

# Annual Report

January 1, 1999 to December 31, 1999

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Southern Regional Extension Forester

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## **Goal of the Southern Region Extension Forestry Position:**

To facilitate forest resources and utilization education to a variety of clientele through the Cooperative Extension System, the Forest Service, and other members of the forestry community (as stated in the Cooperative Agreement between the USDA-FS and the Cooperative Extension System Southern Region - Appendix A).

### **Introduction:**

This position was originally created in 1979 and remains primarily a liaison role with the USDA Forest Service and the thirteen Forest Resources Units in the South. It also has evolved into a representation, promotion and communication role within the forestry and natural resource communities regionally and nationally. In 1979, a cooperative agreement between the thirteen 1862 Southern Land-Grant institutions and the USDA Forest Service was signed. This document will be used as the basis to judge the degree of success the Regional Extension Forester has had in accomplishing the terms of the Agreement (Appendix A). From the 16 duties and responsibilities outlined in this Agreement four work areas have been outlined. These are explained in detail in the following section. In addition, a fifth objective has been added to account for administrative and miscellaneous details associated with the position.

In addition, there are numerous other activities that will be highlighted. These reflect changes since the 1979 agreement, particularly an increase in collaboration with many natural resource agencies throughout the South and the nation and the subsequent demand on the Regional Extension Forester's time to assist in their program planning and outreach efforts while promoting Extension and the Land Grant University System as key partners.

There are many issues currently facing the forestry and natural resources communities. Concerns about growth-drain deficits, property rights, urban/wildland and forest fragmentation issues, wildlife protection and enhancement, capital gains, forest health, timber markets, forestland certification, sustainable forestry, animal and municipal waste management/silviculture opportunities, conservation and youth education and water quality are but a few of the issues facing those with an educational responsibility in this community. It is the goal of the Regional Extension Forester (REF) to assist these professionals and others with methods and tools that facilitate more efficient use of their time and resources. This goal is accomplished by creating an environment where county, multi-county and state Extension Specialists with a forestry and/or natural resources responsibility can readily engage in projects at the regional level that will make a difference back home.

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## **Work areas of the Regional Extension Forestry Position**

**Work area 1:** Work within the Cooperative Extension System to enhance forestry and natural resource programming in the 13 Southern States.

Discussion: This is a broad area that involves working closely with various levels of the Cooperative Extension System. These levels include the federal USDA-CSREES, the Southern Extension Directors, the Southern ANR and CRD Program Leaders, the Forest Resources Extension Unit Leaders, the Forest Resources Extension Specialists and others within the System. With the invitation to join the national Natural Resources and Environmental Management Base Program Strategic Plan Implementation Team (NREMBPSPIT), the role of coordination expanded during 1995 to include not only forestry and forest resources but natural resources and environmental management education program coordination. While NREM and its implementation has been quite a challenge, it has broadened the role of the regional position to go beyond traditional forest management as the major scope of work. Through new technologies, the Regional Extension Forester can now assist related disciplines (water quality,

environmental management, etc). Specific activities in this arena will be discussed below. Other areas include utilizing new technologies and providing a hub for information and material distribution.

**Work area 2:** Work within the USDA Forest Service to assist with information dissemination, technology transfer, continuing education opportunities, and enhanced communication with Extension and external partners.

**Discussion:** The USDA Forest Service has various needs and responsibilities with respect to education and technology transfer. The University System and the Cooperative Extension Service play a key role in assisting the Forest Service and the state forestry agencies with technology transfer and information dissemination. The CES can assist with its County delivery system, its continuing education expertise, and its communication networks. The REF plays an important role in assisting these two agencies with these responsibilities.

**Work area 3:** Work within the interface of the Cooperative Extension System, the USDA Forest Service, and state forestry agencies on programs, activities and projects of joint interest. Help to develop, coordinate, promote, conduct, evaluate and/or facilitate joint programs

**Discussion:** The liaison role between the USDA Forest Service and the Extension Service remains a critical one. Each organization has overlapping interests in the private landowner, the environment, the wood products and forest industry, the forestry professional, and youth. By working closely with both agencies educational needs can be fulfilled.

**Work area 4:** Work within the overall forestry and natural resources community to develop, promote, conduct, evaluate and/or facilitate programs of mutual interest that involve university, Extension or educational aspects. Work to promote the Cooperative Extension System and the USDA Forest Service as key players in the natural resources educational community.

**Discussion:** The forestry and natural resources community consisting of public, private, association, education and other nonprofit entities continues to be one of the most exciting around. The need to work together has never been greater. Issues such as national forest policy, taxation, private property rights, rural and economic development, urban and community forestry, urban/wildland interfaces, and others have provided strong justification for collaborating, cooperating and communicating. The REF operates within this community as a problem solver and cooperator. As more information is gathered concerning this community, the REF has taken on more responsibilities and leadership. Extension has a great opportunity in this arena. Through promotion at the Regional level it is a desire of the REF to spur state-level extension involvement. Initiatives such as the Sustainable Forestry Initiative have provided opportunities for Extension to take a major leadership role in educating forestry producers and landowners on sustainable forestry practices. The Forest Based Economic Development Initiative offers other opportunities to work with state Rural Development Councils, the Southern Rural Development Center, and others to improve rural forest-based economic conditions. The Executive Director of the Forest Landowners Association in Atlanta is requesting active involvement of the REF and state extension specialists. In summary, working with external partners is critical to the success of this position.

**Work area 5:** Work to complete reports, travel requests and reimbursements, prepare budget, and participate in School of Forest Resources, UGA Extension, and related activities. Present budgets and updates at regional Extension Director, ANR and associated meetings.

**Discussion:** This work area covers miscellaneous aspects of running a regional office and being associated with an academic unit on campus. Time is spent in planning and report writing. It is also spent on University and School level committees and local assignments. While this is not a substantial amount of time, it is important to keep these responsibilities current. The School offers space and other support and in return, the Regional Extension Forester participates when asked and where needed.

**Executive Summary of Regional Extension Forestry Activities, Accomplishments, Plans and Analysis by Major Responsibility Area**

**a. Provide liaison with 13 southern state Extension forestry units.**

1. Actively communicated with all 13 state Extension Forestry Unit Leaders through mail, phone, email and personal visits. Provided updates on regional and national issues whenever possible. Utilized electronic communication aggressively.
2. Worked closely with numerous state Extension specialists on specific issues of interest to them and regional audiences.
3. Organized an Annual Unit Leader's meeting involving regional issue determination and coordination of response.
  - ?? Strategic plans of key partner agencies were provided to Unit Leaders. Development of Southern Regional Extension Forestry strategic plan was discussed. Decision was to work on a project-by-project basis for 1999 and to revisit this need in the near future.
  - ?? Other results included urban/rural, urban/wildland interface needs - As a result, REF worked jointly with the USDA Forest Service to create a website and work with new Forest Service coordinator.
  - ?? Reaching underserved landowners - - As a result, many states are developing programs for this audience. The next strategy is a regional strategy proposed by Mississippi State University Extension Foresters.
  - ?? Other issues and updates were provided and discussed.
4. Chaired Annual Southern Extension Forest Resources Awards Program to foster recognition of exemplary programs and share information on successful activities in the states. Numerous awards were given out and recognition was promoted.
5. Provided numerous mailings to share publications, computer programs, and other new materials among the Unit Leaders, specialists and related partners. Wrote newsletters and solicited information from Unit leaders and others for regional updates, etc.
6. 9 of the 13 States in the Southern Region were visited in 1999. Extension specialists, administrators or other university faculty were visited either at the campus location or a meeting site location. When possible, the Regional Extension Forester (REF) would provide the Extension personnel in that state an update of regional and national activities of interest. The REF also obtained information from each state to distribute to others. The REF represented and promoted Extension wherever possible. Forest Service and state forestry agency activities whenever possible. Over 30 presentations, demonstrations or updates were conducted around the region in 1999. The REF also moderated sessions and facilitated discussions at numerous other events.
7. Everything involved in REF daily workload is oriented around liaison. See sections b through h for more specific accomplishments.

**b. Provide liaison with 13 southern state Extension forestry units to facilitate coordination of programs and educational materials among these units and the USDA-Forest Service, Southern Region.**

1. Worked closely with Program Specialists, Unit Leaders, Southern Research Station Scientists, and other Forest Service, CSREES, NRCS, Forest Landowners Association and others to accomplish the following within the Forest Service arena:
  - ?? Involved Forest Service tax specialist and forest management specialist in the planning and implementation of Master Tree Farmer 2000.
  - ?? Assisted with various activities of the Southern Landowner Outreach Conference. REF involved the land-grant and Extension faculty in steering committee and implementation committees. Over 500 landowners and natural resource professionals participated. REF assisted in evaluation, distribution of videos and proceedings following conference.
  - ?? Coordinated land-grant involvement into the listening sessions of the Inter-agency, Forest Service-led Southern Forest Sustainability Assessment. MS, LA, TN, GA and NC continuing education and/or Extension foresters were involved. Over 700 participants were in attendance at 10 meetings in five locations.
  - ?? Forest Service Outreach Coordinator Project - Provided information to Extension foresters on new Pilot project involving underserved audiences in North and South Carolina. Worked with Forest Service Outreach Coordinator, Clemson, South Carolina State University and CSREES to reinvigorate their demonstration forest.
  - ?? Forest Legacy Program - Provided information to Extension, forestry school deans/directors and others on this new program. Worked with new coordinator to discuss educational needs and opportunities. Will have a joint meeting between Legacy program specialists and Extension foresters in 2000 (Southern Forestry Conference).
  - ?? Urban & Community Forestry - Provided program review of Alabama's U&CF program. Provided comments to Extension Director and others. Provided oversight for urban/wildland interface web activities. Provided input as a member of Southern Urban/Wildland Interface Council and Assessment Oversight Team. Acquired resources to develop website, speaker's bureau and concept paper on decision support systems for urban natural resource specialists. Successfully transferred popular listserv (urbnrnet) to private non-profit organization ([www.treelink.org](http://www.treelink.org)).
  - ?? Forest Stewardship Program - Provided Southern Stewardship Coordinators with an Extension Forestry update. Scanned and distributed meeting information to Extension forestry unit leaders and others.
  - ?? Conservation Education - Provided updates on Extension forestry activities and opportunities and utilizing new technologies for conservation education at a workshop with over 100 state, regional and national specialists in attendance. Participated in strategic planning session for conservation education in the Southern region.

?? Forest Management - Worked in concert with forest management program specialist to place important documents on the internet (Southern Hardwood Management Manual, Managing the Family Forest in the South, Southern Pine Management Manual, etc.). Worked in concert with program manager to communicate regional Longleaf Pine information.

