

Structured for Success Other State Extension Survey

ISU Extension and Outreach has a committee named, "Structured for Success" that is evaluating how we are currently organized and how Extension in other states is organized. As a part of this process we want to better understand how Extension is staffed and funded in your state and how it functions. We will also be asking similar questions to Extension organizations in other states as well.

We recognize that some questions have definitive answers, but others are more subjective. We are talking to one or two others in your Extension system to gather different perspectives of how things function. There are no right or wrong answers, and your experience and perspective is important information for the committee. Please answer all of the questions that you can. We will not assign responses to you by name in any of our reports.

Thank you,
Structured for Success Committee

State _____ Your position? _____

If you do not have state-wide responsibilities, please describe your county or region.

Population, rural v. urban, unique features, etc.

Size of county budget?

The amount provided by the county?

The amount provide by the state?

The amount of county raised funds paid to the state?

How would you describe the typical staffing pattern in your state and your county or region specifically?

Do you have an office in every county? -

What is the source of funds for county Extension (county commissioners/supervisors, Extension taxing authority, other)?

Does the state Extension program contribute funding to your counties or your regions? If so, please describe the type and level of funding provided by the state.

Does your county (or do other counties) provide office space for state employed specialists or regional directors? Is the county paid by the state for providing office space?

What positions would you have in your county office (or a typical county office)?

Position title	Degree Require	% FTE	% state funded	% county funded	% grant funded

Position title (same as above)	% Programming	% Administration	% Office operations	% Other

%Admin= is the percent of time assigned to administrating the county office (supervisor, budgets, etc)

%Program= is the percent of time assigned to programming (ANR, FCS, CED, 4-H)

%Office = is the percent of time assigned to office operations not considered programming or administration

%Other= other duties assigned. Please describe.

If your state has regional specialists what is a typical staff, funding and responsibilities? If no regional office or specialists please skip.

Position title	Degree Require	% FTE	% state funded	% county funded	% grant funded

Position title (same as above)	% Programming	% Administration	% Office operations	% Other

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Does your county have a county director or similar position? If yes, please describe the position responsibilities and attach the formal position description.

Does your county share staff with other counties or pool resources to jointly hire staff that serves multiple counties? If yes, please give examples. Please share experiences and best practices.

Who is responsible for hiring, training, annual performance review and coaching of county staff? Please describe.

Program Delivery:

To help us better understand how programming is delivered in your state please describe the role of county, regional and state staff in programming. For example:

Need assessment	
Curriculum develop	
Content delivery	
Partnership development	
Marketing	
Recruitment	
Other?	

What program areas, if any, are delivered by your county staff? (ANR, FCS, CED, 4-H). Please provide examples. How are programs not represented in your office presented in your county?

Please add additional comments about the role of county staff in programming if appropriate.

How long have you had this organizational structure?

What do you see as the strengths and challenges of your organizational structure?

What is the role of partnerships in program delivery? Do they assist in recruitment, sponsorship, deliver your curriculum, provide content, etc?

Do you have a council, board or other elected or appointed body which has authority over county extension budgets, staffing, programming, or other functions? Please describe. How does the body interact with staff?

What is the state law that defines county extension in your state?

Local Presence:

Please explain the role of county staff in developing and maintaining a local presence, partnerships and involvement in the community. This may include, but not limited to belonging to civic organizations, serving on committees or boards, calling on partners, or developing new partnerships.

Office Operations:

On a scale of 1-5, with 1 being very little and 5 being a great deal, what role do county staff, county councils and Regional Directors play in your county or regional Rxtension office operations for the following functions? Please add additional comments if appropriate.

Role	County staff	Regional staff	State staff	Councils/ Boards
Program planning				
Needs assessment				
Human resources				
Budget and finance				
Daily office function				
Risk management (background checks, volunteer training, liability insurance, etc)				
Building partnerships				
Audience recruitment				
Civil rights goals				
Bring state resources to your county				
Other, please define				

What else would you like for the Structured for Success committee to know about how your state is organized and it operates? What about your structure works well and what is not working so well? What would you do differently if you could?