



VIRGINIA INITIATIVE FOR
**GROWTH &
OPPORTUNITY**
IN EACH REGION
REGIONAL COUNCIL 9

**REGIONAL COUNCIL 9
EXECUTIVE COMMITTEE**

**MARCH 24, 2023
NOON to 1:00 PM**

1001 Research Park Blvd., Suite 301, Conference Room, Charlottesville, VA 22901

In-person Meeting

Virtual link provided for Public and with limited circumstances Council Members

<https://us06web.zoom.us/j/85437686921>

AGENDA

- | | |
|---|----------------------------------|
| 1. Welcome | Ray Knott, Chair |
| 2. Roll Call | Shannon Holland, Director |
| 3. Public Comment | Ray Knott |
| 4. Committee Business – Action Item | Ray Knott |
| a. Approve Minutes - June 2020 | |
| b. Approve Financials – January 2023 | |
| c. Capacity Building Budget 2024 | |
| d. MOA for CEDS from RRRRC | |
| 5. Support Organization Check-In & MOU | Ray Knott |
| 6. Finance Committee Discussion | Ray Knott |
| 7. Council Meeting Plans | Ray Knott |
| 8. Nominating Committee Update | Ray Knott |
| 9. Other Business | Ray Knott |
| 10. Adjourn | Ray Knott |



REGIONAL COUNCIL 9 – EXECUTIVE COMMITTEE

JUNE 9, 2020

2:00 PM to 3:00 PM

Due to the declared COVID-19 State of Emergency this meeting will be held via Zoom Link or call-in, info enclosed.

AGENDA

Members Present: Jim Cheng (Chair), Ed Scott (Vice Chair); Tom Click, Pace Lochte, David Pettit, Felix Sarfo-Kantanka

Members Absent: Andy Wade (Treasurer),

Staff: Shannon Holland, Helen Cauthen

Guests: Shannon Blevins, UVA Wise/Region 1; Kalen Hunter, Region 1; Bill Donahue, GENEDGE; Dean Young, GENEDGE

1. Welcome

Jim opened the meeting at 2:02 pm stating that the meeting was being held via zoom due to the State of Emergency declared by the Governor related to COVID.

2. Public Comment

Jim asked if there had been any public comment submitted and Shannon Holland advised him that there had been none submitted.

3. Roll Call

Shannon Holland completed a roll call. All members were present except for Andy Wade.

4. Approve Minutes

Jim Cheng noted that there were two sets of Minutes enclosed for review: April 23 and December 12.

Ed Scott made a motion to approve the Meeting Minutes as presented. Pace Lochte seconded the motion. The motion carried.

5. Approve Financials

Jim Cheng summarized the Financials noting that in the Statement of Financial Position there was \$75.41 in the bank as is typical. Referring to the Capacity Building Budget, Jim Cheng noted that the expenses were at about 56% of budget and that employee expenses were the highest expense item at about \$76,000. The second highest expense was in Program Expense that funded the Rural E-ship report for about \$ 50,000.

Shannon Holland highlighted project budgets activity including:

- Biotech has started submitting remittances
- Adult Beverage and Cyber are expected to close out by end of the month and Adult Beverage will be returning approximately \$180,000 as discussed at the April 30 Council Meeting.
- GWC was extended from 4/23 to a 12/30 expiration to help the project track metrics.
- Catalyst had helped the applicant team submit their first remittance
- The newly funded projects are not in the system yet

David Pettit made a motion to approve the Minutes. Tom Click seconded the motion. The motion carried.

6. Nominating Committee Update

Jim Cheng noted that the Slate prepared by the Nominating Committee was included in the packet.

Shannon Holland updated that there was some confusion related to the community college President's nomination for their empty seat and she was helping them address it before the Annual Meeting.

7. Strike Force Status

Ed Scott shared the activities of the Strike Force. A discussion ensued around whether to give the Council a recommendation for the status of the Strike Force since it was up for review on the Agenda during the Annual Meeting. No vote was taken for a recommendation but it was generally agreed that the Strike Force should continue to meet until all FAST ACCESS ERR funds were expended or the amount left was not enough for a meaningful grant. There were differences of opinion around what to recommend regarding whether the Strike Force should also serve as a Task Force to review any incoming ERR proposals greater than 100k.

