



ACCD-RDC GRANT AGREEMENT REQUIREMENTS

GENERAL

Information sharing:

- Answer requests for regional/business information, upon request of the State.
- Share, in a timely manner, information of mutual interest regarding opportunities and risks impacting the region or state.

State CRM:

- Utilize the State's shared customer relationship management (CRM) software or provide equivalent information in an electronic format that may be uploaded into the CRM.

Site Locator:

- Utilize the State's Site Locator database.

Regional Priority Project Process:

- In cooperation with the RPCs, annually update regional priority project lists and submit to State.

SPECIFIC REQUIREMENTS

GOAL I: BUSINESS SUPPORT: Develop and maintain strong relationships with key employers and businesses. Provide services that add value and support the strengthening and growth of new and existing businesses.

- Business Visitations: 50+ per year
- Site Locator & Property Tours: Actively share inventory on State Site Locator. Property tours arranged as needed.
- Events/Programs: Host 4 or more events or programs per year on the following topics:
 - Financing/Capital Education
 - Workforce Development/HR
 - Technology/Innovation
 - Membership
 - Other business education
 - Legislative
- Undertake activities that advance the goals of the State CEDS in the following categories:
 - Improve Business Environment
 - Lead workforce development
 - Improve physical infrastructure
 - Innovation/Finance
- Report on regionally specific challenges
- Report on long-term goals and what is needed to accomplish goals
- Make referrals to State programs and partners

Goal II: Communications: Ensure businesses know about RDC and State programs; communicate business needs to State.

- Use State CRM system to report meetings/activities
- Conduct outreach and PR: 4+ newsletters, website, social media
- Hold meetings and communicate with legislators
- Meet with municipal officials
- Have a leave behind marketing piece
- Conduct joint business visits with state officials

Goal III: Relationships: Maintain strong, collaborative relationships with all partners locally, regionally, and statewide.

- Attend meetings with ACCD and support ACCD priorities
- Work collaboratively with regional partners

Goal IV: Board Governance: Board is engaged and committed to the RDC mission and it reflects the business diversity of the county.

- Have bylaws with certain requirements regarding term limits, diversity, attendance requirements

Goal V: Administration: Develop accurate, efficient, and effective internal systems.

- Timely reporting
- Clean annual audit
- Address regionally specific challenges
- Report on how state dollars leverage other dollars

Goal VI: Professional Development: Participate in professional development to assess and improve skill sets.