

GO Region 3 Executive Committee

Date and Time: Wednesday, June 17, 2020

10:00AM

Location: Virtual Zoom

<https://us02web.zoom.us/j/9198384841?pwd=STV3MmtWYU55b05NSHZZUEJ5QWpZZz09>

Dial-In: 929-205-6099
Meeting Number: 919838841
Password: 03081953

Purpose Statement

"Create more high paying jobs through incentivized collaboration, primarily through out-of-state revenue, which diversifies and strengthens regional economies."

AGENDA

1. Call to order *Randy Lail*
 - a. Randy's Opening Comments
2. Roll Call and Confirmation of Quorum *Deborah Gosney*
3. Public Comments *Randy Lail*
 - a. Previously submitted
 - b. In virtual meeting
4. Declaration of Conflicts of Interest *Randy Lail*
5. Approval of Minutes* *Randy Lail*
 - a. February 18, 2020
 - b. April 1, 2020
 - c. April 15, 2020
6. Financial Reports* *Deb Gosney*

Old Business

7. Committee Reports
 - a. Personnel (may require Closed Session) *Karl Stauber*
 - b. Bylaws *Charley Majors*
 - c. Innovation Committee *Liz Povar*
8. Broadband *Liz Povar*
9. Approved Projects Update *Liz Povar/Deb Gosney*
 - a. SOVA Innovation Hub
 - b. GO TEC 1, 2A, 2B*
 - c. Operation Last Mile
 - d. Major Clarity
 - e. SVRA/VGA Road to Recovery

10. Closed Session*

- f. Communications Committee – Contract
- g. Project Review Committee
- h. Project Pipeline

Randy Lail
Sherry Swinson
Liz Povar
Liz Povar

11. Action on Closed Session Items

- i. Motion to return to Open session
- j. Motion to certify Closed session

Randy Lail
Tim Clark
Tim Clark

New Business

12. June meeting format

Randy Lail

Adjourn

Opening Comments – Randy Lail
June 17, 2020

“Due to the nature of the Declaration of a State of Emergency Due to Novel Coronavirus (COVID-19) pursuant to Code § 2.2-3708.2 this meeting is being held by electronic communications, via the web platform Zoom. The catastrophic nature of this declared emergency makes it impractical and unsafe to assemble a quorum in a single location and the purpose of this meeting is to discuss or transact the business statutorily required or necessary to continue operations of the public body, in our case approving projects.”

**GO VIRGINIA REGION 3 EXECUTIVE COMMITTEE
MEETING MINUTES
Tuesday, February 18, 2020**

The Southern Virginia GO Region 3 Executive Committee met on Tuesday, February 18, 2020 at 2:30 p.m. at the Southern Virginia Higher Education Center, 820 Bruce Street, South Boston, Virginia.

REGULAR BUSINESS

1. CALL TO ORDER

Chairman Lail called the meeting to order at 2:30 p.m.

2. ROLL CALL AND CONFIRMATION OF QUORUM

Chairman Lail declared a quorum was present.

A. Executive Committee Members:

Present	Absent	Member
✓		Tim Clark
✓		Randy Lail , Chairman
✓		Charles Majors, Vice Chairman
✓		Karl Stauber
	✓	Sherry Swinson

B. Staff in Attendance:

Liz Povar, The Riverlink Group

Nancy Pool, The Riverlink Group

Deborah Gosney, Southside PDC-Support Organization/Fiscal Agent

C. Guests in Attendance:

Julie Brown, Institute of Advanced Learning & Research (IALR), GO-TEC Project

Kyle Rosner, Broadband Policy Specialist - Office of the Governor

Andrea Devening, GO Virginia Program Analyst - DHCD

3. PUBLIC COMMENTS

No public comments

4. DECLARATION OF CONFLICTS OF INTEREST

Conflicts of interest potentially exist for activities benefiting and/or contracts issued to the following organizations and projects listed below:

Mid Atlantic Broadband - Charles H. Majors and E. Randolph Lail
Institute for Advanced Learning and Research - Charles H. Majors

5. APROVAL OF MINUTES

Chairman Lail noted that the minutes of the December 18, 2019 Executive Committee meeting had been distributed via email for review and were also included in the agenda packets. **Tim Clark made a motion that the minutes from the December 18, 2019 Executive Committee meeting be approved as presented; the motion was seconded by Charles Majors and carried unanimously.**

6. FINANCIAL REPORT

Deborah Gosney asked members to refer to the Financial Report that was included in their meeting packet for period ending January 31, 2020. Deborah noted the following:

FY19 Capacity Building GO VA Funds total \$361,111. Grant dollars expended to date is \$328,921.55 leaving a balance remaining of \$32,189.45. Deborah noted that in order to fully expend the FY19 allocation, we need to incur one additional month of expenditures (February) and open the FY20 allocation beginning March 1st.

GO-TEC, Phase 1, GO VA Funds total \$648,000. Grant dollars expended to date total \$536,791.39 leaving a balance remaining of \$111,208.61. Committed match budgeted for the project totals \$674,437 of which \$2,190,539.32 has been submitted and approved. The overmatched amount of \$1,516,102.32 within certain limitations will be rolled over and applied to future phases of the project.

GO-TEC, Phase 2A, GO VA Funds total \$1,320,787. Grant dollars expended to date total \$569,334.07 leaving a balance remaining of \$751,452.93. Committed match budgeted for the project totals \$1,479,635 of which \$143,593.84 has been submitted and approved leaving a balance remaining of \$1,336,041.16.

SOVA Innovation Hub - GO VA Funds total \$80,000. Grant dollars expended to date total \$60,000 leaving a balance remaining of \$20,000. Committed match budgeted for the project totals \$88,919.81 of which \$77,839.61 has been submitted and approved leaving a balance remaining of \$11,080.20. The remaining \$20,000 in grant funds will be used to

conduct a third-party market research entrepreneurial study and acquire equipment to support computer science teacher training.

Tim Clark made a motion that the Financial Report for period ending January 31, 2020 be approved as presented; the motion was seconded by Charles Majors and carried unanimously.

OLD BUSINESS

7. REPORT FROM GO VIRGINIA WORKGROUP MEETINGS

The GO Virginia Board is conducting a series of policy discussions with regional partners to gather input and recommendations for program improvements that will be presented at the next State Board meeting scheduled for March 17th. The organized series of Stakeholder Workgroup meetings held on Fridays from 2 to 4 p.m. is centered around four priority topics – 1) Priority Investment Areas-Talent Pipeline Development, 2) Regional Collaboration-Match Requirements, 3) Program Focus-Traded Sectors & High Wage Jobs, and 4) Project Evaluation-Return on Investment. The meetings have been well attended by representatives from each Region and are resulting in discussions that are leading to consensus recommendations. Each Region's Chair will have one vote on the final document and is encouraged to share the document with its staff and Council before responding with comments.

8. COMMITTEE REPORTS

- A. Personnel Committee – GO Virginia Region 3 and the Weldon Cooper Center have posted the announcement to hire the new Program Director for Region 3. To date, 20+ applications have been received. The position will be open until filled. The Personnel Committee will meet with Weldon Cooper next week to review the current applications and conduct further follow-up for those identified as priority candidates. There was consensus that the Personnel Committee will bring a final recommendation to the Executive Committee and Council. The Committee hopes to complete the process as soon as possible, depending on the qualification of the candidates.

9. PROJECT STATUS REPORTS

- A. Project Pipeline Report - Liz Povar reviewed the Region 3 Project Pipeline handout. There are 10 active projects, seven (7) with Letters of Interest or applications in place, and three (3) with Letters of Interest in development.

- B. Status of Approved Projects- - Liz Povar reviewed the Region 3 Status of Approved Projects handout as provided in the meeting packet. There are currently four (4) active projects and all are on schedule and aligned with milestones.

10. BROADBAND RFP

Last fall the Executive Committee issued an RFQ seeking organizations interested in performing a gap assessment of assets/broadband deployment in Region 3, including middle mile, and developing a regional strategy for broadband deployment in the Region 3 footprint. Following the receipt of proposals from interested organizations, the Committee then requested that staff draft an RFP for review to solicit quotes from those who responded. Staff also contacted Kyle Rosner, Broadband Policy Specialist with the Governor's Office, and Tad Deriso, CEO of Mid-Atlantic Broadband, for their perspectives as subject matter experts. Mr. Rosner indicated that Commonwealth Connect has much of the requested data that it can make available to the Council. He recommended that a better approach would be to take two steps: 1) seek opportunities for gaps in middle mile infrastructure by working with MidAtlantic Broadband that could lead to an implementation grant; and 2) work with Commonwealth Connect to identify 2-3 localities in the footprint which need more technical assistance for last-mile planning, and work with a local champion to develop a planning grant for them. Chairman Lail presented comments from Tad Deriso that essentially validated Mr. Rosner's recommendations. The decision was made by the Executive Committee to not release the RFP but instead follow the recommendations outlined above; Chairman Lail will talk with Tad Deriso, and Liz Povar will follow-up with Mr. Rosner. Liz Povar will follow-up with the two vendors who had responded to let them know of this decision.

11. COUNCIL MEMBERHSIP – VACANCY

The vacancy for an economic development representative to serve on the Council needs to be filled. Chairman Lail asked Tim Clark, Chair of the Nominating Committee, to identify possible economic development professionals that could serve and make recommendations to the full Council. Liz Povar will send the list of ED professionals to Tim.

12. PROJECT REVIEW COMMITTEE, PROJECT PIPELINE, & COMMUNICATIONS CONTRACT MODIFICATION

Call For Executive Session - Pursuant to Section 2.2-3712 of the Virginia Freedom of Information Act and upon motion by Tim Clark, seconded by Charles Majors, the GO Virginia Region 3 Council entered in Executive Session to discuss recommendations

made for new received project applications, current project pipeline status, and communications contract modification pursuant to the closed meeting exemption at § 2.2-3711.29 of the Code of Virginia.

Return to Open Session – A motion was made by Charles Majors, seconded by Tim Clark, to return to open session; the motion carried unanimously.

Tim Clark motioned, Charles Majors seconded, having convened and concluded a closed meeting pursuant to Section 2.2-3712 of the Virginia Freedom of Information Act, members of the GO Virginia Region 3 Council certify the following: 1) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the meeting, and 2) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body. By roll call all members present voted affirmatively.

Tim Clark motioned to approve the communications vendor contract task order modification; the motion was seconded by Charles Majors and carried unanimously.

OTHER BUSINESS/ADJOURN

There being no additional business matters to go before the GO Virginia Region 3 Executive Committee, Chairman Lail adjourned the meeting at 4:15 p.m.

Deborah B. Gosney, Southside PDC
Support Organization/Fiscal Agent

Ernest “Randy” Lail
Chairman

**GO VIRGINIA REGION 3 SPECIAL CALLED
EXECUTIVE COMMITTEE
MEETING MINUTES
Wednesday, April 1, 2020**

The Southern Virginia GO Region 3 Executive Committee met on Wednesday, April 1, 2020 at 10:00 a.m.at the American National Bank (exterior), 628 Main Street, Danville, VA 24541.

REGULAR BUSINESS

1. CALL TO ORDER

Chairman Lail called the meeting to order at 10:00 a.m.

2. ROLL CALL AND CONFIRMATION OF QUORUM

Chairman Lail declared a quorum was present.

A. Executive Committee Members:

Present	Absent	Member
✓		Tim Clark
✓		Randy Lail , Chairman
✓		Charles Majors, Vice Chairman
✓		Karl Stauber
	✓	Sherry Swinson

B. Staff in Electronic Attendance:

Liz Povar, The Riverlink Group.

Nancy Pool, The Riverlink Group

Deborah Gosney, Southside PDC-Support Organization/Fiscal Agent

3. PUBLIC COMMENTS

No public comments at the meeting, and no written public comments were received.

4. DECLARATION OF CONFLICTS OF INTEREST

Conflicts of interest potentially exist for activities benefiting and/or contracts issued to the following organizations and projects listed below:

Mid Atlantic Broadband - Charles H. Majors and E. Randolph Lail

Institute for Advanced Learning and Research - Charles H. Majors

OLD BUSINESS

5. EXECUTIVE SESSION

Call For Executive Session - Pursuant to Section 2.2-3712 of the Virginia Freedom of Information Act and upon motion by Tim Clark, seconded by Charles Majors, the GO Virginia Region 3 Executive Committee approved the motion and entered in Executive Session to discuss personnel pursuant to the closed meeting exemption at § 2.2-3711.29 of the Code of Virginia.

Return to Open Session - Tim Clark motioned, Charles Majors seconded, having convened and concluded a closed meeting pursuant to Section 2.2-3712 of the Virginia Freedom of Information Act, members of the GO Virginia Region 3 Executive Committee certify the following: 1) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the meeting, and 2) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body. By roll call vote all members present voted affirmatively.

Upon motion by Karl Stauber, seconded by Tim Clark, the Personnel Committee recommended that the Executive Committee notify the Weldon Cooper Center at the University of Virginia to proceed with the process of validating and hiring the selected candidate to serve as the GO Virginia Region 3 Program Director and to strongly encourage the candidate to maintain residency in the Region 3 footprint; the motion carried unanimously.

NEW BUSINESS

6. UPCOMING MEETINGS

The next two meetings scheduled for April and May will be switched – the Executive Committee will meet April 15th at 10:00 a.m. and the Full Council will meet May 20th at 1:00 p.m.

OTHER BUSINESS/ADJOURN

There being no additional business matters to go before the GO Virginia Region 3 Executive Committee, Chairman Lail adjourned the meeting at 10:12 a.m.

Deborah B. Gosney, Southside PDC
Support Organization/Fiscal Agent

Ernest “Randy” Lail
Chairman

**GO VIRGINIA REGION 3 EXECUTIVE COMMITTEE
ZOOM MEETING MINUTES
Wednesday, April 15, 2020**

The Southern Virginia GO Region 3 Executive Committee met on Wednesday, April 15, 2020 at 10:00 a.m. utilizing Zoom virtual technology.

REGULAR BUSINESS

1. CALL TO ORDER

Chairman Lail called the meeting to order at 10:00 a.m.

2. ROLL CALL AND CONFIRMATION OF QUORUM

Chairman Lail declared a quorum was present.

A. Executive Committee Members:

Present	Absent	Member
✓		Tim Clark
✓		Randy Lail, Chairman
✓		Charles Majors, Vice Chairman
✓		Karl Stauber
✓		Sherry Swinson

B. Staff in Attendance:

Liz Povar, The Riverlink Group

Nancy Pool, The Riverlink Group

Deborah Gosney, Southside PDC-Support Organization/Fiscal Agent

C. Guests in Attendance:

Julie Brown, Institute of Advanced Learning & Research (IALR), GO-TEC Project

Ann Hyslop, GO Virginia Region 7

Linda Greene, Executive Director, Southern Virginia Regional Alliance

Tad Deriso, President and CEO of Mid-Atlantic Broadband Communities Corporation

3. CONTEXT OF MEETING & GOVERNOR'S EO

Chairman Lail welcomed everyone to the GO Virginia Region 3 Virtual Zoom Executive Committee meeting. The virtual platform was selected to abide by the restrictions on public gatherings as stated in the Governor's Emergency Declaration to protect the health of citizens. The required public notice and receipt of public comments was provided as outlined in the requirements of electronic meetings. The agenda items for this meeting are considered essential to the overall operation of GO Virginia Region 3.

