

January 31, 2005
5543 30th Place, NW
Washington, DC 20015

Division Council Performance Review Team
American Planning Association
122 South Michigan Avenue, Suite 1600
Chicago, Illinois 60603

Members of the Performance Review Team:

Attached is our performance review report prepared per the chronological order of the APA reporting form. Prepared by the Chair, this report was reviewed by the Division's other two officers, the newsletter editor, and the web master. The past year saw several highlights.

First, we propose to change our name to the "Regional and Intergovernmental Planning Division," the main reason being to insert the word, "regional." Among other things, this should help to attract membership. We intend to take the proposed change to the Division Council and the APA Board of Directors for approval at the San Francisco APA Conference. A detailed article on the name change is in the January 27, 2005 electronic Division newsletter. It indicates that, if negative or highly adverse comments are received, we will either modify or withdraw the proposed name change before the San Francisco Conference.

Second, our hard-copy October 2004 newsletter was a special issue, containing four substantive articles on Metropolitan Planning Organizations as funded (\$300 million per year) and required by the federal government. This special issue went not only to our membership, but it was also reprinted and transmitted to the approximate 1,500 members of APA's Transportation Planning Division in their October 2004 newsletter. Third, our membership has definitely stabilized and is beginning to grow as we are now at 138 members. We have adjusted our goal of achieving 175 members from last year's report by the end of FY 2004 to 155 members by the end of FY 2005 and 175 by the time of the April 2006 National Conference.

We have developed the appendix containing the work program so as to assess program and management output progress in the 2004-05 work program. Then, we lay out what we propose to do in the 2005-06 work programs. Item 9 of the 2004-05 assessment indicates we have arrested steep declines in our end-of-year balances present from FY 2002 through FY 2003. For a small Division, it is dangerous to have real low balances as rebates built up very slowly.

In terms of outputs per the performance criteria, we have a unique list serve, "Regional Community News," and have also very recently developed a more general list serve, now in use. We have produced two newsletters in the last four months and have an active web site. By the end of March, or 12 months since the initial Division Council 2004 performance review, we will also have a third newsletter and our web site will be further updated. Finally, for ease of reading, we have also transmitted spiral-bound FEDEX copies of this report.

If you have any questions, please feel free to contact me by e-mail or telephone, (202) 686-8864. Thank you.

Lee Schoenecker, Chair

Intergovernmental Affair Division