8. Pipeline and Funding

Shannon Holland asked if there were questions regarding the provided Funding Dashboard. A recommendation was made to parse out the fund for ERR FAST ACCESS further to make the form easier to read. Shannon Holland shared details on some of the projects in the pipeline for ERR, ERR FAST ACCESS, Competitive, and Per Capita.

9. Council Meeting Calendar

Jim Cheng said that staff is recommending the Executive Committee consider adding an additional Council Meeting on July 21 or 23 to open the gateway for potential projects that might then be able to advance to the September Board Meeting if they are in by DHCD July 31 deadline. An additional meeting may also give the new Chair an early meeting in the fiscal year.

David Pettit made a motion to add a meeting as suggested. Pace Lochte seconded the motion. A roll call vote was called since new meeting participants joined that were not visible. The motion carried.

10. Letter of Support for Competitive Project: Retooling Virginia Manufacturers for Strategic Industries

Jim Cheng introduced Shannon Blevins, UVA Wise, Region 1, to introduce her team and discuss the "Retooling" project that was requesting a Letter of Support from the Region 9 Council. Shannon Blevins introduced Kalen Hunter also from Region 1 and gave brief overview of how the project got started. Bill Donahue and Dean Young, both from GENEDGE, the applicant, introduced themselves and gave further details on the project.

The GENEDGE team referred to information in the provided white paper noting that they had interest from over 130 companies interested in the project. It was noted that there are twenty companies in Region 9, 25% of which are creating hand sanitizer, that are exploring the opportunity.

It was confirmed that the project will serve all regions and that there was no request for financial commitment from Region 9 localities. A question was presented about including diagnostic materials such as swabs in the project. The GENEDGE team indicated they had been approached to work with NIH on an effort to do that.

David Pettit made a motion that the Executive Committee recommend this competitive project for a Letter of Support from Region 9 and include on the Annual Meeting Agenda. Tom Click seconded the motion. A roll call vote was called and the motion carried. Ed Scott abstained.

11. Annual Meeting Agenda

No further discussion about the Agenda ensued.

12. Other Business - Limited to Emergency and Time Sensitive Items

Shannon Holland shared that the Weldon Cooper Center had requested a meeting to talk with Region 9 Staff and Chair and/or Vice Chair to discuss helping with the Region 9 Growth Plan Update and a meeting had been scheduled for Thursday.

13. Adjourn

Tom Click made a motion to adjourn at 3:02 pm. Ed Scott seconded the motion. The motion carried.

DRAFT

GO Virginia
Statement of Financial Position
As of January 31, 2023

	Jan 31, 2023
ASSETS	
Current Assets	
Checking/Savings	
11200 · GO VA Operating Account - Union	246.30
Total Checking/Savings	246.30
Accounts Receivable	
11000 · Accounts Receivable	145,720.83
Total Accounts Receivable	145,720.83
Other Current Assets	
11100 · Accrued Receivable	5,889.91
12000 · Undeposited Funds	-
Total Other Current Assets	5,889.91
Total Current Assets	151,857.04
TOTAL ASSETS	151,857.04
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20002 · Accounts Payable	41,861.40
20004 · Due to CVPED	103,933.52
Total Accounts Payable	145,794.92
Other Current Liabilities	
25060 · Accrued Expenses - Other	5,889.91
25500 · Unearned Rev - Advanced Funds	167.51
Total Other Current Liabilities	6,057.42
Total Current Liabilities	151,852.34
Total Liabilities	151,852.34
Equity	
32000 · Unrestricted Net Assets	4.70
Net Income	-
Total Equity	4.70
TOTAL LIABILITIES & EQUITY	151,857.04

