

AGENDA

REGION 2 PLANNING COMMISSION

Executive Committee

FOR FURTHER INFORMATION CONTACT:

**Steven Duke, Executive Director
(517) 768-6706**

DATE: Thursday, October 8, 2015

TIME: 2:00 P.M.

**WHERE: Lenawee County Library
4459 W. U.S. 223
Adrian, MI 49221**

Comments will be solicited on each item following discussion and prior to any final action.

PAGE

1. Call to Order
2. Pledge of Allegiance
3. Approval of the Agenda – **ACTION**
4. Public Comment
5. Approval of Minutes of the September 10, 2015 Full Commission Meeting (see enclosure) – **ACTION** 2
6. Receipt of Treasurer's Report of September 30, 2015 (see enclosure) – **ACTION** 5
7. Approval of October 8, 2015 Submitted Bills (see enclosure) – **ACTION** 9
8. Staff Progress Report for September, 2015 (see enclosure) – **DISCUSSION** 13
9. Governor's Recycling Plan, Mr. Matt Fletcher – Office of Waste Management and Radiological Protection - **PRESENTATION**
10. Region 9 Prosperity Initiative – Grant Oversight Authority – **DISCUSSION**
11. Region 9 Prosperity Initiative – FY 2015 Challenge Grant Awards (see enclosure) – **ACTION** 19
 - Greater Ann Arbor
 - Workforce Intelligence Network
 - South Central Michigan Works!
 - Ann Arbor Spark
 - MI Bright Future
 - Livingston Educational Service Agency
 - Jackson College
12. Needed Sign Regulation Changes per the U.S. Supreme Court Decision, Grant Bauman - **PRESENTATION**
13. Other Business
 - Notice of Intent to Update the City of Litchfield Master Plan (see enclosure) 75
 - Notice of Completion of FY 2015 Audit report (see enclosure) 76
 - Regional Prosperity Initiative (Region 9) Summit – November 16, 2015
14. Public Comment
15. Adjournment

Region 2 Planning Commission

120 West Michigan Avenue • Jackson, Michigan 49201 • ☎ (517) 788-4426 • 📠 (517) 788-4635

Region 2 Planning Commission

Serving Hillsdale, Jackson and Lenawee Counties

MEETING MINUTES

Region 2 Planning Commission – Full Commission

Jackson County Tower Bldg.
120 W. Michigan Avenue
Jackson, MI 49201

Thursday, September 10, 2015

I. **Call to Order** – Chair Hayes called the meeting to order at 2:05 p.m. A quorum was present.

Attendance:

✓ Acker	Drake	Jones	Seegert
✓ Alexander	Driskill	Kastel	Sessions
Bailey	Duckham (E)	Knoblauch	Shotwell
Baker	C. Emmons	✓ Koch (E)	✓ Sigers (E)
Beach	✓ T. Emmons	Koebbe	✓ Smith (E)
✓ Beeker (E)	✓ Fessel	Koehn	Spencer
Bernath	Fortress	✓ Kubish	Spink
Biel	✓ Gaede (E)	Lance	Stack
Blythe	Gallagher	Ley	Stewart
Boggs	J. Gould	W. Mahoney (E)	Stormont
✓ Bolton	L. Gould (E)	McKibbin	Tallis
✓ Broderick	Grabert	Navarro	✓ Terry (E)
✓ Bryant (E)	✓ Guetschow	Nolte	✓ Tillotson (E)
M. Burns	Hartsel	✓ Overeiner	VanValkenburg
T. Burns	Hawkins	✓ Overton	Votzke
Burrell	✓ Hawley	Palmer	Wagner
✓ Burtch (E)	✓ Hayes (E)	✓ Polaczyk	Wardius
Carolán	✓ Herl (E)	✓ Quigley (E)	Webb
Chamberlain	Isley	Reiser	✓ Welsh
Collins	✓ Jancek	✓ Rice (E)	✓ Wittenbach (E)
Cornish	Jeffrey	Richardson	✓ Wonacott (E)
Cousino	James Jenkins	Rohr (E)	Wylie
Cure	John Jenkins	Schafer	Wymer
Delezeene	✓ Elwin Johnson (E)	✓ Schlecte	
Dotterweich (E)	Eric Johnson	Schoof	

Key: ✓ = present

(E) = Executive Committee member

Staff Present: Steve Duke

Others Present: Shanna Draheim, Public Sector Consultants; Mark Grazioli, MDOT; Chris Gulock, MDOT; Ted Hilleary; Laurel Mauldin; Emma White, Emma White Research, LLC

- II. **Pledge of Allegiance** - Those in attendance rose and joined in the Pledge of Allegiance.
- III. **Approval of the Agenda** – The motion was made by Comm. Jancek, and supported by Comm. Koch to approve the September 10, 2015 agenda as presented. The motion carried unanimously.
- IV. **Public Comment** – Chair Hayes requested public comment, but none was received.
- V. **Approval of Minutes of the July 9, 2015 Full Commission Meeting** – A motion was made Comm. Elwin Johnson, supported by Comm. Jancek, to approve the July 9, 2015 Full Commission meeting minutes as presented. The motion carried unanimously.
- VI. **Receipt of Treasurer’s Report of August 31, 2015** – A motion was made by Comm. Smith, and supported by Comm. Jancek, to receive the August 31, 2015 Treasurer’s Report as presented. The motion carried unanimously.
- VII. **Approval of August 13, 2015 and September 10, 2015 Submitted Bills** –A motion was made by Comm. Jancek, and supported by Comm. Elwin Johnson, to approve payment of the August 13, 2015 and September 10, 2015 submitted bills. The motion carried unanimously.
- VIII. **Staff Progress Report for July and August, 2015** – The July and August, 2015 staff progress report was included in the agenda packet for Commission review. Mr. Duke reported that Aaron Dawson had been hired as a Senior Planner to perform transportation and planning assistance services for the Commission and will begin work on September 21st.
- IX. **Regional Prosperity Initiative (RPI) Update** – Ms. Shanna Draheim, Public Sector Consultants, presented a progress report detailing Region 9 Prosperity activities. This included the creation of a Southeast Michigan Workforce Consortium; completion of the transportation functional team’s “Working to Learn Together” project - a report on “Connecting to Opportunity: Transportation, Jobseeking, and Economic Development; and, the preparation of a RFP requesting proposals for Challenge grants to implement strongly supported strategies included in the 5-year Prosperity Plan. Ms. Draheim also discussed the Region 9 Summit scheduled for October 27th at the University of Michigan. The summit will present leaders from successful regional economic partnerships, options for a Region 9 council structure, and identify opportunities for future year prosperity initiative grant funding.
- X. **Connecting to Opportunity: Transportation, Jobseeking, and Economic Development in Prosperity Region 9** – Ms. Emma White presented the results of employer and jobseeker surveys to assess if and how transportation options affect attraction and retention of the type of talent needed by the health care, information technology, and manufacturing industries. A copy of the report and survey results was included in the agenda packet mailing.
- XI. **Two-Way Conversion Plan for Louis Glick Hwy/Washington Avenue** – Mr. Mark Grazioli, MDOT-Jackson TSC, gave a PowerPoint presentation on the City of Jackson’s pro-

posed plan to convert Louis Glick Hwy and Washington Avenue from one-way to two-way traffic in conjunction with the reconstruction of W. Michigan Avenue planned for 2017. The purpose of the change is to improve access throughout the downtown. Commissioner comments included questions regarding the anticipated reduction in the level of service; associated costs; and the priority of the project in relation to fixing existing deteriorating roadways in the city.

- XII. Other Business** – Mr. Duke reported that per the Michigan Planning Enabling Act, the following communities had notified R2PC of their intent to develop or update their Master Plans – City of Adrian, Grass Lake Charter Township, Riga Township, and Blissfield Township. Hillsdale County has completed their Master Plan update and will present the plan at a public meeting scheduled for September 21st.
- XIII. R2PC Annual Dinner** – Mr. Duke stated that the annual dinner, scheduled for November 12th, will be held at the Davis Banquet Center in Jackson.
- XIV. Public Comment** – Chair Hayes asked for any public comment. No comments were received.
- XV. Adjournment** - There being no further business, Chair Hayes adjourned the meeting at 3:10 PM on a motion by Comm. Jancek, supported by Comm. Bolton.

Ralph Tillotson
Secretary

REGION 2 PLANNING COMMISSION
Treasurer's Report - Monthly Summary
as of September 30, 2015

Balance ending September 30, 2015	\$	613,718.03
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Deposit Summary:

<i>September 2015 EFT Deposits</i>	\$	18,024.68
<i>September Bank Deposits</i>		8,323.22
<i>September Adjustments</i>		(789.75)
Total Deposits plus Bank Balance	\$	639,276.18

Expenses:

<i>Submitted Expenses - September 10, 2015</i>	\$	(34,864.34)	
<i>Interim Expenses</i>		(28,873.45)	
<i>Payroll/Related Expenses</i>		(17,156.73)	
Subtotal of Expenses	\$	(80,894.52)	\$
<i>Balance Checking Account ending September 30, 2015</i>			(80,894.52)
			\$ 558,381.66
 <i>Balance CD Investments ending September 30, 2015</i>			 \$ 101,114.27
 Total Cash on Hand			 \$ 659,495.93

REGION 2 PLANNING COMMISSION
Deposits and Adjustments to Cash
as of September 30, 2015

EFT Deposits:

MDOT Regional Transportation Planning Q3 2015 - Invoice		
9/30/2015	3383	\$ 3,930.68
	MDOT FTA Q3 2015 - Invoice 3386	9,935.00
	OHSP Q3 2015 Revenue	<u>4,159.00</u>
	Subtotal - EFT Deposits	\$ 18,024.68
9/30/2015	JTSP June 2015 Revenue	\$ 8,278.00
	MML Workers Compensation Premium Refund	30.00
	Blue Cross Blue Shield Premium Refund	<u>15.22</u>
	Subtotal - Check Deposits	\$ 8,323.22
9/30/2015	Adjustments to cash:	
	<i>Bank fees - September</i>	\$ (59.05)
	<i>Paycor Fees - September</i>	(189.54)
	<i>Credit Card Charges - Supplies</i>	<u>(541.16)</u>
	Subtotal - Adjustments to Cash	\$ (789.75)
	Total Net Deposits for September 2015	<u>\$ 25,558.15</u>

**REGION 2 PLANNING COMMISSION
INTERIM BILLING and PAYROLL EXPENSES
as of September 30, 2015**

Interim Billing for September, 2015

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	<u>Check #</u>
Anderson Printing	Copy/Printing Aug.-Sept. 2015 Pkt.	\$ 692.36	13761
Cash	Replenish Petty Cash	\$ 26.46	13763
Jackson Area Trans. Auth.	Jan.-June 2015 UWP	\$ 11,612.48	13770
Jackson Citizen Patriot	JACTS Advertising	\$ 136.75	13768
MML	Dues for 11/1/15-10/31/16	\$ 875.00	13771
Public Sector Consultants	RPI Services July-Aug. 2015	\$ 12,600.00	13772
Rails To Trails	Annual Subscription	\$ 15.00	13773
Selective Insurance	Annual Insurance Payment	\$ 2,540.00	13778
Springport Police Dept.	JTSP Grant Sept. 2015	\$ 395.11	13774
State of Michigan/MDOT	Refund for EFT deposit made by mistake	\$ 24,222.00	13775
The Water Store	Supplies for Sept. 2015	\$ 6.75	13776
Total Interim Billing for September 30, 2015		<u><u>\$ 53,121.91</u></u>	

Payroll & Travel Related Expenses:

<i>Paid September 11, 2015</i>	<i>by Direct Deposit/EFT</i>		
Paycor	Payroll Disbursement	\$ 8,434.29	
G. Bauman	Travel Reimbursement	\$ 51.50	
		<u>\$ 8,485.79</u>	
 <i>Paid September 25, 2015</i>			
Paycor	Payroll Disbursement	\$ 8,377.95	
G. Bauman	Travel Reimbursement	\$ 41.75	
S. Duke	Travel Reimbursement	\$ 201.03	
S. Richardson	Travel Reimbursement	\$ 50.21	
		<u>\$ 8,670.94</u>	

Total Payroll Expenses for September 2015	<u><u>\$ 17,156.73</u></u>
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Region 2 Planning Commission
Outstanding Accounts Receivable
FY 2015

Municipality/Source	Date	Inv. No.	Amount
MDOT FTA	9/23/2015	3389	\$ 8,190.00
MDOT FHWA		3390	30,426.00
<i>FY 2015 Balance as of September 30, 2015</i>			
<i>Total Accounts Receivable</i>			<u><u>\$ 38,616.00</u></u>

REGION 2 PLANNING COMMISSION
Submitted Bills
October 8, 2015

Vendor	Description	Amount Due
AMS Developers	Website Hosting August 2015	\$ 125.00
Blue Cross Blue Shield	Health Insurance for October 2015	\$ 1,427.11
Center for Technology & Train.	Training/Workshop	\$ 75.00
City of Jackson	Parking Permit for A. Dawson	\$ 150.00
County of Jackson	Rent Expense for October 2015	\$ 2,787.18
Direct Office Buys	Supplies for September 2015	\$ 55.48
ICMA Retirement Trust	ICMA 401 Contribution - October 2015	\$ 1,439.29
Jackson County	Accounting Services for Aug. 2015	\$ 1,590.82
Jackson County	Phone/Postage Expenses for Aug. 2015	\$ 241.55
Jackson Police Dept.	STEP Grant Aug. 2015	\$ 3,548.04
Michigan Assoc. of Regions	Associate Dues for 2016	\$ 1,280.00
Printer Source Plus	Supplies for September 2015	\$ 659.96
VantagePoint Transfer Agents	ICMA RHS Contribution - September 2015	\$ 131.63
Washtenaw Community College	Region 9 Prosperity Transit Mobility Mtg.	\$ 380.80
Total Submitted Billing - October, 2015		<u>\$ 13,891.86</u>

JACKSON TRAFFIC SAFETY PROGRAM

Financial Reimbursement Form

Project Name: STEP Grant

Agency: Jackson Police Dept.

Mailing Address: 216 E. Washington Ave.

Activity Reimbursement Date: 8/14/15-8/29/15

Expenditures:

Personnel \$4,174.17

Contractual

Operating Costs

Indirect Costs

Total Cost to Agency: \$4,174.17

Total Amount of Request: \$3,548.04

I have attached the following supporting documentation:

Required Progress Report: Yes or No

Required Financial Records: Yes or No

Kate Parsons
Signature of Agency/Title

Date: 9/25/15

Please submit Financial Reimbursement Request and all supporting documentation to:

Susan Richardson, Director
Jackson Traffic Safety Program
Region 2 Planning Commission
120 W. Michigan Avenue
Jackson, MI 49201

JTSP PROGRESS REPORTS

It is important that monthly/quarterly progress reports accompany every billing that you submit for JTSP funds. Please include any press releases or copies of other articles involving your project.

We would like to have these reports available for the committee members at each meeting.

