



SOUTHWEST MICHIGAN PLANNING COMMISSION

376 West Main Street, Suite 130, Benton Harbor, MI 49022

Phone: 269-925-1137 • Website: www.swmpc.org

November 30, 2015

Michigan Department of
Technology, Management and Budget
c/o Mr. Chris Harkins
harkinscl@michigan.gov

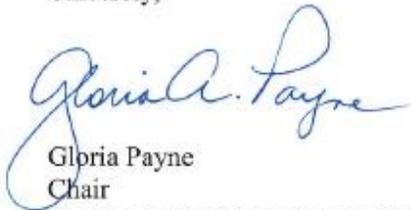
Dear Mr. Harkins:

We at the Southwest Michigan Planning Commission are pleased to submit the attached application for the Regional Prosperity Initiative for the seven counties in Region 8. The application is the byproduct of partner meetings and collaboration among the regional planning and MPO organizations within the region.

The partner organizations are prepared to begin a process to achieve RPI Tier Two status. As part of that effort the Prosperity Committee will produce a Ten-Year Prosperity Plan. Our time in 2016 will also include implementing the goals and opportunities identified in volumes one and two of our Five-Year Prosperity Plan. In 2015 we have funded six projects that meet the goals that the Region 8 Prosperity Committee identified. We anticipate funding projects in 2016 that are every bit as ambitious as those funded in 2015. There is enthusiasm for exploring Tier Two efficiencies. If not for the support that has been provided through RPI funding to date, it is unlikely that we would be in such a potentially opportune position to find new pathways for efficiency and productivity.

The Regional Prosperity Initiative represents a rich opportunity to connect regional leaders in ways that were previously difficult to initiate and sustain. We now have two years of momentum. Common ground has been identified and progress is being made to accomplish measurable benefit for the prosperity of our seven counties. The partners look forward to a successful 2016 and thank you for your previous support.

Sincerely,



Gloria Payne
Chair
Southwest Michigan Planning Commission



K. John Egelhaaf, AICP
Executive Director
Southwest Michigan Planning Commission

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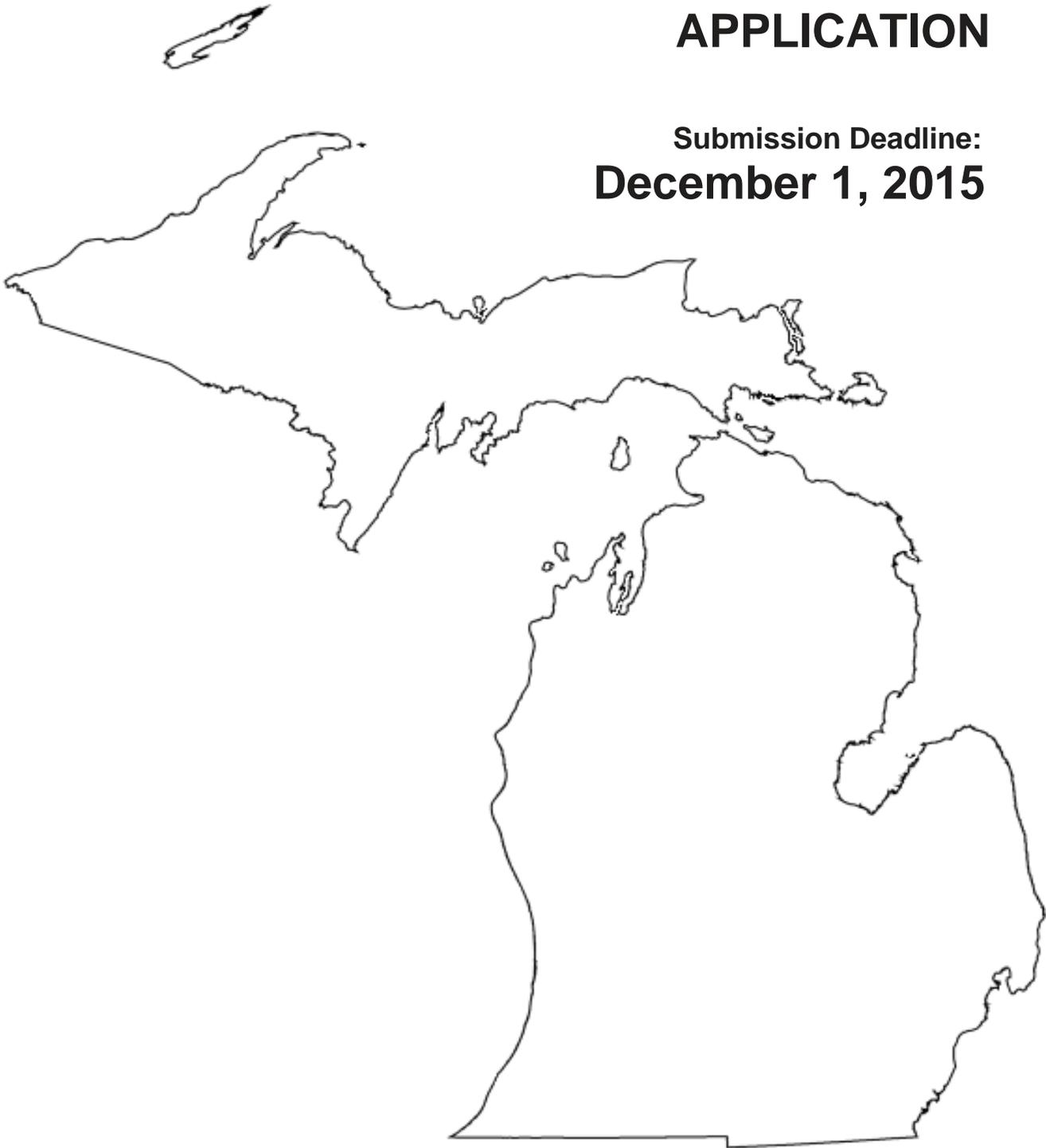
2015 SWMPC Agency Composition

2015 SWMPC Organization Budget

2016 RPI Letters of Support

REGIONAL PROSPERITY INITIATIVE APPLICATION

Submission Deadline:
December 1, 2015



Regional Prosperity Initiative Fiscal Year 2016 Grant Application Form

The Regional Prosperity Initiative Application Form was developed to facilitate the application process for grants within designated regions throughout Michigan.