?? Nursery management/reforestation/tree improvement. The program manager and the REF are providing oversight on a regional website to monitor, manage and provide information on reforestation activities in the South.

2. Worked with utilization foresters of the Southern Group of State Foresters and the Southern Forest-Based Economic Development Council - developed a regional proposal for their review (Mississippi State University with lead role). This group approved proposal and is now pending state forester approval.

3. Wrote a grant that was accepted by CSREES and will be administered by NCSU on animal waste and silviculture applications and issues (\$12,000). Grant will be leveraged with USDA Forest Service and EPA funds and will:

?? support a regional workshop highlighting current issues and aspects

?? support a regional directory/proceedings based on workshop

?? support a regional website with important findings and links.

4. Provided information and worked closely with the cooperating states in the eastern part of the region to assist them in the creation of a regional EPA/Extension liaison. Assisted with interview process and orientation. Offered web-based assistance and support for the position.

**c. Foster improved communications and cooperation between Extension and other organizations interested in the management of the Region's forests ( i.e., government agencies, forest industry, associations, conservation groups, etc.).**

1. Worked through creation of electronic listservs and address books to keep Forestry and Agriculture Leaders apprised of new forestry and natural resources information, issues, educational opportunities, etc. in an efficient manner (total of 450 email addresses). Electronic address books created include:

?? Extension Specialists in forestry, wildlife, wood products, fisheries, recreation and related fields (over 120 specialists on current list)

?? Extension Forestry Unit Leaders in each Southern State (13 on list)

?? Agriculture and Natural Resources Program Leaders in the Southern States (1862 and 1890, 30 on list)

?? Forestry School Deans and Directors in each Southern State (18 on list)

?? Extension Directors in each Southern State (13 on list)

?? Southern Group of State Foresters (13 on list)

?? State Forestry Association Executives (13 on list)

?? USDA Forest Service Southern Region State and Private Specialists (15 on list)

?? Master Tree Farmer lists (speakers, state coordinators, steering committee, etc)

?? Association of Natural Resource Extension Professionals (200 on list).

2. Answered over 2,000 requests for information, assistance, referrals to states (email, phone, fax, regular mail).

- ?? Reviewed and wrote letters of recommendations for numerous colleagues within and outside of Extension.
- ?? Worked on committees to review strategic plans, conference abstracts, organize conferences and programs, discuss regional publications and projects, etc.
- 3. Organized multi-state programming opportunities meeting with Deans/Directors from Georgia, Alabama, Florida and South Carolina and representation from Forest Landowners and FS.
  - ?? Multi-state programming in urban/community forestry and wood products were focused on. Follow up will be with state Extension Forestry Unit Leaders and specialists with interests in these areas.
  - ?? Deans/Directors requested an event like this annually.
  - ?? Can be used as a model for other geographically aligned states. Regional Extension Forester will volunteer to facilitate this process.
- 4. Worked with Timber Mart South managers to resolve regional publishing and copyright issues on timber price information available to county delivery system.
- 5. Participated in National NAPFSC Summit on Nonfederal Lands. Requested to represent Extension on one of three post Summit task forces (Extension/Outreach task force).
- 6. Provided an advocacy role at numerous meetings. Provided regional leadership on a variety of Extension, outreach, technology transfer and information dissemination topics and discussions.
  - ?? Over 30 professional presentations and updates were given to various partners highlighting individual and regional Extension activities and programs. Many of these presentations have lead to discussions and opportunities that further regional programming.
- 7. Organized one regional and one national meeting to highlight state, regional and national Extension projects and programs and share information. This increased visibility has resulted in numerous opportunities to advance successful, innovative programs beyond the state level. Some of the programming highlighted included for example:
  - ?? Alabama CES's Private Forest Management Team
  - ?? North Carolina's (national) Forest-A-Syst Program
  - ?? Mississippi's Underserved Forest Landowner Program
  - ?? Georgia's Intensive Forest Management Training for County Agents
  - ?? Electronic Information Delivery Systems in the South
  - ?? Many others
- 8. Worked with NAPFSC leadership to develop a brochure on the importance of the nonindustrial private forestland owner and the research, education and extension needs. REF edited, worked on lay-out and worked with Forest Landowners Association to produce brochure.
- 9. Regional/National Committees
  - ?? Forest Resources Systems Institute Board of Directors
  - ?? Association of Natural Resources Extension Professionals (ANREP), President-Elect, Communications Chair, Webmaster)

- ?? Forest Landowners Association, Magazine Editorial Committee, Woodlands Correspondence Course committee member, landowner workshops and databases committees.
- ?? Natural Resources & Environmental Management (NREM). National Base Program Support Team. (Responsible for www production, and assisted with Awards Program).
- ?? Southern Regional Conservation Education Strategic Planning Committee
- ?? Communications Committee. National Society of American Foresters (SAF)
- ?? Master Tree Farmer 2000 Steering Committee Co-chair.
- ?? Southern Region Urban/Wildland Interface Council
- ?? National Association of Professional Forestry Schools and Colleges NonFederal Lands Initiative - Outreach and Extension Subcommittee.
- ?? Chairman, Awards Committee, Southern Extension Forest Resources Specialists

**d. Initiate, plan, and participate in educational activities designed to reach regional audiences.**

1. Master Tree Farmer 2000 Regional Program Oversight:
  - ?? Organized and coordinated a steering committee that represented many public and private agencies, associations and disciplines.
  - ?? Assisted with raising necessary capital (\$60,000).
  - ?? Assisted with program development, speaker identification and contact, state coordinator identification, regional promotion of project and miscellaneous logistics.
  - ?? Organized evening session on forestry services available to landowners. Coordinated seven speakers and their presentations.
  - ?? Impact: 10 states, 62 sites, 1400 landowners, 100 agents, natural resource professionals. Videotapes and a 1000-page notebook from the course were also produced by Clemson. A formal evaluation is currently underway.
2. Southern Forestry GIS 2000 oversight. REF, along with the University of Georgia and the Forest Resources Systems Institute will host three day conference. An initial budget and plan was developed. Conference dates were set for October 9-12, 2000. SoForGIS 1996 and SoForGIS 1998 each attracted 200 participants and proceedings were produced. Website under development (soforgis.net)
3. Steering Committee for the Urban Forestry Institute - Restoration of Urban Ecosystems (1998-1999), Urban/Rural Interface Issues and Opportunities (1999-2000).
4. Participate in Steering Committee and chair Publicity Committee for upcoming 2001 Southern Forest Science Conference which is expected to attract 400 to 500 forest scientists.

**e. Assess needs and facilitate the development of educational materials directed to regional audiences, such materials to include publications, computer software, and other written and audio-visual materials.**

1. Oversight of Website and Electronic Delivery of Forestry and Natural Resources/Environmental Management Information
  - ?? Southern Forestry Extension Homepage ([www.soforext.net](http://www.soforext.net))
  - ?? Electronic Forest Resource Index ([www.forestryindex.net](http://www.forestryindex.net))
  - ?? Natural Resources & Environmental Management Base Program Website ([www.nrem.net](http://www.nrem.net))
  - ?? National Best Management Practices website ([www.usabmp.net](http://www.usabmp.net)) (assisted Georgia Extension forester with effort)
  - ?? Association of Natural Resource Extension Professionals ([www.anrep.org](http://www.anrep.org))
  - ?? Urban/Wildland Interface website ([www.interface.south](http://www.interface.south))
  - ?? Regional nursery management website ([www.nuserymanager.com](http://www.nuserymanager.com)) and others ([www.forestasyst.net](http://www.forestasyst.net), [www.forestryissues.net](http://www.forestryissues.net), etc as the need arises).
  - ?? Over 6,000 individuals have visited these sites in the last half of 1999 with thousands of requests for information.
2. Worked with USDA CSREES and NCSU to assess the need of implementing the national Forest-A-Syst program in the South. Promoted document and use at the state level. Assisted the state of Georgia in beginning implementation of this EPA-assisted program.
3. Worked closely with the USDA Forest Service Region 8 to finalize "Landowners' Guide to Section 404 of the Clean Water Act". This important and timely document will be placed online at [www.soforext.net](http://www.soforext.net).
4. Along with Mississippi State University Extension Forester, determined content for Southern Rural Development Center newsletter on the Importance of the Forest Industry to the Rural South. Future plans are to approach the Southern Growth Policy Board and the Southern Governor's Conference with this information. The Southern Group of State Foresters is also contemplating mass reproduction of the newsletter for distribution to state leaders. Specifically the RE authored:
  - ?? "Economic Impact of Forestry and Forest Products in the Rural South".
  - ?? "Linking Forest-Based Economic Development & Rural Development: A Review of the Literature".
5. Also authored:
  - ?? "Planning Concepts in Urban Forest Ecosystem Restoration" CD-ROM chapter (University of Florida)
  - ?? "Chipmills and the Southern Forest Resource" (Society of American Foresters National Communications Committee feature article for national distribution).
  - ?? "News from the South" - National Woodlands Magazine (four issues). Circulation 3,000.
  - ?? Edited and wrote articles for ANREP Newsletters (two issues). Circulation 200



- ?? Edited and wrote articles for Extension Update South: Forestry Newsletters (four issues). Circulation 550.
- ?? "Forestry Issues in the South" - presented numerous times and in numerous formats throughout the southern U.S.. Included in proceedings of numerous conferences.
- 6. Continued to assist the Forest Landowners Association with final editing and proofing of the Woodland Correspondence Course which will be available June 1, 2000.

**f. Maintain current lists of available Extension and Forest Service publications, visual aids and Extension forestry personnel.**

1. The Guide to the Forestry Educational Community was updated and enhanced for 1999. It includes hundreds of names from Extension, the public sector, the private sector, 1890's institutions and others. It is also online at soforext.net.
2. The Southern Regional Extension Forestry Media Guide is updated every two to three years and placed on the internet at www.soforext.net. The 1997 Guide will be updated and placed in a searchable database file on the web in 2000. The USDA Forest Service and Southern Group of State Foresters will be working closely with the REF on this project.
3. Many specialists have noted the need to provide what is currently available via the internet. Because of these requests, many publications and links to publications have been placed and will continue to be placed at www.forestryindex.net.

**g. Help evaluate individual state Extension forestry programs and activities upon request of respective Extension Directors.**

1. No formal requests were made however the Regional Extension Forester participated in a formal review of a state forestry agency's programs and provided the Extension Director of the Alabama Cooperative Extension System a copy of his comments to the USDA Forest Service Review Team.