1. Please list briefly project activities during the month of August, 2015.

10 days of STEP enforcement for the month of August
(14,15,16,20,21,23,26,27,28, and 29)

2. Please list any donations to your program this month.

N/A

3. Any additional relevant information:

Enforcement taken in the areas of high volume traffic and high probable traffic crash intersections

Date: September 9, 2015

Project Director/Coordinator: Lt Christopher A Simpson

2014/2015 STEP Grant Overtime
Period Reported: 08/01/15 - 08/31/15

Traffic Enforcement

Officer Name	Date	Overtime Rate	Hours	Total by Officer
Edmondson, Craig	08/14/15	45.7050	4.00	182.82
Jenks, Robert	08/14/15	55.5393	4.00	222.16
Edmondson, Craig	08/15/15	45.7050	6.50	297.08
Flick, Jennifer	08/15/15	55.5393	6.50	361.01
Flick, Jennifer	08/16/15	55.5393	4.00	222.16
Simpson, Christopher	08/16/15	61.0931	4.00	244.37
Flick, Jennifer	08/20/15	55.5393	4.50	249.93
Edmondson, Craig	08/20/15	45.7050	4.00	182.82
Tinklepaugh, Thomas	08/21/15	44.5950	4.00	178.38
Edmondson, Craig	08/21/15	45.7050	4.00	182.82
Stanton, Wesley	08/23/15	44.5950	4.50	200.68
Brant, Charles	08/23/15	44.5950	4.00	178.38
Stanton, Wesley	08/26/15	44.5950	4.00	178.38
Edmondson, Craig	08/26/15	45.7050	4.00	182.82
Stanton, Wesley	08/27/15	44.5950	4.00	178.38
Jenks, Robert	08/27/15	55.5393	4.00	222.16
Edmondson, Craig	08/28/15	45.7050	4.00	182.82
Edmondson, Craig	08/29/15	45.7050	4.00	182.82
Simpson, Christopher	08/29/15	61.0931	4.00	244.37

Total Hours 82.00

Total Overtime Wages \$4,074.35

FICA 59.08

Workers' Compensation 40.74

Total \$4,174.17

-15% match \$626.13

Total to be reimbursed \$3,548.04

Region 2 Planning Commission

Serving Hillsdale, Jackson and Lenawee Counties

Staff Progress Report *September, 2015*

Area-Wide Regional Planning Activities

Economic Development

- Staff attended the monthly meetings of the City of Jackson and Leoni Township DDA committees.
- Staff organized the meetings for the 2015 Update to the Region 2 Area CEDS (Comprehensive Economic Development Strategy) Plan.

Regional Prosperity Initiative Update

- **Communications/Engagement.** PSC updated the Region 9 website with information on the upcoming Summit and the RPI challenge grant opportunity.
- **Management Team.** Planned and facilitated the monthly management team meeting in Chelsea, including securing a location, and preparation of an agenda, meeting materials and a summary of the meeting.
- **Challenge Grants.** PSC reviewed the seven challenge grant proposals that were submitted for funding and sent receipt notices to all grant applicants. In advance of September's management team meeting, PSC created 1). a summary sheet for the management team that included applicants, proposal names, and dollar amounts requested, and 2). a grant review sheet for the management team that allowed them to review and score each proposal based on the criteria in the request for proposal.

PSC drafted and sent e-mails to all of the challenge grant awardees outlining the management team comments and requesting revised proposals where necessary. PSC is working with the Region 2 Planning Commission to get the final list of challenge grant proposals awarded.

- **Prosperity Summit.** PSC drafted a proposed agenda for the Summit and worked with the management team to finalize the format. We invited three speakers for the Summit to participate in a panel on models for regional collaborative structures.

Due to speaker conflicts, we had to move the date of the Summit to Monday, November 16, 2015. We are still working on a Summit location as the University of Michigan League Ballroom is not available for that date. PSC created a revised Summit announcement and plans to send that by October 1st, when the location has been confirmed.

[September, 2015 Staff Progress Report]

- **Workforce Facilitation.** PSC wrapped up its work with the newly formed Southeast Michigan Consortium. We worked with the leadership of the executive team, existing MWA staff, and the new Southeast Michigan Consortium Board members to set up two meetings in September where they approved bylaws and a new Workforce Development Board.

The Consortium Board is now officially “up and running” and will be supported by existing MWA staff until a permanent administrative entity is selected.

Region 2 Planning Commission

- Staff prepared the agenda packet and conducted the September Commission meeting.
- Staff attended the South Central Michigan Works! annual meeting.
- Staff began writing and design work for the FY 2015 Annual Report.
- Staff began preparing a presentation on sign regulations for the October Commission meeting.

Regional Transportation Planning Hillsdale, Jackson, and Lenawee Counties

Assistance to Local Governments

- Staff, in conjunction with MDOT and KFH Consultants, made preparations for a 6-county (Prosperity Region 9) regional transit workshop that was held at Washtenaw Community College on September 29th. The purpose of the workshop was to review agency transit deficiencies in moving riders from one county to another and to begin development of a coordinated transportation plan to improve regional transit services.
- Staff reviewed and provided suggested edits to the *Connecting Lenawee Plan: A Non-Motorized Vision for Lenawee County* and attended September 17th meeting of One Lenawee’s Connecting Lenawee Taskforce.
- Staff completed the updates to the National Functional Classification system including adding traffic counts to RoadSoft, updating maps, working with the Village of Concord to get a signed resolution, and providing all pertinent information to MDOT.
- Staff conducted PASER ratings in Hillsdale, Jackson, and Lenawee Counties. Preparation for this included loading the PASER network and filling in missing segments.
- Staff set up an Internet Reporting Tool (IRT) workshop for MDOT to train local agencies.

Metropolitan Area Transportation Planning Jackson Area Comprehensive Transportation Study

Technical Assistance

- Staff assisted Leoni Township, the Jackson County Department of Transportation (JCDOT), and the LAP, Inc. consultants with revisions and application modifications required by MDOT in order to finalize the Ann Arbor Road non-motorized trail grant project. Funding for the project will be provided by the Leoni DDA, the Transportation Alternatives Program (TAP), and the Safe Routes to School (SR2S) program. The project will be constructed in 2017.
- Staff continued to provide administrative services for the Jackson Walkable Communities Coalition (WCC) including compiling minutes, developing the agenda, etc.
- Staff met with students from University of Michigan that are developing a template for cleaning sidewalks during snow storms.
- Staff submitted the bi-annual Title VI Certification to MDOT.

Program Management

- Staff attended the monthly directors' meeting of the Michigan Transportation Planning Association.
- Staff conducted the monthly meetings of the JACTS Technical Advisory and Policy committees.
- Staff attended the monthly meeting of SEMCOG's Transportation Coordinating Council.

Transportation Improvement Program (TIP)

- Staff solicited preliminary project lists from the City of Jackson, Jackson Department of Transportation, JATA, and MDOT to review for possible inclusion in the FY 2017-2020 TIP. The project lists will be further refined as revenue estimates for the 4-year time period become available from MDOT.

Jackson Traffic Safety Program

- Staff further updated strategic enforcement plans for Blackman Township. Both Jackson Police Department and Jackson County Office of the Sheriff did not use all of their funding so Blackman Township was able to utilize these extra funds.
- Staff entered enforcement reports for the Labor Day seat belt and impaired driving zones in MAG-IC+.
- Staff checked on seat belt zones and took pictures and sent them to OHSP.
- Staff met with officers to review the Labor Day zones and provided them with updated information.

[September, 2015 Staff Progress Report]

- Due to Jackson County budget issues JTSP funding has been temporarily suspended so a special meeting was held to decide how to proceed with this FY's projects. Staff scheduled a meeting and compiled minutes to discuss the situation. It was determined that the FY 2016 grants would be put on hold until further notice. The committee agreed to fund Safetyville since their costs are incurred in September and October. Staff sent a letter to FY 2016 grant recipients informing them that no costs can be incurred until the county decides if funding is to be continued.
- Staff reviewed mission and goals statements from other similar traffic safety programs around the country.
- Staff scheduled a follow up meeting to review the mission and goals of the JTSP program. This information will be presented to the County Commission's study group in November.

Local Planning Assistance

The requests of member units of government within Hillsdale, Jackson, and Lenawee Counties are listed below. These activities were prepared at cost to the individual units requesting the service (unless alternative funding was available).

Hillsdale County

City of Jonesville

- Staff is assisting a committee comprised of City and Fayette Township officials appointed to prepare the second edition of the *City of Jonesville and Fayette Township Joint Recreation Plan*. The draft plan is currently going through the local adoption process prior to submission to the Michigan Department of Natural Resources (DNR). Staff is working with City staff to prepare the documentation which must accompany the submission of the Plan to the DNR.

City of Litchfield

- Staff assisted Litchfield's Clerk in the preparation and distribution of the Notice of Intent required as part of the process to develop a new edition of the *City of Litchfield Master Plan*. Staff also created a base map to be used as a template for any maps to be included in the Plan.

Somerset Township

- Staff spoke with the Zoning Administrator about various zoning issues throughout September.

Jackson County

Grass Lake Township

- Staff drafted a survey, part of the process of updating the *Grass Lake Charter Township Master Plan*, and is currently working with Township officials on revisions.
- Staff answered several zoning questions posed by the Zoning Administrator.
- Staff met with the Township Supervisor to review MDOT's Transportation Alternatives Program as a possible funding source to construct a non-motorized trail between the Grass Lake Area and the City of Chelsea.

[September, 2015 Staff Progress Report]

Hanover Township

- Staff discussed Michigan's Land Division Act with the Township Supervisor.

Henrietta Township

- Staff worked with a Township Official to make desired edits to the text and maps of the proposed *Henrietta Township Recreation Plan*.

Leoni Township

- Staff facilitated the September 24th meeting of the committee charged with updating the *Leoni Township Recreation Plan*. Members approved release of the recreation survey and reviewed a preliminary draft of the recreation inventory chapter and map to be included in the document.

City of Jackson

- Staff assisted the City Parks Director in the preparation of supplemental information requested by the Michigan Department of Natural Resources (DNR) regarding the City's Michigan Natural Resources Trust Fund (MNRTF) application for the proposed Fourth Street (Trail) Connector.
- Staff met with City officials on various occasions to discuss the administration of the Historic District Commission and opportunities for collaboration with City departments.

County of Jackson

- **Solid Waste Planning Committee** — Staff prepared an analysis of two letters sent by the Michigan Department of Environmental Quality (DEQ) regarding the Liberty Environmentalists Landfill in Jackson County and the C & C Expanded Landfill in Calhoun County at the request of the County Administrator and suggested various actions.
- **County Planning Commission (JCPC)** — Staff facilitated the September 10th meeting of the Commission and prepared recommendations regarding a proposed rezoning in Parma Township and text amendments in Leoni, Henrietta, and Rives Townships.
- **County Parks**
 - **Sparks Park Inter-City Trail Connector** — Staff assisted the County Parks Director in the preparation of supplemental information requested by the Michigan Department of Natural Resources (DNR) regarding the County's Michigan Natural Resources Trust Fund (MNRTF) application for the proposed Trail Connector. The Jackson Community Foundation awarded a small grant to the proposed Trail Connector.
 - **Fairgrounds Master Plan** — Staff participated in the September stakeholder meeting for the proposed *Jackson County Fairgrounds Master Plan*.
- **Jackson 2020**
 - **Steering Committee** — Staff represented ARC (Arts, Recreation, and Culture) at the September 14th meeting of Jackson 2020's Steering Committee and suggested possible merger with the County's SIT Committee; the proposal was received favorably.

[September, 2015 Staff Progress Report]

- **SIT Committee** — Staff represented ARC (Arts, Recreation, and Culture) at the September 17th meeting of the County’s “Strategic Implementation Team” and suggested possible merger with Jackson 2020’s Steering Committee; the proposal was received favorably.
- **NETMA Committee** — Staff represented ARC (Arts, Recreation, and Culture) at the September 22nd meeting of Experience Jackson’s events coordinating and promotion committee commonly known as “Nobody Ever Tells Me Anything”.
- **HIO Coordinating Council** — Staff represented ARC (Arts, Recreation, and Culture) at the September 23rd meeting of Allegiance Health’s HIO (Health Improvement Organization) Coordinating Council.
- **Non-Motorized Planning** — Staff prepared a draft presentation regarding the developing trail network in Jackson County. The speech will be made before the Jackson County Parks Commission in November and the County Commission’s Study Session in December.

Norvell Township

- Staff made suggestions to the Township Supervisor regarding the development of a future land use map for inclusion in the municipality’s master plan.

Summit Township

- Staff assisted the Zoning Administrator/Consultant in the preparation of supplemental information requested by the Michigan Department of Natural Resources (DNR) regarding the Township’s Michigan Natural Resources Trust Fund (MNRTF) application for the proposed Horton Road Trail.

Waterloo Township

- Staff facilitated the September 3rd meeting of the committee charged with creating the *Waterloo Township Recreation Plan*. Staff also began preparing the parks and recreation inventory chapter of the plan, including a detailed map.

Lenawee County

Adrian Township

- Staff reformatted the maps contained in the current edition of the *Adrian Township Master Plan* for inclusion in the proposed edition of that document.

County of Lenawee

- **Solid Waste Planning Committee (LCSWPC)** — The Committee did not meet in September.
- **County Planning Commission (LCPC)** — Staff facilitated the September 17th meeting of the Commission and prepared reports regarding proposed rezonings in Rollin and Clinton Townships and 5 proposed PA 116 agreements in Blissfield Township.

Region 2 Planning Commission



MEMORANDUM

TO: Region 2 Planning Commission

FROM: Steven Duke, Executive Director

DATE: September 30, 2015

SUBJECT: FY 2015 RPI - Challenge Grants

The Region 2 Planning Commission's Regional Prosperity Initiative (RPI) application to the state of Michigan for FY 2015 included \$70,000 in funding to provide "challenge grants" to Region 9 applicants in order to implement strategies identified by the functional teams and included in the Five-year Economic Prosperity Strategy document. The Region 9 Management Team, with representation from Hillsdale, Jackson, Lenawee, Livingston, Monroe, and Washtenaw counties, distributed a Request for Proposals (RFP) on June 10, 2015 with applications due September 1, 2015.

The Management Team met on September 14th and approved funding the following challenge grant applications (complete applications are attached for your review):

1. Livingston Educational Service Agency – to support career exploration summer camp experiences for 85 middle school students linking school to careers.
2. MI Bright Future – aims to address the long-term workforce needs in Michigan, particularly in high demand occupations by supporting the development of an informed, educated, skilled and experienced talent pipeline.
3. South Central Michigan Works! – development of a wage and salary database for the Region 9 area and adjacent counties in Michigan, Indiana, and Ohio.
4. Workforce Intelligence Network – purchase access to LinkedIn Recruiter resources and data to better inform where graduates of Michigan colleges and universities migrate to after they leave high education.
5. Greater Ann Arbor Region – funding will be used to host a Familiarization Tour for site selectors in Prosperity Region 9 highlighting our area's assets and unique features. Site selectors are professionals that work with businesses on new location decisions.
6. Jackson College – is proposing the research, identification, and/or development of a best-practice approach to implement a short-term regional industry-recognized credential for advanced manufacturing.
7. Ann Arbor Spark – development of a software talent attraction and retention program to increase the depth and pipeline of critical software development and engineering talent in Region 9.

The total amount awarded for all the challenge grants is \$59,750. All of the grantees have supplied a minimum 1:1 match.



Request for Proposals

Background on the Regional Prosperity Initiative

A consortium of public, private, and nonprofit organizations in the six-county Prosperity Region 9 (Hillsdale, Jackson, Lenawee, Livingston, Monroe, and Washtenaw Counties), were awarded grant funds from the State of Michigan's Regional Prosperity Initiative (RPI). These funds will help to build relationships among geographies that have not worked together extensively, and to establish a prosperity vision and five-year strategy for how regional partners will work together to enhance economic prosperity in the region.

