Regional Economic Development Strategies Project

Task 1: Modify/Develop a “Know Your Region” Curriculum and Conduct Preliminary Testing

Description: The Regional Rural Development Center will help modify or build a “Know Your Region” curriculum that aligns with the education needs of USDA Rural Development State Directors and their Local and Regional-Based Stakeholders.

The NERCRD, in partnership with its sister Regional Rural Development Centers, will be responsible for carrying out the following activities in support of Task 1:

- Identify and appoint 1-2 Extension educators from the Northeast region to serve on the “Know Your Region” Curriculum Development Committee and to attend an organizational meeting of the team. The team will take the lead role in the development of the curricula resources needed to support this USDA RD initiative. This will include: (a) adapting, revising, and/or revamping the You’re your Region documents; (b) making corrections following a peer review process, and (c) fine-tuning the material following the first round of training in the pilot sites.
- Designate a key point of contact for the Center to serve as the official liaison for the Center during the process of developing, testing and refining of the curriculum products.
- Participate in conference calls of the Curriculum Development Committee to offer guidance, as needed, to ensure the timely and effective completion of the curriculum.
- Help identify potential Extension educators in the region who may be willing to undertake a testing of the new Know Your Region curriculum in their state or county.

Task 2: Provide Training on “Know Your Region” or Other Appropriate Targeted Regional Economic Development (TRED) Approaches/Strategies

Description: Each of the four RRDCs will arrange, through its partner 1862 and 1890 institutions, to provide the “Know Your Region” or TRED-related training via selected vehicles (e.g., webinar, on-site) to groups of community leaders in selected multi-county regions.

The NERCRD will be responsible for carrying out the following activities:

- Identify 3 or more key individuals within two pilot states who will serve as the State Coordinating Team. The state-based team will guide and help implement Know Your Region training in 2-4 regional sites in their state. Team members
might include the State Extension Community Development Program Leader or designated Extension Specialist, the USDA State Director (or designee), and other state or regional entities with a strong interest and role in regional economic development efforts.

- Provide input on the design of the RFP to be distributed to communities, organizations and agencies interested in applying to be pilot sites.
- Assist in disseminating information about the RFP to eligible sites.
- Aid in the review of applications, including making site visits to viable candidates and participating in project team calls to finalize selections.
- Coordinate the launching of Know Your Region (KYR) training in the 2-4 sites selected to be part of this effort in partnership with members of the State Coordinating Team. This includes recruiting county, region, or state-based Extension educators to be part of the Know Your Region training team.
- Help coordinate technical assistance needed by pilot sites during the first 12 months of their regional KYR initiative.

### Task 3: Help Generate and Provide Economic Analysis to the Pilot Sites

**Description:** Each of the four RRDC’s will provide information and technical assistance on the region’s comparative economic advantages and its current and emerging economic clusters.

The NERCRD will be responsible for carrying out the following activities:

- Guide the selection of appropriate data and sources to generate regional economic profiles for use by the 2-4 pilot sites.
- Dedicate project resources to secure the type of data needed to conduct sound regional economic analyses (such as shift share analysis, cluster analysis, workforce projections, etc.).
- Work with the SRDC in the fine-tuning of the regional data and tools that pilot sites can use to determine their regional competitive advantages.
- Train the “training team” in the effective use of these regional data analyses.

### Questions

Please contact Lionel J. Beaulieu, Director, Southern Rural Development Center at ljb@srdc.msstate.edu or 662-325-3207.
Funds in the amount of $80,000 are available for each Regional Rural Development Center to support the above noted activities. Funds can be distributed across the following categories: Salaries, fringe benefits, domestic travel, training materials and related expenses, long-distance telephone expenses, data acquisition, etc. **No funds can be used to purchase equipment. Indirect costs (F&A) of up to 10% are allowed.**

Each RRDC is asked to provide a budget justification to support its budget request. Please provide a detailed explanation by category of the budget figures in the budget table below, including such items as FTE and fringe rates for personnel, details on how travel amounts were calculated (mileage rates, estimated hotel expenses, number of trips and people traveling, etc.) and other details that would help to justify the expenses requested.

**Personnel:**

**Travel:**

**Other Direct Costs:**

**Indirect Costs:**
## USDA RD PROJECT / NERCRD BUDGET PLAN

<table>
<thead>
<tr>
<th>Personnel</th>
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<tbody>
<tr>
<td>* Project Coordinator</td>
<td>$15,000.00</td>
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<tr>
<td>Fringe Benefits</td>
<td></td>
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<tr>
<td>TOTAL PERSONNEL</td>
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<thead>
<tr>
<th>Travel</th>
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<tbody>
<tr>
<td>* NERCRD Staff</td>
<td>$7,000.00</td>
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<tr>
<td>* Extension Educators/Trainers</td>
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<td>TOTAL TRAVEL</td>
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<table>
<thead>
<tr>
<th>Other direct costs</th>
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</thead>
<tbody>
<tr>
<td>* Data Acquisition (EMSI, etc.)</td>
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<tr>
<td>* Long distance telephone charges</td>
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<tr>
<td>* Webinar expenses</td>
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<tr>
<td>* Training materials/supplies</td>
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<tr>
<td>Indirect costs (F&amp;A) -- 10%</td>
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<thead>
<tr>
<th>OVERALL TOTAL</th>
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<tbody>
<tr>
<td></td>
<td>$80,000.00</td>
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### Required Attachments:
- Vita of Project Coordinator
- Current & Pending Form for Project Coordinator
- Letter of Intent (attached)
- University Key Contacts Form (attached)
University Key Contacts

University:

Key Contact Information:

Principle Investigator:
Name:
Address:
City, State, Zip
Phone
FAX
Email

Co-Principle Investigator (if applicable):
Name:
Address:
City, State, Zip
Phone
FAX
Email

Key Financial Contact:
Name:
Address:
City, State, Zip
Phone
FAX
Email

Official University Signer:
Name:
Address:
City, State, Zip
Phone
FAX
Email

Sponsored Programs Administration/ Contractual Contact:
Name:
Address:
City, State, Zip
Phone
FAX
Email
LETTER OF INTENT
TO ENTER INTO A CONSORTIUM AGREEMENT

Title of Application: Regional Economic Development Strategies Project

Award Number:

Applicant Institution: (your university)

Project Director: (state person)

Cooperating Institution: Mississippi State University

Cooperating Institution Project Director: Lionel J. Beaulieu

Total Costs: $80,000

Proposed Effective Start Date:

The appropriate programmatic and administrative personnel of each institution involved in this consortium agreement are prepared to establish the necessary inter-institutional agreements consistent with appropriate federal and state regulations.

(Your university)

By: ________________________________
   Name
   Address
   City, State, MS

Date: ________________________________