**h. Prepare plan of work, make annual progress reports, and provide leadership for resource acquisition for southern regional Extension forestry programs.**

1. Prepared 2000 Plan of Work, 1999 Annual Progress Report, and worked closely with state Extension Specialists, USDA Forest Service, USDA CSREES and others in providing leadership for resource acquisition for state, regional and national educational activities and programs. The REF actively pursued or assisted state specialists in pursuing close to \$140,000 in funding for Extension activities and programs in 1999.
  - ?? \$60,000 to South Carolina (Master Tree Farmer 2000, Various public and private funding sources).
  - ?? \$30,000 to Florida (Urban Forestry Institute, USDA Forest Service).
  - ?? \$20,000 to Mississippi (Importance of Forestry in the South, pending).
  - ?? \$12,000 to North Carolina (Animal Waste/Silviculture Opportunities, CSREES).
  - ?? \$10,000 to Tennessee/Kentucky (Hardwood Management, USDA-FS, pending).
  - ?? \$5,000 to Virginia (Forest-Based Economic Development, USDA FS).
  - ?? \$1,000 to Kentucky (Alternative Enterprises, USDA FS funds).
2. Provided oversight on over \$200,000 in funding and 2.5 FTE's in the Southern Regional Extension Forestry Office including:

- ?? A 3/4 time administrative assistant.
- ?? A full-time Regional Extension Forestry Information Technology Specialist (grant funded)
- ?? A part time student worker (data entry, scanning, web development, etc) (grant funded).
  
- ?? Grants were received in 1999 from CSREES and Forest Service to: update the Natural Resources and Environmental Management Databases and website (nrem.net) and create an urban/wildland interface website with relevant databases, speaker's bureau and concept paper on decision-support systems for urban natural resource professionals (interfacesouth.org).

**2000 Plans by Major Responsibility Area**

**Bill Hubbard**

**Southern Regional Extension Forester**

**a. Provide liaison with 13 southern state Extension forestry units.**

1. Work to better coordinate and assist state wildlife Extension activities.
2. Continue to work on multi-state programming needs/opportunities as was done with Florida, Georgia, South Carolina and Alabama. Offer facilitation services to other groups of states.
3. Assist with resource allocation for state, regional and national activities.
4. Visit as many state Land-Grant institutions as is possible. Arrange to meet with Extension administration, state specialists and others.
5. Work with state Extension forestry Units to incorporate more non-Extension land-grant faculty into the regional technology transfer process through the creation of regional research and technology transfer teams.
6. Facilitate the annual Awards Program for the Southern Extension Forest Resources Specialists. Promote the results as a way of cooperating and collaborating.
7. Handle emerging issues and crises as they arise.

**b. Provide liaison with 13 southern state Extension forestry units to facilitate coordination of programs and educational materials among these units and the USDA-Forest Service, Southern Region.**

1. Work closely with the USDA Forest Service, state forestry agencies, Forest Landowners Association and others to raise the awareness of the importance of forestry and natural resources Extension in the South. Provide information to ASRED, ANR Leaders, forestry school deans/directors, others on the importance and value of extension natural resources programming.
2. Survey specialists, Forest Service, state forestry agency representatives and others as to their needs and expectations of the Southern Regional Extension Forester position.

**c. Foster improved communications and cooperation between Extension and other organizations interested in the management of the Region's forests ( i.e., government agencies, forest industry, associations, conservation groups, etc.).**

1. Co-lead an interagency team in the development of a Memorandum of Understanding for Forestry in the South. Identified roles, collaboration opportunities and implementation strategies will be reviewed and developed. Proposed agencies include:
  - ?? USDA Forest Service (State & Private Forestry, Research)
  - ?? Cooperative Extension (Directorship, ANR and Specialist involvement)
  - ?? Southern NAPFSC (National Association of Professional Forestry Schools and Colleges)
  - ?? Southern Group of State Foresters
  - ?? Forest Landowners Association
  - ?? USDA-CSREES
2. Work to highlight and promote the importance of forestry and natural resources in the South and the relation to Extension and university technology transfer. Network with Southern Growth Policy Board, Southern Governor's Conference, USDA agencies and others.
3. Serve as Association of Natural Resource Extension Professionals (ANREP) President.

4. Organize, facilitate, and/or lead various regional and national meetings when relevant (Unit Leader's meeting, Extension Forester's meeting, etc).
5. Investigate the need for an advisory committee in addition to Extension Forestry Unit Leaders.
6. Continue to keep mailing and electronic address books current and up-to-date.
7. Continue to write a 4-6 Extension Forestry newsletters and quarterly updates for National Woodlands Magazine.
8. Continue to provide the best professional and personal service we can to Extension, Forest Service, state forestry agency and anyone who requests it. This includes prompt replies to email, voice, fax and phone requests and timely responses to other requests and responsibilities.
9. Work closely with the liaisons for Extension-EPA, EPA-Forest Service and EPA-NRCS on joint projects including:
  - ?? Forest-A-Syst
  - ?? Regional water quality activities, programs and initiatives.

**d. Initiate, plan, and participate in educational activities designed to reach regional audiences.**

1. Serve as co-chair of the Southern Forestry GIS Conference.
2. Investigate the opportunities and needs to begin planning web-based or satellite videoconferences and shortcourses including:
  - ?? Advanced Master Tree Farmer 2001.
  - ?? Basic Master Tree Farmer course again.
  - ?? Vegetation management for natural resource professionals.
  - ?? Master Wildlife Program.
  - ?? Master Naturalist Program.
  - ?? and others.

**e. Assess needs and facilitate the development of educational materials directed to regional audiences, such materials to include publications, computer software, and other written and audio-visual materials.**

1. Lead a regional effort to create a virtual center for natural resource technology transfer. The goal is to eliminate state boundaries and create training and education materials and information for use by county agents, educators and other natural resource professionals. The effort will utilize new technologies like web-based publishing/training, satellite videoconference, etc. Proposal will be developed and submitted to USDA-CSREES as part of the IFAFS RFP. Regardless of IFAFS success, the effort will result in the creation of regional research and technology transfer teams centered around emerging issues and programming areas. Some initial ideas include:
  - ?? Intensive forest management opportunities
  - ?? Natural forest management opportunities
  - ?? Traditional forest management (taxation, forest management techniques, etc).
  - ?? Alternative forestland enterprises
  - ?? Underserved and nontraditional landowners
  - ?? Urban/Rural interface issues including forest fragmentation, firescaping, etc
  - ?? Hardwood management
  - ?? Conservation education

- ?? Wildlife management and issues
- ?? Fisheries and Aquaculture
- ?? Watershed, wetlands and water quality programming
- ?? Timber harvesting and logger education
- ?? Natural resource leadership training (conflict resolution, local leadership development, etc.)
- ?? Forest-based economic development
- ?? Wood products and value-added
- ?? Forest-based recreation and ecotourism
- ?? Forest health
- ?? and others

2. Provide oversight on a variety of web-based projects designed to provide support to state and county Extension natural resource specialists.
3. Continue to build Southern Forest Resources Extension Library containing publications, videos, CD's and materials not available in most landgrant universities. Offer check out system. Work with Forest Service and SGSF to develop Regional Media Guide.

**f. Maintain current lists of available Extension and Forest Service publications, visual aids and Extension forestry personnel.**

1. Update 1997 Guide to Forestry Publications and Materials of the Extension Service - Southern Region, work closely with the USDA Forest Service and the state forestry agencies to incorporate their materials if possible. Place in a searchable format on the internet.
2. Update 1999 Communications Guide of key education and natural resource agency/association partners. Offer searchable web-based directory.

**g. Help evaluate individual state Extension forestry programs and activities upon request of respective Extension Directors.**

1. The Regional Extension Forester and participating states would benefit from these kinds of activities.
2. The Regional Extension Forester will participate in state forestry agency reviews conducted by the Forest Service when requested. Oftentimes, Extension is involved in these reviews. The REF will provide reports to Extension Directors and Forestry unit leaders following these visits.

**h. Prepare plan of work, make annual progress reports, and provide leadership for resource acquisition for southern regional Extension forestry programs.**

1. Develop plan of work for 2001, progress report for 2000 and provide leadership for resource acquisition where appropriate.
2. Provide oversight to staff and students working on various regional projects. Provide oversight to Regional Extension Forestry budget.
3. Develop a better evaluation tool for states, Forest Service and Regional Extension Forester to use in determining the need for and value of such regional position.
4. Work closely with ASRED REF oversight committee.

**Analysis of Accomplishments, Plan of Work and Current Situation by Responsibility Area**  
**Bill Hubbard**  
**Southern Regional Extension Forester**

**a. Provide liaison with 13 southern state Extension forestry units.**

1. This continues to be the most important role the REF plays. The state forestry units, ANR Program Leaders, Extension Directors, forestry school deans/directors need to be informed and updated in order to act on relevant issues that affect them and their clients. Aggressive communication will continue as will opportunities to bring Unit Leaders and specialists together.
2. New specialists are continuing to be hired. Their expertise and input is highly desirable as new issues arise.
3. More work is needed to orient state Extension specialists as to the opportunities associated with regional Extension forestry and natural resource programs. A regional promotional brochure might be useful to better explain the role, mission and need for a Regional Extension Forester.
4. Impact analysis in this area is necessary to ensure the Southern Regional Extension Forester. Outcome-based programming will be examined as a way to incorporate facts and figures into the accomplishments of the position.

**b. Provide liaison with 13 southern state Extension forestry units to facilitate coordination of programs and educational materials among these units and the USDA-Forest Service, Southern Region.**

1. This area of work continues to be important and challenging. Federal programs of the United States Department of Agriculture and state programs are often not in synch with each other. The REF will continue to find areas where our agencies can work together including:
  - ?? Urban & community forestry
  - ?? Forest Health
  - ?? Underserved and nontraditional landowners
  - ?? Forest-based economic development
  - ?? Forest Stewardship
  - ?? Forest fire and aviation issues
  - ?? Forest Legacy Program implementation
2. By the same token state-level Extension forestry accomplishments, activities and programs need to be communicated better to regional Program Specialists
  - ?? Intensive forest management opportunities
  - ?? Forest-based recreation and tourism (including ecotourism)
  - ?? Hardwood management
  - ?? Natural stand management
  - ?? Distance education opportunities
  - ?? Traditional forest management
  - ?? Water quality, wetlands management, logger education, etc.
  - ?? Sustainable forestry (Partnership, etc).
  - ?? Conservation, environmental and public policy education
  - ?? and many other successful land-grant programs and activities
3. The opportunities are great to offer the USDA Forest Service better service through Extension and land-grant university expertise. The Forest Service's work force is changing due to

downsizing and shifting priorities. Nonindustrial private forestland opportunities as well as conservation education needs are still strong and will remain priority areas for years to come. Extension and Forest Service not only should work together but will need to work together to meet our client's needs.