The following checklist outlines the sequence of steps needed to complete an application:

- Study the Regional Prosperity Guidance and boilerplate to understand the requirements and purpose behind the state's approach to regional collaboration and whether you are eligible to apply on behalf of your region.
- Note any additional requirements beyond the prerequisites of the grant application form (e.g., letters of support, application deadlines, etc.).
- Fill out the application form completely, using the format provided.
- If you are a NEW APPLICANT, enclose your organization's incorporating documents and pertinent memorandums of understanding.
- If you are a NEW APPLICANT, enclose a list of current board members (include member affiliations and any other pertinent information).
- If you are a NEW APPLICANT, enclose the most recent audited financial statement (if available).
- Enclose your organization's current year operating budget.
- Enclose a list of key organizational staff, including titles and main functions.
- Applications must be accompanied by a cover letter (no more than one page) stating the region's request and proposed use of funds. This letter should be signed by the directors and board presidents of each of the required regional sectors (i.e. economic development, workforce development, community development, transportation, adult education and regional planning)
- The application for which you are seeking approval is a collaborative effort with other agencies; include letters of support from collaborating agencies. Each category of required sectors must be represented. (A resolution of support from the lead applicant and a letter of support from each co-applicant are due at the time of submission.)
- Complete the narrative section on p. 4. (Use 12-point font and one inch margins.)
- If you are a NEW APPLICANT, complete p. 5 of the application. (Use 12-point font and one inch margins.)
- If you are a RETURNING APPLICANT (your organization received an RPI grant last year), you must complete p. 6 of the application. (Use 12-point font and one inch margins.)
- If you are a RETURNING APPLICANT, please enclose a copy of your most current regional prosperity plan, a copy of the accompanying dashboard, and a record of the 2/3 or more vote of support on these items. These documents can be submitted electronically by providing links to the appropriate publically available website.
- Enclose a detailed budget and timeline of the projects for which funds are being sought. Prioritize spending from most to least important for successful implementation of proposed projects.
- Application is due to DTMB by Dec. 1, 2015. Submit by email: harkinsc1@michigan.gov.

Additional questions may be directed to:

Sara Wycoff McCauley
Senior Strategic Policy Advisor
Executive Office of Governor Rick Snyder
McCauleyS1@michigan.gov

Chris Harkins
Director; Office of Health and Human Services
State Budget Office
harkinsc1@michigan.gov

APPLICANT BACKGROUND INFORMATION

APPLICATION MADE FOR: RPI Region 8 DATE: November 30, 2015
(NAME of REGION)

NAME OF APPLICANT ORGANIZATION: Southwest Michigan Planning Commission

YEAR INCORPORATED: 1973 Tax ID#: 38-2039458

ADDRESS: (include street address if different) Is the name above the same as it appears on the IRS Letter of Determination? Yes [] No X

376 West Main Street Suite 130 Benton Harbor, MI 49022 If not, explain: Southwestern Michigan Commission Name changed in 2004 everywhere but the IRS

CHIEF EXECUTIVE'S NAME & TITLE: K. John Egelhaaf, Executive Director

CONTACT'S NAME & TITLE (if different):

*Note: This will be the individual contacted regarding questions and/or updates about the application's status.

CONTACT TELEPHONE NUMBER: 269-925-1137 x1512

EMAIL ADDRESS: egelhaafj@swmpc.org

NUMBER OF FTE POSITIONS: 7

OPERATING BUDGET TOTAL FOR CURRENT FISCAL YEAR:

Fiscal Year: January 1, 2015 December 31, 2015 From To

SOURCES OF INCOME:

Table with 2 columns: Source and Percentage. Rows include Government (Federal 37%, State 37%, County 6%, City/Township/Village 10%), Fees/Earned Income (10%), Individual Contributions, Corporate and/or Foundation Grants, Special Events, Memberships, and Other.

Are you applying for (check one of the following): Regional Prosperity Collaborative [] Regional Prosperity Council X Regional Prosperity Board [] (TIER ONE) (TIER TWO) (TIER THREE)

Are you applying for funds to complete a feasibility study for the purpose of developing a strategy to move to a different tier (check one of the following):

YES X NO []

ALL APPLICANTS: ELIGIBILITY, FUNDING AND STAKEHOLDER INFORMATION

****Answers to the following questions may be no more than a total of three pages**

1. Describe why the region is eligible for the funding tier to which you are applying.

The Southwest Michigan Planning Commission is a state designated planning region as well as a metropolitan planning organization. Region-wide progress has been made on substantive linkages with workforce, planning regions, and economic development entities.

The participants in the Region 8 Prosperity Committee include all the required private, public, and non-profit representatives.

2. Identify all partners participating in this application and specifically denote those that are required partners as identified in the boilerplate language. Outline any additional prospective partners you contacted to participate in this effort but that have not yet submitted a formal letter of support. For returning applicants, denote changes to your participant list from the prior year. If an individual or organization has ceased participating, please explain why to the best of your ability.

- | | |
|---|--|
| Adult Learning Collaborative Board | Kalamazoo County Ready 4s |
| Albion Economic Development Corporation | Kalamazoo County Transit Authority |
| Andrews University | Kalamazoo Literacy Council* |
| Bangor Adult Education | Kalamazoo Regional Education Service Agency* |
| Battle Creek Area Transportation Study | Kalamazoo Township* |
| Battle Creek Unlimited | Kalamazoo Valley Community College |
| Berrien County Economic Development Corporation | Kalamazoo/Battle Creek International Airport |
| Branch County Road Commission | Kellogg Community College |
| Branch County* | Kinexus/Michigan Works* |
| Branch ISD | Lake Michigan College |
| Bronson Healthcare Group* | Marshall Area Economic Development Alliance |
| Calhoun County* | Michigan Department of Transportation |
| Calhoun ISD | Michigan Economic Development Corporation |
| Cass County Road Commission | Michigan State Police - Homeland Security Division |
| Centreville Public Schools* | Michigan Works! Southwest* |
| City of Battle Creek* | Pokagon Band of the Potawatomi Tribe |
| City of Kalamazoo | Rich Remus* |
| City of Marshall | Road Commission of Kalamazoo County* |
| Communities in Schools | South Haven Economic Development Corporation |
| Comstock Township | Southcentral Michigan Planning Council* |
| Consumers Energy | Southwest Michigan First |
| Cooper Township* | Southwest Michigan Planning Commission* |
| Comerstone Alliance* | Southwest Michigan Procurement Technical Assistance Center |
| Covert Township | Southwestern Michigan College |
| Dams and Associates | Southwestern Michigan Economic Growth Alliance |
| Disability Network Southwest Michigan | St. Joseph County |
| Glen Oaks Community College | United Way of Southwest Michigan* |
| Goodwill Industries | Van Buren County Economic Development |
| Harbor Country Chamber of Commerce* | W.E. Upjohn Institute* |
| Harvey Consulting | Western Michigan University* |
| Kalamazoo Area Transportation Study* | WMU Southwest |
| Kalamazoo County | |

* Denotes organizations who supplied a letter of support

3. What is the total amount of funding requested? Please provide an itemized and prioritized list of what is intended to be accomplished with the funding. Include a timeline and information about any funds you will leverage in this effort. Discuss any instances of collaboration between Prosperity Regions or sub-regions. If you have carryover money from the last grant cycle, you must acknowledge that in your overall budget proposal.