4. PUBLIC COMMENTS

No written or verbal public comments were received.

5. DECLARATION OF CONFLICTS OF INTEREST

Conflicts of interest potentially exist for activities benefiting and/or contracts issued to the following organizations and projects listed below:

Mid-Atlantic Broadband - Charles H. Majors and E. Randolph Lail
Institute for Advanced Learning and Research - Charles H. Majors

OLD BUSINESS

6. STATE GUIDANCE (COVID19) FOR REGIONAL COUNCILS

Liz Povar reported that a memorandum dated April 8, 2020 in response to the COVID-19 Pandemic to all GO Virginia regional council members was recently issued from GO Virginia State Board Chair Tom Farrell and Vice Chair Ben Davenport outlining proposed match changes and the redirection of \$14.5 million in state competitive funds to projects of urgent regional priority. These changes will be presented to the GO Virginia State Board at the scheduled April 17, 2020 meeting. Chairman Farrell encouraged regional councils to review their G&D Plans and consider ways to utilize dollars more effectively, i.e. sector based strategies, connecting businesses through telework and technology, helping companies retool, establishing partnerships with research institutions, and dislocated worker training programs. The proposed match changes for all pools of funds include waiving the local match requirement and reducing the 1:1 match by half to 2:1; this policy is effective through the December State Board meeting. In addition, up to \$1 million in Economic Resilience and Recovery Funds (ERR) will be allocated for each regional council of which \$300,000 will be available for enhanced capacity building projects, both implementation and planning projects, with the same

reduced match requirements. These policy changes for the ERR funds are effective for a 12-month period.

Funding ideas from the Executive Committee included expedited retraining programs, retaining graduating youth, expanding broadband connectivity, and strengthening industry sector supply chains. Mid-Atlantic Broadband has reached out to several county administrators and significant broadband projects are underway. Committee members suggested identifying council members that have expertise in the areas mentioned and discuss project ideas prior to the May Council meeting. Liz will draft a summary and distribute to the Committee for further consideration.

It was emphasized that Main Street businesses need immediate assistance to avoid permanent shut down threats. Emergency loan funds are critical to retain these essential operations in our small towns.

7. CLOSED SESSION

Call For CLOSED Session - Pursuant to Section 2.2-3712 of the Virginia Freedom of Information Act and upon motion by Tim Clark, seconded by Karl Stauber, the GO Virginia Region 3 Executive Committee unanimously approved to enter into CLOSED Session to discuss recommendations made for new received project applications and current project pipeline status pursuant to the closed meeting exemption at § 2.2-3711.29 of the Code of Virginia.

Return to Open Session - Tim Clark motioned having convened and concluded a closed meeting pursuant to Section 2.2-3712 of the Virginia Freedom of Information Act, members of the GO Virginia Region 3 Council certify the following: 1) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the meeting, and 2) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body. By roll call all members present voted affirmatively.

Karl Stuaber motioned to approve the recommendation of the Project Review Committee to support the IALR application for the Major Clarity Platform Project and proposed that the Executive Committee assist with outreach efforts to essential partners; the motion was seconded by Tim Clark, and carried unanimously with the exception of Charles Majors who abstained.

Charles Majors motioned to approve the recommendation of the Project Review Committee to approve the Operation Last Mile Drone Project; the motion was seconded by Tim Clark and carried unanimously.

8. COMMITTEE REPORTS

- A. Personnel Committee – The Weldon Cooper Center is in the process of completing the validation and hiring of the selected candidate to serve as Region 3 Program Director. It is estimated that this final step will take approximately one month to complete.
- B. Communications Committee – A recent notice has been posted on the Region 3 website soliciting ideas from all partners on how Region 3 could assist during this COVID-19 crisis. A total of five concept ideas were received which will be incorporated into the draft list of suggestions that will be prepared for Council’s review. A concept paper has been submitted to DHCD on possible loan funds to assist struggling businesses.
- C. Bylaws – It was suggested to consider adding language in the bylaws amendment to include permission to hold virtual meetings in accordance with Virginia State Code during a declared State of Emergency. The bylaws amendments will be presented to the full Region 3 Council in May and adopted at the next meeting of the full Council.
- D. Nominating Committee - Jeff Reed was contacted to fill the economic development representative vacancy on the Region 3 Council and agreed to serve. Upon final approval by the Region 3 Council, Jeff will be notified and officially be added as a Council member.

NEW BUSINESS

- 8. May Council Meeting – The Region 3 Council meeting will be held on May 20 and likely be a virtual meeting.

OTHER BUSINESS/ADJOURN

There being no additional business matters to go before the GO Virginia Region 3 Executive Committee, Chairman Lail adjourned the meeting at 11:52 a.m. .

Deborah B. Gosney, Southside PDC
Support Organization/Fiscal Agent

Ernest “Randy” Lail
Chairman

FY20 CAPACITY BUILDING FUNDS

GO Virginia Region 3

Report Period: April 30, 2020 to May 31, 2020

GO VIRGINIA



VIRGINIA INITIATIVE FOR
GROWTH &
OPPORTUNITY
IN EACH REGION

GO VIRGINIA FUNDS

Budget Categories from CAMS	GO VA Budget	Previously Paid	DHCD Request - Remittance #3	Total Paid After Remittance	Available Funds
Program Operations					
Meetings and Facilitation	\$ 2,500.00	\$ -	\$ -	\$ -	\$ 2,500.00
Marketing - Letterpress	30,000.00	8,570.00	1,642.50	10,212.50	19,787.50
Legal Expenses	900.00	-	-	-	900.00
Supplies	2,500.00	-	-	-	2,500.00
Audit	1,500.00	-	-	-	1,500.00
Salaries - SPDC	80,000.00	10,401.12	7,696.73	18,097.85	61,902.15
Contract Services - The Riverlink Group	127,500.00	13,275.00	-	13,275.00	114,225.00
Total Program Operations	244,900.00	32,246.12	9,339.23	41,585.35	203,314.65
Planning					
Technical Assistance	5,100.00	-	-	-	5,100.00
Total Planning	5,100.00	-	-	-	5,100.00
Total Expense	\$ 250,000.00	\$ 32,246.12	\$ 9,339.23	\$ 41,585.35	\$ 208,414.65

The Checking Account is
is comprised of:

\$44,039.72 Local Funds - Unexpended (Martinsville/Henry County)
227.18 Interest
(9,339.23) DHCD - Remittance #3 - Submitted 5/21/2020
\$34,927.67 Current Checkbook Balance

Checks Submitted in Remittance #3	
9680 - Letterpress Communications - April 2020	\$ 1,642.50
9684 - SPDC - April 2020 Salaries	\$ 7,696.73
Total of Drawdown #3	\$ 9,339.23

GO VIRGINIA REGION 3
PROFIT & LOSS - FY20
MARCH 1, 2020 THROUGH MAY 31 ,2020

	<u>LOCAL FUNDS</u>	<u>STATE FUNDS</u>	<u>TOTAL</u>
INCOME			
Local Money - Martinsville/HC	\$ 44,039.72	\$ -	\$ 44,039.72
State Money - DHCD	-	250,000.00	250,000.00
TOTAL INCOME	44,039.72	250,000.00	294,039.72
EXPENSE			
Program Operations			
Meetings and Facilitation	-	-	-
Marketing - Letterpress	-	10,212.50	10,212.50
Legal Expenses	-	-	-
Supplies	-	-	-
Audit	-	-	-
Salaries - SPDC	-	18,097.85	18,097.85
Contract Services - Riverlink	-	13,275.00	13,275.00
Total Program Operations	-	41,585.35	41,585.35
Planning			
Technical Assistance	-	-	-
Total Planning	-	-	-
TOTAL EXPENSE	-	41,585.35	41,585.35
NET ORDINARY INCOME	44,039.72	208,414.65	252,454.37
Other Income			
Interest	227.18	-	227.18
Total Other Income	227.18	-	227.18
NET INCOME	\$ 44,266.90	\$ 208,414.65	\$ 252,681.55

* Income is Accrual/Expenses are Cash.

GO-TEC 1

GO Virginia Region 3

Report Period: April 30, 2020 to May 31, 2020

GO VIRGINIA



VIRGINIA INITIATIVE FOR
**GROWTH &
OPPORTUNITY**
IN EACH REGION

GO VIRGINIA FUNDS

Budget Categories from CAMS	GO VA Budget	Previously Paid	Drawdown #8	Total Paid After Remittance	Available Funds
Project Monitoring/Reporting	\$ 48,000.00	\$ 10,314.28	\$ 2,548.28	\$ 12,862.56	\$ 35,137.44
Contract Services	\$ 6,309.08	\$ 6,309.08	\$ -	\$ 6,309.08	\$ -
Equipment	\$ 374,203.42	\$ 342,675.00	\$ 31,528.42	\$ 374,203.42	\$ -
Salaries	\$ 164,750.00	\$ 156,852.28	\$ 7,897.72	\$ 164,750.00	\$ -
Training	\$ -	\$ -	\$ -	\$ -	\$ -
Travel and Miscellaneous	\$ 10,293.50	\$ 10,293.50	\$ -	\$ 10,293.50	\$ -
Administration	\$ 44,444.00	\$ 41,290.40	\$ 3,153.60	\$ 44,444.00	\$ -
Totals	\$ 648,000.00	\$ 567,734.54	\$ 45,128.02	\$ 612,862.56	\$ 35,137.44

MATCHING FUNDS

Budget Categories from CAMS	Committed Match	Previous Match	Current Match	Total Match	Match Balance
Equipment	\$ 185,400.00	\$ 1,587,969.74	\$ -	\$ 1,587,969.74	\$ (1,402,569.74)
Salaries	\$ 155,000.00	\$ 195,993.45	\$ -	\$ 195,993.45	\$ (40,993.45)
Travel and Miscellaneous	\$ 5,857.00	\$ 1,668.08	\$ -	\$ 1,668.08	\$ 4,188.92
IDEA Academy	\$ 179,037.00	\$ 147,079.95	\$ -	\$ 147,079.95	\$ 31,957.05
Scholarships	\$ 90,000.00	\$ -	\$ -	\$ -	\$ 90,000.00
Career Tech Academy	\$ 59,143.00	\$ -	\$ -	\$ -	\$ 59,143.00
Contract Services	\$ -	\$ 33,519.11	\$ -	\$ 33,519.11	\$ (33,519.11)
Totals	\$ 674,437.00	\$ 1,966,230.33	\$ -	\$ 1,966,230.33	\$ (1,291,793.33)

GO-TEC 2A

GO Virginia Region 3

Report Period: April 30, 2020 to May 31, 2020

GO VIRGINIA



VIRGINIA INSTITUTE FOR
**GROWTH &
OPPORTUNITY**
IN EACH REGION

GO VIRGINIA FUNDS

Budget Categories from CAMS	GO VA Budget	Previously Paid	Drawdowns (No Activity)	Total Paid After Remittance	Available Funds
Project Monitoring/Reporting	\$ 6,115.00	\$ -	\$ -	\$ -	\$ 6,115.00
Equipment	\$ 835,776.00	\$ 663,833.20	\$ -	\$ 663,833.20	\$ 171,942.80
Salaries	\$ 292,875.00	\$ 7,138.54	\$ -	\$ 7,138.54	\$ 285,736.46
Travel and Miscellaneous	\$ 94,300.00	\$ 7,416.42	\$ -	\$ 7,416.42	\$ 86,883.58
Administration	\$ 91,721.00	\$ 42,700.06	\$ -	\$ 42,700.06	\$ 49,020.94
Totals	\$ 1,320,787.00	\$ 721,088.22	\$ -	\$ 721,088.22	\$ 599,698.78

MATCHING FUNDS

Budget Categories from CAMS	Committed Match	Previous Match	Current Match	Total Match	Match Balance
Equipment *	\$ 638,349.00	\$ 375,510.16	\$ -	\$ 375,510.16	\$ 262,838.84
Salaries	\$ 578,152.00	\$ 247,730.51	\$ -	\$ 247,730.51	\$ 330,421.49
Travel and Miscellaneous	\$ 75,600.00	\$ -	\$ -	\$ -	\$ 75,600.00
Scholarships	\$ 140,396.00	\$ 159,687.34	\$ -	\$ 159,687.34	\$ (19,291.34)
Career Tech Academy	\$ 47,138.00	\$ 82,404.00	\$ -	\$ 82,404.00	\$ (35,266.00)
Contract Services	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ 1,479,635.00	\$ 865,332.01	\$ -	\$ 865,332.01	\$ 614,302.99

* Includes \$224,308.99 brought forward from Phase I

SOVA INNOVATION HUB

GO Virginia Region 3

Report Period: April 30, 2020 to May 31, 2020

GO VIRGINIA



VIRGINIA INITIATIVE FOR
**GROWTH &
OPPORTUNITY**
IN EACH REGION

GO VIRGINIA FUNDS

Budget Categories from CAMS	GO VA Budget	Previously Paid	Drawdowns (No Activity)	Total Paid After Remittance	Available Funds
Contract Services	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00
Planning/Assessment	\$60,000.00	\$60,000.00	\$0.00	\$60,000.00	\$0.00
Totals	\$80,000.00	\$60,000.00	\$0.00	\$60,000.00	\$20,000.00

MATCHING FUNDS

Budget Categories from CAMS	Committed Match	Current Match	Total Match	Match Balance
Architectural and Engineering Fees	\$36,919.81	\$25,839.61	\$0.00	\$11,080.20
Contract Services	\$52,000.00	\$52,000.00	\$0.00	\$0.00
Totals	\$88,919.81	\$77,839.61	\$0.00	\$11,080.20

Regional Entrepreneurship Initiative

GO Virginia Region 3

Report Period: April 30, 2020 to May 31, 2020

GO VIRGINIA



VIRGINIA INITIATIVE FOR
GROWTH &
OPPORTUNITY
IN EACH REGION

GO VIRGINIA FUNDS

Budget Categories from CAMS	GO VA Budget	Previously Paid	Drawdowns (No Activity)	Total Paid After Remittance	Available Funds
Longwood Consultant Time	\$ 45,000.00	\$ 10,415.75	\$ -	\$ 10,415.75	\$ 34,584.25
Longwood Travel and Meetings	\$ 5,000.00	\$ 2,208.22	\$ -	\$ 2,208.22	\$ 2,791.78
MBC Travel and Meetings	\$ 5,000.00	\$ 3,629.62	\$ -	\$ 3,629.62	\$ 1,370.38
Research, Mapping & Tech Support	\$ 45,000.00	\$ 12,333.94	\$ -	\$ 12,333.94	\$ 32,666.06
Totals	\$ 100,000.00	\$ 28,587.53	\$ -	\$ 28,587.53	\$ 71,412.47

MATCHING FUNDS

Budget Categories from CAMS	Committed Match	Previous Match	Current Match	Total Match	Match Balance
Longwood Economic Gardening	\$ 25,000.00	\$ 8,478.98	\$ -	\$ 8,478.98	\$ 16,521.02
MBC Economic Gardening	\$ 25,000.00	\$ 50,674.78	\$ -	\$ 50,674.78	\$ (25,674.78)
Totals	\$ 50,000.00	\$ 59,153.76	\$ -	\$ 59,153.76	\$ (9,153.76)

NICOLE YOUNG

2098 Lew Jones Road, Alberta, Virginia 23821

GO VIRGINIA FINANCIAL OVERVIEW

Date of Review:

June 3, 2020

For the Period:

May 1 - 31, 2020

I have reviewed the following and found them to be accurate.

