



Region 8 Prosperity Committee Meeting Agenda

MEETING DATE: November 2, 2017
MEETING TIME: 2:30 pm
MEETING LOCATION: Southwest Michigan Planning Commission
376 West Main Street, Suite 130
Benton Harbor, MI

1. **Call to Order & Introductions**
2. **Action:** Approval of the Agenda
3. **Action:** Approval of the Minutes
4. **Citizen Comments**
5. **Discussion:** Financial Report
6. **Discussion:** 2017 RFP Process
 - a. Presentation and discussion
7. **Action/Discussion:** FY 2017 Project Selection Voting
 - a. Discuss the priority projects identified by the RFP subcommittee
 - b. Vote on 2017 Project
8. **Action/Discussion:** Dashboard/Website Committee
 - a. Discuss of the subcommittee's process
 - b. Present the current draft of logo and website wireframe
 - c. Vote on logo preference
9. **Discussion:** Next Steps – 2018 RPI Application
 - a. Review of 2017 process
 - b. Lessons learned, priorities ahead
10. **Committee Member Comments**
11. **Action:** Adjournment

2017 Financial Report Regional Prosperity Initiative - Region 8

Line Items	Expenses			Budget		2017 Budget Total
	Current Month	Year to Date 9/30/2017	2017 Grant Award	2016 Roll-Over	2016 Obligated#	
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						
SWMPC		\$ 15,599.03	\$19,294.78	\$8,105.22		\$27,400.00
SWMPC Indirect		\$ 11,446.63	\$4,679.34	\$1,965.66		\$6,645.00
SMPC		\$ 24,704.78	\$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
Rebecca Harvey		\$ 1,950.00	\$1,767.51	\$742.49		\$2,510.00
Meeting Expenses						
Travel Meals Lodging		\$ 721.18	\$704.16	\$295.84		\$1,000.00
Dues & Subscriptions		\$0.00	\$176.04	\$73.96		\$250.00
Telephone		\$0.00	\$105.62	\$44.38		\$150.00
Printing		\$0.00	\$880.20	\$369.80		\$1,250.00
Supplies & Materials		\$ 22.50	\$352.08	\$147.92		\$500.00
Room Rental		\$0.00	\$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				
Contractual Serv. - 2016						
Projects						
Talent Match/Upjohn		\$ 44,300.00		\$66,450.00	\$66,450	\$66,450.00
City of Galesburg		\$ 6,250.00				
Contractual Serv. - 2017						
Projects						
2017 Featured Project(s)		\$0.00	\$105,647	\$11,470.00		\$117,117.00
RPI Strategies		\$0.00	\$6,750	\$7,250.00		\$14,000.00
Dashboard		\$0.00	\$4,750.00	\$4,500.00		\$9,250.00
TOTAL	\$0.00	\$ 109,934.81	\$180,897.00	\$116,450.00	\$ 66,450.00	\$297,347.00
Total Remaining Encumbered Expense		\$22,150.00				
Total Expense	\$0.00	\$109,934.81				

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

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1 2 3 4 Priority 2017 Funds 2016 Funds 2017 Budget

Establish 2017 highlighted RPI goal(s) from Prosperity Plan	X				1			
Subcommittee deliberations	X				1	\$ 12,000.00		\$ 12,000.00
Short term goals are prioritized	X				1			
Long term goals are prioritized	X				1			
Subcommittee findings presented to Prosperity Committee. Committee determines highlighted goal	X				1	\$ 4,250.00	\$ 2,750.00	\$ 7,000.00
Understand existing Region 8 work on highlighted goal		X			1	\$ 12,000.00	\$ 4,000.00	\$ 16,000.00
Revisit the asset inventory for highlighted goal		X			1			
Discuss and inventory the existing and projected work		X			1			
Define the best ways for RPI to assist its partners		X			1			
Formally endorse work of partners that aligns with highlighted goal		X			1			
Map route to accomplish 2017 highlighted goal			X		1	\$ 4,250.00		\$ 4,250.00
Identify gaps in existing work by partners on highlighted goal			X		1	\$ 4,500.00	\$ 3,000.00	\$ 7,500.00
Fund the closure of the identified gaps			X		1	\$ 12,000.00	\$ 1,500.00	\$ 13,500.00
Develop RPI project scope that responds to the gaps			X		1			
Produce RFP(s) to solicit proposals to fill gap(s)			X		1			
Receive proposals, analyze/assess proposals			X		1			
Project(s) selected				X	1			
Document process as annual protocol	X	X	X	X	1			
Execute contract(s) to fund project(s)				X	1	\$ 105,647.00	\$ 11,470.00	\$ 117,117.00
Subtotal						\$ 154,647.00	\$ 22,720.00	\$ 177,367.00