In the effort's first year (2014), partners made great progress on increasing collaboration. Working in four functional teams (talent council, workforce, adult education, and transportation), partners developed a five-year prosperity strategy that identifies goals, objectives, and strategies for:

- Growing and attracting talent to meet industry needs
- Advancing a high-quality and diverse regional transportation system to support industry growth and community vitality

Prosperity Region 9 received additional state funds for the RPI effort's second year, and partners would like to build on these functional teams' collaboration as we move forward with implementing the strategy.

Challenge Grant Scope

The Prosperity Region 9 management team is soliciting proposals for a challenge grant program that will help support the functional teams' efforts to implement strongly supported and timely strategies included in the five-year strategy. Any proposal submitted for consideration should:

- Help catalyze and/or provide necessary support to complete one or more of the strategies identified in the [Region 9 Prosperity Strategy](#)
- Have a regional (not just county-level) focus and impact
- Clearly define the project's expected outcomes
- Include a 1:1 match of RPI grant funds in order to leverage other available dollars and broaden RPI partners' financial commitment
- Be submitted on behalf, or with the written support of, one of the four existing Region 9 RPI functional teams (contact the RPI Coordinator, Shanna Draheim, for a list of functional team contacts if needed)
- Be submitted by a nonprofit, public or private educational, or governmental entity

Proposals should be no more than five pages long (minimum 11-point font and one-inch margins) and describe the purpose, the prosperity plan goal(s) and objective(s) the project addresses, the scope of work, the proposed budget (including match funds), and a timeline for completing the project. Applicants should also attach letters of support from partner stakeholders (not included in the five-page limit).

Timeline

Release date: June 10, 2015

Due date and time: Proposals will be accepted until September 1, 2015.

Delivery method: E-mail responses to RPI Coordinator Shanna Draheim at sdraheim@pscinc.com. Please write “RPI Challenge Grant Proposal” in the subject line.

Questions can be directed to Ms. Draheim at the above e-mail as well. Please write “RPI Challenge Grant RFP Inquiry” in the subject line of those e-mails.

Proposal Review Criteria

Criteria	Relative weight
Project has a regional focus and impact	25%
Addresses specific goals, objectives, and proposed strategies identified in the Region 9 Prosperity Strategy	25%
Includes participation/engagement of a broad range of regional stakeholders, including private sector partners	25%
Clearly describes the proposed scope of work and expected outcomes	15%
Budget is clear, reasonable, and includes 1:1 match of RPI dollars	10%

#	Proposal Name	Applicant	Requested Funds		Match	Total Budget	
1	Career Exploration Summer Experiences	Livingston Educational Services Agency	\$	10,000	\$	6,500	\$ 16,500
2	MI Bright Future	Livingston Co. MWA	\$	10,250	\$	70,244	\$ 80,494
3	Researching best practices for Advanced Manufacturing Credentialing	Jackson College	\$	5,000	\$	5,000	\$ 10,000
4	R9 STAR Program	SPARK	\$	7,500	\$	102,500	\$ 110,000
5	Wage and benefit survey	SCMW	\$	15,000	\$	15,000	\$ 30,000
6	Familiarization Tour	Greater A2 Economic Development partners	\$	7,500	\$	27,000	\$ 34,500
7	Working at Every Level	WIN	\$	4,500	\$	4,500	\$ 9,000
TOTAL			\$	59,750	\$	230,744	\$ 290,494

\$ 3.86



Challenge Grant Funding Request

From: Region 9 Economic Development Partners

To: Regional Prosperity Initiative Challenge Grant Committee

Date: August 21, 2015

Project Summary:

The Economic Development Partners of Prosperity Region 9, also known as the “Greater Ann Arbor Region,” formally request that the available challenge grant funding be used to host a Familiarization Tour (“Fam” Tour) for site selectors in Michigan’s Prosperity Region 9. Site selectors are professionals that work with businesses on new location decisions. They produce roughly 30% of the leads for companies that are interested in relocating to or expanding in our region. While much of the site selection analysis comes from data, there are other factors that can influence the location decision process. Hosting a Fam Tour for the national site selector community provides us with the opportunity to highlight our region’s assets and unique features that are not always illuminated in the data.

Project Goals & Objectives:

- Put the Greater Ann Arbor Region on the radar of the national site selector community
- Increase the odds that Region 9 communities will be considered during site searches
- Give site selectors the firsthand experience they need to effectively pitch our communities to companies that are looking for new places to open and expand operations

Project Outline:

The Fam Tour would be a multi-day tour through Ann Arbor, where site selectors will be joined by local partners and businesses from throughout the region. The day will include meetings with CEOs of businesses that are central to the economic success of the region, Q & A sessions with regional stakeholders and site selectors, and meals including facilitated discussion. All meetings, transportation, meals, and lodging will be organized by Region 9 economic development partners.

Proposed Tour Activities:

- Company tours with major employers near downtown Ann Arbor
- Tour of Mcity & discussion of Southeastern Michigan’s role in connected vehicle development
- Roundtable discussions with employers regarding the location decision process, and their talent acquisition process

Marketing Materials Included in Site Selector Packets:

- Community profiles
- Employer and wage related data, including a recent “Labor Supply Certification” study that was completed for each county within Region 9
- Examples of best available sites for redevelopment in the region
- Marketing materials

Project Costs:

- Transportation, marketing material development and expense

Long Term Vision:

The long term vision of this tour is increasing economic prosperity in Region 9. Business owners are far more likely to consider Region 9 communities for their companies if site selectors are effectively pitching those communities. Bringing new companies to Region 9 would create more jobs and investment in the region, thus making our communities the best possible places to live, work, and play.

Funding Request and Leveraged Dollars:

Fam Tours happen throughout the country and different regions compete for the time of the site consultant community. Site consultants expect that their travel, meals and lodging will be covered by their hosts.

The Greater Ann Arbor Region Members request \$7,500 through the Challenge Grant to cover the costs associated with the Fam Tour. The funds will have a leverage ratio of 3.6-to-1, which includes funding from the Michigan Economic Development Corporation, the Ann Arbor Convention & Visitors Bureau and in kind support from the Greater Ann Arbor Region members.

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Workforce Intelligence Network: Working at Every Level

This document outlines a project proposal for the Prosperity Region 9 Challenge Grant. An overview of WIN and relevant expertise is followed by the proposal. In accordance with space limitations, WIN staff bios are available for reference at www.win-semich.org.

Overview of WIN

The Workforce Intelligence Network (WIN) is a southeast Michigan collaborative effort between nine community colleges, seven workforce boards and economic development partners.

Mission: To create a comprehensive and cohesive workforce development system in Southeast Michigan that provides employers with the talent they need for success. To accomplish this mission, WIN centers activities on three goals:



WIN Background

The Workforce Intelligence Network (WIN) is a partnership of nine community colleges and seven Michigan Works! Agencies in greater Southeast Michigan. Southeast Michigan Community Alliance (SEMCA), a 501(c)3, is WIN's fiduciary. WIN's mission is dedicated to cultivating a regional talent system, and is dedicated to helping employers find the talent they need for success. WIN was launched in May 2011, with funding from the New Economy Initiative, a partnership of 10 foundations.

WIN specializes in fostering collaboration among talent partners, including workforce development, community colleges, four-year postsecondary institutions, K-12 schools, economic development organizations, government, community based organizations, employers, and others. WIN manages data-driven cluster strategies in the areas of advanced manufacturing, information technology, health care, and retail/hospitality, and works with over 200 major employers and dozens of talent partners through its cluster initiatives.

WIN has unique expertise related to talent, federal and state programming related to labor, and the economics of education and workforce. As the lead partner on the InnoState initiative, WIN is working with partners to deliver training and technical assistance to roughly 50 firms with unique expertise in new product development, including rapid-prototyping, design and engineering, product testing, etc. As the lead convener and facilitator for the Michigan Academy for Green Mobility Alliance (MAGMA), WIN is working with employers, colleges, and universities to identify talent needs, including career awareness and curriculum development, related to automotive efficiency and safety. WIN will serve as the Michigan talent-partner lead on the Advanced Lightweight Metals Manufacturing Innovation Initiative (ALMMII) recently funded by the U.S. Department of Defense. The work includes partner engagement around talent-need identification, asset mapping, curriculum mapping and alignment. This work ties WIN directly to national credentialing partners in Michigan and five other states. Finally, WIN is the lead staff for Advance Michigan, a 13-county effort designated as one of 12 national Investing in Manufacturing Communities Partnership regions. Under the designation, WIN will convene employers and partners in a fully integrated economic and workforce development strategy to grow manufacturing jobs and talent.

WIN's team is comprised of individuals with expertise in labor market data, industry sectors, strategic career pathways, career awareness and readiness, communications, collaboration, facilitation, and resource development. Several WIN staff possess professional consulting backgrounds, having worked on the local, state, and national projects. Others have worked directly in community college and workforce development settings.

Together, WIN's experience in data-driven solutions, partner engagement and collaboration, and consulting ensure that talent partners and their supporters have the tools needed to support Michigan's growing economy.

Region 9 Talent Grant Proposal

Introduction

The award of this proposal will directly benefit Prosperity Region 9. Access to LinkedIn Recruiter resources and data will provide new and useful insights to WIN and Ann Arbor SPARK. Access to this data will help better inform where graduates of Michigan colleges and universities migrate to after they leave higher education. Macro talent data will be an important addition to WIN's quarterly labor market reporting. It will also assist SPARK in augmenting customized recruiting efforts for companies around the region in need of hard-to-find talent.

LinkedIn is the largest professional network in the world, with over 380 million members. Over 118 million of those members are based in the United States. According to the Pew Research Center¹, 46% of adults who have graduated from college have active LinkedIn accounts. It is the only social media site that is more popular with 30-49 year olds than 18-29 year olds. According to

¹ Duggan, Maeve. "The Demographics of Social Media Users." Pew Research Center. 8/19/15.
<http://www.pewinternet.org/2015/08/19/the-demographics-of-social-media-users/>

the same study, 22% of LinkedIn users visit the site daily.

LinkedIn users develop professional profiles that include major components of a resume. This includes work history, employer information, educational attainment and specialized skills. Account holders self-report this information, generally on public profiles. As an individual user, one can make connections with professionals that they know, making it easier to keep track of colleagues as they move on to new positions and new employers.

Users that create free individual accounts can view the profiles of their connections, and the 2nd degree connections of their associates (friends of friends). As an individual's profile grows, it becomes easier to reach deeper into the LinkedIn profile database to meet new professionals of interest. For example if a user had a need for a copywriter, but did not know one personally, they could easily search their network to get a soft introduction to someone with that skill.

This is a useful tool for individuals, but an even more useful tool when utilized for recruiting and macro labor market research. With a Recruiter account, a user is granted access to the entire network of LinkedIn members and can pull reports on many of the data points that users self-identify. For example, a user could search the network for all of the University of Michigan graduates who have worked as Java developers, or all of the Wayne State graduates that are transportation engineers. This information could be aggregated by city, region or state and is integral to making direct contact with talented persons of interest.

Proposal

WIN and SPARK propose to purchase LinkedIn Recruiter accounts to meet the following Challenge Grant Criteria:

1. Regional focus and impact

WIN publishes quarterly labor market reports for Washtenaw County, and Region 9. These reports focus on real-time job posting data for IT, Health Care, Advanced Manufacturing and Retail/Hospitality. The information gleaned from LinkedIn research will, for example, provide the ability to supplement published graduation rates with information on how working adults shift the focus of their career over time. Perhaps a retail sales person who has an interest in IT changes careers without having earned a public certificate to become a programmer. This career change would not be captured in currently available public data. LinkedIn data could better inform the available pool of qualified workers in ways that traditional government data collection cannot. This data also supplements location quotient (LQ) reports that WIN analyzes to determine the concentration of talent in greater Southeast Michigan as compared to other parts of the nation. LinkedIn data could show the migration of skilled workers as they move from one part of the state or country to

another. From WIN's perspective, this additional data source has nearly limitless potential to better inform the ongoing regional conversation on talent.

SPARK, via its mission, is charged with advancing the economy of the Ann Arbor region. Staff works with companies from around the world to locate new businesses in Region 9, and collaborates with existing companies to help them grow in Region 9, and greater Southeast Michigan. LinkedIn Recruiter access will allow SPARK to micro-target candidates that may be a good fit for expanding companies in our region, especially those who currently reside outside the region or state. SPARK will continue to leverage WIN data and analysis to inform their work on current in-demand jobs. Access to this LinkedIn resource will allow SPARK to better target key talent needed by start-ups and established businesses in the region.

2. Address Region 9 Prosperity Strategies

Grow future talent: this service will help WIN and SPARK better understand and identify the educational aspirations of college students just starting on career pathways. It could also assist with matchmaking between companies seeking interns, coops and entry-level talent with those who espouse those career pathways.

Prepare and upskill current talent: LinkedIn Recruiter access will provide the ability for WIN and SPARK to better project talent in the development pipeline. It will also allow WIN to assess those who are seeking work to look for trends in ongoing education or the need for upskilling.

Attract and retain talent: The ability to proactively attract new talent to the region is a key benefit of this service to SPARK and WIN. From software developers to Registered Nurses, LinkedIn Recruiter access will grant instant person-to-person outreach opportunities. In addition to direct connections, macro level data will help to better inform SPARK's out of state advertising and event planning by being able to identify those cities and regions with skill and talent density in the areas of work that are of interest to local companies.

3. Includes a broad range of stakeholders

WIN stakeholders include the nine community colleges and seven workforce development agencies in Southeast Michigan. WIN convenes employer groups throughout Southeast Michigan that touch hundreds of companies and public entities.

SPARK has been working to build a prosperous region for over a decade. The companies served are a who's who of start-up and national brands, including over 2600 companies and \$1.8 billion in new investment commitments. Access to this service will allow SPARK to better service new and existing clients.

4. Scope of work & expected outcomes

A. Obtain LinkedIn Recruiter license in September 2015

B. Expected outcomes

- a. (WIN & SPARK) Improved access to macro and micro labor market data
- b. (SPARK) Direct high-skill, high-demand, recruiting opportunities for use in Region 9, and greater Southeast Michigan as necessary
- c. (WIN) Establish and maintain enhanced special reports on Michigan talent migration patterns and regional specialty skill concentrations (eg: cyber security, analysts, embedded vehicle software systems, etc)
- d. (SPARK) Improved access and direct contact with regional and national talent in high demand
- e. (WIN) Improved access to an extensive data source of national talent to augment traditional labor market data and real time job posting data

C. WIN and SPARK expect the licenses will be renewed on an annual basis.

5. Budget

- One-time purchase of (2) LinkedIn Recruiter licenses (quote attached): \$9000
 - RPI Challenge Grant request: \$4500
 - 1:1 matching provided by WIN: \$4500.

Please notify David Palmer, WIN Director of Business Partnerships (David.Palmer@win-semich.org, (734) 478-0736) if you have any questions.