GO Virginia
Statement of Financial Position
As of March 16, 2023

	Mar 16, 2023
ASSETS	
Current Assets	
Checking/Savings	
11200 · GO VA Operating Account - Union	246.30
Total Checking/Savings	246.30
Accounts Receivable	
11000 · Accounts Receivable	140,772.03
Total Accounts Receivable	140,772.03
Other Current Assets	
11100 · Accrued Receivable	-
12000 · Undeposited Funds	-
Total Other Current Assets	-
Total Current Assets	141,018.33
TOTAL ASSETS	141,018.33
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20002 · Accounts Payable	-
20004 · Due to CVPED	140,846.12
Total Accounts Payable	140,846.12
Other Current Liabilities	
25060 · Accrued Expenses - Other	-
25500 · Unearned Rev - Advanced Funds	167.51
Total Other Current Liabilities	167.51
Total Current Liabilities	141,013.63
Total Liabilities	141,013.63
Equity	
32000 · Unrestricted Net Assets	4.70
Net Income	0.00
Total Equity	4.70
TOTAL LIABILITIES & EQUITY	141,018.33

GO Virginia
Capacity Building - Statement of Income and Expense (Summary)

TOTAL FY2022 SPENDING: June 2022 through January 2023

	Capacity Building			
	June '22 - Jan '23	Budget	% of Budget	Remaining
Income				
41520 · State Grants	172,871.00	250,000.00	69.15%	77,129.00
Total Income	172,871.00	250,000.00	69.15%	77,129.00
Gross Profit	172,871.00	250,000.00	69.15%	77,129.00
Expense				
01250 · General Administration	17,754.42	25,000.00	71.02%	7,245.58
54400 · Project Support expenses				
54426 · Audit	1,400.00	7,000.00	20.0%	5,600.00
54430 · Contract Services	391.41	500.00	78.28%	108.59
54449 · Meetings and Facilitation	997.58	5,000.00	19.95%	4,002.42
54450 · Supplies	1,348.20	1,500.00	89.88%	151.80
54451 · Travel	1,138.20	2,500.00	45.53%	1,361.80
54452 · Rent/Lease	7,953.58	11,500.00	69.16%	3,546.42
54453 · Salaries	140,696.27	175,000.00	80.4%	34,303.73
54457 · Marketing/Advertising/Promotion	1,191.34	5,000.00	23.83%	3,808.66
54462 · Legal Expenses	0.00	250.00	0.0%	250.00
54464 · Taxes & Insurance	0.00	1,000.00	0.0%	0.00
Total 54400 · Project Support expenses	155,116.58	209,250.00	74.13%	54,133.42
54500 · Planning expenses				
54501 · Contract Services	0.00	250.00	0.0%	250.00
54502 · Technical Assistance	0.00	15,500.00	0.0%	15,500.00
54503 · Growth and Diversification Plan Development	0.00	0.00	0.0%	0.00
54504 · Planning Grant	0.00	0.00	0.0%	0.00
Total 54400 · Planning expenses	0.00	15,750.00	0.0%	15,750.00
Total Expense	172,871.00	250,000.00	69.15%	77,129.00
Net Income	0.00	0.00	0.0%	0.00

**GO Virginia Projects - Statement of Income and Expense
From Beginning of All Projects through January 31, 2023**

	Accelerating Sites			Venture Central		
	(Projects)			(Projects)		
	Feb 22 - Jan 23	Budget	% of Budget	Mar 21 - Jan 23	Budget	% of Budget
Income						
41520 · State Grants	237,602.67	786,333.00	30.22%	114,993.86	300,000.00	38.33%
Total Income	<u>237,602.67</u>	<u>786,333.00</u>	<u>30.22%</u>	<u>114,993.86</u>	<u>300,000.00</u>	<u>38.33%</u>
Gross Profit	237,602.67	786,333.00	30.22%	114,993.86	300,000.00	38.33%
Expense						
01250 · General Administration	7,269.67	10,000.00	72.7%	12,270.77	22,222.00	55.22%
54000 · Program expenses						
54400 · Project related expenses						
54425 · Architectural and Engineering	230,333.00	776,333.00	29.67%			
54430 · Contract Services				80,600.00	203,778.00	39.55%
54440 · Equipment				0.00	6,000.00	0.0%
54447 · Other - Programming				21,244.87	36,000.00	59.01%
54451 · Travel				878.22	5,000.00	17.56%
54452 · Rent/Lease				0.00	12,000.00	0.0%
54453 · Salaries						
54455 · Fringe Benefits				0.00	5,000.00	0.0%
54462 · Legal Expenses				0.00	10,000.00	0.0%
54463 · Other - Outreach and Promotion						
54465 · Other - Collaboration						
54466 · Other - Management & General						
Total 54400 · Project related expenses	<u>230,333.00</u>	<u>776,333.00</u>	<u>29.67%</u>	<u>102,723.09</u>	<u>277,778.00</u>	<u>36.98%</u>
Total 54000 · Program expenses	<u>230,333.00</u>	<u>776,333.00</u>	<u>29.67%</u>	<u>102,723.09</u>	<u>277,778.00</u>	<u>36.98%</u>
Total Expense	<u>237,602.67</u>	<u>786,333.00</u>	<u>30.22%</u>	<u>114,993.86</u>	<u>300,000.00</u>	<u>38.33%</u>
Net Income	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.0%</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.0%</u></u>