	Q	Q	Q	Q	Priority	Budget	14-'15 Funds	2016 Funds
	1	2	3	4				
RPI Facilitation						\$ 100,000.00		\$ 100,000.00
Prosperity Committee Meetings	X	X	X	X	1			
Subcommittee Meetings	X	X	X	X	1			
Executive Committee/Staff Meetings	X	X	X	X	1			
Project Selection - Funding						\$ 307,700.00	\$ 113,600.00	\$ 194,100.00
Community Development	X	X			1	\$ 76,925.00	\$ 28,400.00	\$ 48,525.00
Education	X	X			1	\$ 76,925.00	\$ 28,400.00	\$ 48,525.00
Infrastructure	X	X			1	\$ 76,925.00	\$ 28,400.00	\$ 48,525.00
RPI Strategies	X	X	X		1	\$ 76,925.00	\$ 28,400.00	\$ 48,525.00
Measuring Change - Dashboard	X	X	X	X	2	\$ 5,000.00		\$ 5,000.00
RPI Tier Two Exploration						\$ 75,000.00		\$ 75,000.00
Shared Services/Multiple Sectors	X	X	X	X	2	\$ 75,000.00		\$ 75,000.00
Deepened Regional Knowledge						\$ 33,000.00		\$ 33,000.00
Recycling		X	X		2	\$ 15,500.00		\$ 15,500.00
Broadband	X	X	X		2	\$ 17,500.00		\$ 17,500.00
Links w/Region 8 Efforts						\$ 7,000.00		\$ 7,000.00
Inventory of Regional Collaboratives		X	X	X	3	\$ 3,500.00		\$ 3,500.00
Regional Collaborative Gap Analysis			X	X	3	\$ 3,500.00		\$ 3,500.00
Deepened Regional Knowledge						\$ 13,000.00		\$ 13,000.00
Local Road Asset Management		X	X		4	\$ 5,000.00		\$ 5,000.00
Regional Recreation Planning		X	X	X	4	\$ 8,000.00		\$ 8,000.00
E. D. Blueprint + 10 Year Plan						\$ 5,000.00		\$ 5,000.00
Ten Year Prosperity Plan	X	X	X	X	4	\$ 4,000.00		\$ 4,000.00
Synchronizing RPI Prosperity Plan & SWMI 1st Transformation Agenda		X	X		4	\$ 1,000.00		\$ 1,000.00
Linkage w/Abutting RPI Regions (4,7, 9)						\$ 2,900.00		\$ 2,900.00
Staff Meetings		X	X		5	\$ 800.00		\$ 800.00
Joint Projects Development			X	X	5	\$ 1,500.00		\$ 1,500.00
"Super-Regional" Projects			X	X	5	\$ 600.00		\$ 600.00
Statewide Prosperity Plan Support						\$ 15,000.00		\$ 15,000.00
Consolidation of Prosperity Plans		X	X	X	6			
TOTAL						\$ 563,600.00	\$ 113,600.00	\$ 450,000.00

4. Are the proposed counties to be served in accordance with the regional prosperity map? If not, why not? How do you intend to begin to work in the region outlined in the aforementioned map going forward?

Yes, the seven counties that make up RPI Region 8, Berrien, Branch, Calhoun, Cass, Kalamazoo, St. Joseph, Van Buren will all be served by the work proposed in this application.

NEW APPLICANTS ONLY: NEEDS, GOALS AND ORGANIZATIONAL CAPACITY

*****Answers to the following questions may be no more than a total of four pages***

1. **LEAD APPLICANT ORGANIZATIONAL BACKGROUND:** Include organizational mission statement and purpose, organizational qualifications, history of accomplishments, governance, area and population served, and role of volunteers. (As this is a collaborative effort, describe the lead agency and its relation to others involved.)

2. **IDENTIFICATION OF REGIONAL ASSETS:** Identify the defining assets of your region (geography, economy, education, talent, transportation, etc.) and explain why your organization, with your co-applicants, is uniquely qualified to bring all of the appropriate partners together to leverage the region's assets to create, strengthen and support regional economic prosperity.

3. **NEEDS STATEMENT:** Explain the need for a collaborative economic strategy in your region. Identify the needs you will address. Acknowledge similar existing projects or agencies, if any, and explain how your proposal differs, and what effort will be made to work cooperatively.

4. **ADDITIONAL INFORMATION:** Please address anything else about your organization or project that you think is relevant to the proposal.

RETURNING APPLICANTS ONLY: NEEDS, GOALS AND ORGANIZATIONAL CAPACITY

****Answers to the following questions may be no more than a total of four pages**

1. **WEB PRESENCE:** Please indicate the appropriate website at which the required grant documents can be viewed, including the region's published plan, dashboard and transparency documents (meeting notices, agendas, minutes) for the 2015 Fiscal Year.

Prosperity Plan Volumes I & II, Meeting notices, agendas, minutes, dashboard

<http://smpcregion3.org/regionalprosperity/>

2. **DEMONSTRATION OF SUCCESS:** Please illustrate how collaborative planning has led to meaningful action. Define success for your region and explain your method for measuring it. When defining the region's success, please pay careful attention to the deliverables proposed in the prior year's grant application, evidence of engagement from community partners, adherence to your budget, timeline and the open meetings act, as well as the ability to leverage additional funding.

DTMB Evaluation (of 2015 RPI Application) Strengths: *"Good work being done to talk through the process & insure that people feel included." "FY 15 application recognizes the real challenges...to success...and...to working to address them." "Demonstrated desire to work with neighboring regions is a positive."*

a. DRILL-DOWN ON EACH GOAL SET FROM SW MI PROSPERITY PLAN VOLUME ONE

As outlined in the 2015 application, the Region 8 Prosperity Committee explored each of its four goal sets (Community Development, Education, Infrastructure, RPI Strategies) in much greater depth. Each goal set was given a two-month focus through asset mapping, collaborative discussion among subject matter experts, and subcommittee refinement of regional opportunities within each goal set. The result was much greater specificity in each goal as shown in Volume Two of our Prosperity Plan.

Within each goal area, regional partners were surveyed across a range of issues. The RPI is building an ever growing list: Community Development (247 partners), Education (210 partners), Infrastructure (117 partners) who were invited to complete surveys in their specific area of expertise. The survey results were used to inform the asset mapping that was produced for each goal.

b. GOALS TRANSLATED INTO ACTION + LEVERAGED FUNDING

Goals and action strategies were refined through a robust subcommittee process. Subsequent to the refinement of each goal set, priority project areas were developed for each. Once established, requests for proposals were distributed to our large list of regional partners within three of our four goal sets (a slightly different methodology was used for the "RPI Strategies" goal set). Project proposals were received and ranked by subcommittees. Ultimately two projects within each of three of the four goal sets (six projects in total) were supported. As of this writing, six project partners have funding agreements in hand. Each of the six projects leverages funding from multiple sources beyond RPI funds to accomplish their project. For half of the projects, leveraged match is larger than the RPI funding award. For the other half of the projects, RPI funding represents between a 2:1 and a 2.8:1 investment.

c. ADHERENCE TO 2015 TIMELINE

Across each of the major benchmarks for the Region 8 Prosperity Committee, the timeline was met.