First Citizens Bank Statements - Account Number 008924965247

✓

May 2020 - Reconciled and approved by Deborah Gosney.

Check Requests - May 2020

✓

Approval from Chairman Randy Lail.

✓

Invoices attached to the Purchase Orders.

✓

Purchase Orders have dual signatures signed by Deborah Gosney/Stephanie Creedle.

Drawdowns to DHCD

✓

Drawdown #3 (FY20) - Submitted on 5/21/2020

Comments:

Nicole Young

Nicole Young, Member of the Regional Council

THIS VERSION USED AS BASIS FOR PROPOSED MODIFICATIONS

BYLAWS OF THE Southern Virginia GO Regional Council 3

ARTICLE I

PURPOSE

The Southern Virginia GO Regional Council 3 (hereafter referred to as “Council”) is a public body certified by the Virginia Growth and Opportunity Board (hereafter referred to as "Board") to receive grants pursuant to Code of Virginia section 2.2-2485 the Virginia Growth and Opportunity Act (hereafter referred to as “GO VA”). The Council will be supported or affiliated with an existing or newly established organization that engages in collaborative planning or execution of economic or workforce development activities within a region to support the Council’s activities and to ensure proper administration of the Council’s funds.

ARTICLE II

DUTIES AND RESPONSIBILITIES

The Council shall:

- Section 1. Work in a collaborative manner, respecting all points-of-view, while soliciting and reviewing proposed projects for recommendation to the Board.
- Section 2. Demonstrate extensive knowledge of the region’s potential for growth that leads to high paying jobs.
- Section 3. Identify economic/regional projects that support or encourage collaboration and yield significant new job creation outcomes in short- and long-term timeframes.
- Section 4. Review and understand the authority, governance, and administrative role of the Board in certifying qualified regions and regional councils; including how the Board develops and implements guidelines or procedures for such certification.
- Section 5. Partner with existing or newly established economic/workforce development organizations to create a focused collaborative project or programs consistent with the Council’s economic growth and diversification plan.

- Section 6. Identify the region's economic growth potential independently or in partnership with neighboring regions.
- Section 7. Identify the competitive advantages for collaboration with private-sector investments to accelerate job growth/economic development.
- Section 8. Advise the Board on best practice initiatives, projects, etc. that encourage collaboration and yield measurable outcomes for job growth in the region.
- Section 9. Have the authority to enter into agreements through the support organization in order to pursue the goals and objectives of GO VA pursuant to the Code of Virginia and guidelines adopted by the Board.
- Section 10. Adhere to the Freedom of Information Act (FOIA) and the Conflict of Interest Act (COIA) except as exempted pursuant to §2.2-3711.A.48 of the Code of Virginia.
- Section 11. Provide for public participation as directed by the Code of Virginia and the Board.
- Section 12. Conform with the guidelines as adopted by the Board.

ARTICLE III

MEMBERSHIP

- Section 1. The Council will include representatives from (i) the education sector, including school divisions, community colleges, public institutions of higher education, and private institutions of higher education as appropriate; (ii) the public economic and workforce development sector; (iii) local government; (iv) regional planning entities; (v) nonprofit organizations; (vi) other entities that significantly affect regional economic or workforce development; and (vii) small and large businesses.
- ~~Section 2. Membership may include one or more non-legislative citizen members of the Board from the region.~~
- Section 3. A majority of the members of the Council shall be from private sector with demonstrated significant private-sector business experience.
- Section 4. The Council shall be chaired by a citizen member from the region with significant private-sector business experience.
- Section 5. The Council will consist of 19 members.
- Section 6. The Board will approve the member selection process, structure, composition, and leadership to meet the requirements of COV section 2.2-2485 of the Virginia Growth and Opportunity Act and the guidelines set forth by the Board.
- Section 7. Council membership is subject to Board review and approval.

- Section 8. Council members should have knowledge of workforce and economic development.
- Section 9. Council members shall serve staggered four-year terms as determined by the Council. On and after July 1, 2017, the term of Council members should commence on July 1.
- Section 10: Council members whose terms are expiring shall continue to serve in their role on Council until such time as their replacement is approved by the ~~State~~ Board.
- Section 11. Council members shall not serve more than (2) consecutive four year terms.
- Section 12. Any term of two (2) years or less shall not count as a full term.
- Section 13. The time served by initial Council members before July 1, 2017 will not count against the limit of two consecutive terms.
- Section 14. A Council member may be removed by the Board with a two-thirds vote. The reasons for removal must be documented by the Council.

ARTICLE IV

MEETINGS

- Section 1. The Council shall meet on a regular basis and at a minimum quarterly at a predetermined location and time.
- Section 2. The ~~meeting~~ notice of time, location and purpose of any regular meeting shall be given to all Council members at least 30 days prior to the date of meeting.
- Section 3. The Council will meet all of the Code of Virginia public meeting requirements (§2.2-3707). Virtual meetings and meeting including participation by telephone and/or video conferencing may be held in accordance with the requirements of Virginia law.
- Section 4. Meetings will be advertised a minimum of three business days in advance of the meeting to be held at ~~the office of the offices of Mid Atlantic Broadband, located at 1100 Confroy Drive, Suite 4, South Boston, Virginia 24592 (or~~ such location as indicated in the public notice).
- Section 5. Attendance of ~~a majority of eight~~ Council members shall constitute a quorum and, unless a greater proportion is required by the Board for a particular act/vote, the majority vote of the Council both present and participating by telephone or videoconferencing and voting at any meeting, at which there is a quorum, shall constitute the Act of the Council.
- Section 6. The regular meeting in the second quarter of each year shall be known as the Annual Meeting and shall be for the purpose of electing ~~board~~ Council

committees, and newly-elected following the Section 7. be

members and officers, receiving reports of officers and for any other business that may arise. The terms of the Council members and officers shall commence on July 1 Annual Meeting.

Special meetings of the Board shall be called by the Chair or the Vice-Chair or by a majority of the members of the ~~Board~~Council and shall be by written notice at least 3 days before the meeting. Any such notice shall contain the time and place of the meeting but need not contain the purpose of the meeting.

ARTICLE V

PARLIAMENTARY PROCEDURE

Section 1. In all matters of procedure not specifically covered by these By-Laws, the most recent edition of Roberts Rules of Order shall be observed.

ARTICLE VI

ORGANIZATION

Section 1. During the inaugural meeting and at each Annual Meeting thereafter, the Council shall elect a Chair and a Vice-Chair from among its members.

Section 2. The Chair and Vice Chair shall each be a Council member with significant private-sector experience.

Section 3. The Chair shall preside over all meetings.

Section 4. The Vice-Chair shall preside over all meetings in the absence of the Chair.

ARTICLE VII

SUPPORT ORGANIZATION AND FISCAL AGENT

Section 1. The Support Organization ~~and fiscal agent~~ can be a new or existing organization with purposes and competencies including collaborative planning, economic development, or workforce activities within the region.

Section 2. The Support Organization may provide data analysis, review of best practices, review and analysis of project proposals, and other duties as determined by the Regional Council.

Section 3. The Support Organization shall serve as the Fiscal Agent for the Council ~~and Fiscal Agent, in cooperation with the Support Organization and~~ under the leadership of the Council, and in concert with the state agency that administers the funding, will be responsible for the receiving, use of, and auditing of funds received.

Section 4. The Support Organization will prepare the Council's Annual Report as required by the Board's guidelines.

Section 5. The support organization will have a contract with the ~~regional e~~Council that provides for its role as outlined above.

ARTICLE VIII

COMMITTEES

Section 1. The Council may appoint committees as deemed necessary to meet the Council requirements of COV 2.2-2485; the Virginia Growth and Opportunity Act and to fulfill the duties of the Council.

Section 2. The Council shall designate an Executive Committee 1) to make recommendations to the Council; and 2) to exercise any and all powers and authority specifically delegated to it by the Council, except to approve and amend the Bylaws and to elect Council members and officers.

Section 3. The Council shall create a Nominating Committee to present a slate of officers, potential new members and nominees to fill vacancies on the Council.

Section 4. Each committee shall ~~appoint~~have a Chair appointed by the Council Chair and shall set meeting dates, times and _____ locations.

Section 5. The duties of each committee member shall be implied by the name and function of the committee. Each committee shall report to the full Council.

ARTICLE IX

AMENDMENT OF BYLAWS

Section 1. The bylaws shall not be amended, modified or replaced except by a two-thirds vote of the Council members in an official meeting.

Section 2. Action on amended bylaws may not take place at the meeting in which they are introduced. Action on amended bylaws shall take place a minimum of thirty days after their introduction. The bylaws shall be amended to conform to statutory requirements as required.

Section 3. The Board shall review and approve amendments to the Bylaws.

Section 4. In the event that any portion of the Bylaws are deemed invalid, the remaining portion shall stand.

DRAFT

Status of Outreach to Region 3 Localities re: Broadband Status
CONFIDENTIAL DOCUMENT

May 20, 2020

Provided by:

Tamarah Holmes, Ph.D
Director, Office of Broadband, DHCD
804-371-7056

Tamarah.holmes@dhcd.virginia.gov

In early 2020, the Virginia Department of Housing & Community Development's Office of Broadband conducted outreach to localities in GO Virginia Region 3, to seek feedback and input on the status of any broadband efforts being taken in their locality. Below is a very brief summary provided by Tamarah Holmes, Director of the Office of Broadband. The localities are listed and the name of the individual who was contacted is also listed.

As of 6-11-20, Kyle Rosner with Commonwealth Connect is reaching out to the Counties of Charlotte, Lunenburg, Nottoway and Prince Edward to arrange a conference call for the purpose of discussing best practices and interest in a more publicly-driven strategy. Region 3 staff will participate and have requested that Jeff Reed from Virginia's Growth Alliance, along with Melody Foster, Executive Director of the Commonwealth Regional Council, be included in the discussion.

1. **Amelia-Taylor Harvie.** Broadband team assessment that the County is actively working towards universal coverage
2. **Brunswick-George Morrison.** The Broadband team felt like the last mile activity is being driven by the private sector not the County
3. **Buckingham-Jamie Shumaker.** The Broadband team felt like the last mile activity is being driven by the private sector with some County involvement
4. **City of Danville – Jason Grey,** Director of Utilities. City-owned broadband utilities; DHCD in discussions about interest in expansion of service territory.
5. **Charlotte-Danial Witt.** No broadband planning efforts to date
6. **Cumberland-Don Unmussig.** The Broadband team felt like the last mile activity is being driven by the private sector with some County involvement
7. **Halifax- Scott Simpson.** Broadband team assessment that the County is actively working towards universal coverage with both the County and private sector working together
8. **Henry-Christian Youngblood.** no broadband efforts to date. We have had conversations with representatives from the County in the past few weeks about broadband planning and they are interested in planning assistance/funding
9. **Lunenburg-Buck Tharpe.** Broadband team felt like the last mile activity is being driven by the private sector.
10. **City of Martinsville – Michael A. Scaffidi,** Director of Telecommunications. City-owned broadband utilities; DHCD in discussions about interest in expansion of service territory.
11. **Mecklenburg-Wayne Carter.** Broadband team assessment that the County is actively working towards universal coverage being driven by private sector
12. **Nottoway-Maegen Hailey.** No broadband efforts to date

13. **Patrick-Bryce Simmons.** The Broadband team felt like the last mile activity is being driven by the private sector with some County involvement. They submitted for an ARC planning grant in 2020
14. **Pittsylvania-Scott Budd.** Maybe a potential partnership with Danville municipal broadband. They completed the CIT planning process in 2020
15. **Prince Edward-Wade Bartlett.** No broadband efforts to date.

Highlights indicate the localities with no planning or efforts to date.



Status of Approved Region 3 SOVA Innovation Hub Project – May 2020

Project Name	Grant Category/Award	Project Start/End Dates	Project Milestones
SOVA Innovation Hub PRODUCTS: Program Evaluation and Planning Recommendations, to include analysis by Impact Makers, recommendations from the Advisory Council, input from all workforce partners, businesses/non-profits • Site Plans For SOVA Innovation Hub	ECB \$50,000 Project came in \$20K under GV budget; contract extended to March 2020 to allow for use of unexpended \$20K; applicant requesting funds to be used for market analysis of entrepreneurial space needs	October 2018 – October 2019* <i>*Contract administratively extended to June 2020</i>	<ul style="list-style-type: none"> October 2018: SOVA Innovation Hub Advisory Council is convened via email October 2018: Mangum Economics begins economic impact analysis November 2018: Impact Makers is re-engaged to facilitate buy-in/input from council, focus on “career pathways” October-December 2018 continues developing “career pathways” project concept with Microsoft TechSpark November 2018: Planning meeting to prepare for advisory council (MBC/Microsoft) December 2018: SOVA Innovation Hub Advisory Council exploratory meeting #1 December 2018 - January 2019: Convene a separate session to engage all workforce partners (All K-12 Superintendents, SVCC, SVHEC, WIB, CRC if in TechSpark footprint, Longwood) January 2019: Engage local businesses and non-profits to identify needs and challenges related to digital transformation; this may be in-person meetings or an online survey for wider distribution December 2018: Magnum Economics delivers economic impact study focused on subsea cables as related to business attraction and job creation January - February 2019: SOVA Innovation Hub Advisory Council exploratory meeting #2 February 2018: Impact Makers integrates input from advisory council into

<ul style="list-style-type: none"> • Economic Impact Study construction of and community programming at the SOVA Innovation Hub • Economic Impact Study on sub-sea cables as related to business attraction/job creation programming at the SOVA Innovation Hub 			<p>updated report</p> <ul style="list-style-type: none"> • February 2019: Agreed upon programming concepts are shared with Mangum Economics for inclusion in analysis ● • March 2019: Mangum Economics delivers Economic Impact Study on SOVA Innovation Hub programming ● • March - April 2019: SOVA Innovation Hub Advisory Council meeting #3 to review economic impact study on community program ● • April - May 2019: Project is completed. ●

TO: Region 3 Executive Committee

FROM: Lauren Willis, Project Review Committee Chairman

RE: Recommendation re: GO TEC Phase 2B

DATE: June 11, 2020

GO TEC has been funded by GO Virginia in three phases, called Phase 1, Phase 2A and Phase 2B. All Phases were approved by the GO Virginia State Board. Phase 2B was approved in 2019 contingent upon completion of the deliverables in Phases 1 and 2A. Release of Phase 2B funds requires the endorsement of Region 3 leadership as well as approval by the State Board. The State Board's June 23, 2020 agenda includes action on the GO TEC Phase 2B project.

