
Sample Agenda

Introductions	10 minutes
Overview <ul style="list-style-type: none">• Purpose• Steps• Leadership Structure• USDA Ag & Rural Prosperity Priorities	30 minutes
Discussion <ul style="list-style-type: none">• 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?	30 minutes
Next Steps <ul style="list-style-type: none">• Secure commitment to join LPC• Prepare for needs assessment• Set a meeting schedule• Determine the best group communication method• Additional questions	20 minutes
Adjourn on time	Total time: 1.5 hours