LinkedIn Presentation - From: Kelan Hurley (khurley@linkedin.com; 415-500-8948) - Powered by [ClearSlide](#)

LinkedIn Proposal

Solutions	Sourcing Package Enterprise Support & Training included
 Sourcing	• 2 Recruiter Licenses
 Jobs	---
 Branding	---
List Price (Annual)	\$18,000
12-Month Non-Profit Price	\$9,000

- Contract terms 12, 24, 36 months, prices are annual
- Payment options: annual/quarterly invoice
- Branding includes a discount for small and medium businesses

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TALENT SOLUTIONS 2

 Download



August 31, 2015

Shanna Draheim, RPI Coordinator
sdraheim@pscinc.com

RE: R9 Challenge Grant Proposal

Dear Ms. Draheim,

Please accept this letter of support for the Workforce Intelligence Network (WIN) proposal for a Region 9 Challenge Grant. SPARK has collaborated with WIN for several years. WIN provides timely and useful labor market data that has been a tremendous benefit for SPARK's regional economic development efforts.

The WIN proposal would provide access to premium LinkedIn Recruiter accounts for 12 months for both SPARK and WIN. Access to this information will provide (1) useful macro data on topics like where Michigan university graduates are currently working, reports on where specific skills (eg: cyber security, .Net programming, etc.) are clustered around the United States, and will specifically allow SPARK to target individual candidates to assist in specific site selection and recruiting activities.

We look forward to approval of this request so that WIN and SPARK can continue to innovatively leverage big data to benefit our region.

Please contact me if you have any questions.

With respect,

A handwritten signature in black ink, appearing to read "Phil P. Santer".

Phil Santer
Vice President, Business Development
Ann Arbor SPARK
Phil@AnnArborUSA.org | 734.679.7189



September 2, 2015

Shanna Draheim,
RPI Coordinator
230 N. Washington Square, Suite 300
Lansing, MI 48933

RE: R9 Challenge Grant Proposal

Dear Ms. Draheim,

Please accept this letter of support for the Workforce Intelligence Network (WIN) proposal for a Region 9 Challenge Grant.

As a member of the Region 9 Talent Committee, I fully support the work of WIN and SPARK in their efforts to enhance labor market reporting and talent attraction for the region.

Please contact me if you have any questions.

With respect,

A handwritten signature in blue ink, appearing to read "J. Morgan", is written over a faint, larger blue signature.

Jason Morgan
Director of Government & Community Relations
Washtenaw Community College

Challenge Grant Application
Submitted By South Central Michigan Works!, Jackson, Hillsdale, and Lenawee
Economic Development Teams

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Introduction and Background: This application supports the work we are doing in Hillsdale, Jackson and Lenawee counties to further understand our talent supply chain challenges. One of these challenges is providing relevant up-to-date data to our stakeholders. The manufacturing sector wage and benefit structure has an immediate, intermediate and long term bearing on our employers' ability to retain and attract talent. This is especially true when non Region 9 counties including Branch and Eaton counties in Michigan, Steuben County, Indiana, and Williams, Fulton and Lucas counties in Ohio draw workforce from our counties and into their pipeline. Our retention and attraction challenges are more heavily based in manufacturing than our sisters (the other Region 9 counties). However, the data we are seeking is certainly foundational to selling the whole region for attraction purposes. Good data is a rarity that often is the tipping point in site selections, whether the data is about energy cost, talent supply, or human resource costs.

Request: Our request is for \$15,000.00 to hire expertise to build current wage and benefit data for our dissemination to our employers, to students / parents, and other stakeholders. Our economic development teams and South Central Michigan Works! have determined that wage data is accessible but may be skewed. Surveying our companies should provide clarity to the generalized wage data we are often provided. A more specific emphasis from our team discussions is to produce better, more specific and more relevant benefit data. Each of our partners supporting this request, including South Central Michigan Works!, feels current benefit data is not accurate enough to share with our stakeholders. Our collaboration around the goal of filling the talent pipeline is currently hampered by our inability to provide objective data to help our companies build competitive wage and benefit human resource structures. The rapidly changing job opportunities in the manufacturing sector, the fall (Great Recession), and quickening rise of economic health, and the changing demographic of existing workforce (retiring baby boomers) all support our need for this data. This lack of data hinders companies in their design of competitive H.R. packages, and hinders the economic developers in each county as they work to develop realistic talent systems. In Lenawee, building a talent system includes providing more information to students about manufacturing careers. The lack of benefit data leaves a huge hole in their donut.

The regional Prosperity Team has identified these steps as necessary to moving that talent needle.

1. To grow the future talent pipeline

2. To develop and upskill the current talent base, and
3. To attract and retain talent to the region

Benefit data and its dissemination of that data to stakeholders is critical to all three needle movers.

Four labor pools in our counties provide talent. The won't-work or can't-keep-a-job pool aside means the low or semi talented pool and the higher-end employees and candidates pool fill most open jobs. The third pool includes potential student-to-workforce employees and the fourth includes workforce that relocates or wishes to relocate into our region. Growing and attracting talent to meet industry needs is one of the visions that the regional Prosperity Team has identified as critical to our well-being and sustainability. We are supporting this vision through our mission to provide constructive and consistent communication on wage and benefit data. This data will help local employers make better choices as to what to offer their workforce or potential workforce to fill their pipeline. Our sense is that they may not fully understand that potential employees are divided into traditional wage influenced workers and those who appear to be making decisions based more on immediate benefits, like time off or flexibility.

Past Work: This request sustains our process to build talent systems

The Prosperity Team underscored a basic tenet of change, highlighting the need for collaboration that supports sustained communication of all stakeholders. Our request is not a first step in our attempt to bridge the communication challenges between employers and students, parents, and those seeking new work. This is our third collaborative effort to sustain communication and data sharing so sound decision-making is utilized on critical regional economic issues.

In 2013 Hillsdale, Jackson and Lenawee counties, along with South Central Michigan Works! applied to the USDA to begin to solidify information about job readiness and employers' skills needs. Their grant helped the counties contract with the Workforce Intelligence Network (WIN). The funding created a position in South Central Works! for a specialist to be our quarterback of data. She worked with WIN to correctly communicate what their data and other data from professional private sector databases was actually telling our stakeholders. The specialist also shared with our economic developers and employers needed skills by position, and educational requirements that would help advance their employees. She directly fielded employers' inquiries about their specific training and development needs. Since that time, the Economic Development Partnership for Hillsdale County (EDP) has worked directly with the Hillsdale Intermediate School District to place students into local manufacturing facilities so they gain hands-on experience. Approximately 80% of those students have been offered jobs following placement. Others have gone on to further study and returned into internship positions. The overall outcomes of the USDA grant included not only this example, but also a collaborative communication pathway for county economic developers and employers to begin working toward talent system solutions.

In 2015, Lenawee County applied to the USDA for a second phase of this work. Lenawee Now is utilizing what we learned in the 2013 grant to begin to narrow the gap in communication between manufacturing employers and county schools. That gap helped create an overwhelming misunderstanding among students and parents about manufacturing careers. The current paradigm about manufacturing jobs includes working in dirty, boring jobs. The opportunity that Lenawee Now is creating is to focus students and parents on the newer, cleaner more challenging jobs now offered in the sector. In March of this year, Lenawee Now facilitated a meeting between its manufacturers and 13 school superintendents. The second meeting was August 20, 2015 to adopt the vision and mission of their Unified Talent System (UTS). Both the vision and purpose of their UTS parallels the regional Prosperity strategies in developing the talent pipeline:

UTS Vision: Educate, train, and employ an exceptional workforce for Lenawee County

UTS Mission: Bring employers, educators and future employees together in a system, which creates opportunities for an EXCEPTIONAL workforce for Lenawee County.

Between March and August of this year, Lenawee Now created six work groups (whose cited challenges are exactly parallel to the R9 5 Year Prosperity Strategies (p.12, eight starred strategies on the right). We believe the UTS will help support the Prosperity functional teams' efforts to implement strongly supported and timely strategies included in the five-year strategy. The UTS is focusing on Lenawee's talent needs that can be utilized to support the regional planning while enabling Lenawee to contribute to the regional dialog through their own lessons learned. One UTS workgroup is dedicated to creating student experiences at our manufacturer's work sites, building new avenues through social media forums in communication about manufacturing jobs, and hosting new dialog with counselors and other education stakeholders. Wage and benefits data is critical to their workgroup's communication to students.

Jackson County's JAMA and its initiatives, often funded by SCMW monies have historically worked to communicate to almost all age levels about the STEM job opportunities in the region. Their development of a middle college pathway with Jackson College is one example of filling their talent pipeline needs with local candidates. Their need to provide accurate, timely, and thorough benefit data is just as critical as the need in our other two counties.

Employment of the data: Each county will employ the benefit data to fit their talent system strategies. In Hillsdale, the EDP's manufacturing forums and their day-to-day business calls with local employers have pinpointed two of their greater challenges:

1. How do our county employers adjust to competition from other non-Region 9 county employers who offer higher wage and better benefit structures? and,
2. How do employers attract talent, where is the value point where a competitive wage and benefit package still allows for sustained profitability? Some manufacturers have been turning down new contracts due to a lack of skill in the talent pipeline. They cannot hire people with the skills needed to take on the new work. How do prevailing wage /benefit rates play into this problem?

Both challenges lie at the heart of the county's attempt to remain a leader in rural manufacturing. Litchfield's industrial park, for example, is one of the best industrial parks in the state, where 2200 people a day come to work; in a city whose population is only 1,300 people. Hillsdale's strategy is to work with local schools, regional training providers, and the regional Prosperity Leadership to solve their talent challenges. Their use of the benefit survey will be to help employers attract new talent with competitive wages and benefits packages that fit the workforce's needs. By working with student placement the EDP has learned those benefits may not fit the traditional benefit packages. Careers being promised by employers, for instance, have less gravity with job candidates that are looking for experience but not a long-term commitment to one company. By providing the wage and benefit data the EDP can be a major resource in the regional prosperity strategy of developing consistent messages with employers and students / parents.

Scope of the work: Clearly defined projects expected outcomes

Scope:

1. Contract with a professional consulting and data company to employ data gathering, analysis, and reporting of wage and benefits in the selected counties of Region 9 and competing counties
2. Dissemination of the information in each county utilizing their relationships with local employers and other stakeholders

3. Special communication of the data to stakeholders who are not in economic or workforce development, for instance school administrations, counselors, teachers, parents, students,
4. Utility of the data in building consistent communication with all stakeholders helps in the building of talent systems within the counties.

The following outcomes are expected from a success project:

1. Clarity on wage data for the counties' employers and economic development teams within the study
2. New and better benefit information for employers in developing their HR structures
3. New and better benefit information for economic developers to provide site selectors
4. New and better benefit information for counties building their talent systems within the parameters and guiding principles of the Prosperity Team's vision and goals
5. Support for the Prosperity goals that include collaboration around continued communication among stakeholders who are building resources to move the talent needle
6. Understanding the competitive nature of employers in surrounding counties that are drawing off workforce
7. Beginning to understand the balance between the perspectives that focus on the need for talent development, and the perspectives that wage and benefits offered in parts of Region 9 are not supporting efforts to acquire and sustain talent levels

The prosperity plan goal(s) and objective(s) the project addresses

The specific goals, objectives, and proposed strategies identified in the Region 9 Prosperity Strategy that are supported include:

- Growing and attracting talent to meet industry needs
- Partnering with employers to identify skill gaps and employment opportunities and build that information into awareness / outreach efforts.
- Develop consistent messaging and expand on existing career awareness activities to educate teachers, counselors, parents and students about high demand jobs.

The wage and benefit study will enhance partnering with employers to identify the relationship between skill gaps and compensation. Clarity about the talent pipeline and the causes of unfilled jobs is critical to the region. For instance do we have a talent shortage, do we have a compensation mismatch with employers in competing counties (in and outside Region 9 and the state)? Are skill gaps a product of the way we communicate to potential workforce what wage and benefits are obtainable within the region? Are we able to build talent systems in the counties that are more effective at filling pipelines if there is more clarity about employee compensation? All of these questions and more can be addressed but first we need to study wages and especially benefits so we have a clearer picture for our own planning and a clearer picture we can share with potential talent. Consistent messaging is essential in talent system building. Career awareness activities that are currently being employed in the counties, and those that are planned will be more effective when current, relevant, and accurate information can be shared with all stakeholders, especially the school counselors, parents, and students. A successful survey and data dissemination process not only helps Jackson, Hillsdale and Lenawee counties in their talent system building but can serve other Region 9 counties, and even be a model for the state.

Budget: Include a 1:1 match of RPI grant funds in order to leverage other available dollars and broaden RPI partners' financial commitment

Conduct a survey that is regional in scope (Hillsdale, Branch, Lenawee, Jackson, and Steuben (IN) counties for manufacturing firms, heating and cooling businesses, hospitals, and large automotive dealerships that includes self-reported data about salaries, wages, and benefits. Compiled data will be classified according to company size and business classification. Manufacturing wages will cover six employment categories: administrative, technical, production, housekeeping, transportation/material movers, and installation/maintenance. Heating and Cooling shops will be classified in two categories: administrative and repair. Hospital wages classifications will be determined. Automotive wages will be classified in two categories: administrative and repair. Retail will be classified in six categories: sales, management, shipping/receiving, IT, loss prevention/security, and administrative.

Services provided would include (but are not limited to):

- Preparation of media releases for both notification of survey being conducted and final report available
- Preparation of postcard and email notifications to participants
- Creation and execution of survey
- Creation and execution of reminder emails for those participants who have not yet responded
- Follow-up contact for those who do not respond before the deadline
- Compilation of data
- Creation of final report - to include each county's data broken out separately.
- Online reporting download available to each county's economic development organization.
- The price for this vendor service is \$14,000.00

Additionally we are seeking \$1,000.00 for the EDP to provide communication among the counties included in the study, be a liaison with the vendor, and administer the grant in terms of process oversight, and reporting results to the Prosperity leadership team. Total request \$15,000.00

Match: Option One - USDA funding and repurposing current contracts within the economic teams will be utilized for match. This match will be documented. The USDA funding will be used for facilitation of talent system building. Talent system building is one of the most important goals that underscore the Prosperity Team's work. Facilitation of work groups utilizing the wage and benefit data will enable the economic teams to present data that helps to better build the talent pipeline by illustrating good paying and benefit careers within the region. This match funding allows for the distribution of talent data, and dissemination of the data to companies and to schools who are working together to refresh the appeal of local jobs. Total match: \$15,000.00. Option Two - includes provision by the vendor to supply \$10,000.00 of in-kind labor. The other \$5,000.00 of the match would be sourced through the USDA funding for information dissemination.

Timeline

The estimated time to finish the work is 16 weeks. This includes employer database build, survey build, survey notification/ open time, follow-ups, compilation and reporting. The estimated time to support dissemination through facilitators paid for through our match differs per county and how each chooses to share the data. In Lenawee, the data will be shared throughout the rest of 2015 and 2016 as the work groups for UTS meet with stakeholders like students, teachers and employers. Hillsdale County will be sharing the data through its manufacturing council, CEO council, and through one-on-one business calls. The dissemination for Jackson County is not finalized. For all counties it is realistic to timeline the first wave of dissemination to be completed by spring of 2016, while full dissemination is accomplished by December 2016.



August 27, 2015

To Whom It May Concern:

South Central Michigan Works! is a workforce development agency that provides services to both jobseekers and employers in Hillsdale, Jackson, and Lenawee counties. Our focus is on strengthening the current workforce and equipping the future workforce with the skills necessary to meet the needs of our local employers.