**GO Virginia Projects - Statement of Income and Expense
From Beginning of All Projects through January 31, 2023**

	Carver Food (Projects)			Tech Academies (Projects)		
	Nov 22 - Jan 23	Budget	% of Budget	Jul 22 - Jan 23	Budget	% of Budget
Income						
41520 · State Grants	1,342.09	199,727.00	0.67%	43,977.27	402,075.00	10.94%
Total Income	<u>1,342.09</u>	<u>199,727.00</u>	<u>0.67%</u>	<u>43,977.27</u>	<u>402,075.00</u>	<u>10.94%</u>
Gross Profit	1,342.09	199,727.00	0.67%	43,977.27	402,075.00	10.94%
Expense						
01250 · General Administration	1,342.09	14,795.00	9.07%	2,115.87	29,783.00	7.1%
54000 · Program expenses						
54400 · Project related expenses						
54425 · Architectural and Engineering						
54430 · Contract Services						
54440 · Equipment	0.00	184,932.00	0.0%	41,861.40	329,360.00	12.71%
54447 · Other - Programming						
54451 · Travel						
54452 · Rent/Lease						
54453 · Salaries				0.00	42,932.00	0.0%
54455 · Fringe Benefits						
54462 · Legal Expenses						
54463 · Other - Outreach and Promotion						
54465 · Other - Collaboration						
54466 · Other - Management & General						
Total 54400 · Project related expenses	<u>0.00</u>	<u>184,932.00</u>	<u>0.0%</u>	<u>41,861.40</u>	<u>372,292.00</u>	<u>11.24%</u>
Total 54000 · Program expenses	<u>0.00</u>	<u>184,932.00</u>	<u>0.0%</u>	<u>41,861.40</u>	<u>372,292.00</u>	<u>11.24%</u>
Total Expense	<u>1,342.09</u>	<u>199,727.00</u>	<u>0.67%</u>	<u>43,977.27</u>	<u>402,075.00</u>	<u>10.94%</u>
Net Income	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.0%</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.0%</u></u>

**GO Virginia Projects - Statement of Income and Expense
From Beginning of All Projects through January 31, 2023**

	BEACON's Kitchen			Talent Supply Connector		
	(Projects)			(Projects)		
	Oct '22 - Jan 23	Budget	% of Budget	Sep '22 - Jan 23	Budget	% of Budget
Income						
41520 · State Grants	2,054.96	189,000.00	1.09%	39,612.41	391,528.00	10.12%
Total Income	<u>2,054.96</u>	<u>189,000.00</u>	<u>1.09%</u>	<u>39,612.41</u>	<u>391,528.00</u>	<u>10.12%</u>
Gross Profit	2,054.96	189,000.00	1.09%	39,612.41	391,528.00	10.12%
Expense						
01250 · General Administration	2,054.96	14,000.00	14.68%	4,163.65	23,616.00	17.63%
54000 · Program expenses						
54400 · Project related expenses						
54425 · Architectural and Engineering						
54430 · Contract Services	0.00	48,000.00	0.0%	0.00	45,000.00	0.0%
54440 · Equipment	0.00	75,000.00	0.0%			
54447 · Other - Programming						
54451 · Travel	0.00	2,000.00	0.0%			
54452 · Rent/Lease				1,412.26	10,000.00	14.12%
54453 · Salaries	0.00	35,000.00	0.0%	27,105.56	240,000.00	11.29%
54455 · Fringe Benefits	0.00	15,000.00	0.0%	3,516.33	55,200.00	6.37%
54462 · Legal Expenses						
54463 · Other - Outreach and Promotion						
54465 · Other - Collaboration						
54466 · Other - Management & General				3,414.61	17,712.00	19.28%
Total 54400 · Project related expenses	<u>0.00</u>	<u>175,000.00</u>	<u>0.0%</u>	<u>35,448.76</u>	<u>367,912.00</u>	<u>9.64%</u>
Total 54000 · Program expenses	<u>0.00</u>	<u>175,000.00</u>	<u>0.0%</u>	<u>35,448.76</u>	<u>367,912.00</u>	<u>9.64%</u>
Total Expense	<u>2,054.96</u>	<u>189,000.00</u>	<u>1.09%</u>	<u>39,612.41</u>	<u>391,528.00</u>	<u>10.12%</u>
Net Income	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.0%</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.0%</u></u>

