April 8, 2013

From: Mark Thurman and David Whitehurst, Program Alignment & Strategic Engagement Work Group Leaders

Subject: Pre-session planning for the upcoming AppLCC Workshop April 23 - 24

Dear Program Alignment/Strategic Engagement Work Group Members:

Thanks for agreeing to participate in AppLCC April meeting. You have been assigned to “Group A” which will focus on two related categories of Tasks which we refer to as “Program Alignment & Strategic Engagement and Communications Work Groups”. If you prefer to work with Group B “NR Indicators/ Surrogate Species/Data Issues Work Group,” please contact staff Facilitator, jean\_brennan@fws.gov.

This email is to provide you an opportunity to review our Work Group Agenda and provide an overview to the session we have planned.

**Our Work Group has 3 Major Objectives**

1.       Critically evaluate the Indicator Tasks and Objectives of the AppLCC 5-Year Work Plan. Then, provide a careful review and prioritization based on needs, opportunity, and Members’ willingness and ability invest time, talent, and treasure into the selected priority (Task/Objective) as organized by “Thematic Work Group;”

2.      Time permitting, identify benchmarks, metrics, and tactics selected based on perceived value to the AppLCC community and partners; and

3.       Based on the previous steps to ascertain if there is critical mass of partners willing to advance the work in order to be successful and/or to modify prioritization, allocation of resources or investment.  Make recommendations to the full Steering Committee for action.

We have expanded the conference agenda below to include our specific group agenda; the bold items under the yellow highlighted areas.

**Note:** Most of you will also be participating in the Communications Work Group that will begin their work efforts after the conclusion of our session.

**Monday April 22nd** [Huckleberry Room, 2nd floor, Inn@VT]

Work Group Leaders (only) **4:30-6:00 PM**

**Tuesday April 23rd**[Plenary: Solitude Room, 2nd floor, Inn@VT]

\*Breakfast Bar served outside meeting room beginning at 7:30AM

8:00-9:00 AM -- Opening Session: Full SC meeting: Solitude Room: Plenary

(incl. 15 min. Overview on the “State of the LCC” by Jean Brennan, Coordinator)

9:00-12:00 PM -- work in focus Work Groups (A or B) - Go to Breakout Rooms as Assigned

A. Programmatic Alignment/Strategic Engagement and Communications;

B. NR Landscape-level Management) Indicators/ Surrogate Species and Data Issues

**9:00 AM Welcome and Introductions**

**9:15 AM “What we need to Achieve in this Work Group” -- Scene-Setter -- Programmatic Alignment/Strategic Engagement Issues: David Whitehurst, Chair**

**10:00 AM Break**

**10:15 AM Address Work Plan Objectives**

12:00-1:30 PM – Lunch provided at the Inn@VT dining restaurant

1:30-4:30 PM – Continue in focus Work Groups (A or B)– Go to Breakout Rooms as Assigned

**1:30 PM Address Work Plan Objectives**

**3:00 PM Break**

**3:15 PM Wrap-up and Summarize**

**3:30 PM Prepare Alignment/Strategic Engagement Talking Points and Proposed Decisions for Plenary**

4:30-5:30 PM – Plenary – Recap and Review for Next Day’s tasks

6:30 PM \*Optional Group Dinner (on your own) at the Palisades Restaurant in Giles County (Car-pooling will be arranged)

**Wednesday April 24th**[Plenary: Solitude Room, 2nd floor, Inn@VT]

\*Breakfast Bar served outside meeting room beginning at 7:30AM

8:00-9:00 AM -- Opening Session: Full SC meeting: Solitude Room: Plenary

9:00-12:00 PM -- work in focused Work Groups (A or B) - Go to Breakout Rooms as Assigned

A. Programmatic Alignment/Strategic Engagement and Communications;

B. NR (Landscape-level Management) Indicators/Surrogate Species and Data Issues

**9:00 AM Review Communications Work Group Progress**

**Clyde Thompson, WG Lead: Overview Presentation on Communications Progress**

 **9:15 AM Address Work Plan Objectives – Reflection on Programmatic Alignment/Strategic Engagement Discussions and Guidance**

 **10:15 AM Break**

**10:30 AM Address Work Plan Objectives**

**11:30 AM Summarize and Develop Recommendations**

12:00-1:30 PM – Lunch provided at the Inn@VT dining restaurant

1:30-4:00 PM – Plenary – Full Steering Committee Meeting (and Voting if Requested.)

**Programmatic Alignment/Strategic Engagement** **Work Group: From the 5-year Work Plan**

* Objective 4.1.2 Provide a strategic assessment that both identifies gaps in existing SC Member goals and actions, and offers the greatest potential return on AppLCC investment

* Objective 4.4.1 Appoint a Work Group, drawn from the SC Members, to identify relevant information and opportunities to integrate information from the State Wildlife Action Plans (SWAPs) and other planning document into landscape-level plans, models, and efforts to set conservation targets. [The work of the Work Group may be informed by the guidance provided in “SWAP Best Practices” produced by AFWA.]
* Objective 3.2.4 Define how broad and deep our reach needs to be (e.g., engaging county/municipal government and other civil society organizations)
* Objective 4.2.2 Define an engagement strategy for each identified opportunity that includes recruitment, expectations, and a formal agreement of cooperation for use with identified entities
* Objective 4.2.3 Determine most effective means and most appropriate individuals for implementing the strategy
* Objective 4.9.2 Identify and, through the work and decisions of the SC, actively seek opportunities to align and engage regional water, energy and land use planning entities

**Anticipated Outcomes**

* Outline a process for maximizing AppLCC investment, based on identified gaps in SC Member’s goals and actions.
* Develop a Work Group to address how ensure integration of information within SWAPs and other planning documents into AppLCC landscape level planning.
* Identify Conservation Targets the SC Members agree to work towards as an organizational focus of the AppLCC Members and partnership.
* Define the scope of the AppLCC engagement strategy.