

Minnesota Geospatial Advisory Council Committee/Workgroup Deliverables Announcement

Instructions:

The purpose of the status report is to announce a committee/workgroup deliverable or achievement. The audience for this announcement is the Minnesota geospatial community and State CGIO.

1. *Replace “Committee/Workgroup Name” with the actual name of the committee/workgroup*
2. *Add the announcement date*
3. *Identify who prepared the announcement and their contact info*
4. *Identify the accomplishment*
 - a. *What was delivered or achieved? Tie back to the work plan.*
 - b. *Indicate why this is important and who benefits.*
 - c. *What happens to the work product? (What follows - who is going to do what?)*
 - d. *Provide any maps or graphics as appropriate.*
5. *Identify who should be informed about this accomplishment, including any of the following*
 - a. *CGIO*
 - b. *Advisory Council (includes the Outreach Committee)*
 - c. *Post on committee/workgroup website*
 - d. *MN GIS/LIS E-announcement*
 - e. *Other (specify)*
6. *List any additional info that you think is relevant to the GAC or stakeholders*
7. *Finally, delete this instructions section 😊*

Committee/Workgroup Name

Announcement date:

Prepared by:

What was accomplished?

Who should be informed?

Additional comments: