

**Strengthening Michigan's Economy:  
Roles for MAES and MSUE**

**Sample Plan for AoE Teams: Obtaining Stakeholder Input**

*Note: Below is a sample plan that could be used by an AoE team to obtain information from stakeholders in that topic area. This is an adaptation of a plan developed by the Family Resource Management (FRM) Area of Expertise Team.*

**Step 1: Identifying Stakeholders**

- Many AoE teams already have existing advisory committees. However, it is always important to review the representation and consider others who should be involved.
- If a team does not presently have an advisory committee, here is the way that the FRM team identified levels of participation for this process:
  1. Individuals representing statewide agencies that interact with MSUE on family resource management issues (e.g., MSHDA, AARP).
  2. Individuals representing agencies or entities that serve a county, district or region (e.g., Rural Development, county treasurers, senior centers, Chapter 13 Trustees, Habitat for Humanity directors).
  3. Participants in the educational programs offered by Extension Educators in counties.

Telephone surveys will be conducted for the stakeholders represented in #1 and #2. A written survey will be given to program participants (#3).

**Step 2: Questions for Program Participants:  
(Written Survey):**

What are the key issues in your community related to.....? Please explain.  
(There could be several questions related to sub-topics within in the issue area)

**Step 3: Questions for Agency/Organizational Stakeholders  
(Phone Interviews)**

1. What are the emerging (economic and/or consumer) issues facing Michigan communities? Please explain.
2. What are the key issues facing Michigan communities related to (one or more sub-topic)? Please explain.
3. Who are some of the target populations related to each of these issues?
4. List the key gaps in education associated with (issue area) and rank them from most to least important (with one being the most important). Please explain.
5. What are the research needs related to (issue areas)? Please prioritize.