1. Volume Two of the RPI Plan - Completed and approved by November 5, 2015
2. Upgraded Dashboard (<http://prosperitysw.com/>) - Completed and approved by November 5, 2015
3. Funded RPI Projects - Six projects approved and funding agreements in the hands of award recipients by November 5, 2015

4. RPI Region 8 Prosperity Committee Bylaws - Approved June 4, 2015
5. Addition of sectors to Region 8 Prosperity Committee - Approved June 4, 2015

d. ADHERENCE TO 2015 BUDGET (THROUGH 10/31/2015)

See table in section 1 (question 3) for proposed use of previously unused 2014-2015 RPI funds.

e. OPEN MEETINGS ACT

All meeting agendas, minutes, meeting dates/locations, and meeting packets have been available online throughout all of 2015 at <http://smpcregion3.org/regionalprosperity/>. In addition, the Region 8 Prosperity Plan Volumes One and Two are also available at the same URL.

f. EXPANDED PARTICIPATION - (from 5 sectors to 16)

Added Sectors:

- | | | | |
|----------------------|-------------------|----------------------|-------------------------|
| 1. Aviation | 4. Philanthropy | 7. Local Government | 10. Rail Transportation |
| 2. Career & Tech Ed. | 5. Health Care | 8. Freight Logistics | 11. Regional Planning |
| 3. Emergency Mgmt. | 6. K-12 Education | 9. Private Business | Organizations |

g. FORMALIZED THE STRUCTURE

The decision-making foundation for the Prosperity Committee was formally constructed: Bylaws were passed, officers elected, and subcommittee structure was established and utilized.

h. REGIONAL FRAMEWORK FOR COMMUNICATION

Each Region 8 Prosperity Committee meeting has a dedicated time in which both committee and audience members can share information about regionally impactful projects.

i. INCORPORATION OF REGION 8 PROSPERITY PLAN PRIORITIES

During our Prosperity Committee work in 2015 it has become apparent that master plans within Region 8 are specifically citing Region 8 Prosperity Plan priorities within their local and county plans. This is a clear demonstration of the traction that the Prosperity Committee's work has begun to have within the region.

3. APPLYING LESSONS LEARNED: What lessons will you take from last year's grant award? What are the most significant challenges to the region's collaborative success in for the coming year? How can the region's previous work and a renewed Regional Prosperity Grant inform a strategy for the upcoming year and increase opportunities for success?

DTMB Evaluation (of 2015 RPI Application) Opportunities: *"The challenges recognized by the applicants are real...must be addressed swiftly...to insure...success going forward." "These challenges primarily relate to regional engagement of community leaders...emphasis on private sector leaders...and tangible results that will rally support." "The plan itself is a good starting point but fails to address specific strategies, timelines, or to truly create an integrated plan...(i)t is aspirational at this point...consider how to make it operational." "FY 15 application lacked budget specificity...(or) acknowledge how carry-over funds would be integrated to support..." "The dashboard cannot yet be found online....get something up to begin the conversation more publicly about how to measure collective success of SW Michigan." "We recognize...significant challenges in terms of geography, partnerships, etc in SW Michigan."*

Challenge: Project Selection - Dedication to the refinement of the project selection process for 2016.

2016 Action: Lesson one is to engage the process earlier in the fiscal year. We also expect to broaden the project partner outreach. Though our reach extended to 574 individuals and organizations, we know that the contact list must continue to expand. We will again consider the funding of projects across all four

goal areas (Education, Community Development, Infrastructure, RPI Strategies). The Committee found an interest in exploring a single super-regional project that responds to multiple goals at once.

Challenge: Geographic Reach of Region 8 Prosperity Committee Funded Projects - In our 2015 round of funded projects, it was found that achieving the broad, seven-county geographic impact is challenging. **2016 Action:** More time will be spent in project development. Thus, when we hit the RFP stage, we can be more confident of the geographic reach of the proposals. We will help support the expansion of projects to encompass the entire region through additional funding sources and other forms of match support.

Challenge: RPI Strategies (More Effective Linkage with other Regional Organizations) - The RPI can orchestrate seven-county regionwide connectivity within sectors. An example of this can be seen in the literacy councils within Region 8. The RPI-funded expansion of the Literacy Council network into some underserved counties has opened up opportunities to become more connected to the network. This connection can be enriched to include their central administration. The "RPI Strategies" goal is the embodiment of that effort. As a region, we need to continue the progression we have started toward making sector alignment normative.

2016 Action: This is one example of a series of opportunities that the Region 8 will research in 2016.

Challenge: RPI Strategies (Prosperity Committee Participation) - The Region 8 Prosperity Committee is facing a participation conundrum. As success builds and more sectors and members are added to the Committee, the ability to hold productive meetings and address regional issues in depth is potentially compromised. Broader representation is good, too many people in one meeting poses a problem. Ultimately the question we are trying to answer isn't; "what is the ideal size for a meeting of regional sector leaders?" Rather, we need to answer the question; "what is the best way to reach the greatest number of sector leaders in our region?" In 2015 our RPI Strategies subcommittee began wrestling with this issue. The Committee must find ways to impact its participants beyond their presence at monthly meetings. Furthermore, that reach should also extend more deeply into the sectors that are represented. **2016 Action:** The RPI Strategies subcommittee is charged with the identification and development of a regional communication strategy. It is the preeminent challenge that the subcommittee will be addressing.

Challenge: Measuring Change (Improved Dashboard) - Region 8 Prosperity Committee has produced nuanced goals and opportunities. However, our dashboard encompasses general measures of prosperity. While those measurements will remain, the next step in our evolution is to arrive at metrics that respond directly to the unique goals and opportunities that reflect our Prosperity Plan. **2016 Action:** Cultivate a dashboard that accurately measures both external interpretations of prosperity as well as internal measures of progress for the Region 8 Prosperity Committee.

Challenge: Tier Two Exploration - The Prosperity Committee is now at the point in its evolution when the migration to an RPI Tier Two organization is a logical question to begin exploring. The Committee voted to move towards Tier 2 in FY 2016. After two years of work the Committee is ready to explore what the opportunity means and how to potentially navigate through the process. **2016 Action:** Apply for \$75,000 to help facilitate the process of understanding the implications and documenting the necessary steps to achieve Tier 2 status.

Deepened Regional Knowledge - The seven-county geography of Region 8 is new to nearly all the participants of the Prosperity Committee. In 2015 the meeting process was deliberately constructed to build a deeper seven-county knowledge base within the focus areas of community development, education, and infrastructure. The opportunity now exists to significantly deepen the knowledge and discussion surrounding the same focus areas. The Region 8 Prosperity Committee can become the central

place for the dissemination of, and discussion about, highly topical seven-county regional data. In 2016, the opportunity exists to push innovative solutions to challenges within Region 8.

2016 Action: SWMPC and SMPC staff will develop relevant data and recruit subject matter experts to present at meetings. We will explore ways to become a resource for innovation.