**c. Foster improved communications and cooperation between Extension and other organizations interested in the management of the Region's forests ( i.e., government agencies, forest industry, associations, conservation groups, etc.).**

1. This work area is a challenging yet rewarding one. Those with an interest in managing our region's forests are increasing exponentially and the types of interests are changing rapidly as well. No longer can we focus solely on just traditional forest management. As noted in b). above, our Extension specialists in the many states are working in exciting, cutting edge areas. Promoting what they do and the resulting impacts remains a challenge but a high priority of the REF.
2. State forestry agency interaction will be critical in the coming years. With decreasing federal budgets and increasing numbers of landowners, state forestry agencies are beginning to look to educational, empowerment and other mechanisms to engage landowners, youth, policy makers, etc. Extension and the land-grant system will need to play an active role at national, regional, state and county as these agencies redirect how they do business in the future. The REF led Interagency forestry MOU will provide one vehicle as well as the regional technology transfer center proposal developed by the REF and participating states. This needs to include more 1890 involvement as well.

**d. Initiate, plan, and participate in educational activities designed to reach regional audiences.**

There is an unlimited amount of opportunity in this area. The kinds of activities that the REF is involved in are far-reaching ranging from geographical information systems, to hardwood management, urban/wildland interface activities, etc. A more coordinated effort is needed as 2) below explains

1. The MOU and technology transfer center proposals will provide the necessary leadership to identify and prioritize the activities, materials and programs.

**e. Assess needs and facilitate the development of educational materials directed to regional audiences, such materials to include publications, computer software, and other written and audio-visual materials.**

1. Again, the need to coordinate materials, etc. is great. There has not been a large interest in regional publications based on a number of conversations from Forest Service, state forestry and Extension specialists. State-level publications can be "regionalized" fairly simply. The new "team" approach that will be coordinated in 2000 and beyond by the REF will more actively address this issue.
2. Again, the MOU and proposal will provide the necessary leadership to identify and prioritize the activities, materials and programs.

**f. Maintain current lists of available Extension and Forest Service publications, visual aids and Extension forestry personnel.**

1. Communicating what we do and who we are not only important internally but externally as well. A regional directory of successful programs in addition to personnel would be useful. The Awards program usually draws out exemplary programs. These nominations could be used to develop a directory for promotion, etc. of what we do.

**g. Help evaluate individual state Extension forestry programs and activities upon request of respective Extension Directors.**

1. The REF is highly interested in this to the extent Extension Directors desire this service. Only informal discussions have taken place to date.

2. The REF will continue to work closely with the USDA Forest Service to evaluate state forestry programs that often include Extension. Reports will be shared with unit leaders, ANR Program Leaders and Extension Directors.

**h. Prepare plan of work, make annual progress reports, and provide leadership for resource acquisition for southern regional Extension forestry programs.**

1. Regional acquisition of resources remains an important role. Funding will continue to be made available to states that actively engage in issues of regional significance. Regional acquisition of resources for state-level activities is not generally successful. The REF would encourage state specialists to think beyond their state lines when planning programs in the future. This will lead to synergism, resources and generally a “bigger bang for their regional investment”.
2. The REF also needs to investigate moving to a quarterly update of activities and accomplishments to better keep key partners involved.



**Comment Space For Reviewers**

***Bill Hubbard***

***Southern Regional Extension Forester***

**a. Provide liaison with 13 southern state Extension forestry units.**

**b. Provide liaison with 13 southern state Extension forestry units to facilitate coordination of programs and educational materials among these units and the USDA-Forest Service, Southern Region.**

**c. Foster improved communications and cooperation between Extension and other organizations interested in the management of the Region's forests ( i.e., government agencies, forest industry, associations, conservation groups, etc.).**

**d. Initiate, plan, and participate in educational activities designed to reach regional audiences.**

**e. Assess needs and facilitate the development of educational materials directed to regional audiences, such materials to include publications, computer software, and other written and audio-visual materials.**

**f. Maintain current lists of available Extension and Forest Service publications, visual aids and Extension forestry personnel.**

**g. Help evaluate individual state Extension forestry programs and activities upon request of respective Extension Directors.**

**h. Prepare plan of work, make annual progress reports, and provide leadership for resource acquisition for southern regional Extension forestry programs.**

**Travel Summary 1999**

Alabama	14 days
Arkansas	
Florida	4 days
Georgia (outside of Athens and Atlanta)	10 days
Kentucky	
Louisiana	2 days
Mississippi	6 days
North Carolina	5 days
Oklahoma	
South Carolina	10 days
Tennessee	4 days
Texas	4 days
Virginia	
<b>Total Travel to 13 States</b>	<b>59 days (24%)</b>
<b>Atlanta</b>	<b>25 days (10%)</b>
Washington D.C.	7 days
Pittsburgh, PA (Base Programs)	2 days
Hershey, PA (National Association of State Forester's meeting)	2 days
Baltimore, MD (NREM Base Program NST)	2 days
Stamford, CT (International Society of Arboriculture)	2 days
Seattle, WA (National Urban Forestry Conference)	4 days
Portland, OR (National Society of American Forester's)	4 days
Lake Tahoe, CA(Assoc. Of Natural Res. Ext. Prof)	3 days
Denver, CO (USDA Forest Service Forest Legacy Mtng)	2 days
<b>Total Travel Outside Region</b>	<b>28 days (11%)</b>
<b>Total Travel</b>	<b>112 days (45%)</b>
<b>Athens</b>	<b>120 days (49%)</b>
<b>Annual Leave</b>	<b>15 days (6%)</b>
<b>Total</b>	<b>247 days (100%)</b>

### **Summary and Analysis of Activities and Accomplishments and Plans:**

The annual report and plan of work provide the framework for introspection and evaluation of the Regional Extension Forestry position and its accomplishments. 1999, like the 5 ½ years prior, was filled with numerous opportunities to accomplish the objectives as set forth in the original 1979 memorandum of understanding (see Appendix A). Broadly speaking, these objectives include liaison, regional initiative/program development, promotion, representation, situation analysis, and general support of state and county specialist activities in the southern region. The REF promotion to Public Service Associate took effect in July and represented peer and university review from the University of Georgia's Extension, College of Agricultural and Environmental Sciences and university-wide communities. This was a major personal and professional accomplishment and I was additionally heartened to hear that the dossier package was among the best reviewed.

Perhaps the most rewarding experiences of the year was the regional implementation of the Master Tree Farmer 2000 Program. Working closely with Dr. Kessler of Clemson University, a regional steering committee was formed, funding was acquired, state coordinators and speakers were located and a host of regional logistics were handled. The program will take place in 2000 however most of the planning took place in 1999.

In addition to the regional newsletters, electronic communications, national magazine updates, articles, publications and other forms of communication, the Regional Forester visited 9 of the 13 states in the South. Every opportunity was taken to communicate personally with Extension Directors, ANR Program Leaders, Extension Forestry Unit Leaders and Extension Specialists. Thirty "official" presentations were made throughout the region/nation and countless "unofficial" updates were provided.

The REF continues to utilize new communication and information technologies wherever feasible. Listservs, WWW pages, etc are all used to assist with the REF's objectives. The WWW homepage for example contains pertinent information on forest taxation, management, urban forestry, wood products and a host of other information. The REF maintains the page and provides updates regularly. Registered monthly "hits" on the regional homepage are increasing exponentially. This is becoming a very effective means to provide support to the states as many regional and national publications are now available on the website (soforext.net).

National programs and projects included continuation of roles with the NREM program, specifically meeting with National Program Leaders and others to ensure we communicate the successful natural resource and environmental management programs of the Extension System. This was done through development of a user-friendly website, an Awards Program, and conference calls/small group sessions. As the new Base Support takes over in 1999 and beyond. The Regional Extension Forester will assist with their mission as it relates to mutual needs. The REF also worked closely to build the capacity of the Association of Natural Resources Extension Professionals (ANREP). This is a new organization of extension specialists with like interests in natural resources education programming. A national meeting was organized and a Website was updated. Analyzing the involvement of the REF in these two efforts it provides a number of benefits to the Southern Region. First, it is the only attempt of its kind at databasing forestry, natural resource and environmental management programs in the South. One of the major responsibilities of the REF position is "fostering improved communications". Through state-of-the art technologies anyone in the South can find information about programs that interest them by utilizing this database. It also broadens the scope of the REF position in that it includes more programs than forestry. Water quality, environmental management, pollution control and a host of other programs are placed in the database. The estimated amount of time spent on the NREM Base Program by the REF is less than 5%. The team approach and a web administer based at UGA help tremendously in sharing the workload. The future of NREM and the Base Programs lies in the hands of the PLC, ECOP, ESCOP and the Extension and Experiment Station Directors. CSREES continues to support the Base Program efforts however the merger of several years ago has not resolved where Base Programs fit in. Nevertheless it has fostered improved communication and information sharing across many disciplines. The website is located at [www.nrem.net](http://www.nrem.net).

The Regional Forester plans to survey state Extension specialists in 2000 to better understand their needs. The rapid changes seen within the land-grant and forestry communities of the early and mid 90's have taught us all a new way of doing business. Change is the constant. The issues and programming areas

that the REF will continue to track and assist specialists are complex and far-reaching. A few for example include:

- ?? Hardwood management (high-grading, quality wood products, wildlife management, etc)
- ?? Chip mill, EPA, water quality issues in forest management
- ?? Intensive Forest Management
- ?? Forest Certification
- ?? Watershed Management (Clean Water Action Plan, TMDL's, CWA, BMP's etc)
- ?? New and emerging technologies (GIS, GPS, modeling and other computer software, etc)
- ?? Underserved landowners (minorities, small acreage owners, 1890's interactions, etc)
- ?? Longleaf Pine Management
- ?? Forest-Based Economic Development; Rural Development
- ?? Woodland Alternative Enterprises
- ?? Wood Products
- ?? Wildlife Management
- ?? Reforestation
- ?? Forest Inventory and Analysis
- ?? Forest Fire and Prescribed Burning
- ?? Forest Health Protection and Improvement (Exotic Species, other problems)
- ?? Federal Incentives Programs
- ?? Absentee and New Owner Education (Woodlands Correspondence, etc)
- ?? Logger Education
- ?? Urban and Community Forestry
- ?? Taxation (Federal, State, Local, Estate)
- ?? Urban/Wildland Interface
- ?? And many others

The year 2000 will also be spent on two major regional initiatives that have been endorsed by the USDA Forest Service and the Extension Forestry Unit Leaders. These include a regional Interagency agreement on Forestry and the creation of a regional technology transfer center for forestry and natural resource issues. More specifically, the following is proposed

**Major Work Area #1:** Co-lead with Cooperative Forestry Unit of the Forest Service Southern Region an interagency team in the development of a Memorandum of Understanding for Forestry in the South. Identified

roles, collaboration opportunities and implementation strategies will be reviewed and developed. Proposed agencies include:

