

MEMORANDUM

DATE: May 24, 2019

TO: CRCOG Foundation Board of Directors

FROM: Tim Malone

SUBJECT: Metro Hartford Future Implementation Plan Next Steps

The Metro Hartford Future Project is nearing the end of its planning process and will soon begin its implementation phase. In April 2019, CRCOG submitted the final draft of the Metro Hartford Future Project Report to the Office of Policy and Management and the Department of Economic and Community Development for their review. After they have reviewed the document we will submit it to the US Economic Development Administration (EDA) for final approval. With these tasks out of the way, we can move forward with the real work of encouraging inclusive economic growth.

We originally planned to focus on forming a CEO Advisory Group to oversee the Metro Hartford Future Project along with a set of community leaders. Competing initiatives and changes at the state level have complicated this effort. Instead of holding off on implementation until a CEO and community leader group can be formed, we suggest moving ahead as follows:

1. **Advisory Committee.** Form an Advisory Committee following the structure for Economic Development Districts recommended by EDA. This group, comprised of community leaders, higher education representatives, and private businesses, will meet EDA requirements and allow us to start working toward implementation of specific initiatives. The Advisory Committee would meet three to four times a year and would be charged with evaluating progress toward implementation.
2. **Action Agendas.** Develop detailed action agendas, including charts of responsibility, for each of the implementation strategies. The agendas will include detailed steps along with a listing of organizations leading and supporting implementation. Each step will be assigned to a lead organization.
3. **Working Groups.** Form working groups for each implementation strategy identified in the plan. The initial work was completed during the planning process in the form of our strategy groups. These groups, potentially supplemented with additional stakeholders, can form the core of the working groups. Each group will proceed with advancing

implementation of a specific strategy and will report to the broader Advisory Committee.

CRCOG has identified two co-chairs for the Advisory Committee: Jay Williams of the Hartford Foundation for Public Giving and David Griggs of the MetroHartford Alliance. In the coming weeks we will work with them to identify the rest of the committee's membership and develop a schedule of meetings. CRCOG staff will continue to work on creating an "Action Agenda" to help guide the process moving forward.