Challenge: Linkage With Neighboring RPI Regions - As the Region 8 Prosperity Committee matures the organization is in a better position to interact with neighboring RPI Regions (regions 4, 7, and 9). Internal growth and clarity by the end of 2015 has put the region in a position to explore opportunities to link with neighboring RPI regions and seek out "super-regional" projects. For example, at the staff level in Region 8 we know that we share a common interest with RPI Region 4 in the effective implementation of passenger rail throughout the Amtrak Pere Marquette line. Similarly, we know that linking non-motorized pathways together into an extensive network is a powerful tool for better mobility and for economic development. Searching for opportunities to extend non-motorized pathways both on and off road into neighboring RPI regions represents a significant potential statewide impact.

2016 Action: Region 8 will connect with other RPI efforts through the interaction between staff and the staff of the neighboring RPI regions. Staff will explore and cultivate opportunities then propose actions to the Region 8 Prosperity Committee.

4. **NEEDS STATEMENT:** Explain the need for a continued collaborative economic strategy in your region. Identify the needs a renewed grant would fulfill. Acknowledge similar existing projects or agencies, if any, and explain how your proposal differs, and what effort will be made to work cooperatively.

Need: Ten Year Plan - The Region 8 Prosperity Committee will build a ten year Prosperity Plan.

2016 Action: Enrich the Prosperity Committee's work on the first two volumes of its Prosperity Plan to build a ten year Prosperity Plan.

Need: An Economic Development Blueprint - The Region 8 Prosperity Committee was challenged early in its growth to understand its purpose in light of Southwest Michigan First's (SMF) Transformation Agenda work. Was the work in regional prosperity and the Transformation Agenda work one in the same? The Committee vocalized the importance of addressing this question directly. It was found that SMF readily admitted that their work did not encompass the range of sectors that the RPI required. The RPI was in a strong position to augment the work of SMF. In 2015 the Committee translated the identified focus areas into work that is actionable and expects to continue to take action to complement the work of SMF. Similarly, the Committee may feel that an economic development blueprint is redundant in light of the Transformation Agenda. The Committee may want to identify the Transformation Agenda as the Economic Blueprint for the region if it could be construed as redundant because a fundamental focus of the Committee is to seek opportunities to reduce regional redundancy.

2016 Action: Further synchronize the RPI Prosperity Plan and the SMF Transformation Agenda.

Need: Statewide Prosperity Plan Support - Now that all of the state's prosperity regions have prosperity plans, the Michigan Association of Regions (MAR) seeks to join each of the ten plans together into a single statewide resource. Through this one logical step, significant value can be added to the effort already invested into RPI by each of the regions. Additionally, the single document can potentially assist those at the state level looking for alignment between state and regional priorities.

2016 Action: Funding will be pooled from RPI regions to support joining each regional prosperity plan together into a single statewide resource.

5. **ADDITIONAL INFORMATION:** Please address anything else about your organization or project you think is relevant to the proposal.

If you are a RETURNING APPLICANT, please enclose a copy of your most current regional prosperity plan, a copy of the accompanying dashboard, and a record of the 2/3 or more vote of support on these items. These documents can be submitted electronically by providing links to the appropriate publically available website.

Prosperity Plan Volume One

http://smpcregion3.org/wp-content/uploads/2014/02/rpi_plan_final.pdf

Prosperity Plan Volume Two

<http://smpcregion3.org/wp-content/uploads/2014/02/RPI-VOLUME-2-110315-FINAL.pdf>

Region 8 Prosperity Committee Dashboard

<http://prosperitysw.com/>

Notes from Prosperity Committee Meeting Where Prosperity Plan (Volume Two) and Dashboard were Approved

Separately attached - October 1, 2015 meeting minutes.

Southwest Michigan Regional Prosperity Initiative

October 1, 2015 Meeting Minutes

Committee Members Present: Dennis Berkebile, Ben Damerow, Michael Evans, Pat Karr, Jason Latham, Kim Bell (delegate of Juanita Miller), Ron Reid, Richard Remus, Mike Hofner (delegate of Becky Rocho), Jon Start

Committee Members Absent: Jill Bland, Corey Carolla, Barbara Craig, Jan Franz, Todd Gustafson, Luann Harden, Jan Karazan, Lynn Johnson, Juanita Miller, Becky Rocho

Also Present: Lee Adams, Peter Dams, John Egelhaaf, Rebecca Harvey

Welcome and Introductions

Introductions of Committee members and guests were made.

Action Item - Adoption of Minutes:

In consideration of the September 3, 2015 Committee meeting minutes, it was noted that the delegate present for Juanita Miller was 'Kim' Bell . . not 'Karen' Bell. Motion by Richard Remus, supported by Jon Start, to approve the minutes as corrected. The motion carried unanimously.

Introduction of New Committee Members

John Egelhaaf noted that the new membership process will be completed this month and new members will be invited to attend the November meeting.

Discussion Item - Update on State Projects w/ RPI Requirements:

Dennis Berkebile: public transit regional meetings being held; purpose is to identify gaps in service connectivity and user timelines; involves all partners; consultant to develop 'First Steps' report.

John Egelhaaf: introduction of 'Rising Tide' Initiative implemented by Talent and Economic Development (TED); goal is to supply at risk communities with necessary tools to design and

Southwest Michigan Regional Prosperity Initiative

October 1, 2015 Meeting Minutes

build a successful economic framework to attract business investment and talent; Village of Paw Paw selected within Region 8.

Ben Damerow: Michigan Works! has reduced number of agencies from 25 to 16 serving the 10 regions; reductions have been accomplished through mergers; concentration on acting regionally.

Action Item – *Election of Officers for Fiscal Year 2016*

Pursuant to the Committee Bylaws, the Committee proceeded with the election of a Chairperson, Vice Chairperson and Secretary for Fiscal Year 2016.

Chairperson: Two (2) nominations were received:

Dennis Berkebile – Kalamazoo County Road Commission
(Transportation)

Michael Evans – Kalamazoo Literacy Council (Adult Education)

A vote was held on the slate of nominees for Chairperson, with Dennis Berkebile receiving 5 votes and Michael Evans receiving 4 votes. **Dennis Berkebile was elected to serve as Chairperson of the Southwest Michigan Prosperity Committee for 2016.**

Vice Chairperson: Two (2) nominations were received:

Jon Start – Kalamazoo Area Transportation Study (MPO)

Corey Carolla – Kinexus (Workforce Development)

A vote was held on the slate of nominees for Vice Chairperson, with Jon Start receiving 5 votes and Corey Carolla receiving 3 votes. **Jon Start was elected to serve as Vice Chairperson of the Southwest Michigan Prosperity Committee for 2016.**

Secretary: Two (2) nominations were received:

Michael Evans – Kalamazoo Literacy Council (Adult Education)

Barbara Craig – Lake Michigan College (Higher Education)

Southwest Michigan Regional Prosperity Initiative

October 1, 2015 Meeting Minutes

A vote was held on the slate of nominees for Secretary with Michael Evans receiving unanimous support. **Michael Evans was elected to serve as Secretary of the Southwest Michigan Prosperity Committee for 2016.**

The Committee requested that Former Chairperson Ben Damerow continue chairing the October 1, 2015 Committee meeting.

