

## FINAL RECOMMENDATION

January 16, 2001

### **Recommendation of the Action Plan Team: Leadership and Communications for Issue 2-26, Item #101** (page 28 of the Action Plan):

**Summary:** (verbatim from the Action Plan)

“Require the integration of development with the delivery process.”

#### **Recommendations:**

The Action Plan team continues to support an integrated approach to curriculum development and delivery (See also Leadership and Communications Action Plan team recommendation, R-100).

#### **Time Frame:**

#### **Background:**

The process of integrating curriculum development with course delivery is detailed in a guidance document known as the Curriculum Management System (CMS). Drafted in September 1999, the CMS is a living document that describes the process of curriculum development and the players involved. As stated in the CMS document, "Key to NFA's curriculum management approach are NFA staff expertise and responsibility. NFA uses a team approach to managing course development, course delivery, and course handoff. This approach allows for a blending of skills from a variety of staff functions and professional disciplines."

This integration of development with the delivery process became even more formalized with the USFA reorganization in October 2000. As part of the new way of doing business, USFA teams manage curriculum development and course delivery functions. These teams are comprised of a cross section of USFA staff members and focus on broad functions such as Human Behavior Professional Development, Consequence Management Operations, Intelligent Risk Management, and Community Risk Reduction.

Along with the CMS and the USFA reorganization, recommendation 100 (R-100) of the Leadership and Communications Action Plan team will be implemented by assembling a cross-functional team for the purpose of revising the CMS. The CMS will be modified to reflect the most recent USFA reorganization, to include Program Office staff involvement relating to curriculum development and delivery.

#### **Budget Impact:**

None.

**Conclusion:**

As evident with guidance detailed in the Curriculum Management System and the reorganization of the agency, USFA continues to support an integrated approach to curriculum development.

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