Develop criteria for communication platform to facilitate sharing information between RPI partners	X				2			
RPI Strategies subcommittee meeting to develop scope	X				2	\$ 3,375.00	\$ 1,280.00	\$ 4,655.00
Create benchmarks for communication platform		X			2	\$ 3,375.00	\$ 2,000.00	\$ 5,375.00
Assign staff to drive process		X			2			
Assign designated communication manager (intern?)		X	X		2	\$ 3,375.00	\$ 4,000.00	\$ 7,375.00

Develop RPI brand (strategy statement, mission, & vision)			X		2	\$ 3,375.00	\$ 3,250.00	\$ 6,625.00	
Assist in the creation of the RPI identity			X		2				
Implement RPI communication platform			X		2				
Subtotal						\$ 13,500.00	\$ 10,530.00	\$ 24,030.00	
Capitalize on Talent Match work			X		3				
Weave implementation work into RFP process			X		3	\$ 1,500.00	\$ 5,000.00	\$ 6,500.00	
Implement findings through organizational cooperation, coordination, or consolidation			X		3	\$ 4,250.00	\$ 5,000.00	\$ 9,250.00	
Subtotal						\$ 5,750.00	\$ 10,000.00	\$ 15,750.00	
Measure progress of previous and current projects	X				4				
Presentations of accomplishments to subcommittees	X				4	\$ 2,250.00	\$ 2,250.00	\$ 4,500.00	
Subcommittees develop dashboard measures to match projects & Prosperity Plan goals	X				4	\$ 2,250.00	\$ 2,250.00	\$ 4,500.00	
Revisit dashboard metrics that respond to each goal theme	X				4	\$ 2,500.00	\$ 2,250.00	\$ 4,750.00	
Subtotal						\$ 7,000.00	\$ 6,750.00	\$ 13,750.00	
2016 RPI Project Implementation(encumbered funds)							\$ 66,450.00		
TOTAL						\$ 180,897.00	\$ 116,450.00	\$ 297,347.00	

Option 1



WORDMARK*



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Option 2



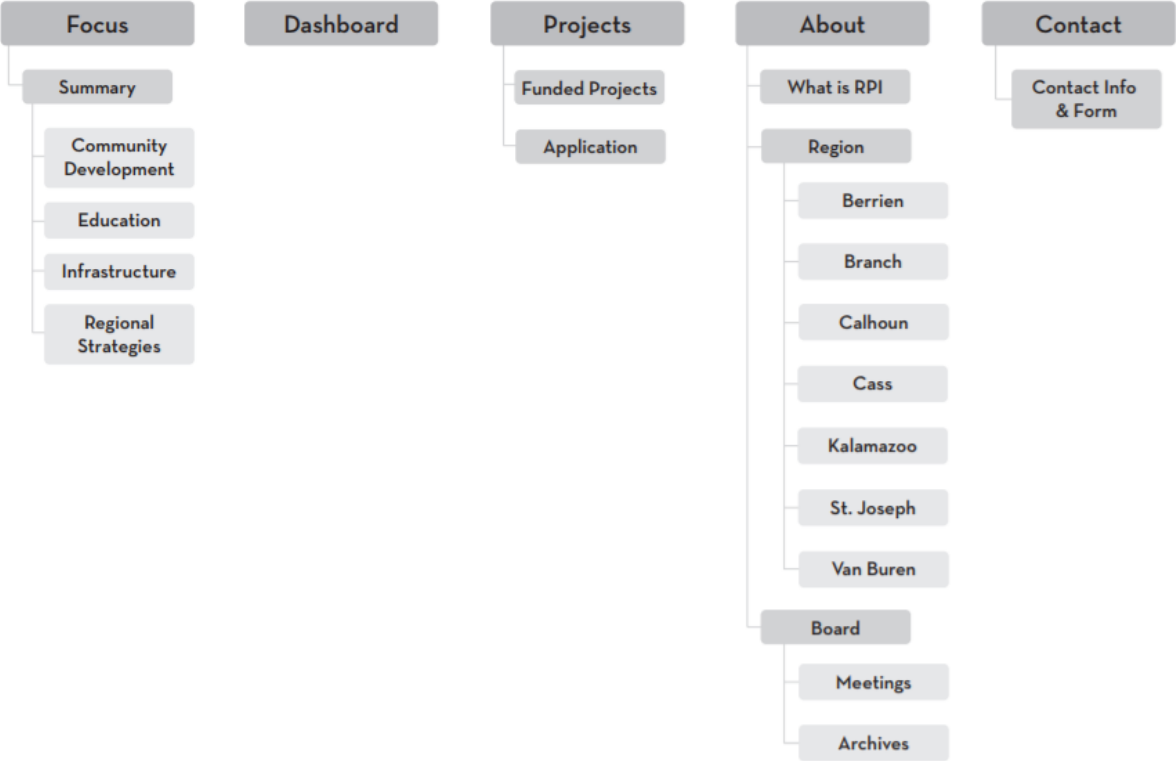
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Sitemap



Home Page Wireframe

HOME PAGE WIREFRAME