Action Item – *Infrastructure Project Selection/Funding:*

Lee Adams provided an overview of the recommendations submitted by the Infrastructure Subcommittee for project selection and funding. He noted that the links to the complete project descriptions were provided in the meeting material available on the web page.

A summary was provided of the Kalamazoo River Valley Trail Extension project recommended for funding. It was noted that the project proposes the construction of 8 miles of non-motorized trail in Kalamazoo County which will connect 35th Street in Galesburg to Battle Creek and complete the 30 mile long KRV trail. It was further noted that the completed KRV Trail will connect Battle Creek to South Haven and link together 5 counties with 134 miles of regional trail.

A review of the St. Joseph County Water Trails System project recommended for funding was then presented. Improvement of access to the network of water trails in St. Joseph County is proposed to increase the use of the County's water trails system. It was further noted that the county-wide initiative can be used as a model to facilitate water trail connections region-wide.

In response to Committee questions, general discussion ensued regarding the relationship of the project proposals to the adopted RPI Infrastructure and Community Development goals and the value of regional recreational assets in the attraction and retention of the talent workforce within the Region.

Motion by Michael Evans, supported by Dennis Berkebile, to accept the recommendation of the Infrastructure Subcommittee and award \$25,000 for the proposed project: Kalamazoo River Valley Trail Extension. The motion carried unanimously.

Motion by Ron Reid, supported by Dennis Berkebile to accept the recommendation of the Infrastructure Subcommittee and award \$15,000 for the proposed project: St. Joseph County Water Trails System. The motion carried unanimously.

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Action Item – *Adopt RPI Prosperity Plan, Volume II:*

Rebecca Harvey presented the RPI Prosperity Plan – Volume II, reviewing the modifications made per the Committee’s review of the document in September. She noted that the Infrastructure projects that were just selected by the Committee and the conclusions of the Committee’s scheduled discussion of the Year 3 Agenda for the Collaborative have yet to be added to Plan.

Committee feedback was provided on the elements of the revised draft Plan. Lengthy discussion then ensued regarding the Year 3 goals of the Collaborative. The following priorities were noted:

- Improvement of project selection and funding process
- Selection of 2016 projects
- Building cross-sector knowledge base of the Committee
- Identification of where RPI is going . . . aspirations; role in the Region
- Identification of how to use the Plan

It was agreed that Rebecca Harvey would draft text for Year 3 (‘Next Steps’ – Pages 31/32) in similar format to the Year 1 and Year 2 text and incorporate the priorities noted by the Committee. The new draft text would be submitted for Committee review/comment prior to inclusion in the final edition of the Plan.

Motion by Michael Evans, supported by Jon Start, to adopt the proposed Southwest Michigan Prosperity Region – 5-Year Prosperity Plan, Volume II with the noted revisions set forth in the Committee discussion. The motion carried unanimously.

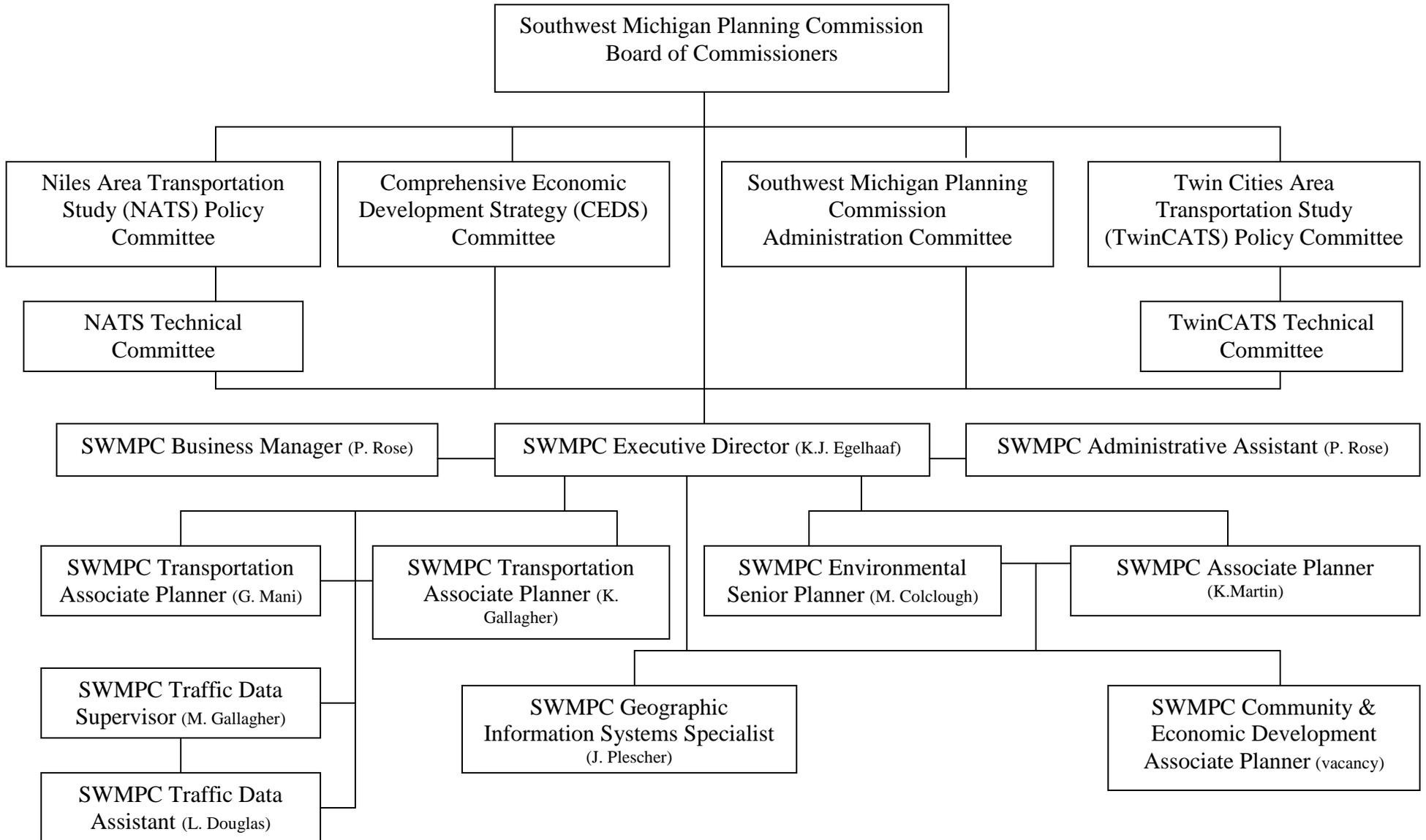
Next Steps

The next Committee meeting is scheduled for November 5, 2015. The Committee agreed that the November meeting should be used to discuss the 2016 grant application for the Collaborative. John Egelhaaf provided an overview of the grant application topics. It was noted that the Year 3 outline provided in the Plan would serve as an ideal platform for the November discussion and provide the necessary direction for completion of the grant application and a Year 3 action plan.