As part of Prosperity Region 9, we are interested in the results of a wage and benefit study done by county for various occupations in Hillsdale, Jackson, Lenawee, Monroe, Washtenaw, Livingston, and surrounding counties. The results of a wage and benefit study would allow us to analyze our region in a different way than we are able to do with traditional labor market information. Wage and benefit information, along with cost of living data for each county, would be beneficial in the analysis of workforce and economic trends and to validate current economic beliefs regarding the impact of higher wages and in-flow/outflow patterns within Prosperity Region 9.

Please feel free to contact me if you need additional information.

Sincerely,

Sarah Hartzler
President

Administrative Office

21 Care Drive
Hillsdale, MI 49242
(517) 437-3381
Toll-Free: (888) MI WORKS
Fax: (517) 437-3249
Michigan Relay Center:
(800) 649-3777

Hillsdale County

21 Care Drive
Hillsdale, MI 49242
(517) 437-3381
Fax: (517) 437-4128

Jackson County

Commonwealth
Commerce Center
209 E. Washington Ave.
Suite 100
Jackson, MI 49201
(517) 841-5627
Fax: (517) 796-8390

Lenawee County

Lenawee County
Human Services Bldg.
1040 S. Winter Street
Suite 1014
Adrian, MI 49221
(517) 266-5627
Fax: (517) 266-2745

www.scmw.org





Shanna Draheim, Senior Consultant
230 N. Washington Square, Suite 300
Lansing, MI 48933

Dear Shanna,

A wage and benefit survey for the cluster counties would give employers a better idea of where they currently fall in their compensation packages. With the Clemens Food Group ramp-up in 2017, which will require 800+ new employees, it is even more imperative that a regional evaluation be done to insure there is competitive information so existing employers can maintain their current workforce and attract talent for future growth.

Each year our office fields numerous calls from employers who are trying to determine what kind of an increase will keep them competitive for employee retention and attraction. Since the economic recovery the quest for skilled workers has become a more and more difficult task. Traditionally employers have made annual adjustments 2-3% or more depending on the cost of living increase. The current market has created a tremendous amount of uncertainty in terms of employee remuneration.

The shortage of available skilled workers has created tremendous competition for workers. Employee poaching is becoming problematic and there is no understanding of the current wage and benefit structure within surrounding counties. The counties to be included in this survey are similar in their balance of manufacturing, retail and healthcare as well as economic factors. We are trying to get a baseline of average compensation being offered by local employers in the manufacturing, retail and healthcare sectors.

Employers benchmark their business practices in terms of process and production to ensure they are competitive and to have actual information on the current regional employee compensation is imperative.

Respectfully yours,
Susan M. Smith



The Enterprise Group
Of Jackson, Inc.

August 28, 2015

RPI Coordinator Shanna Draheim

Dear Ms. Draheim:

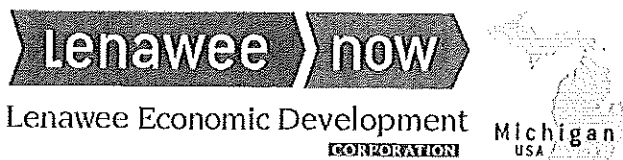
The Enterprise Group of Jackson, Inc. is very supportive of the grant application for a wage and benefit survey. We work diligently to support our manufacturing base and other employers with the latest data that impacts their success and sustainability. Benefit data in particular is hard to quantify, and not having this data does dilute our overall understanding of where our employers stack up with competing employers in other non-Region 9 counties.

Our utilization of the data will include sharing it with our stakeholders and using it to motivate local students to consider local jobs and careers. Attraction and retention of employers will certainly be enriched with data that completes our understanding of the current wage and benefit marketplace.

Please consider our request, which will continue a history of collaboration and cooperation with South Central Michigan Works! , Hillsdale's and Lenawee's economic teams.

Sincerely,

Tim Rogers, President & CEO
The Enterprise Group of Jackson, Inc.



August 27, 2015

Shanna Draheim
Public Sector Consultants
230 N. Washington Square, Suite 300
Lansing, MI 48933

Dear Ms. Draheim:

At Lenawee Now we are working to remediate the talent shortage our employers continue to bring to our attention. However, to do that we must first identify the possible causes of the problem before we can take steps to correct it.

Given the slow wage / benefit growth that has occurred during the post 2008 recovery it seems the first thing to do is determine if our labor pool wages/benefits have kept pace with the surrounding areas in order to keep our labor force here and attract labor from other areas.

We feel comfortable with the accuracy and timeliness of the current wage data we have, however the employee benefit data is vague at best. Since benefits play such a large role in anyone's employment consideration, we feel we need current and accurate data regarding the employee benefits available in our area. Only then can we assess what role wages/benefits play in our talent shortage. Thus our desire to perform an employee benefit study in our and surrounding labor pools.

With this data we will be able to confirm for our employers what role their wage/benefit scale plays in their ability to find talent.

Best regards,

A handwritten signature in black ink, appearing to read "Tim S. Robinson", with a long horizontal line extending to the right.

Timothy S. Robinson, CECD, EDFP
Director of Operations

5285 West US-223, Suite A
Adrian, MI 49221

517.265.5141 phone
517.263.6065 facsimile

www.LenaweeNow.org

PURE MICHIGAN®



Challenge Grant Funding Request: Region 9 Software Talent Attraction and Retention (“STAR”) Program

From: Ann Arbor SPARK, Amy Cell Talent, Bill Wagner
To: Regional Prosperity Initiative Challenge Grant Committee
Date: August 31, 2015

Purpose:

The purpose of the Region 9 Software Talent Attraction and Retention (STAR) Program is to increase the depth and pipeline of critical software development and engineering talent in the region.

One of the most significant challenges identified in the RPI Five-year Prosperity Strategy by employers is the lack of software development talent. The current software talent shortage impacts all of the industry focus areas identified as priority cluster areas – Information Technology, Advanced Manufacturing and Healthcare. Per the report, “Software application developers have seen the most employment demand over the last several years. Overall, information technology job growth has been increasing at a rapid rate over the last five years, and is expected to continue growing (WIN 2014).”

The purpose of this program is to catalyze and support the implementation of the software developer talent attraction needs of the region. This program will achieve this objective through a regionally focused consortium of employers that will participate in a multi-pronged talent attraction and retention campaign. The outcomes expected will be to bring in at least 90 computer science college students, recent graduates and experienced hires into Region 9 per year. The major components of this innovative leadership development program are a robust internship program, mentorships, speaker series, well-developed on-campus recruitment efforts, and regular recruiting events to attract and retain key software talent. The total budget for this program is \$110,000 with employer contributions, and a grant request of \$7,500.

The Prosperity plan goals and objectives that this project addresses

This proposal fits squarely under the broad strategy “Growing and Attracting Talent to meet Industry Needs”.

This program will directly support the following strategies that have been identified in the RPI process:

- Develop regional industry cluster partnerships, potentially through the newly forming Talent Development Career Councils to provide input to the career pathways model.
- Inform job seekers outside of the region about Region 9 job opportunities, competitive wages and regional quality-of-life amenities.
- Engage future and current job seekers with local companies to show breadth of opportunity in the region.

This program will positively impact the following regional prosperity metrics:



- Population growth
- Size of workforce
- Median income
- % of population with a bachelor's degree
- Number of establishments in the IT cluster
- Median home value

This program is aligned with previously identified strategies of the Industry Talent Council:

- Developing a talent pipeline
- Directly working with colleges and industry
- Increasing internships
- Increasing employer connections
- Targeting the program towards women and minorities

This grant is being written in support of the IT Industry Council, one of the four groups identified as grant beneficiaries.

Scope of Work

The purpose of this program is to attract key software development and engineering to the Ann Arbor region. This will be accomplished by an innovative rotational internship and mentoring program, and through quarterly invitation only events. Employers may elect to participate at a variety of levels. Employers sign up in the fall for the following calendar year. This will allow the program to participate in fall recruiting events on campus, when recruiting activity is highest and will avoid “losing out” to other regions and employers that have very aggressive on-campus recruiting efforts.

Program Elements:

1. **Quarterly talent attraction events** – Participating region 9 employers will be invited to attend a recruiting mixer with available software talent. These will be invitation-only events, with a special emphasis on out of area talent. Real estate tours and trailing partner/spouse counseling will also be provided.
2. **College graduate recruitment** – Selected college students that are graduating in December or spring with an interest in Ann Arbor will be identified and resumes will be shared with participating regional employers. Employers will be encouraged to bring them in for interviews during specific “STAR Recruitment” days, where additional programming including tours and presentations by technology leaders will help sell the region. These students will also be provided with a mentor and “Welcome program” of monthly events for one year upon joining their employer.
3. **Junior internships** – Selected college juniors will be included in a pool of interns to be placed at participating employers. During the summer, they will have a chance to meet with other employers, and to participate in technology and social events that will further sell Region 9.
4. **Sophomore rotational development program** – Select college sophomores will be provided with mini-internships at multiple participating employers. There will be given a mentor, and will participate in programs to get to know the other employers and software developers in the



region. At the end of the summer they will leave with an offer for an internship during the following summer.

There will be a tiered financial participation levels for employers, with the lowest participation level at \$1,000. Based on need, and initial interest, the target number of employers is 25-30.

Target Outcomes:

Sophomore participants: 10

Junior participants: 30

Recent graduate hires: 30

Experienced hires from out of the region: 30

Timeline

September-October 2015

- Sign up employers
- Identify colleges to include in outreach efforts
- Build marketing and branding

October 2015-January 2016

- Participate in on-campus recruiting events
- Promote the program to students
- Connect students with the participating employers

January – May 2016

- Additional recruitment activities
- Internship matches confirmed
- Mentor recruitment
- Programming for summer interns and recent graduates confirmed
- First and second quarterly out of area talent attraction events

June-August 2016

- Interns and recent graduates are welcomed to the region
- Mixer events, speaker series occur
- Mentors are assigned and monitored
- Sophomore interns match for the following year
- Third quarterly event for out of area talent

September-October 2016

- Fourth quarterly event for out of area talent
- Program evaluated and modified for the following year



Budget

- Program management	\$45,000
- Events	\$20,000
- Travel costs	\$20,000
- Marketing collateral, advertising	\$15,000
- Intern Programming and activities	<u>\$10,000</u>
Total	\$110,000
Employer & Funder contribution	<u>-\$102,500</u>
Amount requested	\$7,500



MICHIGAN
WORKS!
LIVINGSTON SERVICE CENTER

MI *Bright* FUTURE

Region 9 Challenge Grant

MI Bright Future Proposal - September 2015



Purpose

Michigan companies are facing a serious pipeline problem. Too few students and jobseekers are completing degrees and certifications in the fields that need workers, leaving businesses high and dry in their search for qualified talent. Companies that are able to connect to students while they are still in school have a greater chance of growing their workforce building their future pipeline of workers that are skilled in the way they need them to be. MI Bright Future (MIBF) makes that connection possible.

MI Bright Future's collaboration between students, educators, and employers aims to introduce young jobseekers to the region's growing occupations by connecting on an easy-to-use online platform. This platform includes e-mentoring, message boards, and company profiles that help inform students, parents, and educators on current and projected employer needs. Companies can, in turn, nourish their talent pipeline by interacting with students throughout the career decision-making process, making their future workforce aware of the training needed for particular occupations and introducing them to the many opportunities in Michigan. These activities contribute to a seamless, healthy career pathways system for students and jobseekers which will enable companies to find the talent they need both now and in the future.

MI Bright future aims to address the long-term workforce needs in Michigan, particularly in high-demand occupations by supporting the development of an informed, educated, skilled, and experienced talent pipeline. The vision MI Bright Future seeks to achieve is one of a robust engagement system between employers, schools, young people and their primary influencers and supporters with a focus on career-related learning and experiences. Currently, MI Bright Future is piloting in Livingston County. Grant funds will support positive implementation and determination of best practices to be shared with the rest of the region. MI Bright Future is scalable and can grow to cover the other counties in the region after the initial, successful pilot. Livingston County Michigan Works! will also be piloting this program with adult job-seekers, serving as an initial pilot to determine success for the rest of the region.

Prosperity goals/objectives

Goal: *All stakeholders, including students, parents, teachers, counselors, service providers, and employers, are aware of and exposed to high-demand and other occupations in the region, as well as the most important foundational and technical skills and credentials needed to find gainful employment.*

Objectives: *Regional stakeholders will collaborate to develop and implement a comprehensive career awareness campaign; developing (or expanding) experiential learning opportunities that increase the knowledge of all stakeholders regarding career options.*

Providing more contextual learning and real work applications for students, including internships, apprenticeships and expanded use of the ccInspire tool has been identified by the Region 9 group as a strategy to achieve this goal. ccInspire is an enhancement to the technology Career Cruising, a software that many schools in the region are already using to develop Educational Development Plans or EDPs, which are required by the Michigan Department of Education to help students plan their career paths. MIBF is the project group that supports implementation, integration, and expansion of the ccInspire technology in this region. The MI Bright Future partnership has been in existence since April 2014 and consists of a passionate group of intermediate school districts, post-secondary education, workforce partners and employer partners who are committed to driving students, parents, and educators to using the tool and all of its benefits.

MIBF assists in achieving the goal of a career-aware and prepared community in three main areas: (1) increasing employer engagement with the K-12 school system, (2) helping students/jobseekers (and their parents/guardians) to make educated career choices, and (3) planning for post-secondary educational attainment; while increasing regional collaboration among school districts and other stakeholders to support career exploration advancements.

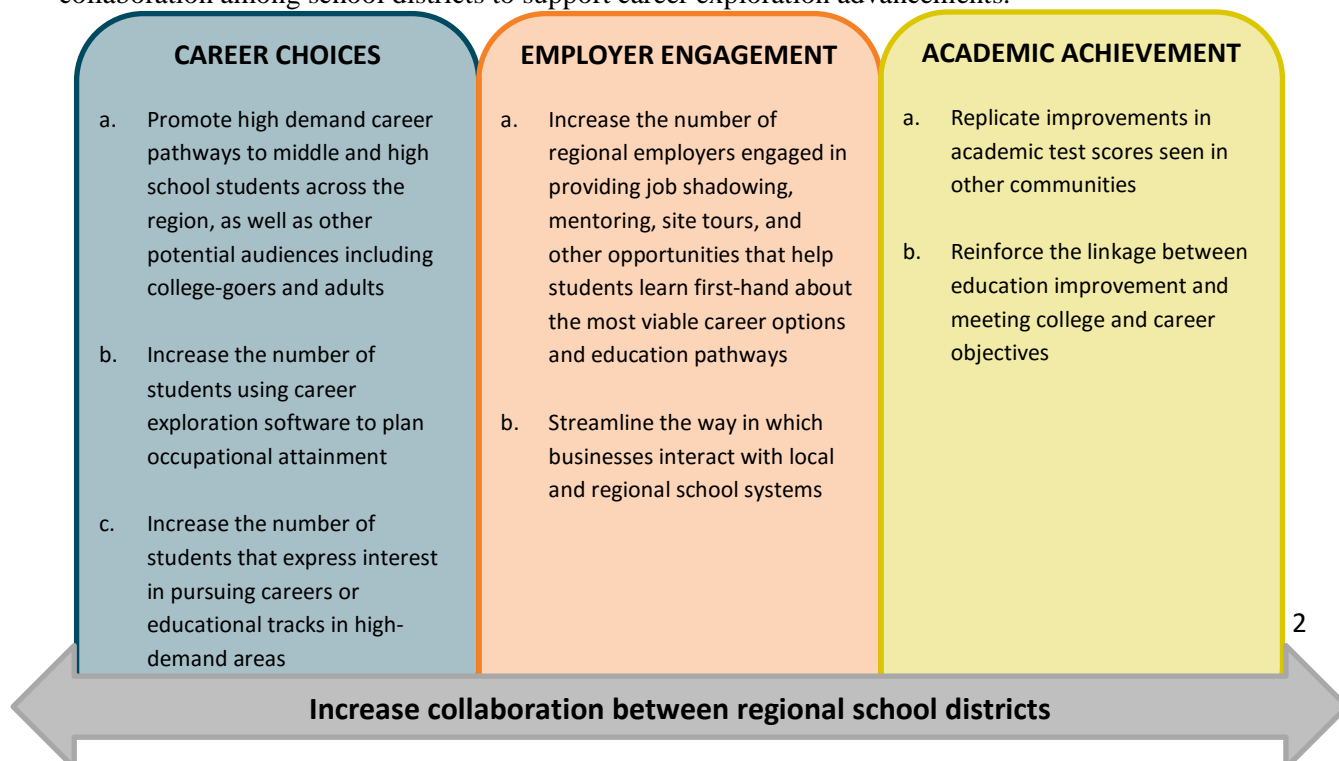
MIBF reflects a common regional approach to employer engagement with K-12 education through its regional collaboration. By sharing an online database across county lines of employers who

are willing to connect with students and jobseekers in some way, it is possible to build the capacity of the region as a whole to offer enriched learning activities that have profound effects on future career choices and career readiness to its students. Further, employers are able to use the system to communicate directly with students, parents, and educators about the skills (foundational and technical) that are needed to get and keep a job in their particular industry. Employers are able to communicate this vital information in a more streamlined and effective way through MIBF—reaching thousands of stakeholders through one system that can be accessed from anywhere with an internet connection. This information is shared with the stakeholders in the MI Bright Future workforce development and educational partnership who can then help students and jobseekers to use this information to make more informed career choices and pathway decisions. The option for constant communication with employers through the system also keeps the feedback loop open for continuous improvement of not only this program, but also of curriculum and classroom activities.

