

Staff Revenue Generation Expectations

University of New Hampshire Cooperative Extension (UNHCE), through increased resource development and recent corrective financial actions, still projects a budget deficit over the next two years. Given the current economic climate and challenges to higher education, these issues are not unique to just Cooperative Extension or the University of New Hampshire. Our current staff revenue expectations are critical to the sustainability of our organization and all staff are expected to share in this responsibility.

I have asked program leaders to review revenue generation expectations with all staff in a renewed effort to ensure all staff know these expectations continue as an important part of our budget portfolio.

Revenue generation efforts are the responsibility of all of us, not just specialists who are writing grant proposals, but also county and administrative staff in their support of preparing good proposals, providing the programmatic effort (through direct compensation or match), and in administering grants.

Extension Specialists continue to be required to cover at least 20 percent of their salary (since January 2005). The decision regarding how the 20 percent specialist targets are to be met will be handled by program areas. Program leaders working with their staff will be responsible for developing financial plans based on program need and the ability to carry out programs.

While the emphasis is on revenue development, program leaders, as part of the performance management process, will work with staff in determining their involvement in revenue generation. Our objective is to encourage positive staff engagement in revenue generation. Individual participation will be evaluated by program leaders and documented as part of the annual performance appraisal process.

We intend to foster personal success as we work to generate new revenue for the organization. Program leaders will work with staff in the development of achievable and relevant plans that will continue to meet UNH Cooperative Extension's mission. Staff who are particularly successful in generating external revenue for UNH Cooperative Extension may be rewarded with additional incentives such as bonuses, needed equipment and/or support such as work study students.

UNH Cooperative Extension administration, working with program leaders, will strive to remove any barriers, real or perceived, to ensure our future financial success. Staff and administration working together as a team can successfully sustain the mission of Cooperative Extension.

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