

SCKEDD PROGRAM OF WORK for FY2012

This document reflects suggestions from SCKEDD board members who reviewed the previous program of work. Items were changed. This work was then reviewed and refined by the Strategic Planning Committee. The first draft was ready for review and discussion by the SCKEDD board at its February meeting. The proposed changes are on pages 5 and 6.

Unless otherwise noted, the timeframe for each item in the FY2012 POW is ongoing. Within the goal areas, items are separated into higher priority and lower priority items.

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 within our 14 county area.

SCKEDD'S GOAL

A.1. Human Resources – 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 –

To assist businesses in their growth through loan and grant programs.

Long Term –

- 1) Maintain and develop partnerships with other agencies and groups involved in workforce development, linking communities and resources.
- 2) Support the active involvement of private sector employers in the local workforce investment boards responsible for governing employment and training programs.

Program of Work

(Higher priority items)

1. Promote industrial expansion and recruitment of industry by
 - a) Providing financial and counseling service for expanding industry.
 - b) Administering and providing follow-up assistance with the following programs:
 1. Small Business Administration (SBA) 504
 2. SBA 7(a)
 3. Rural Development (RD) Intermediary Relending Program
 4. Economic Development Administration (EDA) Revolving Loan
 5. SBA Microloan
 6. Other related programs
 - c) Assisting in securing grant, loan, or grant and loan funding for new or expanding industries through programs administered by the Kansas Department of Commerce (KDOC)
 - d) Working with local lending programs
 1. Community Development Block Grant (CDBG) Microloans
 2. Housing & Urban Development (HUD) Economic Development Initiatives (EDI)

2. Promote industrial expansion and recruitment of industry by:
 - a) Coordinating with KDOC and local industrial development groups on industrial prospects.
 - b) Promoting awareness of the SCKEDD 14-county region.
 - c) Emphasizing and supporting the WIRED grant efforts in expanding the composite industry and advanced materials.
 - d) Supporting efforts to expand the use and development of wind and other renewable energy resources.

(Lower priority items)

3. Work with those entities involved in carrying out the Workforce Investment Act of 1998 in their efforts to match industry needs and education preparation.

4. Secure funding as a KDOC defined Regional Foundation. The funding is to be used in assisting new or expanding businesses. Continue to participate in the Rural Business Development Tax Credit program as the Regional Foundation for South Central Kansas.

5. Seek and provide financial assistance to help business (and organizations which support business development) in smaller communities to get needed training (*e.g.*, QuickBooks).

SCKEDD'S GOAL

A.2. Infrastructure – To assist counties and communities with infrastructure improvements needed to attract, retain and expand business and industry.

Short Term –

- 1) Inform SCKEDD counties of existing state and federal programs that can be accessed in updating or improving a community's infrastructure.
- 2) Develop and assist in projects relating to physical infrastructure.

Long Term –

- 1) Assist counties in establishing an inventory of prepared properties appropriate for business/industry locations.
- 2) Assist local units of government seeking technical assistance with grant applications based upon the project list.

Program of Work

(High priority items)

1. Assist local units of government seeking technical assistance with aid with grant applications based upon the project list assistance with EDA, RD, HUD, Department of Energy (DOE), Department of Labor (DOL), Workforce Investment Act (WIA), rural electric cooperatives and others will be featured. These services will continue to be provided in compliance with the Memorandum of Agreement with the Regional Planning Commission.
2. Develop and assist special projects relating to:
 - a) Transportation
 - b) Community Development
3. Discuss with EDA and congressional delegation how other states are getting the rural development money for their programs and how the money can be used.

(Lower priority items)

4. Encourage community development activities associated with programs developed through various state agencies of Kansas.
5. Encourage the development of global telecommunications and technology network for rural and urban areas alike.
6. Enhance the economic development knowledge of area leadership.
 - a) Sponsor/co-sponsor seminars at least twice a year.
 - b) Continuing education for the Executive Committee (responsibility of Vice President and Executive Director and is open to member counties)

7. Equip SCKEDD and its members to better respond to business prospects by encouraging County Strategic Planning Committees to develop lists of potential industrial/business properties and their needs.

SCKEDD's GOAL

A.3. Housing – To 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 involved in housing, linking communities with resources.

Long Term –

- 1) Identify and expand, where possible, resources available to meet community housing needs.

Program of Work

(Higher priority items)

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.

(Lower priority items)

4. Research and report on existing regional models that address housing needs, relying on housing agencies and partnerships. (Recommend initiating this research in the second quarter and reporting by the end of the third quarter.)
5. Research and seek sources of funding for SCKEDD to be used towards housing rehabilitation. (Recommend initiating this research in the second quarter and reporting by the end of the third quarter.)