The Review Committee has reviewed the status of Phases 1 and 2A, and has met with the staff leadership of GO TEC. A summary of the status of outcomes and deliverables is attached to this memo, as is the status of the budgets for both Phases.

Due to anticipated impacts of the COVID19 virus on K-12 partners' operations, the GO TEC leadership team has also requested consideration to lower the amount of the previously-approved 1:1 match for GO TEC 2B, the majority of which comes from the K12 system partners. Working with the staff of the Virginia Department of Housing & Community Development, the GO TEC team is requesting that Region 3 leadership approve a 10% reduction in the 1:1 match (reducing the match from \$3.3 million to \$3.0 million). The reduction is not expected to affect outcomes, as the reduction will impact items such as classroom upfits that will not impact equipment or instruction.

The Review Committee finds that the GO TEC project has met the project outcomes for Phases 1 and 2A as committed. Two elements that remain slightly under performance (see below) and it is the view of the Review Committee that neither will impact overall outcomes:

1. Students enrolled in Career Tech Academy (goal = 70; actual = 31). The GO TEC team indicates that the target goal was aggressive. Enrollment has been impacted by student scheduling conflicts, transportation conflicts, and lack of home-school support for students enrolling. The GO TEC team is addressing these issues by engaging career coaches and by a stronger branding and promotion program.
2. Industry credentials awarded via Career Tech Academy (goal = 100; actual = 60) The GO TEC team indicates that the necessary third-party credentialing was impacted by the onset of the COVID19 virus, which essentially stopped independent credentialing in the spring of 2020. The GO TEC team is working with third-party entities to determine how students can sit for testing.

Further, the Review Committee finds that GO TEC, as a region-wide and system-wide career pathway model, is even more relevant in the current economic climate. GO TEC leadership has been consistently proactive in identifying and addressing impacts to K12 system partners because of the COVID19 impacts, anticipating potential barriers and identifying alternative solutions. This proactive leadership gives the Review Committee confidence that the GO TEC program is able to adjust and pivot as environmental conditions change.

Based on our analysis, the Region 3 Review Committee recommends the following:

- That the Region 3 Executive Committee formally request the GO Virginia State Board approve the allocation of the \$3.6 million in funding for GO TEC Phase 2B; and
- That the Region 3 Council formally request that the GO Virginia State Board approve the reduction in 1:1 match for Phase 2B, reducing the match requirement from \$3.3 million to \$3 million.

Review Team

Lauren Willis, Charlotte County (Regional Council Member), Chair

John Parkinson, Henry County (Large Business Employers)









Jordan Miles, Prince Edward County (Young Professionals)

Neil Burke, Lunenburg County (Large Business Employers)



Status of Approved Region 3 GO-TEC Project JUNE - 2020

Project Name	Grant Category/Award	Project Start/End Dates	Products (See narrative at the end of the document for details on each product.)	Project Milestones
GO-TEC 1 PRODUCTS: Build-out of two middle school career labs: Launch GO-TEC Outreach Campaign; Implement GO-TEC Pathways DELIVERABLES MODIFIED FROM THIS LIST DURING NEGOTIATIONS FOR GO-TEC 2 PROJECT	PC \$648,000 Budget Status:	August 1, 2018 – July 31, 2020	Build out of two middle school career labs. <ul style="list-style-type: none"> - 3 middle school career labs were upfitted at O.T. Bonner (DPS), Westwood (DPS), and Chatham (PCS). Launch GO TEC Outreach Campaign. <ul style="list-style-type: none"> - The GO TEC logo was approved by the GO TEC Board on November 14, 2019. - The GO TEC website is technically active but administration continues to gather feedback and add to the content on the page. - A marketing plan was created to identify the various target groups and determine the most appropriate marketing strategy / materials for those groups. 	<ul style="list-style-type: none"> • Hire GO-TEC Director (Summer 2018) • Create RFP for marketing, branding (Summer 2018) • Spec & procure Career Lab equipment (Summer 2018) • Develop Career Lab curriculums (Summer 2018) • Hire Eastern/Western Regional Coordinator (Shifted to GT2B) • Hire SVHEC Tech Academy personnel (fall 2018) • Hire Career Exploration Trainer (fall 2018) • Hire branding firm (fall 2018) • Continue Career Connections curriculum development (fall 2018) • Website design (Winter 2018; delayed to fall/winter 2019) • Complete branding (Winter 2018; delayed to fall/winter 2019) • Continue Career Connections curriculum development • Train Career Exploration coordinator on equipment (Winter 2018) • Launch website (Shifted to GT2A) • Develop outreach marketing materials (Spring 2019) • Complete Career Connections curriculum (Spring 2019) • Train instructors for Career Connections Labs (Summer/Fall 2019) • Full implementation of Career Connections Curriculum (Summer/Fall 2019) • Completion of outreach marketing materials (Spring 2020)

			<ul style="list-style-type: none"> - Several marketing materials with the GO TEC logo have been ordered and received (i.e. pens, pocket folders, GO TEC marketing boards, jump drives). <p> Implement GO TEC Pathways.</p> <ul style="list-style-type: none"> - GO TEC curriculum continues to be developed. The general curriculum consists of 9-week modules. These modules can be modified to fit the various schedules at the schools. - Year One curriculum has undergone a lot of changes and now offers an annotated curriculum that will be highly beneficial to Year One teachers. - Year Two curriculum is also under development with new projects being developed. The curriculum will offer a more in-depth learning of the equipment. 	
<p>GO-TEC 2A</p> <p>PRODUCTS:</p> <p>PRODUCTS FOR VALIDATION: •</p> <p>Build-out of 4 Career Connection Labs •</p>	<p>Competitive</p> <p>\$4.9 million (\$1.3 million Phase A; \$3.6 million Phase B)</p> <p></p>	<p>March 12, 2019 – September 20, 2020 FOR PHASE 2A</p>	<p> Build-out of 4 Career Connections labs.</p> <ul style="list-style-type: none"> - 3 labs were upfitted at Gretna (PCS), Cumberland, and Prince Edward. (The 4th lab was upfitted during the previous year.) 	<ul style="list-style-type: none"> • 2 Quarter 2019 (April — May): • Full-time positions for GO TEC personnel, including the Program Manager, Training Coordinator and Program Coordinator, advertised.  • 3rd Quarter 2019 (June — September): • AGREEMENT for the PROJECT executed by contractual parties  • MOUs executed between SUBGRANTEE and SUBSUBGRANTEES  • GOTECH Program Manager hired  • Training Coordinator hired 

<p>1,000 students enrolled in Career Connections • 10 students enrolled in Mechatronics program • 20 industry certifications awarded in Mechatronics • 70 students enrolled at Career Tech Academy • 100 industry credentials awarded at the CareerTech Academy • 10 teachers trained during the 2019-2020 Career Connections Training Institute</p> <p>Expansion of the GO TEC marketing campaign</p> <p>CONTRACT SIGNED JULY 2019</p>		<p>PHASE 2B Contingent upon Completion of Deliverables</p>	<ul style="list-style-type: none"> 1,000 students enrolled in CC <ul style="list-style-type: none"> 1,414 students enrolled during the 2019-2020 school year. 10 students enrolled in Mechatronics program. <ul style="list-style-type: none"> 254 students enrolled in Mechatronics. 20 industrial certifications awarded in Mechatronics. <ul style="list-style-type: none"> 20 certificates in NCRC and OSHA 10 in Mechatronics. 70 students enrolled at Career Tech Academy. (*see narrative) <ul style="list-style-type: none"> 31 students enrolled in CTA. 100 industry credentials awarded at the Career Tech Academy. (*see narrative) <ul style="list-style-type: none"> 60 industry credentials were awarded at CTA. 10 teachers trained during the 2019-2020 Career Connections Training Institute. <ul style="list-style-type: none"> 20 teachers participated in the TTA. 	<ul style="list-style-type: none"> Program Coordinator hired (shifted to GT2B) GO TEC logo and brand developed Draft Career Connections promotional materials developed using GO TEC brand and highlighting GOTECH pathways 1 FT Mechatronics faculty member and 1 FT Career Tech Academy (herein called “CTA”) instructor hired Teachers identified and attend the initial session for the 2019-2020 CC Training Institute 75% of Career Connections equipment purchased 80% of precision machining equipment purchased Mechatronics curriculum updated to reflect prior learning GO TEC Board approved and first meeting 4th Quarter 2019 (October — December): <ul style="list-style-type: none"> 100% of precision machining equipment purchased Monthly visits to each CC lab to support teachers and assess curriculum; CC Training Institute session Career Connections Curriculum for 6-week (6th grade) and 9-week (6th grade) programs developed and vetted GO TEC Board meeting and bylaws approved 1st Quarter 2020 (January — March): <ul style="list-style-type: none"> Policy development of award credit for industry certifications in Mechatronics Policy development and articulation agreement to award college credit to CTA students for work-based practicum Monthly visits to each CC lab to support teachers and assess curriculum; teacher training Printed and digital GO TEC promotional items developed GO TEC Board meeting 2nd Quarter 2020 (April - May): <ul style="list-style-type: none"> SUBGRANTEE provides ACTIVITY and OUTCOME report to GRANTEE and DHCD, before application deadline to be considered at next GO Virginia Board meeting. PROJECT marketing and outreach activities continue
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			<ul style="list-style-type: none"> ● Expansion of the GO TEC marketing campaign. <ul style="list-style-type: none"> - The GO TEC logo was approved by the GO TEC Board on November 14, 2019. - The GO TEC website is technically active but administration continues to gather feedback and add to the content on the page. - A marketing plan was created to identify the various target groups and determine the most appropriate marketing strategy / materials for those groups. - Several marketing materials with the GO TEC logo have been ordered and received (i.e. pens, pocket folders, GO TEC marketing boards, jump drives). 	<ul style="list-style-type: none"> ● GO TEC Board meeting ● ● 3rd Quarter 2020 (June — July): ● METRICS: SUBGRANTEE will work with SUBSUBGRANTEES to develop appropriate data-tracking systems to quantify PROJECT outputs and outcomes. The following metrics will be benchmarked, measured and evaluated: ● <ul style="list-style-type: none"> ○ % increase in student awareness and interest in GO TEC pathways via pre/post assessments ○ % students enrolling in second year CC program (7th & 8th grade) ○ Increase in # of middle school students participating in GO TEC curriculum ○ Increase in # of students enrolled in relevant dual enrollment programs ○ Increase in # of industry credentials, associated with GO TEC pathways, awarded ○ Increase in # of students enrolled in post-secondary training in GO TEC pathways ○ % SOL pass rate for GO TEC students vs. general enrollment ○ % job placement rates for non-matriculating GO TEC students ○ % of job placements earning higher-than-average wages

PRODUCTS FOR VALIDATION

PHASE ONE

1. Build out of two middle school career labs.

STATUS: COMPLETE. During the 2018-2019 school year, three GO TEC Career Connections labs were created at Chatham Middle School (PCS), Westwood Middle School (DPS), and Bonner Middle School (DPS). Labs were upfitted and equipped and students were enrolled in GO TEC throughout the year.

2. Launch GO TEC Outreach Campaign.

STATUS: COMPLETE.

APRIL 6, 2020: The GO TEC logo was designed and feedback was received from multiple stakeholders. The final design was selected and presented to the GO TEC Advisory Board and approved on November 14, 2019. The GO TEC website is currently under development with 434 Marketing contracted to provide that service. There was a 'soft launch' of the website on April 2, 2020 for the GO TEC team to continue to review and update the content and design. The hard launch is scheduled for May 15, 2020. Marketing materials continue to be developed and a plan was created for the various target areas for marketing to highlight GO TEC partners and target groups in industry, higher education, and K-12.

MAY 4, 2020: Training on the new website and accessing the analytics was held on April 29, 2020. The website continues to be built upon as more content is added. Marketing materials were ordered with a marketing plan created and shared with internal PR department. Various components of outreach have been created (letterhead, email addresses, business cards, etc.).

3. Implement GO TEC Pathways.

STATUS: COMPLETE.

APRIL 6, 2020: The GO TEC Career Connections curriculum continues to be developed and revised based on feedback from the GO TEC CC teachers. Year One curriculum has been drafted and revised throughout the year with projects regularly developed for the various pathways. Year Two curriculum has been under development with more hands-on activities and projects being developed. The training coordinator has worked closely with GO TEC CC teachers this year to learn more about best practices in the classroom and updating curriculum as needed. The curriculum is shared with the teachers through a shared Google folder and several surveys were sent out throughout the year to gather feedback on each unit. The GO TEC team is working on final revisions to Year One curriculum to ensure alignment with state requirements and plan to submit this curriculum to the DOE for review and feedback in hopes that they will approve the GO TEC curriculum as a stand-alone course to meet the career exploration requirements.

MAY 4, 2020: Curriculum for grade 7 continues as more hands-on projects are created / modified. Discussions continue with K12 partners and teachers to discuss program modifications, specifically what a 5th grade curriculum should look like. Currently, 5th graders are offered the same curriculum as Year One students. This could create an issue if students are in GO TEC again during their 6th grade year. GO TEC administration has discussed the need for a separate 5th grade course that would offer only career exploration without the hands-on activities with the actual equipment. This

would be proposed as a 6 or 9 week curriculum that would meeting the state's requirements for career exploration. GO TEC administration has also discussed the concerns shared by multiple school divisions regarding the beginning of next school year and the possibility that students would start the year under a virtual curriculum. We are working on the GO TEC contingency plan if this happens, working to identify online simulation courses that students can participate in that directly related to the nine units. We are also trying to plan for how teachers can provide live equipment demo's with students.

PHASE TWO A

1. Build out of four Career Connection labs.

STATUS: COMPLETE.

APRIL 6, 2020: During the 2019-2020 school year, three GO TEC Career Connections labs were created at Gretna Middle School (PCS), Cumberland Middle School, and Prince Edward Middle School. (The fourth lab was created in Phase One at DPS.) There are a total of six Career Connection Labs. All labs have been upfitted and equipped and students have been enrolled in GO TEC throughout the year.

2. 1,000 students enrolled in Career Connections.

STATUS: COMPLETE. Last enrollment figures received from the participating school divisions reported 1,414 middle school students enrolled in GO TEC Career Connections. Bonner Middle School reported their student enrollment for the first two grading periods (6-week schedule) but no enrollment has been reported for GO TEC since prior to Christmas as their Career Connections teacher left to accept another position. Division and school administration worked to replace the teacher for this program but was not able to find an eligible teacher so late in the school year. They filled the position with a substitute who worked with the students on career exploration activities but did not utilize the GO TEC curriculum or equipment. Therefore, the enrollment numbers for that specific school were NOT included after the teacher left. It is their plan to fill this position during the Summer of 2020 to get the GO TEC Career Connections program back up and running.