USDA Forest Service (State & Private Forestry, Research)  
Cooperative Extension (Directorship, ANR and Specialist involvement)  
Southern NAPFSC (National Association of Professional Forestry Schools and Colleges)  
Southern Group of State Foresters  
Forest Landowners Association  
USDA-CSREES

**Major Work Area #2:** Lead a regional effort to create a virtual center for forestry natural resource technology transfer. The goal is to eliminate state boundaries and create training and education materials and information for use by county agents, educators and other natural resource professionals. The effort will utilize new technologies like web-based publishing/training, satellite videoconference, etc. Proposal will be developed and submitted to USDA-CSREES as part of the IFAFS RFP. Regardless of success, the effort will result in the creation of regional research and technology transfer teams centered around emerging issues and programming areas. Some initial ideas include:

- ?? Intensive forest management opportunities
- ?? Natural forest management opportunities
- ?? Traditional forest management (taxation, forest management techniques, etc).
- ?? Alternative forestland enterprises
- ?? Underserved and nontraditional landowners
- ?? Urban/Rural interface issues including forest fragmentation, firescaping, etc
- ?? Hardwood management
- ?? Conservation education
- ?? Wildlife management and issues
- ?? Fisheries and Aquaculture
- ?? Watershed, wetlands and water quality programming
- ?? Timber harvesting and logger education
- ?? Natural resource leadership training (conflict resolution, local leadership development, etc.)
- ?? Forest-based economic development
- ?? Wood products and value-added
- ?? Forest-based recreation and ecotourism
- ?? Forest health
- ?? and others

Other Activities proposed include:

**Administrative and Miscellaneous Plans**

- ?? Serve as co-chair of the Southern Forestry GIS Conference.
- ?? Provide oversight on a variety of web-based projects designed to provide support to state and county Extension natural resource specialists.
- ?? Work to highlight and promote the importance of forestry and natural resources in the South. Network with Southern Growth Policy Board, Southern Governor's Conference, USDA agencies and others.
- ?? Work to better coordinate state wildlife Extension activities.
- ?? Work closely with the USDA Forest Service, state forestry agencies, Forest Landowners Association and others to raise the awareness of the importance of forestry and natural resources Extension in the South. Provide information to ASRED, ANR Leaders, forestry school deans/directors, others on the importance and value of extension natural resources programming.
- ?? Continue to work on multi-state programming needs/opportunities as was done with Florida, Georgia, South Carolina and Alabama. Offer facilitation services to other groups of states.
- ?? Assist with resource allocation for state, regional and national activities.

- ?? Serve as Association of Natural Resource Extension Professionals (ANREP) President.
- ?? Visit as many state Land-Grant institutions as is possible. Arrange to meet with Extension administration, state specialists and others.
- ?? Work to incorporate more non-Extension land-grant faculty into the regional technology transfer process through the creation of regional research and technology transfer teams.
- ?? Survey specialists and others as to their needs and expectations of the Southern Regional Extension Forester position.
- ?? Run the Awards Program for the Southern Extension Forest Resources Specialists.
- ?? Organize, facilitate, and/or lead various regional and national meetings when relevant (Unit Leader's meeting, Extension Forester's meeting, etc).
- ?? Provide oversight to staff and students working on various regional projects. Develop annual report and plan of work. Work closely with ASRED REF oversight committee.
- ?? Continue to build Southern Forest Resources Extension Library containing publications, videos, CD's and materials not available in most landgrant universities. Offer check out system. Work with Forest Service and SGSF to develop Regional Media Guide.
- ?? Update 1999 Communications Guide of key education and natural resource agency/association partners. Offer searchable web-based directory.
- ?? Investigate the need for an advisory committee in addition to Extension Forestry Unit Leaders.
- ?? Continue to keep mailing and electronic address books current and up-to-date
- ?? Continue to write a 46 Extension Forestry newsletters and quarterly updates for National Woodlands Magazine.
- ?? Continue to provide the best professional and personal service we can to Extension, Forest Service, state forestry agency and anyone who requests it. This includes prompt replies to email, voice, fax and phone requests and timely responses to other requests and responsibilities.
- ?? Handle emerging issues and crises as they arise.

If we are to be successful in meeting the diverse needs of our clientele given our limited resources, we will need to give serious consideration to regional collaboration and partnering. The Regional Extension Forester is committed to working both within the Extension System and outside to garner the resources and interest needed to accomplish this.

**Monthly Activity Reports (MAR)** January through December 1999

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**Monthly Activity Reports - January 1999**

**Travel:**

Alabama	- 8 days
Total Days spent in Athens	- 12 days

**Activities for January:**

?\* Final preparations were made for the Southern Landowner Outreach Conference. As a communications committee chair, materials were placed on the web.

?\* Time was spent in the Athens office preparing for the Extension Forest Resources Unit Leader's meeting. Speakers were lined up, facilities were arranged and miscellaneous logistics were handled.

?\* Four days were spent in Birmingham, Alabama at the Southern Landowner Outreach Conference. Glenn Hughes, Mississippi State University CES and Tom Hammett, Virginia Tech were invited by the REF to participate in the Conference. Over 400 landowners and agency personnel attended the four day conference.

?\* Four days were spent in the state of Alabama with the USDA Forest Service conducting a state review of federal and state forestry programs. Time was spent in Auburn with Extension and forestry school administrators as well as in a number of small, medium and large cities throughout the state. A report was developed and provided to Alabama Forestry Commission, USDA Forest Service and the Auburn Cooperative Extension System.

?\* Visits were made to both the Forest Service and Forest Landowner's Regional Offices to discuss opportunities, distribute Extension materials and gather materials for distribution to Extension Forestry Unit Leaders. Advice was given to editors of the Forest Landowner magazine on potential University and Extension authors for upcoming issues.

?\* Two days were spent in Athens, Georgia preparing for a presentation to the Forest Pest Workshop.

?\* One day was spent in Athens at the Southern Forest Pest Workshop. A presentation titled "Forestry Issues in the South" was given to over 50 participants.

?\* A January/February 1999 Newsletter was written.

?\* Other activities included:

1. Updating the Southern Regional Extension Forestry Home Page.
  2. Carrying out duties a Past Chair of the Forest Resources Systems Institute.
  3. responded to various requests for information, publications, materials and referrals.
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**Monthly Activity Reports - February 1999**

**Travel:**

Atlanta (Forest Service Office, Forest Landowner's Association, Misc. Regional Meetings)	- 2 days
Georgia (Jasper County)	- 1 day
Washington, DC	- 3 days
<u>Total Travel</u>	<u>- 6 days</u>
Total days spent in Athens	- 15 days

**Activities for February:**

- ?\* A presentation on national and regional forestry issues was given to over 100 landowners at a Jasper County Forestry Workshop.
  - ?\* One day was spent with the American Pulpwood Association's Logger Training and Education Council sharing information and strategies for future timber harvesting training and education needs.
  - ?\* Three days were spent in Washington, DC at a NAPFSC (National Association of Professional Forestry Schools and Colleges) Summit on Nonfederal forestlands. The REF was invited to an Extension/Outreach subcommittee and will assist with the strategic plan.
  - ?\* Conference call with FORS and NREM were participated in.
  - ?\* A meeting to discuss the Forest Landowner's Association Woodland Correspondence Course was attended.
  - ?\* Numerous phone calls, email transmissions and other types of correspondence was responded to. Materials (both electronic and hardcopy) were distributed to Extension Forestry Unit Leaders, ANR, Forestry Deans and others. [Associated work areas: 1,2,3,4]
  - ?\* As Awards Chair of the Southern Forest Resources Extension Specialists Association, nomination announcements were sent out for the annual Awards Program. Once received, a Awards committee was assigned and the nominations were reviewed. The awards will be presented at the annual SFRES meeting in Orlando later this spring.
  - ?\* Regional websites were worked on ([www.soforext.net](http://www.soforext.net), [www.nrem.net](http://www.nrem.net), etc). The Regional Directory (1999 Forestry Communications Guide) was updated.
  - ?\* A meeting was held with the new nursery/tree improvement specialist with the USDA Forest Service. Plans were made to work together to update regional reforestation, nursery, tree improvement publications.
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**Monthly Activity Reports - March 1999**

**Travel:**

Atlanta (Forest Service Office, Forest Landowner's Association, Misc. Regional Meetings)	- 2 days
Louisiana	- 2 days
Pittsburgh, PA	- 3 days
<u>Total Travel</u>	<u>- 6 days</u>
Total days spent in Athens	- 15 days

**Activities for March:**

- ?\* The annual Ark-La-Tex meeting in Shreveport was attended. A session was moderated for the meeting and a presentation on forestry issues was prepared and provided to 200 landowners and natural resource professionals.
- ?\* One day was in Atlanta at a meeting arranged by the Forest Landowner's Association on the need for more landowner workshops. It was agreed that the agencies and associations in attendance would work together to see this happen.
- ?\* A quarterly update for the National Woodlands magazine was written and sent to the Editor.
- ?\* One day was spent in Raleigh, NC working with NCSU faculty and Extension on a multi-state Sustainable Agriculture grant proposal. The REF agreed to assist with the project and arrange for a listening session in Tifton, Georgia later in the year. The project involved providing limited resource landowners with forestry information.
- ?\* Time was spent in Athens coordinating the annual Forest Unit Leader's/Coordinators meeting. The meeting this year involved 11 Extension Unit Leaders, numerous Forest Service foresters, Extension Administration, Southern NAPFSC and others. Major agenda items included program planning and sharing, national and regional updates, and other regional issues/activities.
- ?\* Conference calls were held concerning Association of Natural Resources Extension Professionals (REF serves as President-Elect and Communications Chair). Conference call was also participated on concerning NREM activities. Conference calls were also participated in on the Society of American Foresters National Communications Committee.
- ?\* A presentation on Internet Tools for the County Agent was presented to the FASAT class of 1999 (county agent training).
- ?\* Two days were spent in Pittsburgh, PA at the National Base Program Support Team meeting. The Team had requested the involvement of the Southern Regional Extension Forester and this request had been approved by the Southern Directors.
- ?\* A bimonthly newsletter was written, calls were responded to, articles were written for trade magazines and administrative aspects of the position were tended to.

