

### Schedule for Facilities Assessment

By May 14, 2006:	Send out invitations to subcommittee members
November 17, 2006:	Subcommittees' first face-to-face meetings completed Steering Committee teleconference
December 15, 2006:	Data committee completes questionnaire, circulates it for comment to co-chairs.
January 5, 2007:	Questionnaire disseminated to the community
April 15, 2007:	Preliminary examination of questionnaire returns by subcommittees
May 2007:	Subcommittees have second face-to-face meetings (~1.5 day meetings). [Ad hoc meetings could be held at Annual AMS Meeting if desired]
Mid to late June 2007:	3 day meeting A) Steering committee second face-to-face meeting to review draft reports (1 day meeting) B) Subcommittees hold workshop to work on the draft report, find gaps, etc. (1.5 day meeting) C) Steering committee meeting (0.5 day meeting)
September 2007:	Database available to the community
September 27-28, 2007:	Larger community-wide workshop, immediately following the NSF Facilities Users' Workshop, to identify high- priority areas for R&D on new instruments and facilities based on scientific needs
October/November 2007:	Consider issues that arise from workshop and act on them as appropriate Prepare manuscripts
December 1, 2007:	BAMS/AGU/etc. paper/announcements submitted