All units, departments and our County Operations Team were asked to revert 4% of their budget, and the total for the NC Cooperative Extension Service (NCCES) is $1,685,048. Reductions were based on available opportunities in a given unit or department. The following list captures the types of recommended actions by each unit.

Do not refill positions after vacancy or retirement
Freeze out-of-state travel
Limit in-state travel
Reduce operating dollars
Postpone repairs and renovations, equipment purchases

- **Do not refill positions after vacancy or retirement** – We have been able to identify 22 positions that are currently vacant or will become vacant this fiscal year through retirement. Not refilling these positions will create gaps in our expertise, which will diminish our ability to respond to needs in the state. NCCES Campus-Based Specialists will not be able to provide research-based programming to our NCCES Extension Agents and County Government partners, which will reduce our programs in the vital areas of economic development, environmental stewardship and youth and health education. In many cases, our remaining faculty will not be able to pick up these additional duties, due to their already expanded workloads from previous state reversions.

- **Freeze out-of-state travel** – Faculty will not be able to attend conferences, regional project meetings and other professional meetings. Our lack of attendance as an institution reduces our reputation in the professional community.

- **Limit in-state travel** – We have cancelled our bi-annual Extension Conference. This is a three-day training event for NCCES Specialists, Agents and other NCSU outreach partners. The Conference provides valuable, up-to-date training in all aspects of Extension, Engagement and Outreach at the University. In addition, our reduction in in-state travel will mean that our Agents will be able to spend fewer hours working with the citizens of North Carolina on countless Agricultural, Youth, Family and Community Development programs. Less interaction with our citizens and stakeholders will result in less visibility for NCSU, and ultimately less support, especially at the county level where our partnerships are extremely valuable.

- **Postpone repairs and renovations, equipment purchases** – We will delay the purchase of major equipment and computers. We had scheduled the purchase or several new trucks this fiscal year. These trucks are used by our Specialists to reach remote locations in farm fields, forest and water systems throughout the state. These trucks require special outfitting to travel over rough terrain and fields. In addition, we will delay the purchase of new computers and laptops, relying on outdated equipment.