

Planning and Development Services Program of Work Summary Report FY 2019

GOAL #1: Serve as the U. S. Department of Commerce Economic Development Administration (EDA) recognized Lead Planning Organization for the region's Economic Development District.

Accomplishments:

- Comprehensive Economic Development Strategy (CEDS): Worked to implement many elements of the Region's 5-Year Comprehensive Economic Development Strategy (CEDS).
- Halifax Community College: Grant administration of \$2m EDA funding for \$6m building construction of Advanced Manufacturing and Training Center.
- Edgecombe Community College: Prepared EDA Grant for construction of new educational facility, not submitted by college.
- West Fraser/Northampton/Seaboard Sewer Connection Project: DOC Grant & EDA Grant writing and project administration.
- Local Food: N.E.W. Business of Agriculture Summit at Wilson Community College, Nash-Edgecombe Just Foods Collaborative, Wilson Food work group, Business of Agriculture Summit, Town of Garysburg commercial kitchen, Organic Agriculture Revitalization Strategy (OARS), multi-regional Project 40 effort.
- Broadband: Local Government survey, 101 Workshop, Task Force formation (numerous member governments), EDA Economic Adjustment and Assistance grant application, etc.
- GoldenLeaf Community Based Grant Initiative: Halifax & Northampton Project team facilitation and initiative development, both grants awarded and projects starting.
- Simulation Station: Executive Director initiated a regional partnership that plans to use electronic software games to help in school and out of school youth learn about career occupations and their work environments.
- NADO Award: PDS received National Association of Development Organizations Award for EDA Grant work to expand campuses at Nash, Wilson, and Halifax Community Colleges.
- Small business start-ups or expansion: Worked with six (6) clients through Business Development Center or as potential EDA Revolving Loan Fund applicants.

GOAL #2: Provide planning, community development, and land use services to member governments and the region

Accomplishments:

- Hurricane Matthew Recovery: Worked extensively with the Town of Princeville & Edgecombe County on recovery efforts including planning and zoning board revitalization and support, reconstruction and relocation efforts, new land development, community facilities and public assets, and more.
- Land Use Planning, Zoning Ordinance, and/or planning consulting services for the Towns of Pinetops, Red Oak, Seaboard, Spring Hope, Legget and public housing environmental review for City of Wilson (and numerous other short-term, complimentary, limited capacity efforts).
- Water and Sewer infrastructure: Grant writing, administration, and/or consulting services for Bailey, Lucama, Enfield, Hobgood, Saratoga, Scotland Neck, Seaboard, Sharpsburg, Whitakers, Woodland and the City of Wilson.
- Parks and Recreation Services: Master planning, grant writing and administration services for the Towns of Enfield, Lucama, Princeville, Saratoga, Scotland Neck, Seaboard and Sims.
- Community Facilities support through USDA funding for the Towns of Enfield, Garysburg, Sharpsburg and Woodland.
- Workshops & Summits Organized, hosted and/or moderated with partners on US Census 2020, NC Complete Streets, Business of Agriculture, Broadband, Industrial Solar, Roanoke River Basin Watershed.
- Transportation: Provided support to the regions RPOs and began focus on workforce transit.
- Housing: Worked with Compass to develop a “Tiny Home” community for underserved older adults & completed City of Wilson CDBG – Low income housing units Environmental Assessment/Review.

GOAL #3: Provide important demographic, geographic, technical, resource and other data and information to member local governments and their stakeholders

Accomplishments

- Powering Energy Efficiency Project for Low Income Households: National “big data” mapping pilot with numerous partners on EE programs with specific focus on City of Wilson, Roanoke Electric Cooperative Service area and Town of Enfield
- Clean Vehicles and Advanced Technologies: Provided numerous educational and technical services for members and businesses with emphasis on Nash and Edgecombe Counties
- Mapping and Geographic Information Services for the City of Roanoke Rapids as well as the water, sewer, park and recreation, planning and zoning, housing, and other community development services listed above
- Common Ground Project: Utilized micro-grant from NC Common Ground Collaborative to map some of region’s natural capital assets and the nexus of agritourism and recreational tourism opportunities

- Web Site: Initiated multiple informational improvements including about Opportunity Zones, Broadband, Hurricane Recovery, Energy Efficiency, Brownfields, RLF and more.
- NC Energy Efficiency Roadmap: Participated in statewide initiative led by Duke University.

GOAL #4: Find and communicate opportunities for the members and region as well as services and accomplishments of the department

Accomplishments

- Regularly researched, tracked and communicated federal, state, and other grant opportunities about the above related topics and more to member governments and allies through face to face meetings, the E-newsletter, UCPCOG web site, social media, and more.
- Regularly provided presentations and project updates to member government boards, commissions, committees as well as to their stakeholders and allies like chambers of commerce and community colleges.
- Utilized both web based and print surveys to help ensure the department identifies and meets member and regional needs including for broadband, food, energy, parks and recreation, and location specific water and sewer infrastructure.

GOAL #5: Develop and adjust the department to ensure its economic viability while meeting the needs of member local governments and the region

Accomplishments

- Revolving Loan Fund: PDS Director took over EDA Revolving Loan Officer position from prior Executive Director and created Corrective Action Plan, new 5-year Operations Plan (with Finance Department), began developing new relationships/partnerships with area Community Development Finance Organizations, and vetted 5 potential applicants.
- Grants: Monitored, developed and applied for 32 grants to pay for project planning, development, administrative, and related expenses with 12 awarded, an additional 8-10 in process.
- Fees: Offered eight (8) fee for service contracts to local governments and regional stakeholders that would cover associated expenses with the project; Two (2) were accepted.
- Staff: Retained new Administrative Assistant for the department and provided ongoing professional and technical training to ensure department's capacity to meet high service delivery standards.
- Budgets: Maintained 42 Separate project budgets totaling approximately \$810,000 in revenues/expenses over the course of the year.