MIBF provides a platform where a comprehensive career awareness campaign is possible; an avenue where high-demand careers and educational pathways can be easily promoted to stakeholders. MIBF through ccInspire exposes students to careers first-hand by providing an environment where they can search for work-based learning opportunities offered by employers in their area. MIBF goes beyond just access to ccInspire. MIBF is a resource hub that includes the use of multiple strategies to drive community usage of the tool including integrating with the Career Jump Start program; developing and disseminating consistent messaging about careers and education across the region; educating teachers and counseling staff through a published monthly newsletter focused on high demand occupational pathways, post-secondary programs and in-person workshops and trainings; identifying strategies to further engage parents in the career planning process (and change industry perceptions as needed); supporting employer recruitment, registration, and usage; working with and encouraging employers to offer additional career development opportunities; and managing fundraising and sponsorship to sustain the program/ccInspire technology purchase. MIBF leverages partnerships with dedicated employers who identify skill gaps and opportunities fueling the content used in awareness and outreach efforts. A newly developed Student Advisory Council comprised of student leaders across the region will also work in collaboration with the Employer Advisory Council to mold MIBF’s design and offerings from the student perspective.

Expected outcomes

The funding request will support the MI Bright Future project, which aims to affect outcomes in three main areas-- career choices, employer engagement, and educational attainment—while increasing collaboration among school districts to support career exploration advancements.



Metrics:

In addition to the measurement of attitudes and usage of various stakeholder groups the following will be analyzed:

- Number of schools adopting the software
- Number of employer profiles (companies)
- Number of company discussion boards
- Number of Career Coaches (for particular occupations)
- Number of work based learning opportunities offered by employer partners
- Type of work-based learning opportunities offered
- Frequency of student logins per month, by grade level
- Number of discussions per week
- Number of discussion board followers per company
- Employer profile hits
- Number of student participation in work-based learning opportunities
- Student career choices based on results of interests and ability instruments
- Alignment of employers in the system to high-demand careers available locally.

Long-term effects that may manifest over a long period of program implementation may include decreased dropout rates, improved student retention; improved attitudes about Career & Technical Education among the public; and increased student enrollment in certificates/degrees in high-demand fields; and increased STEM education interest and participation. These effects have been documented in other places in the nation.

Scope of work

The scope of work for the Region 9 prosperity grant includes two main areas of assistance in the deployment, implementation, and continued use of the MI Bright Future program in Livingston County and Region 9: User's group development and intern support.

Region 9 Users Group: A group of educational staff members representing all participating schools (1-2 individuals per school across 15 current schools) who come together to learn about the tool, engage in discussions around driving student usage to the tool, discuss issues, and suggest potential improvements and expansion efforts.

- Identify educational practitioners in Livingston County that will interact with the MI Bright Future program
- Design half days of MI Bright Future program review and professional development activities focused on career and college awareness and readiness for education staff including:
 - Training on student-access portal
 - Training on administrative portal
 - Q&A and discussion to ensure buy-in from staff members
 - Agenda time to identify any issues in implementation with the program/system and think critically about solutions
 - Presentations of localized high-demand career information, including occupation titles, wages, and educational tracks

- Presentations from local employers who can communicate the need for the qualified talent and underline how education plays a role
- Company tours
- Activities and information on how to integrate MIBF into the classroom
- Benefits of using the tool as an educational staff member
- Summarize and report outcomes in an *Educator's Guide to using MI Bright Future* in schools

Intern support: Coordinating staff are key to the success of MIBF, including intern support. By providing another staff person to focus on community deployment, coordination of necessary activities will be more smooth and scalable. Additionally, MI Bright Future will be used to find and recruit the intern. Intern duties will include:

- Assistance with onboarding and training for system administrators and other assigned staff
 - Assistance with marketing, including acquiring or printing materials and collateral for participants
 - Assistance with employer registration process, including follow-up phone calls and profile monitoring
 - Administrative duties including data entry and reporting
 - Design and coordinate promotional events for parents and community members
 - Assist with coordination of work based learning activities and faculty training sessions
- Additional implementation support as identified by schools

Deliverables:

- Formation of a MI Bright Future Educational Users Group to both improve implementation of the program and encourage participation and buy-in from educational practitioners.
- Year-end report on educator experience using MI Bright Future with students, providing best practices and recommendations for future deployments in the region.
- Localized marketing materials produced with intern support.
- Development of at least one parent-focused engagement event to be replicated around the region.

Budget

The total funding request from R9 RPI is \$10,250 to support substitute stipends, intern salary, and meeting supplies. Substitute stipends will be paid to schools so they are able to cover teacher absences for participation in the Educational User's Group. Teachers are critical to the success and student-use of this program, but their time is limited due to budget constraints and the need to be in the classroom. These stipends alleviate those barriers to teacher participation in the development and implementation of the program and will allow for rich discussions around best practices for implementation in other R9 counties. Intern support will give administrators in the county hands-on experience in using the system to locate and hire the intern. The intern's role will be critical in ensuring smooth registration and coordination between employers

The Detroit Regional Chamber, Livingston County Michigan Works! and the Workforce Intelligence Network for Southeast Michigan provide matching funds to operate the fundamental aspects of this program including purchase of the ccInspire technology, staff time and project management, the Career Cruising base software platform for Livingston County Michigan Works!, and in-kind support.

Region 9 RPI Budget							
PROJECT NAME: MI Bright Future							
Description		Cost per unit	Fringe	Total Cost	Match	Source	
PERSONNEL							
	Substitute stipends	\$50/meeting		\$ 5,250			
	Intern salary-- 9 months, 15 hours/week + 7% FICA	\$10/hour, 420 hours	\$ 294	\$ 4,494			
SUPPLIES							
	Users group in-service refreshments (3 activities)	\$150/activity		\$ 300			
	Printing and supplies for in-services			\$ 206			
OTHER							
	ccInspire Technology			\$ 5,244	\$ 5,244	Livingston County Michigan Works!	
	Marketing and promotions			\$ 5,000	\$ 5,000	Livingston County Michigan Works!	
	Staff time and coordination			\$ 10,000	\$ 10,000	Livingston County Michigan Works!	
	Intern in Livingston Coordinator @ LESA			\$ 50,000	\$ 50,000	Livingston County Michigan Works!	
				TOTAL COST	MATCH		
		TOTAL:		\$ 80,494	\$ 70,244		
		R9 RPI REQUEST:				\$	10,250

Timeline

Milestone	Activity	Target completion month
Users Group		
Create Educational Users Group	Identify participating staff	November 2015
	Schedule dates and location	November 2015
	Advisory council determines agenda/activities	December 2015
	Invitations sent	December 2015
	First group held	January 2016
	Second group held	March 2016
	Third group held	June 2016
Educator's Guide to MI Bright Future report	Discuss content with group	June 2016
	Determine best practices to include	July 2016
	Write report	August 2016
	Produce for the region	September 2016
Intern		
Intern support	Post opportunity on MI Bright Future	November 2015
	Advertise opportunity	November 2015
	Identify interviewees	November 2015
	Interview	December 2015
	Begin work	January 2016



August 26, 2015

Dear Colleagues:

I am writing in support of the grant application submitted by the Workforce Intelligence Network (WIN) for purpose of supporting the successful implementation of "MI Bright Future" an on-line career development and exploration tool. The WIN group has proven to be a responsive, thorough, and creative partner with the school districts in Livingston County as we work to better serve our students and families.

The genesis of our relationship with WIN and the MI Bright Futures project is tied directly to three occurrences all associated with a common theme:

- a. A survey of our high school alumni five years after graduation shows us that, while Livingston County young people enter post secondary education programs at a rate far beyond average in Michigan, they complete a post secondary program and earn a certificate or diploma at the same rate as others across the state. When asked why they did not complete a program (or why they never started a college program) the most common reply is "I wasn't sure what I wanted to do" or "I was wasting money on career exploration".
- b. As a part of our annual career exploration summer camps for middle school student participants and their parents were given a quiz regarding the major employers in the Howell and Livingston County area. As has been true each year of our asking, students nor parents have knowledge as to what is produced at our major businesses such as Thai Summit, Chem-trend, or Key Plastics. In fact, neither members of our future OR current workforce have accurate information about the opportunities available close to home, yet our employers cite a lack of talent as a reason for slower than hoped for growth.
- c. Our business and industry advisory committee members tell us that employers WANT to help schools in educating a workforce, but they don't know where to start.

At the Livingston Educational Service Agency we work on a county-wide basis to assist our local school districts with contextualized delivery of core academics and the connection between school and work. The situations above made it clear to us that the disconnect between schools and the work place is worse than anticipated. This is where MI Bright Futures (MBF) comes in. MBF is a web-based tool that connects employers with the fledgling talent close to home. Using MBF a student can learn of opportunities, communicate with a mentor in the field of interest, arrange a job shadow, and apply for internships with LOCAL employers. MBF will be an excellent tool to bridge the gap between school and work through use of local assets in the local community.

MBF implementation is a person-centric, relationship driven endeavor, and to ensure its success the roll out must be adequately staffed. In other words, we need help to get MBF started, and the WIN grant will provide us with the support necessary to implement a quality launch and successful rollout. Prosperity Region 9 support of WIN and MBF in Livingston County will be parlayed into expansion of MBF into all corners of the region, and the Livingston ESA is committed to offering assistance to neighboring areas in bringing MBF to scale region wide. Please provide funding to WIN as a means to benefit employers, students, families, and the overall growth of the region.

Respectfully,

A handwritten signature in black ink, appearing to read "Timothy M. Jackson", is written over a horizontal line.

Timothy M. Jackson Ph.D.
Executive Director for Secondary Initiatives
Livingston Educational Service Agency
Washtenaw Intermediate School District



1240 Packard Dr. • Howell, MI 48843 • (517) 546-7450 • Fax (517) 546-2353 • 1-517-545-4204 TTY • www.lcmw.org

August 31, 2015

Dear Region 9 Prosperity Initiative partners:

Please accept this letter of commitment to the MI Bright Future Program. Livingston County Michigan Works! agrees to serve as a strategic partner, member of an advisory group, and implementation site to help design and deliver key elements of the MI Bright Future Program. Our agency serves as the Workforce Investment Board and Michigan Works! agency for our county. As a strategic partner, the work will be focused on integrating Mi Bright Future to the education system and fostering an environment where career exploration of high demand occupations is readily available to students and their families. As such, we agree to engage in the following activities:

- Allowing staff access to tools, resources, and methodologies to support understanding of required knowledge, skills and abilities required for key areas of high demand occupations.
- Working to recruit employers to provide experiential learning and other engagement opportunities for students, as well as sustainability plan for MI Bright Future itself.
- Supporting coordination efforts of activities with area employers, including talent tours, job shadowing, mentorship, and other career-awareness activities with participating area schools.
- Participating in professional development and training opportunities to support an aligned approach to college and career counseling for youth.
- Supporting tracking, reporting, outcomes and evaluation as needed.
- Sharing data and other intelligence around in-demand careers, leveraging information from the Workforce Intelligence Network and other sources.
- Working with the Career Liaisons and Local College Access Networks to help youth become more familiar with career and college opportunities.
- As needed, housing staff funded through the grant, working to support implementation in local schools

Livingston County Michigan Works! offers a full range of workforce development services including career exploration opportunities and high-quality advisory services, Talent Tours to local businesses, career and job fairs and other services.

**LIVINGSTON COUNTY MICHIGAN WORKS!
LIVINGSTON COUNTY WORKFORCE DEVELOPMENT COUNCIL
COMMUNITY MENTAL HEALTH SERVICES OF LIVINGSTON COUNTY**

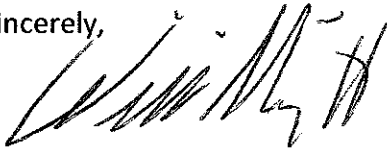
**ROSS IES
REHABILITATION SERVICES
VETERAN'S EMPLOYMENT SERVICE**

The following will be leveraged to help support both the implementation and the sustainability of college and career preparation :

- \$50,000 to support the Intern Livingston Coordinator at Livingston Educational Services Agency
- \$5,000 for cc Inspire software
- \$5,000 towards marketing and promotion of Mi Bright Future through our Social Media networks, website, marketing materials and advertising
- \$10,000 of staff time to Mi Bright Future planning and implementation

Upon successful completion of the pilot phase of the MI Bright Future initiative, we are committed to expanding the program throughout Region 9.

Sincerely,

A handwritten signature in black ink, appearing to read 'William S. Sleight', written over a horizontal line.

William S. Sleight, Director
Livingston County Michigan Works

September 1, 2015

Dear Region 9 Prosperity Initiative partners,

Please accept this letter of support and commitment for the grant application being submitted by the Livingston Educational Service Agency for the MI Bright Future Program. MI Bright Future is deploying a pilot of the program in Livingston County, which will serve as a pilot for the region to learn best practices around education and employer engagement, before scaling to serve other parts of the region. MI Bright Future is a promising strategy to encouraging youth and jobseekers in this area to interact and learn from their potential future employers through increased work-based learning activities.

The Workforce Intelligence Network of Southeast Michigan (WIN) is a collaborative effort between nine community colleges and seven Michigan Works! Agencies, in partnership with numerous other organizations, to create a comprehensive and cohesive workforce development system in Southeast Michigan that provides employers with the talent they need for success. WIN covers a 9-county area, including Genesee, Livingston, Macomb, Monroe, Oakland, Shiawassee, St. Clair, Washtenaw and Wayne. WIN was founded with the support of the New Economy Initiative for Southeast Michigan and publicly launched in November 2011. WIN will participate by connecting our members to opportunities to assist with this initiative.

