**Sample Agenda**

**Introductions** 10 minutes

**Overview** 30 minutes

* Purpose
* Steps
* Leadership Structure
* USDA Ag & Rural Prosperity Priorities

**Discussion** 30 minutes

* Are any key partners missing? If so, who? Who would contact them?
* What do we already know related to the community needs? For

instance, has anyone done a recent community needs assessment

within their organization? Are there written summaries or notes that

the group can use as part of the process?

* What would be the best timeline for local efforts?

**Next Steps**  20 minutes

* Secure commitment to join LPC
* Prepare for needs assessment
* Set a meeting schedule
* Determine the best group communication method
* Additional questions

**Adjourn on time Total time: 1.5 hours**