



Southwest Michigan Prosperity Committee

Meeting Agenda

MEETING DATE: December 7, 2017
MEETING TIME: 2:30 pm
MEETING LOCATION: W.E. Upjohn Institute
300 South Westnedge Ave

- | | <i>Time</i> |
|---|--------------|
| 1. <u>Call to Order & Introductions</u> | 2:30 pm |
| 2. <u>Action: Approval of the Agenda</u> | 2:30-2:35 pm |
| 3. <u>Action: Approval of the Minutes</u> | 2:35-2:40 pm |
| 4. <u>Citizen Comments</u> | 2:40-2:45 pm |
| 5. <u>Discussion: Monthly Financial Report</u> | 2:45-2:50 pm |
| 6. <u>Discussion: 2018 Grant Application/Work Plan</u>
a. Discuss the application and work plan | 2:50-3:20 pm |
| 7. <u>Discussion: 2018 Housekeeping Items</u>
a. Determine 2018 Meeting Locations
b. Reappointing Committee Members for One-Year Terms
c. Discuss election of officers (Elections held in January 2018) | 3:20-3:40 pm |
| 8. <u>Discussion: Adult Literacy Symposium</u>
a. Presentation by Michael Evans | 3:40-3:50 pm |
| 9. <u>Committee Member Comments</u> | 3:50-4:00 pm |
| 10. <u>Action: Adjournment</u> | 4:00 pm |

Next Meeting: To Be Determined

2017 Financial Report Regional Prosperity Initiative - Region 8

Line Items	Expenses			Budget		
	Current Month	Year to Date 11/30/2017	2017 Grant Award	2016 Roll- Over	2016 Obligated#	2017 Budget Total
REVENUE						
RPI Grants		\$180,897.00	\$180,897.00	\$116,450.00	\$66,450.00	
Total Revenue		\$180,897.00	\$180,897.00	\$116,450.00		\$297,347.00
EXPENSE						
Staffing						
SWMP		\$ 18,191.23	\$ 19,294.78	\$ 8,105.22		\$ 27,400.00
SWMP Indirect		\$ 13,121.30	\$ 4,679.34	\$ 1,965.66		\$ 6,645.00
SMPC		\$ 29,307.02	\$ 27,142.97	\$ 11,402.03		\$ 38,545.00
KATS		\$ 715.27	\$ 3,873.04	\$ 1,626.96		\$ 5,500.00
BCATS		\$ 3,830.90	\$ 901.36	\$ 378.64		\$ 1,280.00
Balanced Creative		\$ 3,874.00				
Rebecca Harvey		\$ 2,600.00	\$ 1,767.51	\$ 742.49		\$ 2,510.00
Subtotal		\$ 71,639.72				\$ 81,880.00
Meeting Expenses						
Travel Meals Lodging		\$ 768.94	\$ 704.16	\$ 295.84		\$ 1,000.00
Dues & Subscriptions		\$ 50.00	\$ 176.04	\$ 73.96		\$ 250.00
Telephone		0	\$ 105.62	\$ 44.38		\$ 150.00
Printing		0	\$ 880.20	\$ 369.80		\$ 1,250.00
Supplies & Materials		\$ 22.50	\$ 352.08	\$ 147.92		\$ 500.00
Computer Services		\$ 111.05				
Conferences & Training		\$ 125.00				
Room Rental		0	\$ 880.20	\$ 369.80		\$ 1,250.00
RPI Committee Reimbursement		\$ 362.52	\$ 2,992.69	\$ 1,257.31		\$ 4,250.00
Bank Fees		\$ 32.00				
Subtotal		\$ 1,472.01				\$ 8,650.00
Contractual Serv. - 2016						
Projects						
Talent Match/Upjohn		\$ 44,300.00		\$ 66,450.00	\$ 66,450.00	\$ 66,450.00
City of Galesburg		\$ 6,250.00				
Contractual Serv. - 2017						
Projects						
2017 Featured Project(s)		0	\$ 105,647.00	\$ 11,470.00		\$ 117,117.00
RPI Strategies		0	\$ 6,750.00	\$ 7,250.00		\$ 14,000.00
Dashboard		0	\$ 4,750.00	\$ 4,500.00		\$ 9,250.00
TOTAL	\$ -	\$ 123,661.73	\$ 180,897.00	\$ 116,450.00	\$ 66,450.00	\$ 387,877.00
Total Remaining Encumbered Expense		\$ 22,150.00				
Budget vs Expense	\$ -	\$ 123,661.73				\$ 264,215.27

"2016 Obligated" reflects remaining amount committed to project as of 1/1/17

2018 Region 8 RPI Grant Application

Region 8 Prosperity Committee Meeting
December 7, 2017

Priority Task #1: Identify Persistent Regional Problem – Connect to RPI Goal

Task	January	February	March
Establish Highlighted RPI Goal From Prosperity Plan - Identify Persistent Regional Problems			
Targeted sector survey to gauge most persistent problems			
Prosperity Committee Meeting ONE - facilitated discussion to identify, explore, define (scope, geographic scale, temporal scale)			
Prosperity Committee Survey - Prioritize identified problems			
Prosperity Committee Meeting TWO - Match problems to RPI Prosperity Plan goals			