SCKEDD'S GOAL

A.4. SCKEDD Operations – To 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) Maintain SCKEDD's designations within the programs it now works.
- 2) Develop and maintain a professional staff with the expertise, qualifications and certifications necessary to implement the goals of the Comprehensive Economic Development Strategy.
- 3) Advocate and encourage local jurisdictions to engage in and/or strengthen their ongoing comprehensive planning programs at the local level.

Program of Work

Maintain a Proactive Organization

(Higher priority items)

1. Update the organization's Comprehensive Economic Development Strategy per EDA guidelines as a requirement for continued designation as an economic development district, and to receive EDA program assistance. (Recommend initiating and concluding this update in quarter two.)
2. Increase public awareness of SCKEDD and its role by:
 - a) Public relations and communications
 - b) Annual meetings
 - c) Annual orientation and other education opportunities for board members
 - d) Appointing a standing public relations committee
 - e) Supporting regional issues as adopted by the Board
 - f) Visiting each county commission
 - g) Expand interactions with lenders and lending institutions.
 - h) Provide board members information and news releases about SCKEDD that can be sent to the media.
3. Executive Director and Program Managers to increase outreach to counties. Refer to A1, 2b.
4. Perform administrative tasks, including services for Board of Directors' meetings, EDA, and other agency report requirements.

(Lower priority items)

5. Expand SCKEDD's website. Market website as THE place to go for info on our 14 counties.
 - a) Link to member counties.
 - b) Pages generated by counties.
 - c) Business opportunities
 - d) Buildings available (use Location One, LoopNet or other software or online services)
 - e) JOBS

- f) Events
 - g) Attractions (Tourism)
 - h) Streamlined applications to microloan/504/revolving loan/etc.
 - i) Comprehensive Economic Development Strategy
 - j) Wind Energy Maps
 - k) Information on recent grants and loans that have been approved
 - l) Location scout.
6. Develop and assist special projects relating to:
- a) Support of the National Association of Development Organizations
 - b) Development of professionals and volunteers.
7. SCKEDD Newsletter – SCKEDD will put announcements and events provided by member cities and counties on its website.

Develop and Maintain Partnerships with Other Agencies and Groups

(Higher priority items)

1. Work with KDOC to establish, update, and refine economic development strategies that impact South Central Kansas. (Recommend doing this at least annually in quarter two.)
2. Provide liaison with local, state and federal agencies, especially the KDOC, Kansas Department of Health & Environment (KDH&E), Economic Development Administration (EDA), Rural Development (RD), of the U.S. Department of Agriculture, Small Business Administration (SBA), the sister districts and regional organizations such as Regional Economic Area Partnership (REAP) serving South Central Kansas.
3. Identify and provide support for various appropriate alliances within SCKEDD's 14 county area
 - a) In accordance with the signed Memorandum of Agreement, cooperate with the Regional Planning Commission
 - b) Cooperate with other agencies to provide maximum benefits to the citizens of South Central Kansas.

(Lower priority items)

4. Inform EDA and other appropriate agencies concerning required timely information on plant closures and prospective plant closures, and the number of employees affected.
5. Develop and assist special projects relating to:
 - a) Global marketing, *etc.*, with the U.S. Export Assistance Center of the U.S. Department of Commerce.
 - b) The Kansas Rural Development Council activities and projects.
 - c) Natural disasters in South Central Kansas.

6. Other items approved by the Board of Directors.

SCKEDD GOAL

B.1. Travel Industry (Tourism) – To assist in the advancement of the tourism programs that are within and/or affect South Central Kansas.

Short Term –

- 1) Develop and maintain partnerships with other agencies and groups involved in tourism, linking communities with resources to determine the role SCKEDD can play in advancing the program.
- 2) Assist, where needed, in helping programs to be more effective through collective efforts.

Program of Work

(Lower priority items)

1. Develop and maintain partnerships with other key agencies and groups involved in tourism. Promote Regional Foundation loan funds, which are available to assist rural for-profit businesses involved in tourism.

SCKEDD'S GOAL

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

Recreation/Community Enhancement – Assist in the evaluation and addressing of the recreational and community facilities/needs in SCKEDD's 14 counties.

Short Term –

- 1) Provide the trust fund ability for local area communities to take advantage of SCKEDD's 501 (c) (3) status.

Long Term –

- 2) Develop and maintain partnerships with other agencies and groups involved in recreation, health care, and community enhancements, linking communities with resources.

Program of Work

(Higher priority items)

1. Contact two other agencies or groups involved in recreation, health care, and community enhancements for opportunities to assist. (Recommend doing this at least annually in quarter three or at whatever time of year a report will be made to the Board.)
2. Actively pursue opportunities for Regional Foundation loan funds to be used to assist rural for-profit businesses that enhance the quality of life.

(Lower priority items)

3. Provide the trust fund ability for local area communities to take advantage of SCKEDD's 501 (c) (3) status.