**GO Virginia Projects - Statement of Income and Expense
From Beginning of All Projects through January 31, 2023**

	Tech Talent Retention			Total Projects		
	(Projects)					
	Sep '22 - Jan 23	Budget	% of Budget	Sept 21 - Jan 23	Budget	% of Budget
Income						
41520 · State Grants	51,701.19	307,800.00	16.8%	638,917.67	2,725,152.00	23.45%
Total Income	<u>51,701.19</u>	<u>307,800.00</u>	<u>16.8%</u>	<u>638,917.67</u>	<u>2,725,152.00</u>	<u>23.45%</u>
Gross Profit	51,701.19	307,800.00	16.8%	638,917.67	2,725,152.00	23.45%
Expense						
01250 · General Administration	3,755.00	22,800.00	16.47%	43,985.93	148,230.00	29.67%
54000 · Program expenses						
54400 · Project related expenses						
54425 · Architectural and Engineering				230,333.00	776,333.00	29.67%
54430 · Contract Services	3,641.67	20,000.00	18.21%	86,898.26	319,434.59	27.2%
54440 · Equipment				47,243.83	601,489.99	7.85%
54447 · Other - Programming				21,244.87	36,000.00	59.01%
54451 · Travel	230.69	3,200.00	7.21%	6,273.44	15,604.68	40.2%
54452 · Rent/Lease	1,769.88	10,000.00	17.7%	3,182.14	32,000.00	9.94%
54453 · Salaries	25,364.37	144,300.00	17.58%	147,598.56	557,360.64	26.48%
54455 · Fringe Benefits	6,997.80	31,500.00	22.22%	38,801.25	134,987.10	28.74%
54462 · Legal Expenses				0.00	10,000.00	0.0%
54463 · Other - Outreach and Promotion	1,793.16	33,500.00	5.35%	1,793.16	33,500.00	5.35%
54465 · Other - Collaboration	5,000.00	27,500.00	18.18%	5,000.00	27,500.00	18.18%
54466 · Other - Management & General	3,148.62	15,000.00	20.99%	6,563.23	32,712.00	20.06%
Total 54400 · Project related expenses	<u>47,946.19</u>	<u>285,000.00</u>	<u>16.82%</u>	<u>594,931.74</u>	<u>2,576,922.00</u>	<u>23.09%</u>
Total 54000 · Program expenses	<u>47,946.19</u>	<u>285,000.00</u>	<u>16.82%</u>	<u>594,931.74</u>	<u>2,576,922.00</u>	<u>23.09%</u>
Total Expense	<u>51,701.19</u>	<u>307,800.00</u>	<u>16.8%</u>	<u>638,917.67</u>	<u>2,725,152.00</u>	<u>23.45%</u>
Net Income	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.0%</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.0%</u></u>

