

**United States Department of Agriculture**



Natural Resources Conservation Service  
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December 11, 2007

MINNESOTA BULLETIN NO. 250-8-4

SUBJECT: FNM-MEETINGS - MIDWEST VALUE ADDED AGRICULTURE CONFERENCE

Purpose. To provide authorization information for attendance at the Midwest Value Added Agriculture Conference.

Expiration Date. January 25, 2008.

**Action Requested by December 27, 2007**

The Midwest Value Added Conference will be held in Eau Claire, Wisconsin from January 24 through 25, 2008. The focus of this year's conference is "bringing together value added producers and advocates of local food systems for the benefit of all." There are a number of excellent speakers on subjects involving bioenergy, local foods, marketing, and business feasibility and development.

The following employees are authorized to attend on government time and expense:

- State Conservationist, Assistant State Conservationists, and Public Affairs Specialist.
- RC&D Coordinators.
- Other NRCS Field and Area Staff recommended by the ASTC (FO) and approved by the State Conservationist.

Registration forms should be submitted through the ASTC (FO) or staff leader to John Beckwith, Water Resources Staff Leader by December 27, 2007. John will assist with registrations and notify nominees of their acceptance. Travel authorizations will be prepared and approved at the state level for actual expense to compensate for the increased hotel lodging rate. Each area is responsible for the actual travel cost that the participant incurs.

Hotel reservations are to be made by participants. The conference site is The Plaza Hotel & Suites, if you will be staying there, state you will be attending the Food Summit/Value Added Conference under group number 5772 for the \$76.00 rate plus tax.

/s/

WILLIAM HUNT  
Attachment

DIST: AE

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