Adjournment

Organizational Structure

As of November 2015



**SOUTHWEST MICHIGAN PLANNING COMMISSION
2015
FISCAL YEAR BUDGET
10/12/2014**

**Budget Revenues
Budget Expenditures
Revenues by Program Area
Cost Allocation Plan
Provisional Indirect Rate Proposal
Equipment Fund Appropriation**



MICHIGAN PUBLICLY FUNDED HEALTH INSURANCE CONTRIBUTION ACT

In 2011 the Michigan Legislature passed the Publicly Funded Health Insurance employer's expenditures for employee medical benefit plans while also providing for exemptions to the limits. A 2/3 majority vote of the SWMPC board is required to pass an exemption to the Act. Additionally, if exemptions are to be applied they must be passed annually.

For the 2012 and 2013 budgets, the SWMPC board passed exemptions to the Act along with the submission of its annual budget.

Two options are provided within the Act:

Hard Cap:

- \$5,500 times the number of employees with single coverage, plus
- \$11,000 times the number of employees with two person coverage, plus
- \$15,000 times the number of employees with family coverage.

The remaining 20% of the cost is to be recovered through payments by the employees.

The 80/20 Plan:

The SWMPC could elect not to pay more than 80% of the total annual cost of the medical benefit plans it offers, without regard to how much that means per employee with single, double, or family coverage.

The SWMPC 2015 Budget

The 2015 budget has been prepared based on the previous SWMPC standard of a two percent employee premium co-pay for health insurance (health, HSA, dental, vision, disability, life)

**2015
REVENUES**

<i>SOURCE</i>	2015 <i>October</i>	Prior-Rev. <i>CHANGE</i>	2014 <i>Last Revision</i>
COUNTY DUES	42,714	0	42,714
INTEREST REVENUE (PROJ.)	250	0	250
ASSET MANAGEMENT	37,030	0	37,030
GREAT LAKES RESTORATION INITIATIVE	0	(250,415)	250,415
ECONOMIC DEV. ADM./DISTRICT PLANNING	72,674	0	72,674
WATER TRAILS LIAA PARTNERSHIP	0	(12,000)	12,000
FREIGHT STUDY	0	(85,000)	85,000
REGIONAL PROSPERITY INITIATIVE	250,000	250,000	0
LAKE MI WATERSHED ACADEMY	1,200	1,200	0
HERITAGE ROUTE	10,000	10,000	0
LAKE ORDINANCE MDEQ	1,500	(4,000)	5,500
MOBILITY MANAGEMENT	94,000	19,000	75,000
MDOT REGIONAL TRANSPORTATION	57,700	(16,000)	73,700
NEW BUFFALO MASTER PLAN	0	(1,500)	1,500
NILES TWSP RECREATION PLAN	0	(1,910)	1,910
PAW PAW RIVER S. BRANCH EDUCATION	9,000	(9,182)	18,182
NILES AREA TRANSPORTATION STUDY	132,107	3,450	128,657
VAN BUREN HAZARD MITIGATION PLAN	12,718	718	12,000
WEESAW TOWNSHIP MASTER PLAN	1,660	1,660	0
PEP PHASE II	9,000	9,000	0
POKAGON TRANS PLAN	5,000	5,000	0
RIDESHARE	36,000	0	36,000
ROAD COMMISSION CULVERT	0	0	0
TRANSIT CONSOLIDATION STUDY	0	0	0
TWIN CITIES AREA TRANSPORTATION STUDY	216,169	(11,040)	227,209
US 12 HERITAGE PLAN	0	0	0
DONATIONS	0	0	0
TOTAL	988,722	(91,019)	1,079,741

**2015 BUDGET
REVENUES BY PROGRAM AREA
MATCHING FUNDS**

PROGRAM AREA NAME	FEDERAL	STATE	TOTAL STATE/	CONTRACTS	OTHER LOCAL	COUNTY	COUNTY	LOCAL	INTEREST	TOTAL MATCHING	TOTAL CONTRACTS	TOTAL	CONTRACTS/OTHER LOCAL &
	FUNDS	FUNDS	FEDERAL FUNDS	OTHER LOCAL FUNDS/FEES	DUES	OTHER	MATCH	INTEREST	FUNDS	& OTHER LOCAL & MATCHING FUNDS	FUNDS	MATCHING FUND SOURCES	
PLANNING AND INFORMATION PROGRAMS													
ASSET MANAGEMENT	0	37,030	37,030	0			0			0	0	37,030	
RPI	250,000		250,000	0							0	250,000	
LAKE ORDINANCE DEQ	0	1,500	1,500	0						0	0	1,500	
EDA	55,464	0	55,464	0	17,210		0			17,210	17,210	72,674	
ST. JOE W/S WETLAND	0		0	0							0	0	
GALIEN IMPLEMENTATION		0	0	0						0	0	0	
LK MI WATERSHED ACAD.	1,200		1,200								0	1,200	
GROWING GREENER	0	0	0	0							0	0	
HERITAGE RT.	8,000	2,000	10,000	0						0	0	10,000	
MOBILITY MGMT	94,000		94,000									94,000	
MDOT REGION	15,200	42,500	57,700	0			0			0	0	57,700	
NEW BUFFALO MASTER PLAN				0							0	0	
NEW BUFFALO REC PLAN				0							0	0	
PPRS BRANCH ED.				9,000							9,000	9,000	
NATS	107,420		107,420	0			24,687			24,687	24,687	132,107	
VB HAZARD MITIGATION PLN	0	12,718	12,718	0						0	0	12,718	
WEESAW TWSP MASTER PLN	1,660		1,660	0								1,660	
PAL	0		0	0						0	0	0	
PEP PHASE II			0	9,000						0	9,000	9,000	
SYNDICATE PARK			0	5,000							5,000	5,000	
RIDESHARE		36,000	36,000	0						0	0	36,000	
ROAD COMM CULVERT			0	0									
TWINCATS	176,049	0	176,049	0			40,120			40,120	40,120	216,169	
US 12	0	0	0		0					0	0	0	
VAN BUREN REC PLAN		0	0	0						0	0	0	
LOCAL SERVICES													
BOARD SUPPORT/CPA SERV			0		12,950					12,950	12,950	12,950	
LOCAL SERVICES			0		29,764					29,764	29,764	29,764	
INTEREST REVENUE								250		250	250	250	
DONATIONS				0							0	0	
TOTAL FUNDS	708,993	131,748	840,741	23,000	59,924	0	64,807	250		124,981	147,981	988,722	
UNALLOCATED								250		250	250	250	
TOTAL BUDGET	708,993	131,748	840,741	23,000	59,924		64,807	250		124,981	147,981	988,722	