**Monthly Activity Reports - April 1999**

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**Travel:**

Atlanta (Forest Service Office, Forest Landowner's Association, Misc. Regional Meetings)	- 3 days
Alabama	- 2 days
Texas	- 2 days
South Carolina	- 2 days
Florida	- 4 days
<u>Total Travel</u>	<u>- 11 days</u>
Total days spent in Athens	- 8 days

**Activities for April:**

- ?\* Meetings were held in Atlanta and Athens on web-based technologies. Regional needs and capacities were discussed with USDA Forest Service personnel.
  - ?\* A meeting was held with James Hill of South Carolina State University to discuss great forestry and natural resource opportunities with the 1890 land grant universities. A tour of the SCSU demonstration forest area was arranged. A new USDA Forest Service Pilot Project will be implemented and the REF will be involved with this effort.
  - ?\* The Regional Extension Forestry Budget was developed for FY 99. This budget will be presented at the Spring Southern Region Extension Director's Association meeting for discussion.
  - ?\* The REF worked with University of Florida faculty on urban forestry, forest management, environmental education and other issues. A two-hour lecture and 3-hour lab was prepared and presented to 16 urban forestry students. Extension was promoted as a career opportunity. Many students asked for more information following the class. The University of Florida's Spring Symposium was attended.
  - ?\* The regional homepage was updated to include relevant information and links.
  - ?\* A conference with Southern Rural Development Center professionals and Dr. Bob Daniels with MSU CES was held on forest-based economic activities and rural development. A theme-based "Perspectives" will be written on the subject.
  - ?\* The Annual Report and Plan of Work was prepared. An annual evaluation was conducted of the position. Comments were placed on file at UGA Extension Director's office.
  - ?\* Numerous phone calls, email transmissions and other correspondence were participated in or answered. Materials were sent out to forestry and ANR Leaders. Materials were also sent out to Forestry School Deans. [Associated work areas: 1,2,3,4]
  - ?\* The Natural Resource and Environmental Management Flagship Awards Program was conducted. The REF promoted southern regional nominees. Three of the four winners were from the South.
  - ?\* A Regional Extension Forestry report was prepared for the Southern Extension Director's meeting in Huntsville, Alabama. Two days were spent at that meeting
  - ?\* Two days were spent at a regional Urban/Wildland Interface meeting in Texas. The REF has been placed on a regional Steering Committee overseeing the efforts of the USDA Forest Service and partnering agencies.
-

**Monthly Activity Reports - May 1999**

**Travel:**

Tennessee	- 4 days
Stone Mountain (GA)	- 1 day
Mississippi	- 2 days
Total Travel	- 10 days
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Total days spent in Athens	- 7 days
Annual/Sick Leave	- 1 day

**Activities for May:**

?\* Four days were spent in Tennessee at the Forest Landowners' Association annual meeting. A regional Extension forestry meeting was organized and conducted. The annual awards program was conducted, certificates printed and awards presented.

?\* A regional Forest Stewardship Coordinator's meeting was held in Stone Mountain, Georgia. The REF provided a regional update to the Stewardship Coordinators in attendance.

?\* Two days were spent in Atlanta at the Forest Service office and with Forest Landowners Staff updating them on regional Extension Forestry activities. Materials were distributed and gathered for distribution.

?\* Time was spent in Mississippi State working with the editor of Perspectives and an Extension Forester in forest economics on a regional publication dealing with forest-based economic development. Numerous articles will be written for this publication with a mailout of over 2000.

?\* An NREM conference call was participated in. The REF will assist with database and website development. A CSREES grant will provide the resources to hire a programmer. Southern natural resources and environmental management programs will be highlighted.

?\* A regional web-administrator was hired utilizing soft money. J.B. Jordin will manage information technologies of the Regional Extension Forestry Office including server and website administration, scanning of documents and management of databases for a variety of state, regional and national projects.

?\* Time was spent reviewing UGA mini-dossier's for promotion. The REF was asked by UGA administration to assist them in providing advise to agents and specialists requesting advancement in rank.

?\* Conference calls, newsletters, committee work and quarterly updates for National Woodland Owners Association were either participated in or worked on. [Associated work areas: 1,2,3,4]

?\* One week of annual leave was taken to participate in the birth of our second son, Duncan James Hubbard, born on May 24<sup>th</sup>, 1999.

**Monthly Activity Reports - June 1999**

**Travel:**

Atlanta (Forest Service Office, Forest Landowner's Association, Misc. Regional Meetings)	- 5 days
South Carolina	- 2 days
Alabama	- 1 day
Total Travel	- 4 days
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Total days spent in Athens	- 5 days
Annual/Sick Leave	- 5 days

**Activities for June:**

?\* Assistance was provided to the new regional web administrator. He will represent the Regional Extension Forester at the upcoming Southern Group of State Foresters in Baton Rouge, LA due to the recent birth of his son. An update to the information and education chiefs will be provided as well as information to the urban forestry coordinators and the management chiefs.

- ?\* A newsletter was written and distributed to over 500 natural resources professionals.
  - ?\* Two days were spent in South Carolina at a quarterly Board of Director's meeting of FORS.
  - ?\* Time was spent with an Extension Forester at UGA planning a multi-state symposium on forest inventory and analysis. The REF will co-direct the effort.
  - ?\* A scoping meeting was arranged with partners to discuss the possibility of regionalizing the Master Tree Farmer concept. Prework including creating a regional steering committee consisting of state forestry, USDA Forest Service, American Forest Foundation, Tree Farm, Forest Landowners Association, state forestry association and state extension foresters.
  - ?\* Articles were researched and written for the Southern Perspectives Issue on Forest-Based Economic Development.
  - ?\* Time was spent assisting UGA officials with the creation and development of the EPA/Extension Liaison. Two candidates were also interviewed during the month of June.
  - ?\* Work began on the International Society of Arboriculture's virtual conference center to be held in Stamford, CT. The REF will coordinate a networked bank of computers with computer software, special webpages and internet access for over 2,000 conference attendees.
  - ?\* Two days were spent in Atlanta at a Southern Forest Sustainability Assessment meeting. The REF was the only nonfederal person invited to the meeting. The role will be to represent the land-grant system in this assessment. The REF agreed to facilitate five regional public forums to be held at land-grant sites.
  - ?\* Various projects were reviewed and worked on including urban/wildland interface activities, Master Tree Farmer 2000, FORS, SAFIS, forestryindex.net, etc. Conference calls were arranged for MTF2000 state coordinators.
  - ?\* Numerous phone, mail, E-mail and other correspondence took place. Materials were distributed to Extension Forestry Unit Leaders, ANR Leaders, Forestry School Deans, and others.
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**Monthly Activity Reports - July 1999**

**Travel:**

South Carolina	- 1 day
Mississippi	- 2 days
North Carolina	- 1 day
Georgia (Tifton)	- 1 day
Baltimore, MD	- 2 days
Total Travel	- 9 days
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Total days spent in Athens	- 12 days
Annual/Sick Leave	- 5 days

**Activities for July:**

?\* One day was spent at a scoping meeting concerning the interest for a Southern Forest Science Conference to be held in 2001.

?\* A trip to Clemson to begin planning the Master Tree Farmer 2000 shortcourse was taken.

?\* Two days were spent in Atlanta working with Forest Service personnel, and Forest Landowner's Executive Director on various projects including the Woodlands Correspondence Course, Minority Outreach, Forest Stewardship, Reforestation and Nursery opportunities, Urban and Community Forestry, tax issues and other NIPF issues.

?\* Two days were spent in Mississippi at the Southern Nurseryman's Association meeting. A presentation on the forestry issues in the South and their impacts on the future demand of seedlings was prepared and delivered.

?\* Work continued on the virtual computer conference for the International Society of Arboriculture to be held in Stamford, CT. The technology will be showcased to hundreds of arborists, urban foresters, urban planners, etc.

?\* Materials were distributed to Extension Forestry Unit Leaders, ANR Leaders, and others. Various phone, electronic mail, fax and letter requests were handled. Miscellaneous projects were discussed with partnership agencies, and the bimonthly newsletter was updated. [Associated work areas: 1,2,3,4]

?\* Conference calls were organized and participated in including ANREP, NREM and MTF2000.

?\* Two days were spent in Baltimore, MD at the Natural Resources and Environmental Management Base Program meeting. The REF serves as web repository and database management for the NREM program. The REF's information technology transfer specialist handles most of the day-to-day activities with the REF providing oversight.

?\* Time was spent locating and coordinating meeting sites for the public meetings to be held in conjunction with the Southern Forest Sustainability Assessment. Assessment coordinators specifically requested the REF's assistance in locating five sites that could be associated with land-grant institutions. Starkville MS, Tifton GA, Raleigh NC, Shreveport LA and Knoxville TN were chosen. Continuing education contacts and Extension foresters were contacted and worked with the REF on various logistics. Meetings were a big success and over 700 people participated. USDA Forest Service expressed written and verbal appreciation to all the Extension/continuing education hosts.

?\* A week of annual leave was taken.

### Monthly Activity Reports - August 1999

#### Travel:

Atlanta (Forest Service Office, Forest Landowner's Association, Misc. Regional Meetings)	- 3 days
Stamford, CT	- 3 days
South Carolina	- 1 day
Total Travel	- 10 days
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Total days spent in Athens	- 12 days

#### Activities for August:

?\* One day was spent at Clemson planning for the MTF2000 program.

?\* Two days were spent in Atlanta at the annual Cooperative Forestry Unit program planning meeting. A regional Extension forestry update was provided to the members of the USDA Forest Service's CF Unit.

?\* Time was spent with regional web administrator on a variety of web-based projects including [www.soforext.net](http://www.soforext.net), [www.forestryindex.net](http://www.forestryindex.net), [www.nrem.net](http://www.nrem.net), [www.anrep.org](http://www.anrep.org) and others. All of these web-based products will serve Extension and land-grant faculty as well as other key partners. Publications were scanned and placed on-line.

?\* Letters were written for colleagues around the south for their promotion and tenure.

?\* Time was spent at the Southern Program Leadership Committee meeting in Biloxi. A Regional Extension Forestry Update was prepared and delivered to both the ANR Leaders and the CRD Leaders. Much interest was expressed about the Master Tree Farmer 2000 program and the forest-based economic development work - an opportunity to link both sets of leaders in both natural resources and community development. There looks to be great opportunity at the Federal level for resources to be made available in this arena. The Regional Forester also participated the general program.

?\* A meeting was held in Commerce, Georgia with the FORS staff. The agenda item was how to utilize Extension and the land-grant system for GIS and other FORS-based training. Strategies were developed to do this.

?\* Two days were spent in Washington, DC with CSREES personnel and other key partners. Regional updates were provided as well as scoping new opportunities for southern regional extension forestry involvement.

?\* One day was spent at the Forest Service office in Atlanta meeting with Cooperative Forestry Unit, Forest Health, Fire and Aviation and other specialists with the Agency. Work continued on various regional projects (Correspondence course, minority outreach, urban and community forestry, wood products, forest management, and others).

?\* Conference calls on ANREP, and the National Extension Forestry Leadership Team were participated in.