Region 9 Capacity Building Budget		16 months	13- 14 months					
	Final FY 2020	Budget FY 2021	FY2021 Final	Budget FY 2022 v 2/2023	Budget FY 2022 thru 1/23	Budget FY 2023	Budget FY 2024	
Administration								
Admin (General)	\$15,000.00	\$17,000.00	\$17,077.00	\$25,000.00	\$17,754.00	\$20,800.00	\$20,000.00	
Audit	\$6,509.09	\$8,000.00	\$2,989.00	\$7,000.00	\$1,400.00	\$2,500.00	\$7,000.00	
Contract Services	\$0.00	\$500.00		\$1,000.00	\$391.00	\$8,000.00	\$5,000.00	
Fiscal /Accounting Services	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	
Legal Expenses	\$0.00	\$1,000.00		\$250.00	\$0.00	\$0.00	\$100.00	
Marketing (Outreach, Website, Training)	\$801.58	\$7,500.00	\$8,131.00	\$5,000.00	\$1,191.00	\$2,600.00	\$5,000.00	
Meetings and Workshops	\$3,766.73	\$6,000.00	\$631.00	\$5,000.00	\$998.00	\$2,530.00	\$2,500.00	
Rent	\$11,046.47	\$12,000.00	\$11,216.00	\$11,500.00	\$7,954.00	\$8,320.00	\$12,000.00	
Salaries / Fringe	\$161,822.13	\$150,000.00	\$209,180.00	\$175,000.00	\$140,697.00	\$202,000.00	\$188,650.00	
Supplies & Equipment	\$20.21	\$1,500.00	\$380.00	\$2,000.00	\$1,348.00	\$1,250.00	\$2,000.00	
Taxes and Insurance		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Travel	\$1,611.79	\$2,500.00	\$396.00	\$2,500.00	\$1,138.00	\$2,000.00	\$2,500.00	
Total Administration Budget:	\$200,578.00	\$206,000.00	\$250,000.00	\$234,250.00	\$172,871.00	\$250,000.00	\$244,750.00	
Planning Services:								
Contract Services		\$0.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	
Planning Grants	\$49,422.00	\$44,000.00	\$0.00	\$15,500.00	\$0.00	\$0.00	\$5,000.00	
Total Planning Services Budget:	\$49,422.00	\$44,000.00	\$0.00	\$15,750.00	\$0.00	\$0.00	\$5,250.00	
TOTAL Expense Budget:	\$ 250,000.00	\$250,000.00	\$250,000.00	\$250,000.00	\$172,871.00	\$250,000.00	\$250,000.00	

Notes 10/19 split - 02/21 split 2/21 split - 4,5/22 split 4,5 split - 4,5/23 est.

MEMORANDUM OF AGREEMENT

BETWEEN CENTRAL VIRGINIA PARTNERSHIP FOR ECONOMIC DEVELOPMENT AS SUPPORT ORGANIZATION FOR GO VIRGINIA REGION 9 COUNCIL AND RAPPAHANNOCK-RAPIDAN REGIONAL COMMISSION, FOR SERVICES IN SUPPORT OF THE GO VIRGINIA REGION 9 COUNCIL

This agreement is between the Central Virginia Partnership for Economic Development (PARTNERSHIP), as Support Organization for GO Virginia Region 9 Council, and Rappahannock-Rapidan Regional Commission (RRRC).

WHEREAS each of the parties to this agreement are actively engaged in the Virginia Initiative for Growth & Opportunity in Each Region, as well as the GO Virginia Region 9 Council, hereafter referred to as COUNCIL; and,

WHEREAS the PARTNERSHIP is serving as the support organization for the COUNCIL and oversees funding from the Virginia Department of Housing and Community Development (DHCD) to support the COUNCIL.

WHEREAS RRRC is collaborating with Thomas Jefferson Planning District Commission (TJPDC) and the United States Economic Development Administration (USEDA) to develop parallel Comprehensive Economic Development Strategies (CEDs) that encompass collectively the footprint of the COUNCIL as well as publish a Super-Regional Report, hereinafter referred to as REPORT, to summarize themes for the COUNCIL that will inform the COUNCIL’s Growth & Diversification Plan Update; and

WHEREAS RRRC has procured the services of CAMOIN and ASSOCIATES to develop the CEDs plan and REPORT; and,

WHEREAS the COUNCIL seeks the services of RRRC to oversee the development and publication of the REPORT with CAMOIN and ASSOCIATES; and

WHEREAS RRRC is able and willing to perform such services; and

WHEREAS the COUNCIL has budgeted \$15,000 of planning funds from its Capacity Building Budget for the development of the REPORT; and,

THEREFORE, the parties mutually agree to the following.

