

## **PAC Codes, Priority Indicators and Featured Programs**

There seems to be a lot going on with accountability these days. Our federal partner has unveiled a new process for developing a state Plan of Work which will not drive our process here in Kentucky, since they seem to be following a process similar to what we have been doing for the past several years, but will cause us to organize our program outputs and outcomes a little differently.

Program Accomplishment Codes (PAC codes) are not new to us here in Kentucky, They help link the accomplishments of the Kentucky Cooperative Extension Service to the Strategic Goals and the Priority Indicators identified by this organization. It is a way of sorting Impact, contacts and FTEs of the organization. As you enter your statistical reports in CATPAWS, you select appropriate PAC codes. As you report your impact statements, you again select appropriate PAC codes. In doing so, specialists, department chairs, administrators and those in Program and Staff Development who try to summarize the accomplishments of this organization for accountability purposes can sort, categorize and organize according to our strategic goals and priority indicators.

In the fall of 2004, we greatly restricted the number of PAC Codes and identified what were called “Featured Programs” in the list of PAC Codes. The concept has worked well but it appears that the PAC categories identified may be too broad to meet the future information needs, even with the Featured Programs identified.

For the July 1, 2006-June 30, 2007 program and reporting year, you will find an expanded list of Program Accomplishment Codes in the CATPAWS System. You will need to take time to review this list since it has more detail than last year’s list of PAC Codes. No agents will use all the codes but in making your “short list” or “cheat sheet” for reporting purposes, please be sure to include the codes that best represent the breadth of the program you are engaged in.

The Featured Programs discussed at regional conferences this past winter are also represented and identified as Featured Programs. We are currently developing a series of questions for those counties which conduct those programs that will enhance our ability to show statewide impact for our reporting, media, legislative and programming needs. This is based on the Featured Programs discussion from regional conferences and the Logic Model teams that resulted. You will receive more information, including the specific questions that will be asked later this summer so that you can include those things in your local evaluation of programs.

Here is what you will find in the expanded PAC code list:

- More options under Agricultural Programs. Not all commodities are represented but those with new potential, those which are packaged programs, those commodities or programs in transition where we need to capture contacts and FTS are now represented.
- FCS and 4-H focused almost exclusively on the Featured Programs but there are a few traditional and high profile programs where we need a little more detail in regards to effort and impact.



- Community and Economic Development has taken a different approach to PAC Codes. Since every agent has Community and Economic Development responsibilities and now there are a few agents with 100% CED responsibilities, this area needed to be looked at seriously. Most leadership training and development is reported in the 300 series for Ag, FCS, Homemakers as well as Community Development. Leadership Programs are also included here. 4-H has their own leadership PAC Code. You will note that there is a PAC for collaborations and facilitation, but if you are struggling between the PAC on collaborations and facilitation and a subject matter area, go with the subject matter as it will be more specific.

Please report as specifically as you can. If you are running one of the Featured Programs, report it as such. If you are working with goats, tobacco, EFNEP or Livestock Certification, report it as such. We need the detailed numbers. This will require a little more time and effort on your part and a few more entries each month, but please make the effort. We need the numbers sorted that way.

The Priority Indicator Report will not change much. It is still focused around the Strategic goals which were reviewed and updated last year and refined through the Regional Issues Committees. That will still come due at the end of the program year. Your District Director has shared those questions with you since January so that you would be refreshed on the type of questions asked. If you need another update, check the Program and Staff Development web page for the list or CATPAWS Reports on the Internal Page to review the results of previous year's reports.

One last issue. We are now being asked to report contacts as adult and youth. We have the ES 237 4-H Statistical Report, EFNEP, and Food Stamp Reports which capture some of this but that does not eliminate overlap, duplication and areas where these don't cover. What we are asking you to do, beginning July 1, is to designate how many of the contacts you report in CATPAWS statistical report are youth, 18 and under, just as you now report how many of them are female. It is just that simple.