WIN partners include:

Community Colleges:

Henry Ford College
Macomb Community College
Monroe County Community College
Mott Community College
Oakland Community College
Schoolcraft College
St. Clair County Community College
Washtenaw Community College
Wayne County Community College District

Michigan Works! Agencies:

Detroit Employment Solutions Corp.
Genesee/Shiawassee Michigan Works! Agency
Livingston County Michigan Works!
Macomb/St. Clair Michigan Works!
Oakland County Michigan Works!
Southeast Michigan Community Alliance
Washtenaw County Michigan Works!

WIN has served as the lead program manager of the MI Bright Future project. WIN has formed an advisory council to help design and deliver key elements of the MI Bright Future Program. This work is focused on integrating cclnspire into the education system and fostering an

environment where career exploration of high demand occupations is readily available to students and their families. As such, this institution agrees to engage in the following activities:

- Designing marketing materials and outreach to stakeholder groups
- Working to recruit employers to provide experiential learning and other engagement opportunities for students, as well as a sustainability plan for MI Bright Future itself.
- Coordinating efforts and activities with area employers, including talent tours, job shadowing, mentorship, and other career-awareness activities with participating area schools.
- Designing in professional development and training opportunities to support an aligned approach to college and career counseling for youth.
- Tracking and reporting outcomes and evaluation as needed.
- Sharing data and other intelligence around in-demand careers
- Working to develop and expand MI Bright Future throughout Region 9
- Housing staff funded outside of the grant working to support implementation

The Workforce Intelligence Network for Southeast Michigan is pleased to participate in this project alongside LESA and Livingston County Michigan Works! to address the talent pipeline problem many businesses in our region are facing. We look forward to bringing industry and education closer together to create a more college and career ready workforce.

Sincerely,



Lisa Baragar Katz

Executive Director



A Proposal for a Prosperity Region 9 Challenge Grant

"Career Exploration Summer Experiences"

Livingston Educational Service Agency
1425 West Grand River
Howell, MI 48879
Timothy M. Jackson Ph.D.
Executive Director for Secondary Initiatives
517-540-6830
Timjackson@Livingstonesa.org

The Livingston Educational Service Agency is pleased to submit for review and award, this application for funding in the amount of \$10,000 (ten thousand dollars) to support and defray costs for career exploration summer camp experiences for 85 middle school students.

Background, research, and impetus:

The Livingston Educational Service Agency (LESA) is the Intermediate School District serving Livingston County including the five local school districts of Brighton, Fowlerville, Hartland, Howell, and Pinckney. In addition, LESA serves three charter high schools, five charter primary schools, and numerous (and changing) private elementary schools and home school families. Our total student count for 2014 is approximately 28,360. (Audited count, March 25, 2015) There are no significant subpopulations based upon race, disability, or gender, but this proposal focuses on services to low-income students, a group for whom special programs are difficult to provide due to challenges in identifying group members.

Among the many functions of LESA is the establishment, delivery, and administration of programs that augment core curricular delivery in the schools. Specifically, linking school to careers and post secondary education through employer involvement and career exploration has become the job of LESA. Two important pieces of information inform this proposal and its anticipated outcomes.

First; the rate of college going and post secondary credential attainment among low income students is significantly lower than our rates for student bodies as a whole. In Livingston County, data from the National Student Clearinghouse shows that nearly 80% of our high school graduating classes enroll in post secondary programs within a year of high school graduation and after 6 years, 40% of those enrollees have earned a degree or certificate. For low income students the rate of enrollment and completion is uniformly half that of the general population; 40% enroll and only 20% complete. These figures are consistent across Region 9; students from low income families participate in and complete higher education at half the rate of the population as a whole.

A survey of high school alumni conducted 6 years post-high school graduation uncovers an important factor influencing post secondary enrollment and completion. When graduates who did not enroll in post-secondary programs or who enrolled and did not complete programs were asked to indicate why not the most common response was (as anticipated) **money**. However, when questioned further the foundation of the money issue became clearer. Responses paraphrased as "I didn't know what I wanted to do in college, so it was a waste of money", or "I was wasting money on a bunch of classes in which I had no interest" were most common. From this anecdotal information it can clearly be extrapolated that the key to getting young adults, and especially young adults from low income families to attend and complete post secondary education is to provide them the opportunity to formulate a plan, choose a career path, and set a goal. This is the intent of this proposal; students exposed to high-skill, high-wage, high-demand career options will undoubtedly pursue education and employment in those career areas. Even if students finds themselves NOT interested in a specific area the career exploration exercise can be deemed a success as the student will not false-start down a career path that is later found inappropriate.

Alignment with Region 9 goals:

This proposal is ideally aligned with region wide priorities on multiple levels:

- a. It addresses the region wide need to grow the future talent pipeline of employees ready to work in the businesses and industries of the region by aligning the offerings of the summer experiences to the needs of regional employers. Specifically, our three career exploration areas are health care careers, information technology, and high tech manufacturing. In each area participants are exposed to fields of employment, not specific job titles. For example, in manufacturing, participants participate in activities that illustrate the full “art to part” process of design, engineering, prototyping, manufacture, and quality control testing. Through the “all aspects of the industry” model a student who doesn’t care for learning to run a CNC milling machine may be totally enthralled with CAD design. Both are areas of high need in the manufacturing sector. In similar fashion, most young people are familiar with the role of a registered nurse, and many of those students indicate they “don’t want to be around sick people all day”. However, how many of them understand the opportunities in research, clinical laboratories, or allied health professions that don’t put the practitioner in patient contact? Illustrating “all aspects” is an important part of filling the pipeline.
- b. It addresses the goal of career awareness, and the strategy of recruiting and retaining under-represented groups by ensuring that ALL potential employees have the knowledge and opportunity necessary to enter a field of employment regardless of income level. An award of this grant removes a significant barrier for a critical mass of students.
- c. It addresses the regional strategy of employing hands-on, real life examples of work in each of the career fields through entertaining, engaging, and age appropriate activities. In addition, each camp experience puts participants in touch with adults currently employed in each field through lunch time round tables and lunch buddies, presentations by industry representatives, and a clear outline of the academic preparation needed for entry into each of the career fields.

Regional emphasis:

While the camp experiences will be held Livingston County, they will be open to students region-wide and advertised as such. It is noted that other counties in our region have active summer programming through their career tech centers, but with no such center or tax millage assessment in Livingston County, that avenue for offering career focused experiences is not available. Our partners in this endeavor come from across the Region. Shop Rats is located in Jackson, Eastern Michigan University is in Ypsilanti, and The Michigan Council for Women in Technology is based in Ann Arbor.

Conversely, our success in offering summer career exploration is easily replicated in any community within the region, and as part of our deliverable we will be happy to share our model of success with any regional partner who is interested.

Expected outcomes:

Successful completion of the project to be supported by the regional challenge grant will be indicated by the following:

- a. 85 middle school students will complete a one week career awareness experience in one of three areas; advanced manufacturing, health careers, or information technology
- b. Of the 85 participants, at least 20 will be students who, without the support of this grant, would not have been able to attend due to the cost. This will be evidenced by referrals provided by the participant's teacher(s), principal, guidance counselor, or other responsible adult.
- c. 100% of participant will indicate an increased knowledge of career opportunities within the field of emphasis for their camp experience and 50% will indicate an increased likelihood of pursuing a career in that field as indicated on pre and post experience surveys of participants.
- d. 100% of parents or guardians of program participants will indicate an increased awareness of career opportunities and the academic requirements for entry into the field as indicated by post tests and evaluations of the program.
- e. 100% of participants indicate that the week long experience was worth their time and effort as indicated by evaluations at completion of the program.

Matching funds and in-kind:

LESA has commitment from the following program providers for support of the summer camp experiences:

- a. The "Shop Rats" foundation, a Jackson Michigan based group dedicated to the growth of a skilled manufacturing work force, is the provider of curriculum, materials, and instruction for the manufacturing-based experience. The normal cost of the one week camp plus preparation and evaluation for 30 participants is \$10,000. The Shop Rats Foundation defers \$3,400 of this cost to their foundation and in effect donates to the program in that amount.
- b. Michigan Council of Women in Technology is the provider of the Information Technology experience. Similar to the foundation indicated above. The cost for the I.T. camp for 25 participants is \$11,000, but the Association discounts one half of the cost through its own sources. As a result, the Michigan Association of Women in Technology make a donation of \$5,500 to the project.
- c. Eastern Michigan University is the provider of the Health Careers program, and as above, actual cost of the experience is divided equally between EMU and LESA. Value of the donation by EMU is \$5,000.
- d. In previous years the Manufacturing and I. T. experience have cost each participant \$75. While this aspect of the program will continue, our goal is to maintain the cost per participant and totally remove the \$75 barrier for low income students. Without assistance from the Challenge Grant the cost per participant would be \$200 with no subsidy for low income participants. The difference between the actual cost to LESA for the programs and the participant fees collected is covered by donations from various sources. These sources may or may not be available for summer of 2016, which is why we are requesting Region 9 Challenge Grant support.

Summary of matching contributions

Source	Amount
Shop Rats foundation	\$3,400
MI Council of Women in Technology	\$5,500
Eastern Michigan University	\$5,000
Participant fees	\$4,875
LESA Career Tech funds	\$2,125
Total	\$16,500
Region 9 Challenge Grant	\$10,000

Budget:

Cost	Manufacturing	I.T.	Health Science	total
Instruction	2,800	3,000	2,700	8,500
Supplies	3,200	3,000	3,200	9,400
Snacks	400	400	400	1,200
Lunch	1,000	1,000	1,000	3,000
marketing	400	400	400	1,200
T shirts	700	700	700	2,100
Transportation	500	1,500	1,500	3,500
Admin	1,000	1,000	0	2,000
Less contribution	3,400	5,500	5,000	13,900
Cost to LESA	6,600	5,500	5,000	17,000

Summary:

Cost to LESA	\$17,000
Participant registration fee	4,875
Career Tech funds	2,125
Challenge Grant Funds Requested	10,000

September 1, 2015

Shanna Draheim
Senior Consultant
230 N. Washington Square, Ste. 300
Lansing, MI 48933

Dear Ms. Draheim:

I am writing to you in support of the Region 9 Prosperity Grant application being submitted by Livingston Educational Service Agency (LESA).

The concept of using summer camps to foster awareness and excitement for the growing talent needs in engineering and manufacturing is adamantly supported and utilized by The Shop Rat Foundation.

In our work over the last ten years, providing exposure, exploratory and preparatory programs for youth related to construction, engineering, machining, welding and advanced manufacturing, we have seen the impact of these opportunities. Young people need to be exposed to career opportunities and pathways so they can successfully navigate their high school, college and future employment opportunities. We have witnessed an increase in awareness throughout the community, among parents and students, when exposure to enriching opportunities such as career summer camps are provided. Students need more opportunities to learn about careers and apply academics through hands-on practical applications.

With over 3,000 youth across Jackson, Ingham, Lenawee and Livingston Counties served annually, we have been fortunate to learn first-hand from the students we serve and their parents what a difference these opportunities have and will continue to make.

Growing the talent pipeline into our communities with interest and awareness in careers is a concept we are deeply connected to. If you have any questions, or would like to learn more about how we are working collaboratively with the Livingston Educational Service Agency, please contact me at 517-769-2100.

Sincerely,



Kelly Burr
Executive Director
The Shop Rat Foundation, Inc.



THAI SUMMIT AMERICA CORPORATION, 1480 West McPherson Park Drive, Howell, Michigan 48843, Phone (517) 548-4900, Fax (517) 545-3806

September 1, 2015

Leslie Martz
Human Resources Manager
Thai Summit America Corporation
1480 West McPherson Park Dr.
Howell, MI 48843

Shanna Draheim
Senior Consultant
230 N. Washington Square, Ste. 300
Lansing, MI 48933

Dear Ms. Draheim:

I am writing to you in support of the Region 9 Prosperity Grant being submitted by Livingston Educational Service Agency (LESA).

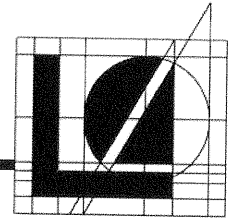
The concept of using summer camps to foster awareness and excitement for the growing talent needs in engineering and manufacturing is highly supported by Thai Summit. We seek out the most highly skilled and trained people for our company and would like to employ people locally. Creating awareness about Thai Summit and our hiring needs as well as supporting the educational development and exposure to careers is a focus of our company.

Young people need to be exposed to career opportunities and pathways so they can successfully navigate their high school, college and future employment opportunities. We need people in our corporation with the skills and passion for what they do. Growing the talent pipeline into our communities with interest and awareness in careers is a concept we highly support. If you have any questions, please contact me at 517-548-6031.

Sincerely,

A handwritten signature in cursive script that reads 'Leslie Martz'.

Leslie Martz
Human Resources Manager
Thai Summit America Corporation



September 3, 2015

Shanna Draheim
Senior Consultant
230 N. Washington Square, Ste. 300
Lansing, MI 48933

Our Mission

Integrity
in architecture and design
in client relationships
in employee relationships
in community relationships

advancement
in all these efforts

Re: Region 9 Prosperity Grant Support

Dear Ms. Draheim:

I am writing to you in support of the Region 9 Prosperity Grant being submitted by Livingston Educational Service Agency (LESA).

The concept of using summer camps to foster awareness and excitement for the growing talent needs in IT, design and engineering is highly supported by Lindhout Associates Architects. We seek out the most highly skilled and trained people for our company and would like to employ people locally. Through our volunteering efforts, we help to create awareness about what employers in our industry are seeking, support educational development and share the potential job experiences.

Young people need to be exposed to career opportunities and pathways so they can successfully navigate their high school, college and future employment opportunities. We need people in our industry with the skills and passion for what they do. We enjoy being given the opportunity to assist in developing the talent in our communities with interest and awareness in careers is a concept we highly support. If you have any questions, please contact me at 810-227-5668.

Sincerely,

Vanessa Muñoz Fuller, Assoc. ASID, LEED AP
Designer
Lindhout Associates Architects

JACKSON COLLEGE PROSPERITY REGION 9

Challenge Grant Application

PURPOSE

In full support of the Prosperity Region 9 collaborative efforts to implement strategic and impactful programs aimed at improving the region's economic conditions and workforce readiness, Jackson College is proposing the research, identification, and/or development of a best-practice approach to implement a short-term regional industry-recognized credential for advanced manufacturing. During this project, Jackson College will engage industry employers, the Region 9 Workforce Functional Workgroup, as well as all four Michigan Works! agencies within Region 9.

The findings of this project will assist in meeting industry needs, as identified in the Prosperity Region 9 Five-Year Strategy, by (1) assisting with growing the talent pipeline, (2) preparing and upskilling the current workforce, and (3) increasing programming awareness to attract new talent in entry-level advanced manufacturing positions. Jackson College and SCMW! will present the recommended best-practice approach to the Region 9 Workforce Functional Workgroup, for potential implementation across Region 9 counties.

