

The recommended Business Plan hierarchy is as follows:

Goal (optional): (Use the Strategic Plan Mission Goals that address the natural resources that are the major focus of NRCS work.)

Objective: (The Strategic Plan Goals, Objectives, and Management Initiatives (e.g. Civil Rights, Human Capital, Electronic Government, etc.) may be used at this level.) **The Agency focus is on outcomes, products, and services as described in the NRCS 2005-2010 Strategic Plan.**

Major Milestone: A strategy or activity that will lead toward accomplishing the Objective. The Strategic Plan includes Strategic Emphases, Key Tasks, and/or Performance Goals that may be used for this level.

Action: Primarily a single-year task that is product-oriented, quantifiable, and measurable and that will lead toward accomplishing the milestone. For each action, the plan must also include:

Timeline: Start and end dates.

Responsible Staff Member: The point of contact.

Status: The current completion level shown as a percentage.

Business Plans need only to show objective, milestone, and action. Goal level is optional. The following is an example of how the information might be displayed:

Goal (Optional): High Quality, Productive Soils - The quality of intensively used soils is maintained or enhanced to enable sustained production of a safe, healthy, and abundant food supply.					
Objective: By 2010, farmers will manage 70 percent of cropland under systems that maintain or improve soil condition and increase soil carbon.					
Milestone: Expand the focus of technical assistance and program activities to emphasize management of soil quality in watersheds that have less than 50 percent of their croplands managed under systems that maintain or improve soil conditions.					
Action	Start	End	Responsible Person	% Comp.	Comment
(Action 1) Conduct three area-wide conservation tillage training sessions in XYZ watershed in cooperation with the XYZ watershed committee, Equipment Dealer Association, and the SWCD.					