The PARTNERSHIP agrees to:

- Contribute to RRRC on behalf of the COUNCIL an amount not to exceed \$15,000 for the development of the REPORT in two payments, as follows:
- \$10,000 due on April 1, 2023
- \$5,000 due February 1, 2024
- Provide feedback and support for engaging stakeholders in developing the REPORT
- Provide feedback on drafts and final publications, as needed.

RRRC agrees to:

- Use all of the funds contributed by the PARTNERSHIP on behalf of the COUNCIL to pay for the services of CAMOIN and ASSOCIATES in developing the REPORT
- Provide oversight in engaging CAMOIN and ASSOCIATES in developing the REPORT, including:
 - CEDS Strategy Committee management, including representation from PARTNERSHIP and COUNCIL
 - REPORT deliverables
 - Summary Background: Demographics, Socioeconomic data, Industry & Business data and trends, Workforce & Skills analysis, Product Availability snapshot
 - Stakeholder Engagement activities, including opportunity for PARTNERSHIP and COUNCIL input
 - Resiliency Analysis
 - Situational Assessment / SWOT Analysis
 - Strategic actions, including those for the Super-regional section
 - Performance Measures for future REPORT evaluation
- Provide invoices to the PARTNERSHIP, allowing 30 days for payment
- Communicate with the Partnership if resources are needed; and,

The term of this agreement is January 1, 2023 through December 31, 2024.

Terms of the agreement, and the supporting documents referenced herein, may be modified by mutual written agreement of the parties.

For Central Virginia Partnership
for Economic Development
as Support Organization for GO
Virginia Region 9 Council

For Rappahannock-Rapidan
Regional Commission:

Helen Cauthen

Helen Cauthen, President

Patrick Mauney, Executive
Director

3.6.2023

Date

3/6/2023

Date

MEMORANDUM OF UNDERSTANDING
between
GO Virginia Regional Council 9
and
Central Virginia Partnership for Economic Development

PURPOSE AND SCOPE

GO Virginia is a new initiative of the Commonwealth of Virginia intended to grow and diversify Virginia's economy and create jobs through state financial incentives for regional projects that encourage collaboration between private sector companies, workforce, education and government in each region. The GO Virginia Board has established nine regions. GO Virginia Regional Council 9, which consists of the localities in Planning District 9 (Counties of Culpeper, Fauquier, Madison, Orange and Rappahannock) and Planning District 10 (City of Charlottesville and Counties of Albemarle, Fluvanna, Greene, Louisa and Nelson), is charged with the implementation of the GO Virginia program for those jurisdictions (GO Virginia Program).

Each Regional Council must be affiliated with or supported by a new or existing organization whose purposes and competencies include collaborative planning, economic development or workforce activities in the region. The purpose of this Memorandum of Understanding is for Regional Council 9 (COUNCIL) to articulate its expectations of the designated support organization, the Central Virginia Partnership for Economic Development (PARTNERSHIP), and for the designated support organization to acknowledge and accept these expectations.

DELEGATION OF COUNCIL AUTHORITY AND RESPONSIBILITIES

1. The COUNCIL hereby designates the PARTNERSHIP as its support organization and delegates to the PARTNERSHIP the power and responsibility to enter into contracts, subcontracts, and other agreements, to receive, expend, and distribute funds, to develop and evaluate procedures for financial management, and to hire, organize, and train the staff needed to carry out the responsibilities of the PARTNERSHIP in its capacity as the support organization for the COUNCIL.
2. The PARTNERSHIP agrees to disburse COUNCIL funds for allowable regional economic development activities in support of the GO Virginia Program on behalf of the COUNCIL. As required by law, these disbursements will be made by the PARTNERSHIP in accordance with the general and/or specific direction of the COUNCIL, provided that the purpose for the disbursement is allowable, authorized and documented.
3. The PARTNERSHIP will be compensated for necessary and reasonable administrative costs for performing the duties of the support organization as reflected in an operating budget which the PARTNERSHIP shall submit to the COUNCIL annually for approval.
4. The PARTNERSHIP acknowledges that no provision for profit is allowed and that any excess of revenue over its costs must be spent in compliance with GO Virginia Board regulations, policies and guidelines.