SCOPE OF WORK

In response to recent changes to the Workforce Innovation and Opportunity Act (WIOA), Jackson College is partnering with SCMW!, to assist with the research, identification, or development of a short-term industry recognized credential, that will meet the newly defined completion requirements for On-The-Job training (OJT), resulting in training that is industry-recognized, stackable, portable, and accredited. Project objectives include:

- Jackson College and SCMW! will reach out to the four Region 9 Michigan Works! agencies to define the top three positions in advanced manufacturing, utilizing OJT contracts.
- Jackson College and SCMW! will conduct research, relevant to the top OJT positions, of existing short-term industry-recognized credentials, as well as those currently offered at any of the five Region 9 community colleges.
- Jackson College will work with SCMW! to engage an employer advisory committee comprised of industry employers to review the credential research and information, receive feedback, and gain an understanding of employer preferences.
- Jackson College and SCMW! will review findings with the Region 9 Workforce Functional Workgroup, analyzing best-practice implications for Region 9.
- Jackson College and SCMW! will launch a pilot of the identified best-practice.

PROSPERITY PLAN GOALS AND OBJECTIVES

As one of the three priority industry clusters for Region 9 with expected growth over the next five years, advanced manufacturing not only suffers from a talent shortage, but also faces a shortage of training programs available for the workforce to develop or advance skills in advanced manufacturing (Prosperity Region 9 Initiative, 2015).

Furthermore, as cautioned by the U.S. Department of Labor, Employment and Training Administration, some industry sectors may have more than one industry association, and that the credentials sought by individual companies may vary by geographic region, company demographics, or required skills sought by employer (U.S. Department of Labor, Employment and Training Administration, n.d.) Currently, a common short-term industry-recognized credential is not being incorporated throughout advanced manufacturing training programs available among the education providers within Region 9.

The following Region 9 goal, objective, and strategies identified in the Five-Year Prosperity Strategy will be addressed within this project, through the collaboration among Region 9 partners and development of a best-practice approach.

Goal: All levels of education, including K-12, career and technical education, and college and adult education, use a common career pathway model to align and integrate their curricula and career-related experiences to enable all learners to efficiency and achieve their educational and career goals.

Objective: Public and private partners will work together to create and implement a common career pathway model throughout the region.

Goal Strategies:

- Develop common career pathway model using CLASP Policy Solutions model.
- Incorporate stackable credentials and dual enrollments into the career pathway model and encourage agreements between institutions.
- Evaluate options for transitioning to competency-based education and assessment.
- Develop a common regional approach to collecting, compiling, sharing, and utilizing employer input.
- Incorporate employer-driven curricula and education programs into common career pathways model.

EXPECTED OUTCOMES

The research, identification, and/or development of a best-practice approach to implement a short-term industry-recognized credential for advanced manufacturing offers several positive outcomes for employers and the workforce, as well as expands collaborative opportunities

among educational institutions. In addition, the outcomes will address several assigned goal strategies. Below highlights outcomes anticipated through the findings of this project.

Common Regional Approach

- In response to changes to WIOA OJT requirements, this project will provide framework for other training institutes to implement the identified best-practice industry-recognized credential for advanced manufacturing occupations with the most OJT contracts.
- As the identified credential will meet WIOA OJT requirements, it will also be transferable and stackable at other institutions, creating a common credential pathway among education institutes in Region 9.
- As a goal within the Five-Year Prosperity Strategy, and with the guidance of the Region 9 Workforce Functional Workgroup, Jackson College is optimistic that this research and development approach can also be applied to additional industries and more advanced occupations.

Region 9 Partner Collaboration

- The employer advisory committee comprised of industry employers will review the credential research and provide feedback, resulting in employer-driven training. Therefore, the implemented industry-recognized credential will become validated by employers throughout the region.
- Development of a common credential pathway among education institutes will provide an increase in workforce training options accessible throughout Region 9. In addition, Jackson College is optimistic that the identified credential pathways (if continued to additional industries and advanced occupations) will lead to early articulation agreements and prior learning credits.
- Higher education institutions will have collaboration opportunities to develop and implement industry-recognized credentials tailored for the Region 9 workforce and employers.

TIMELINE FOR EXECUTION

Key project dates are outlined below.

Tasks	Start Date	End Date
Jackson College and SCMW! will reach out to the four Michigan Works! agencies to define the top three positions in advanced manufacturing, utilizing OJT contracts.	10/1/2015	10/15/2015
Jackson College and SCMW! will conduct research, relevant to the top three OJT positions, of available short-term industry-recognized credentials, as well as those currently offered at any of the five Region 9 community colleges.	10/15/2015	11/15/2015

Jackson College will work with SCMW! to engage an employer advisory committee comprised of industry employers to review developing credential research and information, receive feedback, and gain an understanding of employer preferences.	11/15/2015	12/31/2015
Jackson College and SCMW! will review findings with the Region 9 Workforce Functional Team, analyzing best-practice implications for Region 9.	1/15/2016	Ongoing
Jackson College and SCMW! will launch a pilot of the identified best-practice.	1/15/2016	Ongoing

PROPOSED BUDGET

Jackson College is requesting the grant amount of \$5,000 to fund the scope of work outlined above, with a 1:1 match provided by Jackson College. A detailed budget is outlined below.

Budget Item	Challenge Grant Request	Jackson College Match (In-Kind* or Cash Match**)
Personnel (Director and Support Personnel) <ul style="list-style-type: none"> Research efforts of current industry-recognized credentials Meeting organization and facilitation Project administration and reporting 	\$3,500	\$3,500*
Meeting Expenses <ul style="list-style-type: none"> Room Rental Food and Beverages 	\$1,000	\$1,000**
Materials and Supplies <ul style="list-style-type: none"> Printing Copies Other Disposables 	\$500	\$500*
Total	\$5,000	\$5,000

References

U.S. Department of Labor, Employment and Training Administration. (n.d.) *Credential Resource*

Guide. Retrieved August 24, 2015, from <http://wdr.doleta.gov/directives/attach/TEGL15-10a2.pdf>.

Prosperity Region 9 Initiative. (2015). *Five-Year Prosperity Strategy*. Retrieved August 24, 2015,

from

<https://docs.google.com/viewer?a=v&pid=sites&srcid=cHNjaW5jLmNvbXxyOS1wcm9zcGVyaXR5LWluaXRpYXRpdmV8Z3g6NTNmYmFmZWUxMjQwNmJjZQ>



LIVINGSTON SERVICE CENTER



1240 Packard Dr. • Howell, MI 48843 • (517) 546-7450 • Fax (517) 546-2353 • 1-517-545-4204 TTY • www.lcmw.org

August 25, 2015

Tina Matz
Director of Workforce Training
Jackson College, Corporate and Continuing Education
2111 Emmons Rd.
Jackson, MI 49201

Dear Mrs. Matz,

I am pleased to submit this letter of support for the Region 9 Prosperity Initiative Challenge Grant application, being submitted by Jackson College, in partnership with South Central Michigan Works!. As you know, manufacturers throughout Region 9 find it difficult to find the skilled talent they need to be successful. We understand the value of researching and identifying a best-practice approach for Region 9 to implement an entry-level industry-recognized credential for advanced manufacturing.

Our commitment to this initiative includes working with Jackson College, acting in an advisory capacity, for purposes to research and develop an industry-recognized training program. The development of a best-practice approach will assist in meeting industry needs, as identifies in the Region 9 Five-Year Prosperity Strategy, by (1) assisting with growing the talent pipeline, (2) preparing and upskilling the current workforce, and (3) increasing programming awareness to attract new talent in entry-level advanced manufacturing positions.

Competent, skilled workers are critical to the economic strength of Region 9. Please count on us to support the research and success of this proposed project.

Sincerely,

A handwritten signature in black ink, appearing to read "William S. Sleight".

William S. Sleight, Director
Livingston County Michigan Works!

**LIVINGSTON COUNTY MICHIGAN WORKS!
LIVINGSTON COUNTY WORKFORCE DEVELOPMENT COUNCIL
COMMUNITY MENTAL HEALTH SERVICES OF LIVINGSTON COUNTY**

**ROSS IES
REHABILITATION SERVICES
VETERAN'S EMPLOYMENT SERVICE**



August 25, 2015

Tina Matz
Director of Workforce Training
Jackson College, Corporate and Continuing Education
2111 Emmons Rd.
Jackson, MI 49201

Dear Mrs. Matz,

I am pleased to submit this letter of support for the Prosperity Region 9 Challenge Grant application, being submitted by Jackson College, in partnership with South Central Michigan Works!. As an employer within the Hillsdale, Jackson, and Lenawee tri-county region, I can attest to the value of researching and identifying a best-practice approach for Region 9 to implement an entry-level industry-recognized credential for advanced manufacturing.

Our commitment to this initiative includes working with Jackson College, acting in an advisory capacity, for purposes to research and develop an industry-recognized training program. The development of a best-practice approach will assist in meeting industry needs, as identified in the Prosperity Region 9 Five-Year Strategy, by (1) assisting with growing the talent pipeline, (2) preparing and upskilling the current workforce, and (3) increasing programming awareness to attract new talent in entry-level advanced manufacturing positions.

Competent, skilled workers are critical to the economic strength of Region 9. Please count on us to support the research and success of this proposed project.

Sincerely,

Donny Crumbsy
Organizational Development and Training Coordinator
Martinrea Jonesville

August 27, 2015

Tina Matz
Director of Workforce Training
Jackson College, Corporate and Continuing Education
2111 Emmons Rd.
Jackson, MI 49201

Administrative Office

21 Care Drive
Hillsdale, MI 49242
(517) 437-3381
Toll-Free: (888) MI WORKS
Fax: (517) 437-3249
Michigan Relay Center:
(800) 649-3777

Hillsdale County

21 Care Drive
Hillsdale, MI 49242
(517) 437-3381
Fax: (517) 437-4128

Jackson County

Commonwealth
Commerce Center
209 E. Washington Ave.
Suite 100
Jackson, MI 49201
(517) 841-5627
Fax: (517) 796-8390

Lenawee County

Lenawee County
Human Services Bldg.
1040 S. Winter Street
Suite 1014
Adrian, MI 49221
(517) 266-5627
Fax: (517) 266-2745

www.scmw.org

Dear Mrs. Matz,

I am pleased to submit this letter of support for the Region 9 Prosperity Initiate Challenge Grant application, being submitted by Jackson College, in partnership with South Central Michigan Works!. As an employer within the Hillsdale, Jackson, and Lenawee tri-county region, I can attest to the value of researching and identifying a best-practice approach for Region 9 to implement an entry-level industry-recognized credential for advanced manufacturing.

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Competent, skilled workers are critical to the economic strength of Region 9. Please count on us to support the research and success of this proposed project.

Sincerely,



Sarah Hartzler
President



August 25, 2015

Tina Matz
Director of Workforce Training
Jackson College, Corporate and Continuing Education
2111 Emmons Rd.
Jackson, MI 49201

Dear Mrs. Matz,

I am pleased to submit this letter of support for the Prosperity Region 9 Challenge Grant application, being submitted by Jackson College, in partnership with South Central Michigan Works!. As an employer within the Hillsdale, Jackson, and Lenawee tri-county region, I can attest to the value of researching and identifying a best-practice approach for Region 9 to implement an entry-level industry-recognized credential for advanced manufacturing.

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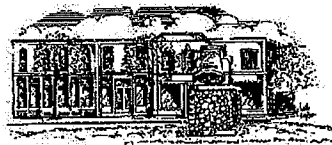
Competent, skilled workers are critical to the economic strength of Region 9. Please count on us to support the research and success of this proposed project.

Sincerely,

Laura Wright

Laura Wright
HR Manager
517-789-8988 ext. 6000
lw@tirps.com

1500 Technology Drive, Jackson, MI 49201



CITY OF LITCHFIELD

"COMMUNITY OF ECONOMIC EXCELLENCE"

221 Jonesville Street • Litchfield, Michigan 49252 • (517) 542-2921

Notice of Intent

The City of Litchfield, Hillsdale County, Michigan, announces its intent to prepare a new edition of the *City of Litchfield Master Plan*. The following local governments, utilities, and railroads are receiving this notice of intent as required by Section 39 of the *Michigan Planning Enabling Act* (MCL 125.3839).

- Litchfield Township
- Region 2 Planning Commission
- Hillsdale County Planning Commission
- Consumers Energy
- Semco Energy
- CenturyLink
- Charter Communications
- Michigan Department of Transportation
- Michigan Department of Transportation, Jackson TSC
- Hillsdale County Road Commission

Once completed, the new edition of the *City of Litchfield Master Plan* will include: (1) expanded chapters/sections regarding the introduction, location, natural resources; (2) updated sections/appendices regarding demographics, municipal facilities and services, transportation, parks and recreation, goals and objectives, and community survey; (3) new sections/appendices regarding intergovernmental relations, community policies and plan, and zoning plan; as well as (4) new mapping. The City of Litchfield Planning Commission requests your cooperation throughout the planning process and your comments once the draft plan is developed. Thank you!

The City of Litchfield may elect to utilize electronic mail and/or its website for future submittals regarding the new edition of the *City of Litchfield Master Plan* required under section 41 or 43 of the Michigan Planning Enabling Act. Please notify Mrs. Susan Ballinger in writing if you prefer to receive hard copies of future communications. Other questions and comments should also be directed to Mrs. Ballinger. Her contact information is listed below:

Susan H. Ballinger, CMMC, MiCPT

City of Litchfield Clerk

PO Box 236

Litchfield, MI 49252

(517) 542-2921

clerk@cityoflitchfield.org

Principals

Dale J. Abraham, CPA
Michael T. Gaffney, CPA
Steven R. Kirinovic, CPA
Aaron M. Stevens, CPA
Eric J. Glashouwer, CPA
Alan D. Panter, CPA
William I. Tucker IV, CPA



3511 Coolidge Road
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September 21, 2015

Mr. Steven M. Duke, Executive Director
Region 2 Planning Commission
120 W. Michigan Ave.
Jackson, MI 49201

Dear Steven:

Enclosed are ten (10) copies of a letter to the members of the planning commission board related to our audit being completed for the year ended September 30, 2015. Please distribute the enclosed letters to your board members.

This letter is being provided in relation to professional standards which establish requirements for communicating with those charged with governance. Please call if you should need any additional information or if you should have any questions.

Sincerely,

William I. Tucker IV, CPA

WILLIAM I. TUCKER IV, CPA
Governmental Principal

Enclosures

Principals

Dale J. Abraham, CPA
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To the Executive Board
Region 2 Planning Commission
Jackson, Michigan

We are engaged to audit the financial statements of the Region 2 Planning Commission for the year ended September 30, 2015. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

Our Responsibilities under U.S. Generally Accepted Auditing Standards and *Government Auditing Standards*

As stated in our engagement letter dated July 24, 2013, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

As part of our audit, we will consider the internal control of Region 2 Planning Commission. Such considerations are solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will also perform tests of Region 2 Planning Commission's compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions is not an objective of our audit.

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to the Commission's management discussion and analysis, and internal controls over financial reporting, which supplements the basic financial statements, is to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI will not be audited and, because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance, we will not express an opinion or provide any assurance on the RSI.

We have been engaged to report on other supplementary information, which accompany the financial statements but are not RSI. Our responsibility for this supplementary information, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Planned Scope and Timing of the Audit

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

We expect to begin our audit in October 2015 and issue our report on or before January 31, 2016.

This information is intended solely for the use of the Board and management of Region 2 Planning Commission and is not intended to be, and should not be, used by anyone other than these specified parties.

Abraham & Gaffney, P.C.

ABRAHAM & GAFFNEY, P.C.
Certified Public Accountants

September 21, 2015