?\* A project proposal was submitted to CSREES for special end-of-year consideration. Turn-around time did not allow for full regional input. A proposal was developed for a regional animal waste/silviculture opportunities conference, directory and website. Proposal was written for \$15,000. If successful, EPA and USDA Forest Service will be invited to co-sponsor. North Carolina has expressed an interest in co-leading the effort.

?\* A project proposal was submitted to USDA Forest Service Southern Region to assist with electronic delivery of urban and community forestry products including an urban/wildland interface website, speakers bureau and an expert systems/decision support system concept paper. Turn-around time was extremely short due to end-of-year funds.

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**Monthly Activity Reports - September 1999**

**Travel:**

Atlanta (Forest Service Office, Forest Landowner's Association, Misc. Regional Meetings)	- 2 days
Mississippi	- 2 days
Georgia (Amicalola Falls)	- 2 days
Pennsylvania	- 3 days
Washington	- 4 days
<u>Total Travel</u>	<u>- 8 days</u>
Total days spent in Athens	- 7 days

**Activities for September:**

?\* Four days were spent in Washington State at the National Urban Forestry Conference. Meetings were held with various public and private agencies and associations on urban forestry technology transfer needs. In particular federal Forest Service and national ISA representatives met with the REF to discuss opportunities. A joint virtual electronic library project was reviewed.

?\* Four days were spent at the National Society of American Forester's meeting in Portland, Oregon. The REF organized the National Extension Forestry meeting preceding the SAF meeting including highlighting programs from around the country (Forest-A-Syst, electronic delivery of forestry/natural resources information) and a panel discussion of where we are going in Extension Forestry.

?\* A meeting was held with the new Georgia Home-A-Syst/Farm-A-Syst coordinator to look at creating a state-level Forest-A-Syst from the national work that Rick Hamilton produced. Georgia will be one of the first pilot states in the South to use this model.

?\* Three days were spent at the National Association of State Foresters meeting in Pennsylvania. Sessions were participated in and materials gathered for distribution to the southern states.

?\* A conference call and committee work centered around the new NAPFSC initiative were participated in.

?\* One day was spent at the Atlanta Forest Service office working on regional projects and activities, distributing extension publications and materials, and acquiring Forest Service publications and materials for distribution to Extension Forestry Unit Leaders

?\* The Forest Landowner's Association Office was visited to discuss Regional Extension Forestry activities.

?\* A quarterly National Woodland Owner's Report was written and sent to the Editor.

?\* Two days were spent in North Georgia at a regional conservation education meeting. The REF gave a regional update and demonstrated a number of regional technology transfer tools including forestryindex.net. The REF was invited to participate on a Strategic Planning team that includes members from the Forest Service, the state foresters, the National Forest System and the USDA Forest Service Southern Research Station.

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**Monthly Activity Reports - October 1999**

**Travel:**

Atlanta (Forest Service Office, Forest Landowner's Association, Misc. Regional Meetings)	- 2 days
South Carolina	- 1 day
Washington, DC	- 2 days
Georgia (Unicoi State Park)	- 2 days
Georgia (Gainesville)	- 1 day
Georgia (Commerce)	- 1 day
Colorado	- 2 days
North Carolina	- 1 day
Total Travel	- 11 days
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Total days spent in Athens	- 8 days

**Activities for October:**

- ?\* Southern Forestry GIS 2000 conference planning commenced with the FORS Institute and the Georgia Continuing Education Center participating. A preplanning meeting was arranged and attended.
  - ?\* One day was spent with a scientist from the Southern Research Station in North Carolina to discuss technology transfer needs of the station and his project (Expert Systems and Ecosystem Management).
  - ?\* Two days were spent at the USDA Forest Service Forest Legacy meeting in Denver, CO. This program will see a large influx of resources. Extension and the landgrants need to be at the table to assist in delivery of this new program.
  - ?\* One day was spent as part of the Society of American Foresters Walk in the Woods with 15 Cub Scouts in North Georgia.
  - ?\* Two days were spent with Clemson Extension Forestry Faculty on a retreat in North Georgia.
  - ?\* One day was spent in Clemson planning Master Tree Farmer 2000.
  - ?\* Two days were spent in Washington, DC with the NAPFSC Outreach and Extension subcommittee of the Initiative.
  - ?\* One day was spent at the Forest Service Regional Headquarters working with various specialists. Projects were updated, materials were exchanged and future opportunities were discussed. [Associated work areas: 2,3]
  
  - ?\* The September/October Extension Update South was prepared and sent to over 500 people. It was also placed on the REF's Home page. [Associated work areas: 1,2,3,4]
  - ?\* One day was spent in Atlanta, first at a Private Lands Forum sponsored by USDA NRCS and USDA FS and then a regional Urban/Wildland Interface Assessment Meeting.
  - ?\* Various conference calls were organized and participated in (MTF2000, ANREP, NREM, etc)
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**Monthly Activity Reports - November 1999**

**Travel:**

Atlanta (Forest Service Office, Forest Landowner's Association, Misc. Regional Meetings)	- 4 days
Alabama	- 2 days
Washington, DC	- 2 days
New Hampshire	- 1 day
<u>Total Travel</u>	<u>- 9 days</u>
Total days spent in Athens	- 9 days
Annual Leave	- 3 days

**Activities for November:**

- ?\* One day was spent with the current President of the Association of Natural Resource Extension Professionals discussing the future plans of the organization. The REF will assume the Presidency on January 1<sup>st</sup>, 2000.
- ?\* One day was spent at the Alabama Urban Forestry Conference. A presentation on using new technologies was prepared and presented. A session on using new technologies was coordinated as well.
- ?\* Two days were spent reviewing 182 abstracts for the upcoming National Extension Natural Resources Conference in California. As a member of the planning committee, the REF made recommendations for papers and posters as well as keynote and panel presenters.
- ?\* Two days were spent at the Southern Forest Research Industrial Cooperatives meeting participating in discussion concerning the future of university cooperative research.
- ?\* One day was spent in Atlanta introducing a forestry school director to USDA Forest Service staff.
- ?\* Conference calls were participated in on a variety of projects.
- ?\* One day was spent in Atlanta working with Forest Service and Forest Landowners Association personnel on a variety of regional projects.
- ?\* The regional Extension Forestry Homepage was updated to include new information and materials of relevance to internal and external audiences. [Associated work areas: 1,2,3,4]
- ?\* Various materials were distributed to Extension Forestry Unit Leaders and others in the forestry community. [Associated work areas: 1,2,3,4]
- ?\* A day was spent in Atlanta at a planning meeting for the Southern Forest Science Conference.

**Monthly Activity Reports - December 1999**

**Travel:**

Atlanta (Forest Service Office, Forest Landowner's Association, Misc. Regional Meetings)	- 2 days
Texas	- 2 days
South Carolina	- 1 day
California	- 3 days
North Carolina	- 3 days
<u>Total Travel</u>	<u>- 11 days</u>
Total days spent in Athens	- 4 days
Annual Leave	- 1 day

**Activities for December:**

- ?\* Three days were spent planning the upcoming National Extension Natural Resources Conference. An ANREP Executive Board meeting was held in conjunction with the planning.
  - ?\* Two days were spent in North Carolina working on a regional conservation education strategic plan.
  - ?\* Time was spent updating the monthly activity reports, the 1999 Annual Report, and the 2000 Plan of Work.
  - ?\* An Extension Forestry Update South was written. It will be distributed to over 500 natural resource professionals after the holidays.
  - ?\* Web material development and oversight continued.
  - ?\* Numerous calls, requests for information, letters of reference, conference calls and other activities were answered throughout the rest of the month.
  - ?\* A feature article on chipmills and use of low-grade hardwood resources was written for the Society of American Foresters National Communications Committee.
  - ?\* A day was spent with MTF2000 speakers in Clemson touring the facilities and planning for sessions in the Spring.
  
  - ?\* One day was spent assisting with the Georgia Forestry Symposium. The REF moderated the first day's session.
  - ?\* A four-state meeting of Extension Directors and Forestry School Deans/Directors was arranged and held in Atlanta to begin discussing multi-state programming opportunities.
  - ?\* Time was spent researching state and industry cost-sharing in the South. The REF was invited to give a presentation to a group of western foresters. State agencies and forest industries were surveyed to prepare a presentation and report on the status of these programs in the 13 Southern states. The report will be submitted to the Forest Landowners Association.
  - ?\* Materials were collected for submission of an Extension Forester for a national award.
  - ?\* Time was spent at a Georgia Forest-A-Syst meeting. Georgia Extension is piloting a state-level program based on a national Forest-A-Syst document created by Mr. Rick Hamilton, NCSU Cooperative Extension Service. Assist with material placement on [www.forestasyst.net](http://www.forestasyst.net) website.
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*Plan of Work 2000*

**Plan of Work - 2000**

Subject to the review of the annual evaluation committee, work will continue on various projects of relevance and importance to state, regional and national level Extension Service programming. This section is arranged into work planned in the five objective areas.

**Objective 1:** Work within the Cooperative Extension System to enhance forestry and natural resource programming in the 13 Southern States.

Activities planned:

- ?\* Visits to as many land-grant institutions as possible will be arranged for the 2000 calendar year. And although visits to the universities are not always an opportunity, arrangements will be made to meet with Extension Specialists at miscellaneous regions to keep them informed of Regional Extension Forestry Activities.
- ?\* The bimonthly newsletter will continue and be mailed to 500 recipients. The newsletter will also be placed on the World Wide Web and sent via email.
- ?\* Work will continue on NREM-related activities including the Flagship Database Program, the Awards Program and other National Support Team activities. The Regional Extension Forester will also actively maintain the NREM Web Site.
- ?\* Electronic communication will be maintained, E-mail addresses will be updated (to date over 400 are in the database). Other forms of communication will continue including phone calls, faxes and personal communication.
- ?\* A 2000 Guide to Extension Forest Resources Materials will be updated and distributed to Extension Specialists, and other internal/external partners.
- ?\* Work to improve the lines of communication between and among states and the Regional Extension Forestry office.
- ?\* Assist the Cooperative Extension System with improving performance and evaluation activities within the natural resources and environmental management arena.

**Objective 2:** Work within the USDA Forest Service to assist with information dissemination, technology transfer, continuing education opportunities, and enhanced communication with Extension and external partners.

- ?\* Work closely with Deputy Regional Forester for USDA Forest Service - Southern Region, Unit Leaders and Program Specialists to assist them with their mission areas.

**Objective 3:** Work within the interface of the Cooperative Extension System and the USDA Forest Service on programs, activities and projects of joint interest. Help to develop, coordinate, promote, conduct, evaluate and/or facilitate joint programs.