2015 BUDGET EXPENDITURES

			2015	DOUBLE CHECK	2014 Approv. TOTAL
	INDIRECT	DIRECT	TOTAL		
<i>PERSONNEL</i>					
SALARY			\$428,316		\$416,320
BENEFITS			\$171,977		\$178,262
SUB-TOTAL			\$600,293	\$600,293	\$594,582
UNALLOCATED FUNDS			\$21,394		\$721
 TOTAL PERSONNEL			 \$621,687		 \$595,303
 <i>OPERATING</i>					
Checking Acct. Fees	\$0		\$0	\$0	\$0
Travel, Meals, Lodging	\$0	\$22,987	\$22,987	\$22,987	\$32,290
Rent	\$71,653	\$0	\$71,653	\$71,653	\$67,320
Telephone	\$2,314	\$4,258	\$6,572	\$6,572	\$2,077
Contents, Liability Ins.	\$0	\$3,200	\$3,200	\$3,200	\$2,500
Postage	\$311	\$1,387	\$1,698	\$1,698	\$2,480
Printing	\$0	\$13,350	\$13,350	\$13,350	\$5,435
Dues, Subs, Pubs	\$888	\$1,230	\$2,118	\$2,118	\$3,180
Supplies	\$4,306	\$34,972	\$39,278	\$39,278	\$12,971
Equipment Rental	\$0	\$0	\$0	\$0	\$0
Equipment Depreciation	\$1,584	\$0	\$1,584	\$1,584	\$3,998
Equipment Maintenance	\$1,345	\$0	\$1,345	\$1,345	\$1,059
Legal Services	\$0	\$0	\$0	\$0	\$0
Advertising	\$22	\$2,575	\$2,597	\$2,597	\$3,390
Computer Services	\$18,530	\$12,580	\$31,110	\$31,110	\$19,562
Conferences	\$2	\$6,590	\$6,592	\$6,592	\$6,903
Commission Expense	\$0	\$2,600	\$2,600	\$2,600	\$2,250
Contractual	\$0	\$141,500	\$141,500	\$141,500	\$288,999
Contractual Personnel	\$0	\$0	\$0	\$0	\$0
Per Diem	\$0	\$1,700	\$1,700	\$1,700	\$2,000
Commission Mileage	\$0	\$1,700	\$1,700	\$1,700	\$1,300
Direct Equipment	\$0	\$13,200	\$13,200	\$13,200	\$13,200
Trainer Services	\$0	\$0	\$0	\$0	\$0
Promotional Supplies	\$0	\$0	\$0	\$0	\$0
Pass-thru	\$0	\$0	\$0	\$0	\$6,250
Trainer Travel	\$0	\$0	\$0	\$0	\$0
CPA Services	\$0	\$2,250	\$2,250	\$2,250	\$4,000
Contingency/Ind. Cost Pool	\$0	\$0	\$0	\$0	\$0
 <i>TOTAL OPERATING</i>	 \$100,956	 \$266,079	 \$367,035	 \$367,035	 \$481,163
DOUBLE CHECK	\$100,956	\$266,079	\$367,035		\$481,163
<i>OPERATING + PERSONNEL</i>			\$988,722		
<i>REVENUE</i>			\$988,722		\$1,079,741

COST ALLOCATION PLAN – 2015

LEAVE AND FRINGE BENEFIT RATES

RELEASED TIME BENEFITS

ANNUAL LEAVE	\$35,369	
HOLIDAY PAY	18,460	\$53,829

ADDED COST (FRINGE) BENEFITS

FICA	\$32,766	
GROUP INSURANCE COVERAGES	116,368	
WORKERS COMP	1,413	
UCI	81	
PENSION CONTRIB/ADMIN	23,676	174,305

TOTAL BENEFITS **\$228,134**

ANNUAL BUDGETED SALARY \$413,589

LESS RELEASED TIME BEN. 53,829

TOTAL CHARGEABLE SALARY **\$359,760**

LEAVE RATE: \$53,829 / 359,760 = **14.96%**

FRINGE BENEFIT RATE: \$174,305 / 413,589 = **42.14%**

**SOUTHWESTERN MICHIGAN COMMISSION
PROVISIONAL INDIRECT COST RATE PROPOSAL*
CALENDAR YEAR 2015**

		INDIRECT	DIRECT	TOTAL	REVENUE
PERSONNEL					
CHARGEABLE SALARY		102,458	255,878	358,336	
LEAVE	14.96%	15,330	38,286	53,616	
SUB-TOTAL		117,789	294,163	411,952	
BENEFITS	42.14%	49,641	123,973	173,615	
SUB-TOTAL		167,430	418,137	585,567	
OTHER PERSONNEL		0	14,726	14,726	
TOTAL		167,430	432,863	600,293	
OPERATING					
TRAVEL, MEALS, LODGING		0	22,987	22,987	
RENT		71,653	0	71,653	
TELEPHONE		2,314	4,258	6,572	
CONTENTS, LIABILITY INS.		0	3,200	3,200	
POSTAGE		311	1,387	1,698	
PRINTING		0	13,350	13,350	
DUES, SUBS, PUBS		888	1,230	2,118	
SUPPLIES		4,306	34,972	39,278	
EQUIPMENT RENTAL		0	0	0	
EQUIPMENT DEPRECIATION		1,584	0	1,584	
EQUIPMENT MAINTENANCE		1,345	0	1,345	
LEGAL SERVICES		0	0	0	
ADVERTISING		22	2,575	2,597	
COMPUTER SERVICES		18,530	12,580	31,110	
CONFERENCES		2	6,590	6,592	
COMMISSION EXPENSE		0	2,600	2,600	
CONTRACTUAL PERSONNEL (OFF-PREMISES)		0	141,500	141,500	
CONTRACTED PERSONNEL (ON PREMISES)		0	0	0	
PER DIEM		0	1,700	1,700	
COMM MILES		0	1,700	1,700	
DIRECT EQUIPMENT		0	13,200	13,200	
TRAINER SERVICES		0	0	0	
PROMOTIONAL SUPPLIES		0	0	0	
PASS-THRU		0	0	0	
TRAINER TRAVEL		0	0	0	
CPA SERVICES		0	2,250	2,250	
 TOTAL		 100,956	 266,079	 367,035	
 TOTAL BUDGET		 268,386	 698,942	 967,328	 988,722

TOTAL AGENCY INDIRECT COST RATE = **62.00%**

*DEVELOPED IN ACCORDANCE WITH THE STANDARDS IN OMB CIRCULAR A-87
AND IN ACCORDANCE WITH THE SWMC'S INDIRECT COST ALLOCATION PLAN

**2015
EQUIPMENT FUND
BUDGET APPROPRIATION/AUTHORIZATION**

Equipment Purchases:

Source:

Annual Depreciation Expense	\$1,584
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Direct Equipment	\$13,200
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TOTAL	\$14,784
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Approved:

SOUTHWEST MICHIGAN PLANNING COMMISSION

Jeff Radtke, Chairman

Date