3. 10 students enrolled in the Mechatronics program.

STATUS: COMPLETE. SVCC reported 17 students enrolled in Mechatronics during the 2019-2020 school year.

SVCC updated their enrollment to 198 students enrolled in Mechatronics. SVHEC reported 10 students enrollment in CTA and 2 in the adult program. PHCC reported 44 in the Siemens Mechatronics Level 1, Level 2, and Level 3.

4. 20 industry certifications awarded in Mechatronics.

STATUS: COMPLETE

APRIL 6, 2020: Waiting for SVCC to provide information on the status of their certifications.

MAY 4, 2020: SVCC reports 198 students enrolled in the Mechatronics program during the 2019-2020 school year. 145 were able to complete the program with 14 Career Studies Certificates awarded. Due to the COVID pandemic that resulted in school divisions and colleges closing for the year, colleges were unable to offer the end-of-year certifications. They are working to figure out if and how certifications will be offered to students.

JUNE 8, 2020: The Career Studies Certificate is a locally awarded certificate issued by SVCC. The 14 CSC's reported from SVCC cannot be counted towards the industry certifications in Mechatronics. SVHEC reported 10 NCRC and 10 OSHA 10 industry certifications earned by CTA students in Mechatronics.

5. 70 students enrolled at CTA.

STATUS: ONGOING

APRIL 6, 2020: There were 31 students enrolled in the CTA program at SVHEC during the 2019-2020 school year (17 – IT / 10 Mechatronics / 4 WBL). The enrollment is expected to increase next school year as SVHEC works to define and build upon the WBL program.

MAY 4, 2020: The following information was received from SVHEC.

The SVHEC acknowledges that an enrollment number of 70 was an aggressive target. Some students who participated in Year 1 were not able to return for the second year due to schedule conflicts. We also discovered that some high school career coaches have been slow to promote CTA opportunities. SVHEC has now hired a part-time Career Coach who will work with the high school counselors to promote CTA.

Another factor that impacted enrollment was transportation. Some students were not able to participate in the work-based learning program due to transportation issues. Finally, SVHEC had planned to offer DCC's Automation and Robotics program as part of the CTA curriculum. This program was delayed due to a change in leadership at DCC. Unfortunately, COVID-19 has further delayed this program. Not being able to add this highly requested program has had a significant impact on enrollment.

We are continuing to work with DCC to develop the Automation and Robotics program. We are hoping to be able to offer this program during the 2020-2021 academic year. With the addition of SVHEC's CTA Career Coach and GO-TEC marketing and branding, we believe enrollment numbers in the CTA program will begin to increase.

6. 100 industry credentials awarded at Career Tech Academy.

STATUS: ONGOING until End of Contract (*see June narrative below)

MAY 4, 2020: SVHEC awarded the 60 certifications in CTA in the following:

Information Technology:

CompTIA IT Fundamentals	11
CompTIA A+	2 (passed both portions)
CompTIA Server+	6
NCRC	17

NOTES: SVHEC is working with SVCC to determine the final number of Career Studies Certificates. Several students were hoping to do the test-out option for ITE 115, which we cannot do now. Several are taking the DE version through their schools so there grading option may determine overall outcomes.

Mechatronics:

NCRC	10
OSHA 10	10

NOTES: SVHEC is working with Siemens to see how accommodations can be made to take this test and stay within the gathering guidelines. All 10 students are on track for receiving their Career Studies Certificate in Mechatronics from SVCC.

Work Based Learning:

OSHA 30	4
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NOTES: SVHEC is working with CEWD in hopes that the CTA students can take the Energy Industry Fundamentals (EIF) assessment through Google Docs from their school chrome books.

JUNE 10, 2020: GO TEC administration continues to check with higher education partners monthly to monitor the progress of certification testing.

- 7. 10 teachers trained during the 2019-2020 Career Connections Training Institute.**

STATUS: COMPLETE

APRIL 6, 2020: The training coordinator has provided training (group and individual) to 20 different teachers participating in Phase One, Phase TwoA, and Phase TwoB during the 2019-2020 school year. Participation is tracked on a Google doc and professional development certifications are awarded so teachers can report as recertification hours.

- 8. Expansion of the GO TEC Marketing Campaign.**

STATUS: COMPLETE.

APRIL 6, 2020: The GO TEC logo was designed and feedback was received from multiple stakeholders. The final design was selected and presented to the GO TEC Advisory Board and approved on November 14, 2019. The GO TEC website is currently under development with 434 Marketing contracted to provide that service. There was a 'soft launch' of the website on April 2, 2020 for the GO TEC team to continue to review and update the content and design. The hard launch is scheduled for May 15, 2020. Marketing materials continue to be developed and a plan was created for the various target areas for marketing to highlight GO TEC partners and target groups in industry, higher education, and K-12.

MAY 4, 2020: The GO TEC website continues to be developed with May 15, 2020 as the target for the hard launch. We continue to work with our partners to provide more information for the various links.

GO-TEC 1

GO Virginia Region 3

Period Ending: June 5, 2020

GO VIRGINIA



VIRGINIA INITIATIVE FOR
**GROWTH &
OPPORTUNITY**
IN EACH REGION

GO VIRGINIA FUNDS

Budget Categories from CAMS	GO VA Budget	Previously Paid	Drawn Down This Month (DD #8)	Total Paid After Remittance	Available Funds
Project Monitoring/Reporting	\$ 48,000.00	\$ 10,314.28	\$ 2,548.28	\$ 12,862.56	\$ 35,137.44
Contract Services	\$ 6,309.08	\$ 6,309.08	\$ -	\$ 6,309.08	\$ -
Equipment	\$ 374,203.42	\$ 342,675.00	\$ 31,528.42	\$ 374,203.42	\$ -
Salaries	\$ 164,750.00	\$ 156,852.28	\$ 7,897.72	\$ 164,750.00	\$ -
Training	\$ -	\$ -	\$ -	\$ -	\$ -
Travel and Miscellaneous	\$ 10,293.50	\$ 10,293.50	\$ -	\$ 10,293.50	\$ -
Administration	\$ 44,444.00	\$ 41,290.40	\$ 3,153.60	\$ 44,444.00	\$ -
Totals	\$ 648,000.00	\$ 567,734.54	\$ 45,128.02	\$ 612,862.56	\$ 35,137.44

MATCHING FUNDS

Budget Categories from CAMS	Committed Match	Previous Match	Current Match This Month (DD #8)	Total Match	Match Balance
Equipment *	\$ 185,400.00	\$ 1,587,969.74	\$ -	\$ 1,587,969.74	\$ (1,402,569.74)
Salaries	\$ 155,000.00	\$ 195,993.45	\$ -	\$ 195,993.45	\$ (40,993.45)
Travel and Miscellaneous	\$ 5,857.00	\$ 1,668.08	\$ -	\$ 1,668.08	\$ 4,188.92
IDEA Academy	\$ 179,037.00	\$ 147,079.95	\$ -	\$ 147,079.95	\$ 31,957.05
Scholarships	\$ 90,000.00	\$ -	\$ -	\$ -	\$ 90,000.00
Career Tech Academy	\$ 59,143.00	\$ -	\$ -	\$ -	\$ 59,143.00
Contract Services	\$ -	\$ 33,519.11	\$ -	\$ 33,519.11	\$ (33,519.11)
Totals	\$ 674,437.00	\$ 1,966,230.33	\$ -	\$ 1,966,230.33	\$ (1,291,793.33)

* \$224,308.99 carried forward to Phase IIA

GO-TEC 2A

GO Virginia Region 3

Period Ending: June 5, 2020

GO VIRGINIA



VIRGINIA INITIATIVE FOR
**GROWTH &
OPPORTUNITY**
IN EACH REGION

GO VIRGINIA FUNDS

Budget Categories from CAMS	GO VA Budget	Previously Paid	Drawn Down This Month (#3)	Total Paid After Remittance	Available Funds
Project Monitoring/Reporting	\$ 6,115.00	\$ -	\$ -	\$ -	\$ 6,115.00
Equipment	\$ 835,776.00	\$ 663,833.20	\$ 8,951.05	\$ 672,784.25	\$ 162,991.75
Salaries	\$ 292,875.00	\$ 7,138.54	\$ 177,466.18	\$ 184,604.72	\$ 108,270.28
Travel and Miscellaneous	\$ 94,300.00	\$ 7,416.42	\$ 8,655.72	\$ 16,072.14	\$ 78,227.86
Administration	\$ 91,721.00	\$ 42,700.06	\$ 8,179.06	\$ 50,879.12	\$ 40,841.88
Totals	\$ 1,320,787.00	\$ 721,088.22	\$ 203,252.01	\$ 924,340.23	\$ 396,446.77

MATCHING FUNDS

Budget Categories from CAMS	Committed Match	Previous Match	Current Match (DD #3)	Total Match	Match Balance
Equipment *	\$ 638,349.00	\$ 375,510.16	\$ -	\$ 375,510.16	\$ 262,838.84
Salaries	\$ 578,152.00	\$ 247,730.51	\$ 156,212.31	\$ 403,942.82	\$ 174,209.18
Travel and Miscellaneous	\$ 75,600.00	\$ -	\$ -	\$ -	\$ 75,600.00
Scholarships	\$ 140,396.00	\$ 159,687.34	\$ 12,205.40	\$ 171,892.74	\$ (31,496.74)
Career Tech Academy	\$ 47,138.00	\$ 82,404.00	\$ -	\$ 82,404.00	\$ (35,266.00)
Contract Services	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ 1,479,635.00	\$ 865,332.01	\$ 168,417.71	\$ 1,033,749.72	\$ 445,885.28

* Includes \$224,308.99 brought forward from Phase I

May 10, 2020

Elizabeth Povar
Program Manager
GO Virginia Region 3
c/o Southside Planning District Commission
200 Mecklenburg Avenue
South Hill, Virginia 23970

RE: MATCH WAIVER REQUEST

Dear Ms. Povar,

As we plan for GO TEC Phase TwoB, it is important that we continue to support our partners in a time of economic pressure. There are multiple K12 school divisions involved with the GO TEC Career Connections program that have recently learned about major budget cuts to the funding for next school year. They have all expressed an interest in moving forward with GO TEC but are concerned about the financial requirements, specifically the 1:1 match requirement.

Due to the COVID pandemic and the closure of Virginia public schools, many school divisions have unspent end-of-year money. While we have received approval from DHCD to allow school divisions to spend end-of-year money on equipment for Phase TwoB prior to contract execution, we feel it is important to do everything we can to continue to support them in order to keep the GO TEC program moving forward. Many of these divisions have expressed concerns over the 1:1 match and their ability to meet this requirement. While instructor salaries, lab upfits, and healthcare equipment associated with the program will cover over half of the match, the concern is the ability to meet the remaining amount on a very limited budget. And with the current COVID pandemic, many of our educational partners are unsure of how the 2020-2021 school year will look and what costs will be associated with the potential for virtual learning for their students. School divisions in rural areas are dealing with a lack of internet hotspots for many of their students and are tasked with trying to provide internet connections with no additional budget in place to do this.

As such, I am writing to request a match waiver for the 1:1 match requirement outlined in the GO TEC contract. I am requesting this 1:1 match, a total of \$3,395,000, be amended to reflect a reduction in the amount of \$352,000 to help offset the financial burden school divisions face for next school year. This will require a total match for Phase TwoB in the amount of \$3,043,000. Attached you will find a revised line item budget indicating the requested match requirements for each K12 partner. Also attached is a narrative explaining potential impacts on the metrics and deliverables based upon the implications that the COVID pandemic could potentially have on schools reopening for the 2020-2021 school year.

Thank you for your consideration of this request. If you have any questions or if you would like to discuss this further, please do not hesitate to contact me.

Sincerely,
Dr. Tammy Hurt
GO TEC Program Manager
150 Slayton Avenue
Danville, VA 24540
434-766-6712 (o) / 434-774-0589 (c)
tammy.hurt@ialr.org

GO TEC MATCH WAIVER REQUEST

Request:

The GO TEC administration is requesting a match waiver for Phase TwoB, specifically a reduction in the required K12 waiver by \$352,000. This would leave a total match of 3,043,000 for Phase TwoB with an **overall Phase Two** match totaling \$4,563,962.

Reason for Request:

Due to the COVID pandemic and the current closure of Virginia public schools, many school divisions are faced with multiple uncertainties related to the upcoming school year. This includes budget reductions, potential reduction-in-staff decisions, new instructional procedures and platforms, and in some cases, the elimination of certain elective courses. There are currently six GO TEC Career Connections labs with 11 more currently scheduled to open during the 2020-2021 school year. Many of these divisions have expressed concerns over the 1:1 match and their ability to meet this requirement. While instructor salaries, lab upfits, and healthcare equipment associated with the program will cover over half of the required match, the concern is the ability to meet the remaining amount on a very limited budget. During this time of uncertainty, we feel it is important to do everything we can to continue to support our partners in an effort to keep the GO TEC program moving forward.

Budget:

The **overall** match for GO TEC Phase Two is \$4,915,962 in the categories of equipment, salaries, scholarships, administrative, and CTA / SVHEC (see GO TEC Phase Two Match). Of that total match amount, \$2,173,585 comes directly from K12 school divisions for Phase TwoB. The 2:1 match waiver request is being sought only for the required match of the K12 partners. This would reduce the total Phase TwoB match of \$3,395,000 by **\$172,397** leaving a match requirement of \$3,222,604 for Phase Two B.

	TOTAL MATCH	K12 (local) MATCH
Current Phase TwoB Match	\$3,395,000	\$2,173,585
Requested Match Reduction	- \$ 352,000	- \$ 352,000
Reduced Phase TwoB Match	\$3,043,000	\$1,821,585

Impact on Metrics / Deliverables:

The impact on the GO TEC metrics is difficult to determine at this time. There are multiple factors that may limit enrollment projections in both the K12 classrooms as well as higher education. The GO TEC administration will continue to monitor the impact of COVID on educational programs and will maintain contact with the educational partners to determine if there will be a projected impact on the various GO TEC metrics. Project milestones and a list of the products of this project are listed on the GO TEC Status document (attached) and was last updated in June, 2020. This provides a

comprehensive list of the products / deliverables for each GO TEC Phase, project start / end dates, and the project milestones. The status of each is noted as red / yellow / green indicating the status for that specific milestone. There is also a narrative provided at the end of that document that discusses the specific products and status.

PROACTIVE MEASURES

The GO TEC team continues to work with our partners to identify how the COVID pandemic will affect the upcoming school year for both K12 and higher education. The Training Coordinator and the Program Manager are working on contingency plans for the GO TEC Career Connections curriculum to ensure the availability of options based on the various delivery models that may exist when schools re-open. This includes having online and virtual opportunities for students to learn about the various career pathways in GO TEC and to provide instruction that will allow students to gain the background knowledge prior to returning to the GO TEC lab for hands-on training.