Activities planned:

- ?\* Schedule work at the USDA Forest Service Region 8 office in Atlanta. Work with Cooperative Forestry, Forest Health, Fire and Aviation, Management Systems, INFOSouth, Public Affairs Office and other Units within the Forest Service to accomplish educational, technology transfer and outreach goals of the Forest Service through close association with the Extension Service. Ongoing projects include work in forest stewardship, urban and community forestry, forest health, fire and aviation, multi cultural outreach, rural conservation and development, long-leaf pine restoration, tree improvement, nursery management, reforestation, wildlife, wetlands, watershed management, etc. Work with specialists and administrative personnel of both organizations in planning activities where Extension can be an integral part.
- ?\* Work closely with new EPA/Extension liaison, new Forest Service/EPA liaison and NRCS/EPA liaison. Work closely to disseminate information on Forest-A-Syst.
- ?\* Work with professionals in these agencies to utilize new technologies in data and information dissemination. Work on enhanced communication tools including the Internet and the Web, videoconferencing, etc.
- ?\* Attend Forest Service and related state forestry agency meetings other than Atlanta whenever appropriate.

*Plan of Work 2000*

- ?\* Assist Forest Service with facilitation when requested and appropriate.
- ?\* Promote the goals and work areas of the Forest Service.
- ?\* Work to develop and distribute educational materials involving the Forest Service and Extension Service.
- ?\* Work to promote each agencies goals, missions and expertise within the context of the position.
- ?\* Keep abreast of Forest Service work and research in various fields of forestry and help develop educational materials from new information as it becomes available through the specialists of both organizations.
- ?\* Provide a coordinating role between Extension Service and the Forest Service specialists to facilitate more joint programming and co-authoring of publications.
- ?\* Keep both Extension and the Forest Service personnel informed of the progress of the Regional Extension role via discussions, letters, electronic mail and reports.
- ?\* Assist in the development of opportunities for continuing education of professional foresters and those in related disciplines in the South (Urban Forestry Institute, Southern Forest-Based Economic Development Academy, others).

**Objective 4:** Work within the overall forestry and natural resources community to develop, promote, conduct, evaluate and/or facilitate programs of mutual interest that involve university, Extension or educational aspects. Work to promote the Cooperative Extension System and the USDA Forest Service as key players in the natural resources educational community.

Activities planned:

- ?\* Work with State Forestry Associations, Forest Landowners Association, Southern Forest Products Association, American Forest Council, American Forest and Paper Association, state forestry agencies, Natural Resources Conservation Service, state forestry continuing education committees, Southeastern Lumberman's Association, Timber Mart-South representatives, Forest Resources Association, USDA F&WS, EPA, Southern NAPFSC and NAUFWP Deans and Directors, FORS, state urban forestry councils, the Association of Consulting Foresters, forest industry and others in forest resources education programs. Attend their meetings whenever possible and promote partnerships with the Forest Service and Extension Service.
- ?\* Continue work to enhance Extension's role in the Sustainable Forestry Initiative.
- ?\* Work with Logger Education and Landowner Education Programs
- ?\* Assist members of the forestry community with new communication and information dissemination technologies.
- ?\* Assist with the regional meetings. Moderate and facilitate sessions where possible. Encourage better communication and education components of regional initiatives.
- ?\* Continue with the leadership role in the Southern Forest-Based Economic Development Arena. Coordinate expertise within the forestry community and the university and Forest Service community to better capitalize on wood products value-added and forest-based recreation opportunities in the rural South. Develop a directory of resources for this initiative.
- ?\* Continue to assist the FORS Board of Directors for the 1999 year. Work to coordinate Extension into FORS activities and distribution channels.
- ?\* Assist with urban and community forestry activities.
- ?\* Assist the EPA, Forest Service and state forestry agencies with education activities associated with new conversion guidelines for unique wetland areas and better understanding of TMDL rules and ramifications.

**Objective 5:** Work to complete reports, travel requests and reimbursements, prepare budget, and participate in School of Forest Resources, UGA Extension, and related activities. Present budgets and updates at regional Extension Director, ANR and associated meetings.

Activities planned:

*Plan of Work 2000*

- ?\* Keep Extension Directors, ANR Leaders, Forest Service administration, and others informed on the progress of the Regional Extension Forestry position.
- ?\* Develop an annual budget for the operations and maintenance of the Regional Extension Forestry office and submit it to the Steering Committee for review.
- ?\* Write the plan of work for the Regional Extension Forester and submit it to the Steering Committee for review.
- ?\* Write an Annual Report of the accomplishments and activities of the Regional Extension Forester and submit it to the Steering Committee for review.

APPENDIX A - Cooperative Agreement Regional Extension Forester

PART III: Program Narrative

This Cooperative Agreement is being implemented to fulfill the requirements of the USDA Interagency Agreement on Forestry which was executed on January 30, 1978. The Agreement called for the Cooperative Extension Service, University of Georgia (Extension Service) and Southern Region (Forest Service) to identify, prescribe and implement an optimum mix of education and technical services which will increase the efficiency of forestry programs in the South.

In order to carry out the above task, the Extension Service and the Forest Service agree to the following:

A. The Extension Service Shall:

1. Be responsible for maintaining the Agreement with the Cooperative Extension Services currently in force in the following listed States:

Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, Oklahoma, South Carolina, Tennessee, Texas, Virginia

covering their individual participation in and contributions toward the purpose of this Agreement.

2. Be responsible for collecting the financial contributions from the Cooperative Extension Services listed in Section A\_1 and use the funds collected for the purposes of this Agreement.

3. Retain in the employ of the University of Georgia a Regional Extension Forester to perform the duties outlined, under the immediate supervision of the Extension Service Director.

4. Provide office space and necessary support for the Regional Extension Forester to perform the duties not performed at the office named in Section B\_2 below.

5. Bill the Forest Service at least quarterly for its share of the costs toward accomplishing the purposes of this Agreement.

B. The Forest Service Shall:

1. Designate employees of Southern Region who shall work with the Regional Extension Forester on activities and programs of mutual interest.

2. Provide office space, supplies and services without charge for the Regional Extension Forester at the Atlanta, Georgia offices of Southern Region for the conduct of duties not performed at the office named in Section A\_4 above.

3. Upon receipt of itemized invoices, reimburse the Extension Service an amount not to exceed \$20,000 in FY 1999 in payment of non\_salary costs in support of the Regional Extension Forester such as travel, supplies and the costs of preparing and printing publications. The remainder of the \$25,000 of federal funds, \$5,000, is being held for airline ticket charges using SATO. If the entire \$5,000 is not used for airline tickets, then any balance will be available under the reimbursement method. Such reimbursement will be subject to available funds.

C. It is Mutually Agreed That:

1. The Regional Extension Forester will be jointly headquartered at the locations named in Sections A\_4 and B\_2 and that the incumbent will regularly schedule work time at both locations.

*Plan of Work 2000*

2. The Regional Extension Forester will be responsible to the parties to this Agreement through the Cooperative Extension Service Director, University of Georgia.

3. A Steering Committee shall be designated to formulate an Annual Financial Plan and an Annual Plan of Work, both of which will be attached to and become part of this Agreement. In addition, said Steering Committee will review reports of progress and evaluate the annual accomplishments of the Regional Extension Forester.

4. Membership of the Steering Committee shall consist of \_ -

\_Southern Directors' Administrative Advisor for the Southern Extension Forest Resource Specialists (SEFRS).

\_Cooperative Extension Service Director, University of Georgia.

\_Two Officers of SEFRS: one representing the Extension Foresters, the other representing Wood Products Specialists \_\_ these being the Chairman and the appropriate Vice\_Chairman SEFRS.

\_Assistant Director for Natural Resources, Science and Education Administration, U. S. Department of Agriculture, who shall serve in an ex officio, non\_voting capacity.

5. The members of the aforementioned Steering Committee shall elect one of their members as Chairman of the Steering Committee and shall select, as Vice\_Chairman, the aforementioned Chairman of the Southern Group of Extension Foresters or the aforementioned representative designated by the Southern Forest Products Utilization Group.

6. The Regional Extension Forester, among other things, will\_ -

a. Provide liaison with State Extension Forest Resource Units and facilitate the development of programs among these Units and the Forest Service, to meet Regional needs.

b. Work with the Forest Service and utilize available resources and facilities of the land\_grant universities in the South to accomplish identified objectives.

c. Conduct programs developed jointly by the Forest Service and the State Extension Forest Resource Specialists.

d. Work with designated Forest Service employees in planning all educational activities for which incumbent will be responsible.

e. Initiate, lead, participate in, and work to promote attendance of others at workshops, symposia, demonstrations and other educational events for professional foresters and those in related disciplines, and for landowners and processors in the South.

f. Assess the need, and develop jointly with Extension Forest Resource Specialists and Foresters of the U. S. Forest Service, materials suitable to meet the need for educational programs for professionals and private landowners.

g. Develop up\_to\_date market and business management information useful in the Southern forestry.

h. Facilitate preparation of publications and other written and audio\_visual materials that present a how\_to\_do\_it approach to timber management; harvesting; utilization; energy opportunities in forestry; protection management of forest resources for livestock grazing, wildlife habitats, recreation and other non\_fiber products; land\_use programs involving forestry.



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i. Keep an inventory of publications and audio visual products useful in forestry across the South; provide timely revisions and new publications or audio\_visual materials as needed.

j. Work with other specialists to develop educational programs and materials to meet specific, specialized problems of forestry having a Southwide scope.

k. Keep abreast of work in various fields of forestry expertise and develop educational materials from new information as it becomes available.

l. Determine through personal contacts and surveys that available publications and other educational materials are reaching the intended audiences, that they serve the audiences' needs effectively; provide suggestions for improvements when needed.

m. Help evaluate individual State Extension Forest Resource programs at the request of respective Extension Service Directors.

n. Make recommendations on anticipated funding needs for each year and present a written Annual Plan of Work for consideration of the Steering Committee by no later than August 1, each year.

o. Write an annual progress report for submission to the Steering Committee by no later than November 1, each year.

p. Initiate and participate in conducting training and help publicize the availability of opportunities for the continuing education of professional foresters and those in related disciplines in the South; needs for other educational programs for professionals will also be evaluated and findings presented to the Steering Committee.

7. Nothing herein shall be construed as obligating the Forest Service to expend or as involving the United States in any contract or other obligation for the future payment of money in excess of appropriations authorized by law and administratively allocated for this work.

8. No member of, or Delegate to, Congress or Resident Commissioner shall be admitted to share any part of this Agreement, or to any benefit that may arise therefrom; but this provision shall not be construed to extend to this Agreement if made with a corporation for its general benefit.

9. This Agreement will extend through September 30, 1999, with funding to be renewed at the beginning of the Federal fiscal year subject to the availability of funds as covered in Section 7 above.