

Louisiana Development Ready Communities Pilot Program Application

Insert the Name of City, Town, or Village	...applies to become a Pilot Community in the Louisiana Development Ready Community Pilot Program.
<p>We agree to:</p> <ol style="list-style-type: none"> 1. Designate two Co-Chairs of the Steering Committee who will serve as primary points of contact for the entire length of the process. Mayor of the city must be on the Steering Committee. 2. Provide all requested information and understand that incomplete applications will not be accepted. 3. Meet the application deadline date of: September 18, 2009 – 5pm. 4. Should your community be shortlisted, participation in a community interview with 2 members of the Selection Team will be required to complete your community's scorecard. 5. If selected, participate fully and abide by <u>all</u> of the Pilot Program's requirements and schedule: <ol style="list-style-type: none"> a. Selection and Kick-off meeting with Pilot Communities (as many steering committee members as possible should attend the kick-off meeting) – Week of October 6, 2009 b. Competitive Assessment - Completed by January 5, 2010 c. Strategic Plan – Completed by February 22, 2010 d. Leadership Development Plan – Completed by February 22, 2010 e. Marketing Plan – Completed by March 22, 2010 6. Provide meeting space(s) and other meeting supplies (i.e. refreshments, office supplies, etc.) for all meetings during process. Meeting space may need to be large enough to accommodate the public at times. Your community may also want to budget for some advertising in local newspaper. In many communities, sponsorships and in-kind contributions take care of many of the expenses for the planning process, however the community would be wise to expect some cost and should plan on putting about \$2,500 aside to cover expenses. 7. If selected, share your experiences with other communities during scheduled events within the Pilot Program. 	
<p><u>Submit 2 copies of your hardcopy application to:</u> Pat Witty Director, Community Outreach Louisiana Economic Development P.O. Box 94185 Baton Rouge, LA 70804-9185</p>	<p><u>For questions please contact:</u> Skip Smart Director, Community Development Louisiana Economic Development smart@la.gov O - (225) 342-4321 C - (225) 241-0305</p>

Louisiana Economic Development (LED) will provide:

1. A Pilot Community Briefing Book and Roadmap that describes all aspects of the process, resources and descriptions of required deliverables.
2. A dedicated team of resource people will be assigned to your community to provide on-going guidance and coaching throughout the process as needed.
3. A nationally recognized site selection expert will visit your community as part of the community assessment process and will help you evaluate your sites and buildings as well as give you a chance to “test-drive” your sales pitch in a relaxed environment and get some valuable feedback.
4. A team from LED will visit your community assist you with strategic planning by more fully familiarizing you with the state’s business and economic development programs.
5. To assist you with the community assessment, LED’s Research Dept. will prepare your community’s demographic and economic profile based on current data.
6. “Ready-to-go” survey tools to assist you in your community’s assessment of business and leadership attitudes and opinions.
7. Louisiana Development Ready Communities Pilot Program training related to community assessments, strategic planning, leadership development, and marketing.
8. In the end, a publicized celebration of each Pilot Community’s successes will be held to applaud and thank each community for their partnership both with LED and their private sector investors.

Co-Chair Contact Information

	Co-Chair	Co-Chair
Name:		
Organization:		
Title or Position:		
Address, City, Zip Code:		
Office Phone:		
Mobile Phone:		
Fax:		
E-mail Address:		

This application must be submitted by the local municipality (city, town, or village) or in some cases a group of local municipalities (partnership must be described fully). **Please provide the following attached to your application packet:**

1. A brief description of the community (250 words or less) focusing on its assets and challenges.
2. Description of your community’s previous and current community and economic development planning and implementation efforts with a formal process defined by another organization (e.g. Entergy’s Team City Program, Louisiana Office of Community Development – Small Communities Initiative, Louisiana Main Street Program, external consultant, etc.).
3. Please address the topic of your community’s election cycle if it impacts any of the people on your Steering Committee’s commitment or ability to serve during the timeframe of the process.
4. Please attach a copy of a city resolution of formal adoption of Pilot Communities Program of Work. An example is provided as Exhibit A.
5. A 1-page explanation of why your community should be selected and statement of commitment.
6. 2-3 Letters of Support (e.g. State Representative or Senator, Utility, Business Leader, Reg. EDO).

Identification of Steering Committee

A local Steering Committee, committed for the entire timeframe of the process, is required as part of the Pilot Program. The Steering Committee must have representation from both the public and private sectors and have defined roles. Two people need to co-chair the group (identified above), and a committee size not larger than ten (10) people to include the city's mayor. Please provide the following information for the people serving on the Steering Committee:

1. Name, Organization, Title, and Contact Information (address, telephone and email address)
2. Training or experience in Community/Economic Development

Steering Committee Member #1	
Steering Committee Member #2	
Steering Committee Member #3	
Steering Committee Member #4	
Steering Committee Member #5	
Steering Committee Member #6	
Steering Committee Member #7	
Steering Committee Member #8	
Steering Committee Member #9	
Steering Committee Member #10	

Exhibit A

Resolution

City of:

WHEREAS, The Louisiana Development Ready Communities Pilot Program, a strategic effort by Louisiana Economic Development to assist all of Louisiana's communities to become more competitive in today's global economy, is a community assessment, strategic planning, leadership development and marketing planning process for cities, towns, and villages; and

WHEREAS, the program's requirements provide for involvement of individuals from both public and private sectors of the community including: elected and appointed municipal officials, municipal employees, community leaders and citizens; and

WHEREAS, implementation and achievement of the community's vision, objectives and strategies, and measurement of that achievement, are the major goals of the program. LED's objectives are: 1) to provide a comprehensive and straight-forward assessment of community and economic development practices and activities; 2) to provide training, coaching, and external resources to Pilot Communities; 3) to establish a repeatable process by the lessons learned, success stories and testimonials in this Pilot Program; and 4) to ultimately develop more marketable communities and diversified economies through a systematic approach to community and economic development in the State of Louisiana.

NOW, THEREFORE, BE IT PROCLAIMED THAT THE (CITY NAME) city council endorses and supports LED's Louisiana Development Ready Communities Pilot Program and its work plan and authorizes the city manager and employees to cooperate with and participate in the community assessment and strategic planning activities, and further, the citizens of (city name) are urged to support this effort.

SIGNED, This ___ day of _____, 20__

Mayor

Attest:

City Clerk