

SCKEDD PROGRAM OF WORK for FY2017

SCKEDD'S MISSION STATEMENT

To provide professional leadership and technical assistance in finance packaging, advice and procedures to individuals, companies and government agencies for the purpose of stimulating the economy and improving quality of life within our service area.

A.1. Human Resources and Business Growth – to create and retain employment opportunities within the District, and encourage communities to view their educational and workforce development systems as part of the larger economic development environment.

Short term:

1. Promote start-up businesses, expanding businesses and business recruitment using loans through federal programs and/or grants and loans through federal and state programs.
2. Promote industrial expansion and recruitment primarily in SCKEDD's service area by coordinating with KDOC and local industrial development groups: promoting awareness of the service area; and promoting expansion of new clusters.
3. Support and/or provide technical assistance in training and succession planning to area businesses.

Measures of performance:

- a. Measured by assisting in closing 2 SBA 504 loans and submitting at least four SBA 504 loans to SBA for approval in 2017.
- b. Assist in creating at least 80 new jobs in 2017.
- c. Assist in making 50 loans using various loan-funding partners.
- d. Utilize the microloan program and technical assistance to assist area businesses.

Long term:

1. Work with those entities involved in carrying out the Workforce Investment Act of 1998 in their efforts to match industry needs and education preparation.
2. Maintain KDOC's declaration of SCKEDD as a Regional Foundation for South Central Kansas.

Measures of performance:

- a. Maintain partnerships with other agencies and groups involved in workforce development, linking communities and resources.

A.2 Infrastructure – assist counties and communities with infrastructure improvements needed to maintain quality of life as well as attract, retain and expand business and industry.

Short term:

1. Encourage community development activities associated with programs developed through various state agencies.
2. Inform small cities, rural water districts, and townships in the 14 County area district of SCKEDD's ability to write CDBG grants for infrastructure improvements such as water.

Measure of performance: Write and administrate community grant applications

Long Term:

1. Encourage County Strategic Planning Committee in the service area to develop a list of potential industrial/business properties and their needs.
2. Heighten SCKEDD's ability to assist its cities and counties by enhancing the economic knowledge of area leadership through the use of continuing education for SCKEDD's Board and sponsoring/co-sponsoring leadership seminars with area organizations when applicable.

A.3 Housing – improve the quality and quantity of housing available for area workforce.

Short term:

1. Maintain a viable housing weatherization program.
2. Develop and maintain partnerships with other agencies and groups involved in housing, linking communities with resources.
3. Assist local units of government and individuals in securing grant, loan, or grant and loan funding for housing rehabilitation.
4. Research and seek sources of funding for SCKEDD to be used towards housing rehabilitation.

Measures of performance:

- a. SCKEDD's weatherization staff will improve the energy efficiency of 250 living units in 2017.
- b. SCKEDD staff will submit a minimum of 9 CBDG grants for 2017.
- c. SCKEDD staff will administer the approved CBDG grants awarded in 2017.
- d. SCKEDD staff activity will indirectly or directly assist in rehabilitating a minimum of 24 single family homes.
- e. SCKEDD staff will acquire a minimum of 1 foreclosed home to be resold or rehabilitated or reused by LMI target population.

A.4 SCKEDD Operations – create and maintain, both within the District organization and the District in general, the proper structure for performing the goals established in the CEDS.

Short Term:

1. Increase public awareness of SCKEDD and its role through communications that would include: annual orientation for Board members, appointing standing public relations committee, supporting regional issues as adopted by the Board, visiting county stakeholders, and providing Board members information and news releases about SCKEDD that can be sent to the media.
2. Provide a liaison with local, state and federal agencies, especially the KDOC, Kansas Department of Health and Environment (KDHE), Economic Development Administration (EDA), Rural Development (RD) of the U.S. Department of Agriculture (USDA), Small Business Administration (SBA), Kansas Center for Entrepreneurship-Network Kansas, Kansas Housing Resource Commission (KHRC), the sister districts through the Kansas Association of Certified Development Companies (KACDC) and other regional organizations serving South Central Kansas.
3. Inform EDA and other appropriate agencies concerning required timely information of plant closures and prospective plant closures, and the number of employees affected.
4. Maintain SCKEDD's designations within the programs it now works.
5. Develop and maintain a professional staff with the expertise, qualification and certifications necessary to implement the goals of the CEDS.
6. Update the CEDS and provide all other reports, annual applications and annual meetings as required by EDA.
7. Establish an Emergency Preparedness Committee for the preparation of a Disaster Recovery Policy that includes a Succession Plan. The plan is to cover all key employees.
8. Identify and provide support for various appropriate alliances within SCKEDD's service area that benefit South Central Kansas.

Measures of performance:

- b. SCKEDD staff to meet with key officials, elected office holders, SBA bankers, and community leaders in the service area to inform, educate and market SCKEDD services quarterly.
- c. SCKEDD staff to attend county stakeholders meetings of the service area at least semi annually, or more as needed to educate and avail of grant writing, administrating opportunities.
- d. Develop a written key customer profile for each program SCKEDD offers and or administers and identify the most effective ways to inform, educate and invite them to become SCKEDD clients.
- e. Identify and participate in continuing education and learning opportunities for key team members to enhance skillset and to prevent obsolescence.

Long term:

1. Market SCKEDD's website as the place to go for information on the service area. The website must include links to member counties and other organizations, area attractions

and events, loan applications, wind energy maps, CEDS, area opportunities and recent SCKEDD activities.

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C.1 Community Enhancement – encourage and maintain a high quality of life with long-term efficiency and effectiveness of services and programs.

Short Term:

1. Enhance the quality of life in the area by encouraging community development activities using federal and state programs.
2. Provide the trust fund ability for local area communities to take advantage of SCKEDD's 501 (c) 3 status.

Measures of performance:

- a. Utilize the CBDG grant programs.
- b. Present to area communities the opportunities of the CBDG program.
- c. Provide the trust fund ability to area communities: i.e. TAG, Potwin.