Priority Task #1: Identify Persistent Regional Problem – Connect to RPI Goal

Task	January	February	March	April	May	June	July
Establish Highlighted RPI Goal From Prosperity Plan - Identify Persistent Regional Problems							
Prosperity Committee Meeting THREE – Involve potential regional and state partners							
Subcommittee Meeting ONE - Build RFP							
Prosperity Committee Meeting FOUR – Approve RFP							
Publish RFP							

Priority Task #1: Identify Persistent Regional Problem – Connect to RPI Goal

Task	January	February	March	April	May	June	July	August	September
Establish Highlighted RPI Goal From Prosperity Plan - Identify Persistent Regional Problems									
Subcommittee Meeting TWO – Review rubric, discuss proposals									
Individual subcommittee member proposal evaluations									
Subcommittee Meeting THREE - Finalize committee evaluations, establish recommendation to Prosperity Committee									

Priority Task #1: Identify Persistent Regional Problem – Connect to RPI Goal

Task	January	February	March	April	May	June	July	August	September	October
Establish Highlighted RPI Goal From Prosperity Plan - Identify Persistent Regional Problems										
Proposal award determination - Prosperity Committee Meeting FIVE										

Priority Task #2: Dashboard/Website Modifications

Task	January	February	March	April	May	June	July	August	September	October	November	December
Dashboard/Website Modifications												
Complete the redevelopment of the website												
Subcommittee Meeting ONE & FOUR-Consider options for dashboard												
Prosperity Committee Meeting THREE - Determine metrics for dashboard												

Priority Task #3: Raise the RPI Profile

Task	January	February	March	April	May	June
Raise the RPI Profile						
Build RFP approval meeting into summit-style meeting with large invitee list (Prosperity Committee Meeting FOUR)						

Priority Task #1 Budget: Identify Persistent Regional Problem

	2018 Funds	2017 Funds	2018 Budget
Establish Highlighted RPI Goal from Prosperity Plan - Identify Persistent Regional Problems/Opportunities			
2018 Project Awards	\$ 155,350.00	\$ 7,117.00	\$ 162,467.00
Subtotal	\$ 219,066.66	\$ 45,983.67	\$ 265,050.33

Priority Task #2 Budget: Dashboard/Website Modifications

	2018 Funds	2017 Funds	2018 Budget
Dashboard/Website Modifications			
Website Modifications	\$ 10,100.00	\$ 774.00	\$ 10,874.00
Subcommittee Meeting ONE & FOUR-Consider options for dashboard	\$ 7,233.33	\$ 6,758.34	\$ 13,991.67
Prosperity Committee Meeting THREE - Determine metrics for dashboard	\$ 3,616.67	\$ 508.33	\$ 4,125.00
Dashboard Modifications	\$ 5,900.00	\$ 100.00	\$ 6,000.00
Subtotal	\$ 26,850.00	\$ 8,140.67	\$ 34,990.67

Priority Task #3 Budget: Raise the RPI Profile

	2018 Funds	2017 Funds	2018 Budget
Raise the RPI Profile			
Prosperity Committee Meeting FOUR - Build RFP approval meeting into summit-style meeting with large invitee list	\$ 4,083.34	\$ 4,166.66	\$ 8,250.00
Subtotal	\$ 4,083.34	\$ 4,166.66	\$ 8,250.00

Encumbered Funds: Talent Match (2016), 2017 Project Awards

	2018 Funds	2017 Funds	2018 Budget
2017 RPI Project Implementation(encumbered funds)		\$ 132,150.00	
TOTAL	\$ 250,000.00	\$ 58,291.00	\$ 308,291.00

Lessons Learned in 2017

- **Be Expedient**
 - Too long to land on a single goal
 - Be less deliberative – get to the results quicker
- **Be Inclusive**
 - Draw more experts from outside the Prosperity Committee into the discussion
 - Reach out more deliberately to state departments & agencies



Lessons Learned in 2017

- ▶ **Improve the Odds**

- ▶ Provide more time for proposals to be prepared
- ▶ Double the time that the RFP is in circulation

- ▶ **Raise the Profile**

- ▶ Region 8 RPI should be more widely recognized
- ▶ Open up our RFP release to a wide audience



2018 Needs

- ▶ Connect to other regional work within southwest Michigan
- ▶ Be a single touchpoint for state departments & agencies
- ▶ Demonstrate fidelity to projects previously supported
- ▶ Consistently reload the Region 8 dashboard



Innovation Partner

- ▶ Region 8: A willing partner to DTMB/Governor's office for pilot RPI efforts