMERICAN PROGRAM DELIVERY

Manager: Janet Wintermute

2009 Annual Goal: To ensure that the 560-plus federally recognized Indian tribes receive their fair share of APHIS goods and services.

Quarterly Milestones		Actual Performance Information	Performance Status	Budget Status
Q2	Participate in midyear meeting of United South and Eastern Tribes [local].	Completed Feb. 11, 2009.	●	●
	Update ANAWG Web site and Web Notebook.	Completed January 2009.	●	●
	Finalize and publish the strategic plan for the ANAWG to the ANAWG Web site.	Plan approved March 2009 and sent to CREC Web manager for posting March 19.	●	●
	Participate with 4 tribes of the Northwest in developing a plan for APHIS to be involved in solving their excess feral-horses problem.	Met with 5 tribes March 17. Prepared a white paper and cover letters for the tribes to send to various Congressional audiences March 26.	●	●
	Write and post Q2 edition of "APHIS NAWG Notebook" e-newsletter.	Writing has begun. Feature ideas approved by Director, CREC on March 24.	●	●
	Hold 3 monthly ANAWG meetings with pre-published agendas and follow-up minutes.	The ANAWG met on January 6, February 3, and March 3, with pre-published agendas. The February meeting was an all-day event to work on finalizing the strategic plan. There were no	●	●

	<p>Attend 3 USDA NAWG meetings.</p> <p>Get Tohono O'odham cooperative agreement written and signed for summer 2009 "Tohono Land Connections" internship project.</p> <p>Secure AMT commitment of partial funding for Tohono O'odham Land Connections costs and, if possible, additional money to fund one more such project for summer 2009.</p> <p>Develop competitive cooperative agreement modeled on the Tohono internship agreement and get the application information distributed to the 37 tribal colleges and universities.</p> <p>Revise ANAWG charter and post it to the Web.</p> <p>Give Fort Collins version of the Native American training for managers and supervisors at WRO February 18-19. [Includes securing contracted services of LDK Associates as training vendor.]</p>	<p>minutes. Minutes for January were sent out and minutes for March are in preparation.</p> <p>Attended the USDA NAWG meetings on January 14 and February 7. There was no meeting in March.</p> <p>Work plan and budget were sent to APHIS Agreements staff on March 5 for them to prepare the actual agreement.</p> <p>Met with the APHIS Program Leaders' Group on January 8 and secured funding (\$40,000) for the 2009 TLC course from PPQ, BRS, AC, WS, and IS.</p> <p>This will not be done in 2009 as no funding to increase the number of summer internships was forthcoming from the PLG. If money shows up for FY10, this objective will be pursued.</p> <p>The ANAWG will begin working on this issue at its April meeting.</p> <p>Completed February 19.</p>	<p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p>	<p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p>
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	<p>Do contracting work for repeat of the same training to be held in Raleigh during Q3.</p>	<p>Dates for Eastern Region reiteration of the training are not yet set. Contracting with LDK will follow immediately when dates are secured.</p>		
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