PARTNERSHIP's FIDUCIARY REQUIREMENTS

1. The COUNCIL expects the PARTNERSHIP to comply with federal and state law, regulation and policy established by the GO Virginia Board for the GO Virginia Program.
2. The COUNCIL expects the PARTNERSHIP to demonstrate good accounting practices and maintain an accounting system that will meet all the fund accounting and reporting requirements of the GO Virginia Board for the GO Virginia

Program. Funds belonging to the COUNCIL will be maintained in segregated accounts.

3. The COUNCIL expects the PARTNERSHIP to establish and manage an appropriate system for the award and administration of grants and contracts, including monitoring of grants and contracts for the GO Virginia Program.
4. The COUNCIL expects the PARTNERSHIP to enter into written grant agreements or contracts for the GO Virginia Program only as needed and when clear goals and obligations are established, and in accordance with the general or specific direction of the COUNCIL.
5. The COUNCIL expects the PARTNERSHIP to take prompt and appropriate corrective action upon becoming aware of any evidence of a violation of any regulations, policies and guidelines established by the GO Virginia Board for the GO Virginia Program, including immediate notification to the officers of the COUNCIL of such events.
6. The COUNCIL expects the PARTNERSHIP to make quarterly financial reports for the GO Virginia Program to the COUNCIL, and to provide additional reports of disbursement of the funds of the COUNCIL to the officers of the COUNCIL upon request.
7. An annual financial audit for the GO Virginia Program will be conducted in coordination with and as part of the PARTNERSHIP'S audit.
8. If requested by the COUNCIL, prior to expenditure or distribution of any funds for the GO Virginia Program, the PARTNERSHIP will obtain and maintain liability insurance satisfactory to the Council, at the COUNCIL'S sole cost and expense.

PARTNERSHIP'S ADMINISTRATIVE REQUIREMENTS

1. The PARTNERSHIP'S work shall be performed in accordance with the regulations, policies and procedures of the GO Virginia Board.
2. The PARTNERSHIP'S administrative responsibilities are general program oversight and include project management and tracking and reporting of performance protocols.
3. The PARTNERSHIP will comply with the Virginia Conflict of Interest Act and the Virginia Freedom of Information Act in carrying out its administrative responsibilities pertaining to the Regional Council 9 it will.
4. The expectations identified in this MOU are not comprehensive nor intended to be. Instead, they establish a baseline set of expectations to guide the PARTNERSHIP in its role as the support organization for the COUNCIL.

MODIFICATION AND TERMINATION

1. This MOU is effective when signed and dated by the duly authorized representatives of the COUNCIL and the PARTNERSHIP, and performance by each of the parties hereto shall continue from year to year until it is modified or terminated.
2. The arrangement described in this MOU may be cancelled or terminated without cause by either party by giving ninety (90) calendar days advance written notice to the other party. Such notification shall state the effective date of termination or cancellation and include any final performance and/or payment invoicing instructions/requirements. Upon termination, the PARTNERSHIP deliver all funds, records and other

property of the COUNCIL in accordance with the direction of the COUNCIL, and cooperate with a closing audit to be conducted at the expense of the COUNCIL.

3. Any and all amendments to this MOU must be made in writing and must be agreed to and executed by the parties before becoming effective.
4. It is mutually agreed that if the State budget for the current fiscal year and/or any subsequent fiscal years covered under this MOU does not appropriate sufficient funds for the program, the arrangements described in this MOU shall be of no further force and effect. In this event, the COUNCIL shall have no liability to pay any funds whatsoever to the PARTNERSHIP and the PARTNERSHIP shall not be obligated to perform any of the functions on behalf of the COUNCIL described in this MOU for which the PARTNERSHIP is not reimbursed.
5. Each of the undersigned individuals represents that the terms of this MOU has been approved by majority vote of the COUNCIL and by the PARTNERSHIP, in accordance with its own organizational requirements.

GO Virginia Regional Council 9

By: 
Signature

Brian Cole
Printed Name

Chair, Regional Council 9
Title

3/22/17
Date

Central Virginia Partnership for Economic Development

By: Helen Cauthen
Signature

Helen Cauthen
Printed Name

President
Title

3.22.2017
Date