The GO TEC Training Lab will allow for an extension of learning as the training lab will have the capability of providing virtual learning as well as recorded sessions. The Training Coordinator continues to work on the various career modules to expand upon teacher training as well as offer assistance with student learning. While hands-on training may be limited when students return to school, we are looking for ways to provide simulations through virtual learning that will further expose students to the different equipment available in the GO TEC Career Connections lab. We are also collaborating with higher education partners to expand upon the current training opportunities available to the K12 teachers and students.

**COMMONWEALTH OF VIRGINIA
GO VIRGINIA ECONOMIC RESILIENCE AND RECOVERY GRANT
CONTRACT
20-GOVA-ERR-03A**

THIS AGREEMENT by and between the COMMONWEALTH OF VIRGINIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (hereinafter called "DHCD"), REGIONAL COUNCIL THREE and SOUTHSIDE PLANNING DISTRICT COMMISSION (herein called "GRANTEE"), and VIRGINIA GROWTH ALLIANCE (hereinafter called "SUBGRANTEE"), WITNESSETH THAT:

WHEREAS, DHCD has been authorized by the Governor of the Commonwealth of Virginia to distribute and administer grants of the Virginia Growth and Opportunity Act (hereinafter called "GO VIRGINIA") and the Appropriation Act of the Commonwealth of Virginia for the 2018-2020 Biennium, as amended; and

WHEREAS, the Growth and Opportunity Board (hereinafter referred to as the "BOARD") has been authorized by the Governor of the Commonwealth of Virginia to establish guidelines for grants under the terms of the Virginia Growth and Opportunity Act; and

WHEREAS, the GRANTEE has been authorized to secure financial support from DHCD on behalf of REGIONAL COUNCIL THREE and the SUBGRANTEE under the terms of the Virginia Growth and Opportunity Act; and

WHEREAS, "Operation Last-Mile: Critical Drone Delivery Testing" as described in the GO VIRGINIA Economic Resilience and Recovery APPLICATION submitted by GRANTEE on behalf of SUBGRANTEE has qualified for funding on the basis of the GO VIRGINIA Grant Scoring Guidelines as established by DHCD and the Growth and Opportunity Board (hereinafter referred to as the "PROJECT"); and

WHEREAS, SUBGRANTEE will be operating with MECKLENBURG COUNTY as its fiscal agent for this PROJECT as demonstrated in the attached MEMORANDUM OF UNDERSTANDING agreement; and

NOW, THEREFORE, the parties hereto mutually agree as follows:

COMPENSATION

1. DHCD agrees to award the GRANTEE a GO VIRGINIA Economic Resilience and Recovery Grant for the amount of allowable, eligible costs associated with the completion of the scope of the work described in this AGREEMENT, but not to exceed a total of **\$75,000 (seventy-five thousand dollars)**.
2. Non-State sources of matching funds of at least \$1 dollar for every 2 dollars awarded are required for the use of GO VIRGINIA Economic Resilience and Recovery Grant funds, unless otherwise waived by the Board. A total match of **\$75,218 (seventy-five thousand two hundred and eighteen dollars)** in matching funds over twelve months is committed to this project by SUBGRANTEE on behalf of Drone-Up.
3. The GRANTEE and SUBGRANTEE shall not obligate, encumber, spend or otherwise utilize GO VIRGINIA Economic Resilience and Recovery Grant funding for any activity or purpose not included or not in conformance with the budget as apportioned and as described in this AGREEMENT unless the GRANTEE has received explicit approval by WRITTEN NOTICE from DHCD to undertake such actions.
4. Due to the COVID-19 pandemic crisis, the Governor's emergency declaration to restrict public gatherings and the project activities requiring urgent response to the COVID-19 pandemic, costs incurred prior to the Project Start Date as apportioned in the attached budget are eligible for reimbursement with GO VIRGINIA Economic Resilience and Recovery Grant funds.
5. The GRANTEE will use the lesser of (1) the amount specified in this AGREEMENT, or (2) the amount actually expended in completion of the scope of work described in this Agreement. If, at project completion, there are cost under-runs or project savings, these costs shall revert to DHCD.

METHOD OF PAYMENT

6. Requests for payment shall be completed through the "Remittance" function in DHCD's CAMS (Centralized Application and Management System). Along with the request for payment, GRANTEE shall furnish documentation of reimbursable expenditures (such as invoices, cancelled checks, source documents, etc.). GRANTEE shall also provide documentation of match expenditure with the reimbursement request. DHCD shall process requests for payment within fifteen (15) days. Where invoices are not paid by the GRANTEE in advance of the remittance, funds shall then be immediately disbursed upon receipt of funds.
7. Matching funds shall be expended prior to or in proportion to GO VIRGINIA Economic Resilience and Recovery Grant funds within the PROJECT budget. The

final disbursement may not be processed if GRANTEE's matching funds obligation has not been fulfilled.

8. To expedite receipt of payment, it is recommended that GRANTEE contact the Virginia Department of Accounts (DOA) to arrange for electronic transfer of GO VIRGINIA funds. The forms to establish electronic payment with DOA are available at www.doa.virginia.gov.
9. The project shall terminate no later than the Project End Date. Funds not expended by those dates may be subject to re-appropriation, unless the GRANTEE has received explicit approval by WRITTEN NOTICE from DHCD to extend this AGREEMENT. Final requests for the funds must be made **no later than 90 DAYS** from the Project End Date outlined in the AGREEMENT.

SCOPE OF WORK

10. GRANTEE and SUBGRANTEE will commence, carry out and complete this scope of work, beginning on **April 15, 2020** as described in the GRANTEE's GO VIRGINIA Economic Resilience and Recovery Grant APPLICATION submitted to DHCD in CAMS, and any subsequent, approved, written amendments to the APPLICATION, which are made a part of this AGREEMENT. GRANTEE and SUBGRANTEE shall complete the scope of work as described in the CONTRACT DOCUMENTS, on or before **October 15, 2020**.

PROJECT TITLE: Operation Last-Mile: Critical Drone Delivery Testing

ACTIVITIES:

1. **Drone Testing:** DroneUp staff to test drones for one week period on portion of St. Paul's college campus in Lawrenceville to determine feasibility of delivering last mile medical supplies to certain locations cut off due to quarantine/social distancing
2. **Reporting:** develop and distribute reports focused on feasibility and testing outcomes, educational curriculum design, and economic development potential for Region 3

MILESTONES:

2nd Quarter 2020 (April-June 2020):

- Drone testing
- Report development

3rd Quarter 2020 (July – Sept 2020)

- Report development ongoing

OUTCOMES/PRODUCTS:

- Testing Outcomes and Feasibility Report
- Education Curriculum Design
- Economic Development Potential Report

BUDGET: Sources & Uses Document Attached.

11. The GRANTEE and SUBGRANTEE shall remain fully obligated under the provisions of this AGREEMENT notwithstanding its designation of any subsequent or third party CONTRACTORS identified for the undertaking of all or part of the scope of work for which the GO VIRGINIA Economic Resilience and Recovery Grant funds are being provided to the GRANTEE. Any SUBGRANTEE or CONTRACTOR which is not the GRANTEE shall comply with all the lawful requirements of the GRANTEE necessary to ensure that the PROJECT for which this assistance is being provided under this AGREEMENT is carried out in accordance with this AGREEMENT.
12. Should SPECIAL CONDITIONS to this AGREEMENT require additional action before proceeding with the ACTIVITY(S), the GRANTEE will initiate action relative to removal of those SPECIAL CONDITIONS beginning with the execution of this AGREEMENT.
13. DHCD agrees to provide the GRANTEE and SUBGRANTEE with technical assistance in setting up and carrying out the administration of the PROJECT and tracking PERFORMANCE METRICS as outlined in the APPLICATION as submitted and outlined in this AGREEMENT.
14. DHCD and the BOARD reserve the right to end funding for this PROJECT at any point by written Notice to GRANTEE and SUBGRANTEE should the PROJECT prove nonviable. This includes, but may not be limited to, lack of progress in conformance with this AGREEMENT. In such event, commitments made by GRANTEE and any SUBGRANTEE in accordance with the terms of this AGREEMENT prior to receipt of written notice of termination of funding will be funded.
15. If required under applicable law, GRANTEE and any SUBGRANTEE shall comply with the following as they relate to this AGREEMENT:
 - A. Virginia Freedom of Information Act (FOIA);
 - B. Virginia Conflict of Interest Act (COIA);
 - C. Virginia Fair Employment Contracting Act;
 - D. Virginia Public Procurement Act (VPPA);
 - E. Americans with Disabilities Act (ADA); and
 - F. Title VI of the Civil Rights Act of 1964 (24 CFR Part 1).

FINANCIAL REQUIREMENTS

16. GRANTEE agrees to submit a quarterly progress report to DHCD in CAMS. The GRANTEE shall use the "GO Virginia Project Quarterly Progress Report" template to submit the report in the "Reports & Communications" tab for the PROJECT. DHCD may share copies of the report with interested parties identified by the State.
17. GRANTEE agrees to submit a final financial report and final project performance closeout report to DHCD in CAMS. The GRANTEE shall use the appropriate templates and closeout procedures, as provided by DHCD, to submit the final financial and project performance closeout reports in the "Reports & Communications" tab for the project. DHCD may share copies of the report with interested parties identified by the State.
18. DHCD, at its discretion, may require additional reports. If reports are not submitted in a timely manner, DHCD reserves the right to withhold payment requests until such reports are submitted.
19. DHCD shall monitor the GRANTEE as least once during the period covered by this AGREEMENT. DHCD may schedule additional monitoring visits with reasonable notice to Grantee as considered necessary. At any time during this AGREEMENT period, DHCD may request and shall be provided copies of any documents pertaining to the use of Program funds.
20. If required under applicable law, any governmental procurement from nongovernmental sources for construction or professional services shall be procured in accordance with the Code of Virginia § 2.2-4300 Virginia Public Procurement Act (VPPA). Per VPPA, "construction" means building, altering, repairing, improving or demolishing any structure, building or highway, and any draining, dredging, excavation, grading or similar work upon real property. "Professional services" means work performed by an independent contractor within the scope of the practice of accounting, actuarial services, architecture, land surveying, landscape architecture, law, dentistry, medicine, optometry, pharmacy or professional engineering. The GRANTEE and/or SUBGRANTEE(S) shall submit any contracts obligating GO VIRGINIA funds and if applicable, documentation to detail that applicable procurement requirements have been met, prior to the execution of those contracts.
21. DHCD reserves the right to request and receive additional documentation pertaining to non-professional service or other contracts obligating GO VIRGINIA funds prior to approving drawdown requests.

AUDIT REQUIREMENTS

22. Per the DHCD Audit Policy, the GRANTEE is required to submit financial statements to DHCD. Required statements are as followed: Financial Statement(s)**; Reviewed Financial Statement(s) prepared by an Independent Certified Public Accountant (CPA), Financial Statement(s) that have been audited by an Independent CPA or an audit required by the Code of Federal Regulations (CFR), (2 CFR 200 Subpart F), audited by an independent CPA. The table below outlines the minimum requirements.

Threshold Requirement	Document
Total annual expenditures > \$100,000 (Regardless of source)	Financial Statement(s) prepared by organization**
Total annual expenditures between \$100,001 and \$299,000 (Regardless of source)	Reviewed Financial Statement(s) prepared by an Independent Certified Public Accountant (CPA)
Total annual expenditures > \$300,000 (Regardless of source)	Financial Statement(s) that have been audited by an Independent CPA
Federal expenditures \geq \$750,000	2 CFR 200 Subpart F Audit that has been audited by an Independent CPA

23. Required financial statements must be submitted by the GRANTEE yearly, within nine (9) months after the end of your fiscal year or 30 (thirty) days after it has been accepted (reviewed financial statement(s), audited financial statements, and 2 CFR 200 Subpart F audit only) - whichever comes first. Entities must electronically submit their financial statement(s) in DHCD's Centralized Application and Management System (CAMS). Entities are required to have a DHCD reviewed and approved current audit or reviewed financial statement(s) in order to submit a remittance request.

TERMINATION, SUSPENSION, CONDITIONS

24. **FOR CAUSE** - If through any cause, the GRANTEE or DHCD fails to comply with the terms, conditions or requirements of the CONTRACT DOCUMENTS, and fails to correct the non-compliance within ten (10) business days after WRITTEN NOTICE thereof, the other party may terminate or suspend this AGREEMENT by giving WRITTEN NOTICE of the same and specifying the effective date of termination or suspension at least five (5) days prior to such action.

If, after the effective date of any suspension of this AGREEMENT, it is mutually agreeable to DHCD and the GRANTEE upon remedy of any contract violation by the GRANTEE or DHCD, the suspension may be lifted and this AGREEMENT shall be in full force and effect at a specified date after the parties have exchanged WRITTEN NOTICES stating a mutual understanding that the cause for suspension has been identified, agreed to and remedied.

In the case of contract violations by the GRANTEE, DHCD may impose conditions other than termination or suspension which are appropriate to ensure proper grant and project administration and adherence to the terms of the CONTRACT DOCUMENTS. Such conditions must be imposed through WRITTEN NOTICE.

25. **FOR CONVENIENCE** - DHCD may terminate this AGREEMENT, FOR CONVENIENCE, in the event that DHCD is no longer authorized as an agency to administer GO VIRGINIA or if the funds allocated are no longer available.

The GRANTEE may terminate this AGREEMENT for convenience at any time provided that all of the following conditions are met:

- i. The GRANTEE gives DHCD ten (10) days WRITTEN NOTICE; and
- ii. The ACTIVITY(S) which have been initiated either have been completed and may be utilized in their stage of completion in a manner consistent with the objectives in the GRANTEE'S PROJECT APPLICATION, or will be completed by the GRANTEE through its own or other resources; and
- iii. The GRANTEE had honored or will honor all contractual obligations to third parties affected by GO VIRGINIA Economic Resilience and Recovery Grant funding; and
- iv. DHCD agrees to the termination.

A GRANTEE'S valid termination for convenience in accordance with these CONTRACT DOCUMENTS shall not affect nor prejudice the GRANTEE'S future relationship with DHCD nor its future consideration as a GO VIRGINIA recipient.

REQUEST FOR INFORMATION

26. The GRANTEE shall furnish, regularly and in such form as DHCD may require, reports concerning the status of the PROJECT activities and grant funds. Such reports shall be submitted in the form and manner as prescribed herein and in WRITTEN NOTICES from DHCD.
27. The GRANTEE shall maintain all records related to GO VIRGINIA grant funds. Records shall be readily accessible to DHCD, appropriate State agencies, and the general public during the course of the Project and shall remain intact and accessible for three years from final closeout. Except if any litigation claims or audit is started before the expiration of the three year period the records shall be retained until such action is resolved. Notwithstanding, records of any

nonexpendable property must be retained for a three year period following final disposition.

