

Agenda Item Summary

To: CRCOG Policy Board
From: Timothy Malone, Community Development Deputy
CC: Matt Hart, Executive Director
Date: May 25, 2022
Subject: Small Business Webinars and Entrepreneurial Meetups Consulting Agreement

Background: In 2021 the Connecticut Department of Economic and Community Development (DECD) received a grant from the US Economic Development Agency on behalf of CRCOG and five other Councils of Governments. That grant provided a total of \$375,000 to CRCOG to fund four projects. One of these projects is to host a series of educational webinars for small businesses as well as hosting entrepreneurial meetups. CRCOG staff conducted a request for proposals process to select a consultant for the project. From that process, staff selected the Collaboration of Minority Women Professionals as the most advantageous respondent.

Benefit to Member Towns/CRCOG: This project will provide small businesses throughout the CRCOG region with important information on a variety of topics, such as online marketing and digital sales. It will also provide small businesses and entrepreneurs throughout the region with networking opportunities.

Financial/Operational Impact: This project will cost \$75,000 and is being funded entirely by the grant from DECD.

Project Schedule: This project will likely begin in early June and will end by September 23, 2023.

Recommendation: Staff recommend approving the attached resolution, permitting CRCOG's Executive Director to act on behalf of the Capitol Region Council of Governments in negotiating, executing, and amending all appropriate and necessary contractual instruments with the Collaboration of Minority Women Professionals for the purpose of planning and presenting webinars and entrepreneurial meetups for small businesses.

Attachments:

- Resolution: For Execution of An Agreement With The Collaboration Of Minority Women Professionals To Provide Webinar And Entrepreneurial Meetup Services

AUTHORIZING RESOLUTION

FOR EXECUTION OF AN AGREEMENT WITH THE COLLABORATION OF MINORITY WOMEN PROFESSIONALS TO PROVIDE WEBINAR AND ENTREPRENEURIAL MEETUP SERVICES

WHEREAS, CRCOG maintains the Comprehensive Economic Development Strategy (CEDS) for the region; and,

WHEREAS, The Connecticut Department of Economic and Community Development (DECD) applied for a grant on behalf of six regions in the state to the Economic Development Administration (EDA) for funding from the CARES Act; and,

WHEREAS, the EDA awarded a grant to DECD that included a subgrant for CRCOG in the amount of \$75,000 to plan and present webinars and entrepreneurial meetups for small businesses; and

WHEREAS, CRCOG conducted a competitive Request for Proposals process to select a firm to assist CRCOG in this project; and

WHEREAS, the highest ranked firm in the competitive RFP process was the Collaboration of Minority Women Professionals;

NOW THEREFORE BE IT RESOLVED THAT, that CRCOG's Executive Director is authorized to act on behalf of the Capitol Region Council of Governments in negotiating, executing, and amending all appropriate and necessary contractual instruments with the Collaboration of Minority Women Professionals for the purpose of planning and presenting webinars and entrepreneurial meetups for small businesses.

CERTIFICATE

I certify the above is a true copy of a resolution adopted by the Policy Board at its meeting held on May 25, 2022.

BY: _____ DATE: _____
Jason Bowsza, Secretary