28. WRITTEN NOTICES shall constitute the only means of binding statements of fact or condition between the parties of this Agreement. All required reports and requests to be issued by the GRANTEE or SUBGRANTEE must be made by way of a WRITTEN NOTICE unless other means are specified in the CONTRACT DOCUMENTS. The GRANTEE shall act upon and respond to WRITTEN NOTICES promptly as directed.
29. The term CONTRACT DOCUMENTS means the following documents which are a part of this AGREEMENT and are incorporated by reference herein as if set out in full:
 - A. AGREEMENT;
 - B. MEMORANDUM OF UNDERSTANDING BETWEEN VIRGINIA GROWTH ALLIANCE AND MECKLENBURG COUNTY;
 - C. PROJECT BUDGET AS APPROVED;
 - D. GO VIRGINIA ECONOMIC RESILIENCE AND RECOVERY GRANT APPLICATION;

In witness whereof, the parties hereto have executed or caused to be executed by their duly authorized official this AGREEMENT.

SUBGRANTEE

VIRGINIA GROWTH ALLIANCE

BY: 
Jeffrey G. Reed, Executive Director

DATE: 6-5-2020

GRANTEE

SOUTHSIDE PLANNING DISTRICT COMMISSION

BY: 
Deborah Gosney, Executive Director

DATE: 6-5-2020

REGIONAL COUNCIL 3

BY: _____
Randy Lail, Chair

DATE: _____

COMMONWEALTH OF VIRGINIA

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

BY: _____
Erik Johnston, Director

DATE: _____

In witness whereof, the parties hereto have executed or caused to be executed by their duly authorized official this AGREEMENT.

SUBGRANTEE

VIRGINIA GROWTH ALLIANCE

BY: Jeffrey G. Reed

Jeffrey G. Reed, Executive Director

DATE: 6-5-2020

GRANTEE

SOUTHSIDE PLANNING DISTRICT COMMISSION

BY: Deborah Gosney

Deborah Gosney, Executive Director

DATE: 6-5-2020

REGIONAL COUNCIL 3

BY: Randy Lail

Randy Lail, Chair

DATE: 6/8/2020

COMMONWEALTH OF VIRGINIA

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

BY: _____

Erik Johnston, Director

DATE: _____

**COMMONWEALTH OF VIRGINIA
GO VIRGINIA PER CAPITA ALLOCATION GRANT CONTRACT
NUMBER 19-GOVA-03B**

THIS AGREEMENT by and between the COMMONWEALTH OF VIRGINIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (hereinafter called "DHCD"), REGIONAL COUNCIL THREE and SOUTHSIDE PLANNING DISTRICT COMMISSION (hereinafter called "GRANTEE"), and the INSTITUTE FOR ADVANCED LEARNING AND RESEARCH (IALR) (hereinafter called "SUBGRANTEE"), WITNESSETH THAT:

WHEREAS, DHCD has been authorized by the Governor of the Commonwealth of Virginia to distribute and administer grants of the Virginia Growth and Opportunity Act (hereinafter called "GO VIRGINIA") and the Appropriation Act of the Commonwealth of Virginia for the 2018-2020 Biennium, as amended; and

WHEREAS, the Growth and Opportunity Board (hereinafter referred to as the "BOARD") has been authorized by the Governor of the Commonwealth of Virginia to establish guidelines for grants under the terms of the Virginia Growth and Opportunity Act; and

WHEREAS, the GRANTEE has been authorized to secure financial support from DHCD on behalf of REGIONAL COUNCIL THREE under the terms of the Virginia Growth and Opportunity Act; and

WHEREAS, "IALR Common Platform Project" as described in the GO VIRGINIA Per Capita Allocation Grant APPLICATION submitted by GRANTEE on behalf of SUBGRANTEE has qualified for funding on the basis of the GO VIRGINIA Grant Scoring Guidelines as established by DHCD and the Growth and Opportunity Board (hereinafter referred to as the "PROJECT"); and

NOW, THEREFORE, the parties hereto mutually agree as follows:

COMPENSATION

1. DHCD agrees to award the GRANTEE one or more GO VIRGINIA Per Capita Allocation Grants for the amount of allowable, eligible costs associated with the completion of the scope(s) of the work described in this AGREEMENT, but not to exceed a total of **\$90,140 (ninety thousand one hundred forty dollars)**.
2. Non-State sources of matching funds of at least \$1 dollar for every dollar awarded are required for the use of GO VIRGINIA Per Capita Allocation Grant funds, unless otherwise waived by the BOARD. A total match of **\$122,808 (one hundred twenty-two thousand eight hundred eight dollars)** in matching funds over fifteen months is committed to this project by SUBGRANTEE (\$84,810) on behalf of the Danville Regional Foundation as part of revenue generated from non-state

generated funds. Also included in the above total match is a maximum local match amount of \$37,992 committed by Amelia County (up to \$2,291), Brunswick County (up to \$2,066), Buckingham County (up to \$2,717), Cumberland County (up to \$1,680), Henry County (up to \$9,766), Lunenburg County (up to \$2,138), City of Martinsville (up to \$2,479), Nottoway County (up to \$2,635), Patrick County (up to \$3,059), and Prince Edward County (\$2,707) as part of revenue generated from non-state generated funds. Due to the COVID-19 pandemic crisis and the fiscal distress as a result, school systems in the region may opt to participate or adapt their commitments to the project while maintaining the required one to one match.

3. The GRANTEE and SUBGRANTEE(S) shall not obligate, encumber, spend or otherwise utilize GO VIRGINIA Per Capita Allocation Grant funding for any activity or purpose not included or not in conformance with the budget as apportioned and as described in this AGREEMENT unless the GRANTEE has received explicit approval by WRITTEN NOTICE from DHCD to undertake such actions.
4. No costs incurred prior to the decision date of the BOARD shall be eligible for reimbursement with GO VIRGINIA Per Capita Allocation Grant funds.
5. The GRANTEE will use the lesser of (1) the amount specified in this AGREEMENT, or (2) if, at project completion, there are cost under-runs or project savings, these costs shall revert to DHCD.

METHOD OF PAYMENT

6. Requests for payment shall be completed through the "Remittance" function in DHCD's CAMS (Centralized Application and Management System). Along with the request for payment, GRANTEE shall furnish documentation of reimbursable expenditures (such as invoices, cancelled checks, source documents, etc.). GRANTEE shall also provide documentation of match expenditure with the reimbursement request. DHCD shall process requests for payment within fifteen (15) days. Where invoices are not paid by the GRANTEE in advance of the remittance, funds shall then be immediately disbursed upon receipt of funds.
7. Matching funds shall be expended prior to or in proportion to GO VIRGINIA Per Capita Allocation Grant funds within the PROJECT budget. The final disbursement may not be processed if GRANTEE's matching funds obligation has not been fulfilled.
8. To expedite receipt of payment, it is recommended that GRANTEE contact the Virginia Department of Accounts (DOA) to arrange for electronic transfer of GO VIRGINIA funds. The forms to establish electronic payment with DOA are available at www.doa.virginia.gov

9. The project shall commence on the project start date, and shall terminate no later than the Project End Date. Funds not expended by those dates may be subject to re-appropriation, unless the GRANTEE has received explicit approval by WRITTEN NOTICE from DHCD to extend this AGREEMENT. Final requests for the funds must be made **no later than 90 DAYS** from the project end dates outlined in the AGREEMENT(s).

SCOPE OF WORK

10. GRANTEE and SUBGRANTEE will commence, carry out and complete this scope of work, beginning on **June 1, 2020 (Project Start Date)** as described in the GRANTEE's GO VIRGINIA Per Capita Allocation Grant APPLICATION submitted to DHCD in CAMS, and any subsequent, approved, written amendments to the APPLICATION, which are made a part of this AGREEMENT. GRANTEE and SUBGRANTEE shall complete the scope of work as described in the CONTRACT DOCUMENTS, on or before **August 31, 2021 (Project End Date)**.

PROJECT TITLE: IALR Common Platform Project

ACTIVITIES:

- Adoption of common career development platform for K12 school systems in Region 3.
- Support the development of work-based learning in strategic sectors by aligning education pathways and training programs to employer demand.

MILESTONES:

- **2nd Quarter 2020 (April-June 2020)**
 - Sign contractual agreements; Recruit and hire WBL Coordinator; Begin implementation of Major Clarity platform
- **3rd Quarter 2020 (July-Sept 2020)**
 - Continued implementation of Major Clarity platform; Counselor and teacher training begins
- **4th Quarter 2020 (Oct-Dec 2020)**
 - Continued implementation of Major Clarity platform; Outreach with employers begins; training with counselors and teachers continues
- **1st Quarter 2021 (Jan-March 2021)**
 - Finalize implementation of Major Clarity platform; Outreach with employers continues; WBL experiences posted to platform
- **2nd Quarter 2021 (April – June 2021)**
 - Students participate in WBL experiences; Additional training provided with teachers and counselors; outreach to employers continues
- **3rd Quarter 2021 (July – September)**
 - WBL experiences continue; training for teachers and counselors; outreach to employers continues; initial outcomes reported to Region 3 and DHCD.

PRODUCTS/OUTCOMES:

- Full implementation of the Major Clarity platform among participating school divisions in the region.
- Development of a full-scale employer engagement strategy.
- Quantitative and qualitative evaluation of the platform

BUDGET: Sources & Uses Document Attached

11. The GRANTEE and SUBGRANTEE shall remain fully obligated under the provisions of this AGREEMENT notwithstanding its designation of any subsequent or third parties SUBGRANTEE(S) identified for the undertaking of all or part of the scope of work for which the GO VIRGINIA Per Capita Grant funds are being provided to the GRANTEE. Any SUBGRANTEE or CONTRACTOR which is not the GRANTEE shall comply with all the lawful requirements of the GRANTEE necessary to ensure that the PROJECT(S) for which this assistance is being provided under this AGREEMENT is carried out in accordance with this AGREEMENT.
12. DHCD agrees to provide the GRANTEE and SUBGRANTEE(S) with technical assistance in setting up and carrying out the administration of the PROJECT(S) as outlined in the APPLICATION(S) as submitted and outlined in this AGREEMENT.
13. REGIONAL COUNCIL THREE shall conduct regular progress meetings to assess project performance per the MILESTONES as outlined in the APPLICATION(S) as submitted and outlined in this AGREEMENT. The minutes and records of these meeting shall be kept in the PROJECT files.
14. If required by law, GRANTEE and any SUBGRANTEE shall comply with the following as they relate to this AGREEMENT:
 - A. Virginia Freedom of Information Act (FOIA);
 - B. Virginia Conflict of Interest Act (COIA);
 - C. Virginia Fair Employment Contracting Act;
 - D. Virginia Public Procurement Act (VPPA);
 - E. Americans with Disabilities Act (ADA); and
 - F. Title VI of the Civil Rights Act of 1964 (24 CFR Part 1).

FINANCIAL REQUIREMENTS

15. GRANTEE agrees to submit a quarterly progress report to DHCD in CAMS. The GRANTEE shall use the "GO Virginia Project Quarterly Progress Report" template to submit the progress report in the "Reports & Communications" tab for each PROJECT. DHCD may share copies of the report with interested parties identified by the State.

16. GRANTEE agrees to submit a final financial report and final project performance closeout report to DHCD in CAMS. The GRANTEE shall use the appropriate templates and closeout procedures, as provided by DHCD, to submit the final financial and project performance closeout reports in the "Reports & Communications" tab for the project. DHCD may share copies of the report with interested parties identified by the State.
17. DHCD, at its discretion, may require additional reports. If reports are not submitted in a timely manner, DHCD reserves the right to withhold payment requests until such reports are submitted.
18. DHCD shall monitor the GRANTEE as least once during the period covered by this AGREEMENT. DHCD may schedule additional monitoring visits as considered necessary. At any time during this AGREEMENT period, DHCD may request and shall be provided copies of any documents pertaining to the use of Program funds.
19. If required under applicable law, any governmental procurement from nongovernmental sources for construction or professional services shall be procured in accordance with the Code of Virginia § 2.2-4300 Virginia Public Procurement Act (VPPA). The GRANTEE and/or SUBGRANTEE(S) shall submit any contracts obligating GO VIRGINIA funds prior to the execution of those contracts. If subject to VPPA requirements, documentation to detail that appropriate procurement processes have been followed should be submitted.
20. DHCD reserves the right to request and receive additional documentation pertaining to non-professional service or other contracts obligating GO VIRGINIA funds prior to approving drawdown requests.

AUDIT REQUIREMENTS

21. Per the DHCD Audit Policy, any other organization that receives funding during a program year and/or has a project(s) in progress is required to submit financial statements to DHCD. The GRANTEE will submit required statements as followed: Financial Statement(s)**; Reviewed Financial Statement(s) prepared by an Independent Certified Public Accountant (CPA), Financial Statement(s) that have been audited by an Independent CPA or an audit required by the Code of Federal Regulations (CFR), (2 CFR 200 Subpart F), audited by an independent CPA. The table below outlines the minimum requirements.

Threshold Requirement	Document
Total annual expenditures > \$100,000 (Regardless of source)	Financial Statement(s) prepared by organization**
Total annual expenditures between \$100,001 and \$299,000 (Regardless of source)	Reviewed Financial Statement(s) prepared by an Independent Certified Public Accountant (CPA)

Total annual expenditures > \$300,000 (Regardless of source)	Financial Statement(s) that have been audited by an Independent CPA
Federal expenditures \geq \$750,000	2 CFR 200 Subpart F Audit that has been audited by an Independent CPA

22. Required financial statements must be submitted yearly, within nine (9) months after the end of your fiscal year or 30 (thirty) days after it has been accepted (reviewed financial statement(s), audited financial statements, and 2 CFR 200 Subpart F audit only) - whichever comes first. Entities must electronically submit their financial statement(s) in DHCD's Centralized Application and Management System (CAMS). Entities are required to have a DHCD reviewed and approved current audit or reviewed financial statement(s) in order to submit a remittance request.

TERMINATION, SUSPENSION, CONDITIONS

23. **FOR CAUSE** - If through any cause, the GRANTEE or DHCD fails to comply with the terms, conditions or requirements of the CONTRACT DOCUMENTS the other party may terminate or suspend this AGREEMENT by giving WRITTEN NOTICE of the same and specifying the effective date of termination or suspension at least five (5) days prior to such action.

If, after the effective date of any suspension of this AGREEMENT, it is mutually agreeable to DHCD and the GRANTEE upon remedy of any contract violation by the GRANTEE or DHCD, the suspension may be lifted and this AGREEMENT shall be in full force and effect at a specified date after the parties have exchanged WRITTEN NOTICES stating a mutual understanding that the cause for suspension has been identified, agreed to and remedied.

In the case of contract violations by the GRANTEE, DHCD may impose conditions other than termination or suspension which are appropriate to ensure proper grant and project administration and adherence to the terms of the CONTRACT DOCUMENTS. Such conditions must be imposed through WRITTEN NOTICE.

24. **FOR CONVENIENCE** - DHCD may terminate this AGREEMENT, FOR CONVENIENCE, in the event that DHCD is no longer authorized as an agency to administer GO VIRGINIA or if the funds allocated are no longer available.

The GRANTEE may terminate this AGREEMENT for convenience at any time provided that all of the following conditions are met:

- i. The GRANTEE gives DHCD ten (10) days WRITTEN NOTICE;
and

- ii. The ACTIVITY(S) which have been initiated either have been completed and may be utilized in their stage of completion in a manner consistent with the objectives in the GRANTEE'S PROJECT APPLICATION, or will be completed by the GRANTEE through its own or other resources; and
- iii. The GRANTEE had honored or will honor all contractual obligations to third parties affected by GO VIRGINIA Per Capita Allocation Grant funding; and
- iv. DHCD agrees to the termination.

A GRANTEE'S valid termination for convenience in accordance with these CONTRACT DOCUMENTS shall not affect nor prejudice the GRANTEE'S future relationship with DHCD nor its future consideration as a GO VIRGINIA recipient.

REQUEST FOR INFORMATION

- 25. The GRANTEE shall furnish, regularly and in such form as DHCD may require, reports concerning the status of any PROJECT activities and grant funds. Such reports shall be submitted in the form and manner as prescribed herein and in WRITTEN NOTICES from DHCD.
- 26. The GRANTEE shall maintain all records related to GO VIRGINIA grant funds. Records shall be readily accessible to DHCD, appropriate State agencies, and the general public during the course of the project and shall remain intact and accessible for three years from final closeout. Except if any litigation claims or audit is started before the expiration of the three-year period the records shall be retained until such action is resolved. Notwithstanding, records of any nonexpendable property must be retained for a three year period following final disposition.
- 27. WRITTEN NOTICES shall constitute the only means of binding statements of fact or condition between the parties of this agreement. All required reports and requests to be issued by the GRANTEE or SUBGRANTEE(S) must be made by way of a WRITTEN NOTICE unless other means are specified in the CONTRACT DOCUMENTS. The GRANTEE shall act upon and respond to WRITTEN NOTICES promptly as directed.
- 28. The term CONTRACT DOCUMENTS means the following documents which are a part of this AGREEMENT and are incorporated by reference herein as if set out in full:
 - A. AGREEMENT;
 - B. PROJECT BUDGET AS APPROVED;
 - C. GO VIRGINIA PER CAPITA ALLOCATION GRANT APPLICATION(S);

In witness whereof, the parties hereto have executed or caused to be executed by their duly authorized official this AGREEMENT.

SUBGRANTEE

BY: Mark Gignac DATE: 06/09/20
Mark Gignac, Executive Director, Institute for Advanced Learning & Research

GRANTEE

BY: _____ DATE: _____
Deborah Gosney, Executive Director, Southside Planning District Commission

REGIONAL COUNCIL THREE

BY: _____ DATE: _____
Randy Lail, Chairman, GO Virginia Region 3 Council

**COMMONWEALTH OF VIRGINIA
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT**

BY: _____ DATE: _____
Erik C. Johnston, Director

GO VIRGINIA REGION 3 ROAD TO RECOVERY PROJECT – DHCD FEEDBACK LOOP QUESTIONS:

1. Can you provide more detail on the \$80,000 from IALR in “Operational Support” in the request? What will the support activities look like?

A:

*Southern Virginia Regional Alliance (SVRA) will provide management, research and communications support with 40% of time from the Executive Director (an IALR employee) and 50% of the Communications and Research Assistant’s (an IALR employee) time. Virginia’s Growth Alliance (VGA) will also provide management, research and communications support with 50% of the Executive Director’s Time. **A ½ FTE staff member will be added for both organizations to assist with tracking, administration and communications.** VGA will contract staff to provide communications, tracking and administrative support. The term of these two staff members will be for the two-year grant period.*

The SVRA ½ FTE will be an IALR employee for 50% of time, managed by SVRA for the two years of the award. During the first year the primary responsibilities will include assistance with procedures for professional service and PPE suppliers, establishing supplier data base and business contract tracking. During the second year it will shift to adding in second year services for e-commerce and marketing and for tracking of economic impacts and assistance with communications. This will allow for integration with the fiscal support provided by IALR to the project.

2. There were no letters of financial commitment included from the businesses. Can you provide more detail on the businesses’ commitment for \$125,000 for PPE Tool Kits and for construction costs for modifications for \$125,000 in the match part of the budget?

A:

Eligibility for participation in this program requires companies to provide a match of at least 50 percent for any funding they are requesting. Upfront commitment of funding must be received and verified by our fiscal agent, IALR, prior to qualified supplier being paid. This cash will provide additional leverage for the program. We have conducted surveys and focus groups with economic developers and chambers; they have assisted with outreach regarding the needs of the growth industries as well as their supporting businesses. We based our list of professional services and PPE tool kit needs on this feedback.

Due to pressures of dealing with the COVID-19 pandemic we believe it is premature to ask for letters of support when grant funds have not yet been awarded. As this is a dollar-for-dollar match all applications for funding will be evaluated based on need and ensuring no duplication of resources. We do not want to gather letters of commitment prior to recognizing what activities will be eligible for funding. Once funding is confirmed and eligible activities are approved the individual application from the business will serve as their commitment.

3. There were no letters of financial commitment included from the businesses. Can you provide more detail on the businesses’ commitment on the additional leverage tab?

A.

Eligibility for participation in this program requires companies to provide a match of at least 50 percent for any funding they are requesting. Upfront commitment of funding must be received and verified by our fiscal agent, IALR, prior to qualified supplier being paid. This cash will provide additional leverage for the program.

Again, as in question 2, the screening process will include questions on whether they have already received funding to avoid any duplication of efforts.

4. How is the EDA CARES Act Recovery Assistance funds awarded to SPDC contributing to this project? We will be following up with a phone call to discuss any leverage opportunities.

A.

From Region 3: The SPDC is one of two planning districts in GO Virginia Region 3 that is eligible for additional CARES funding due to its designation as an "Economic Development District". West Piedmont PDC is also eligible. Commonwealth Regional Council (PDC in the northern part of the Region) is not eligible. In addition, localities, IDAs, EDAs, and possibly other organizations may be eligible for, or receiving, CARES Act funds. At the time of this application no complete inventory of these funds exists within the Region and thus, it is not possible to fully define how those funds may "contribute to" or be leveraged to support this effort. The applicant has committed to ensuring that in the qualifying process, the businesses it serves will need to validate their application for, and use of, CARES Act funding. In addition, the Region commits to convening the PDCs and local governments to learn how they intend to use any CARES Act funding that is available, and to ensure that the local and regional partners are fully aware of the Road to Recovery project so that leverage, and not duplication, will occur.

From the applicant team: The actual use of the SPDC funds is unknown at this time and are not contributing to this project but we will work with them to use the funds to complement the Bridge to Recovery project. Additionally at the implementation level the application will ask whether other funds have been requested or received, and we will work with localities and organizations across the region to avoid duplication and provide leverage to one another where ever possible. We will continue to learn as much as we can about complimentary funding streams in the region and how it may be possible to partner.

5. Can you provide more clarity and details of who among the coalition partners is responsible for what activities? Can you create a basic workflow diagram demonstrating this?

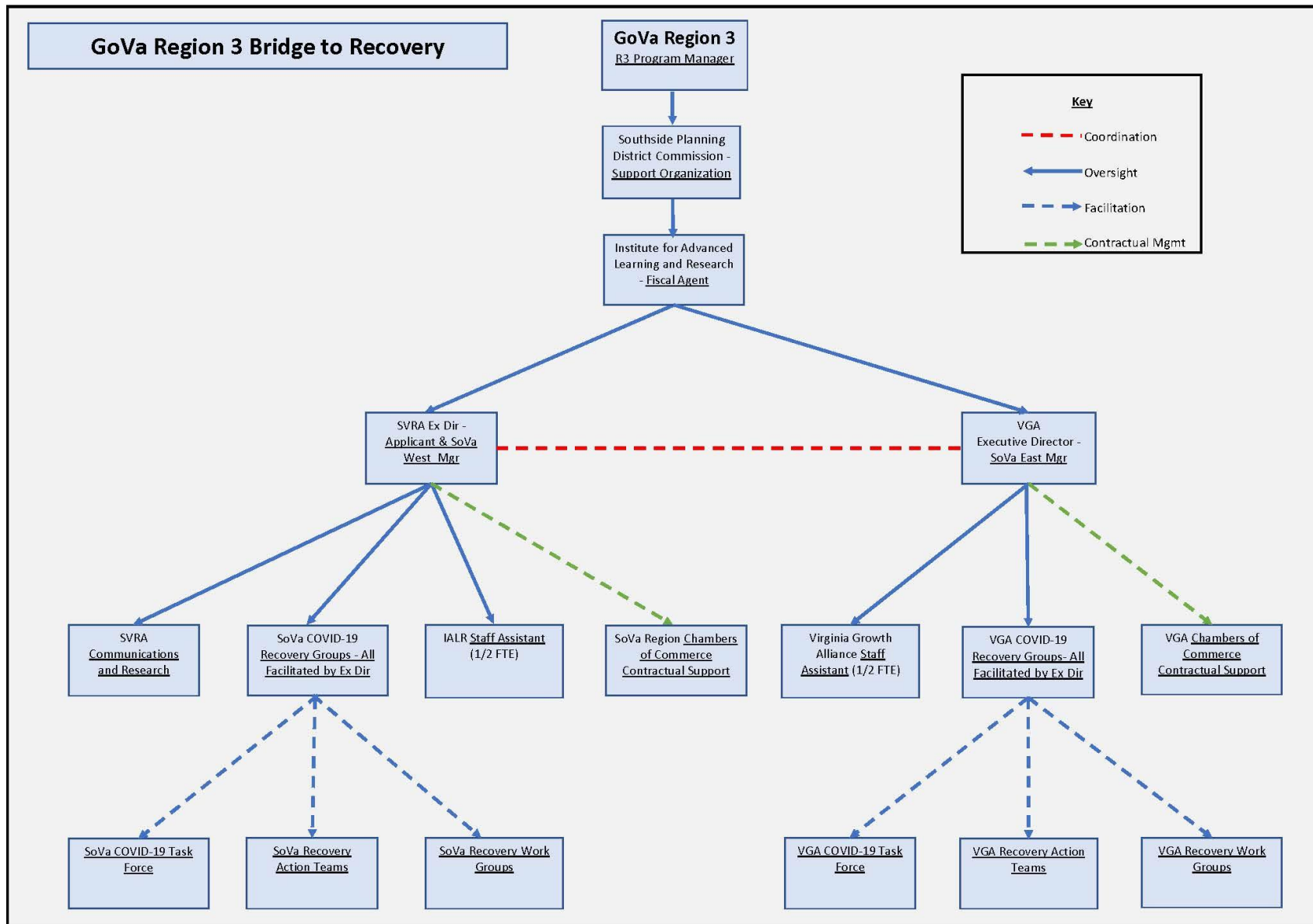
A.

A flow chart follows on the following page but key services for each of the positions are listed as well. The key positions are listed on the chart and a brief overview of their role is listed in the narrative below.

- The Region 3 Council's Program Manager and Support Organization will provide grant implementation oversight, including monthly check-in discussions, as well as support for promotion of the project through its communication strategy.*
- The Institute for Advanced Learning and Research will serve as sub-grantee fiscal agent to provide fiscal support and contract oversight as well as support for finance and procurement.*
- The SVRA Executive Director will serve as the Applicant and work hand in hand with the Executive Director for VGA as they both provide management of the program, research and communication support as well as coordination of contractual support from Chambers or other contractors, and facilitate recovery group efforts for task forces, action teams and work groups.*
- As noted in question 1, ½ FTE staff member will be added for both organizations to assist with tracking, administration and communications. VGA will either hire or contract the employee to provide communications, tracking and administrative support. The SVRA ½ FTE will be an IALR employee for 50%*

of time, managed by SVRA for the two years of the award. The staff assistants will assist with tracking and administration of the program as well as assistance with procedures for suppliers and businesses.

- *The SVRA Communications and Research Assistant will coordinate the research, marketing and communications needs of the program.*
- *Chambers will provide support for marketing, and referrals to businesses and suppliers.*
- *SVRA and VGA COVID-19 Task Forces will continue to assist with guidance on locality needs, implementation assistance, organizing suppliers and identification of business needs.*
- *Sector Action Teams will provide coordination and guidance on existing services across the region and support recovery work groups.*
- *Recovery work groups will identify needs, provide information and guidance on suppliers, best practices and implementation stories to help one another.*



6. Can you create a brief catalog of the services the coalition anticipates providing to businesses?

Many of the initial needs will be required by companies over the next three – six months to meet the immediate needs of phase I and II recovery plans and the mandates they are facing. Still longer-term assistance to help with long term marketing assistance and e-commerce solutions to avoid future gaps will extend for a full year of the project. Many of the mandates and industry needs identified thus far from surveys, polls and focus groups include professional service providers. The coalition will evaluate preferred suppliers of services across the region and contract for services to meet the needs of business and industry for assistance in:

- *Legal Services - providing support to COVID-19 related issues relative to reopening, federal funding accountability, creating PPE products, or other COVID-19 issues that arise during the recovery*
- *Human resources – providing guidance on disaster relief planning, employee screening, employee records or other HR requirements of COVID-19*
- *Marketing and communications – providing public relations platforms that provide marketing and communications support to businesses as they go through recovery due to needs that arise from COVID-19*
- *Accounting – services to include tracking of payroll, support for PPP or EIDL or other grants or loans, and other COVID-19 related accounting needs*
- *Supplier identification – COVID-19 resulted in company recognition that they needed suppliers closer to home and this support would be in identification of suppliers with specific links to COVID-19 identified needs*
- *Business continuity and emergency planning*
- *Janitorial Services – deep cleans and cleans resulting from emergency protocol in handling COVID-19 confirmed case or other COVID-19 related decontaminations*
- *Capital Investments for PPE or Recovery Operations - PPE Tool Kits needed to meet recovery demands*
- *PPE production opportunities – shifts to PPE production within the region*
- *e-Commerce platforms to sustain on-line sales and marketing through these times into the future*
- *Miscellaneous mandates or identified professional services needs not listed above*

MOTION TO GO INTO CLOSED SESSION

Southern Virginia GO Region 3 Executive Committee

June 17, 2020

Pursuant to Section 2.2-3712 of the Virginia Freedom of Information Act, I move that the Southern Virginia GO Region 3 Executive Committee convene in closed session to discuss contracts for the Support Organization, the technical contractor, contract vendors for selected services, Weldon Cooper Center personnel, and the Project Pipeline pursuant to the closed meeting exemption at § 2.2-3711.29 of the Code of Virginia (discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body).

At the conclusion of any closed meeting, the public body holding the meeting must immediately reconvene in an open meeting and take a roll call or other recorded vote certifying that to the best of each member's knowledge:

"Having convened and concluded a closed meeting pursuant to Section 2.2-3712 of the Virginia Freedom of Information Act, members of the Southern Virginia GO Region 3 Executive Committee certify the following: 1) Only public business matters lawfully exempted from open meeting requirements under this chapter, and 2) Only such public business matters as were identified in the motion by which the closed meeting was convened, were heard, discussed or considered in the meeting by the public body."

The vote must be included in the minutes of the open meeting.