

GO Virginia Region 2 Executive Committee

October 27, 2022, 2:00 p.m.-4:00 p.m.

Roanoke Higher Education Center, Room 709, 108 N Jefferson St,
Roanoke, VA 24016.

- Introductions (2:00-2:05)
- Financial Review (2:05-2:15)
- Project Proposals (2:15-3:15)
 - “Expanding Welding Training Capacity and Jobs in the Roanoke Valley” – Botetourt Technical Education Center
 - “Center for Entrepreneurship” – Lynchburg Regional Business Alliance
 - “Airport Commerce Park Regional Development” – City of Lynchburg and Campbell County
 - “Industry 4.0 for the ACE Workforce” – Virginia Tech College of Engineering
- Special Updates (3:15-3:35)
 - Materials & Manufacturing Cluster conversation
 - GO Virginia Talent Pipeline Innovation program
- Council Business (3:35-3:55)
 - Quarterly project reporting
 - Minutes
 - Region 2 project extension requests
- Packet information items (3:55-4:00)
 - Marketing and evaluation meeting plans/updates
 - Life Sciences and Entrepreneurship White Paper



VIRGINIA INITIATIVE FOR
**GROWTH &
OPPORTUNITY**
IN EACH REGION

GO Virginia Region 2

- Dearing Ford Industrial Park project withdrawal
- Electronic meeting authorization

The meeting will adjourn at 4:00p.m.

Public comment is welcome in writing. Please submit to Region 2 staff, John Provo, jprovo@vt.edu or Rachel Jones, rachelcj@vt.edu by 10/26 at 2:00p.m.

Region 2 Allocations

Updated 10/20/2022

FY 21 Per Capita Projects

FY 21 Original allocation	\$1,545,403.00
Transfers from FY 20 Per capita	-\$2,357.83
Transfer from FY20 Capacity Building	\$14,700.00
Biotech Lab Space Development (Region 2 - Flexible Laboratory Space Assessment)	-\$99,360.00
Workforce for Industry 4.0	-\$45,360.00
Regional Health Sciences Talent Pipeline	-\$100,000.00
<i>Dearing Ford Industrial Park (Altivista Gas) *Project Pulled</i>	\$0.00
Project Eagle+	-\$599,437.00
<i>Remaining FY21 Fund Balance to be Swept</i>	-\$207,588.17
FY21 Remaining Balance	\$506,000.00

FY 22 Per Capita Projects

FY 22 Allocation	\$1,542,945.00
Lynchburg Beacon of Hope	-\$97,740.00
Regional Talent Strategy	-\$315,911.00
Workforce & Entrepreneurship Initiatives in a Regional Makerspace (Vector Space)	-\$324,000.00
CS/root	-\$175,000.00
FY22 Remaining Balance	\$630,294.00

FY 23 Per Capita Projects

FY 23 Allocation	\$1,527,228
FY23 Remaining Balance	\$1,527,228

FY 22/23 Capacity Building (Support)

Remaining Balance from FY 21	\$86,550.08
FY22 Allocation	\$250,000.00
FY23 Allocation	\$250,000.00
Support Org Services FY22	-\$169,974.41
Transfer to the Central Virginia Training Center Redevelopment Plan	-\$60,000.00
Current Balance	\$356,575.67

Applications Under Consideration (Per Capita)

Airport Commerce Park Regional Development	-\$190,000.00
Center for Entrepreneurship	-\$295,812.00
Industry 4.0 for the ACE Workforce	-\$500,000.00
Expanding Welding Training Capacity & Jobs in the Roanoke Valley	-\$166,667.00
Gupton Initiative (Statewide) Region 2 support requested	-\$10,000.00 ECB (Planning)
Total:	-\$1,162,479.00
FY23 Balance if All Approved:	\$1,501,043.00

FY22 Planning Cap	\$52,260.00
<i>Planning applications</i>	\$10,000.00
<i>Percentage of planning cap</i>	19%

Project Status Summary									
Project Type & FY	GOVA Funding Approved	GOVA Drawn Down to date	GOVA Funds Remaining	Match Funding	Match Drawn Down	Match Funds Remaining	Admin Fee	Admin Fee Draw Down	Admin Fee Remaining
Per Capita FY18 Projects:	\$1,263,507.00	\$1,086,718.14	\$176,788.86	\$3,252,380.71	\$2,901,110.76	\$353,216.13			
Per Capita FY19 Projects:	\$1,197,486.00	\$1,058,036.14	\$139,449.86	\$1,732,722.00	\$1,503,098.03	\$242,744.45			
Per Capita FY20 Projects:	\$1,782,567.00	\$1,053,928.13	\$728,638.87	\$1,279,290.00	\$854,042.29	\$440,614.49	\$27,140.00	\$11,513.65	\$15,626.35
ERR FY20 Projects:	\$1,110,700.00	\$1,109,141.94	\$1,558.06	\$566,610.00	\$570,743.57	\$0.00	\$23,598.00	\$23,598.00	\$0.00
Per Capita FY21 Projects:	\$1,350,157.00	\$120,255.91	\$1,229,901.09	\$948,042.00	\$108,723.05	\$839,318.95	\$25,367.00	\$8,822.35	\$16,544.65
Per Capita FY22 Projects:	\$912,651.00	\$74,851.18	\$837,799.82	\$583,704.00	\$46,579.31	\$537,124.69	\$67,520.00	\$5,544.52	\$61,975.48
TOTAL:	\$7,617,068.00	\$4,502,931.44	\$3,114,136.56	\$8,362,748.71	\$5,984,297.01	\$2,413,018.71	\$143,625.00	\$49,478.52	\$94,146.48

Region 2 GO Virginia Council

Project Title: BTEC- Expanding Welding Training Capacity & Jobs in the Roanoke Valley
Applicant: Botetourt County Economic Development Authority
Localities covered: This is a locality-initiated project from Botetourt and Craig County. The project would serve localities across the Roanoke Valley.
Growth & Diversification Plan Strategy Area (s): Workforce Development
GOVA Funds Requested: \$166,667 in GOVA funds requested, with a match of \$83,333

Project Description:

This project seeks to enhance the region's capacity to train and prepare welders. The GO Virginia funding would help support the installation of ten (10) new welding booths at BTEC's campus in Fincastle. This expansion is projected to deliver forty-five (45) new welders to the regional workforce over the initial three-year project term.

Currently, BTEC annually instructs welding to approximately eighty to ninety (80-90) high school students in Craig and Botetourt counties. Also, BTEC has launched an adult welding instruction program this Fall of 2022, currently with seven enrollees taking ten available seats; adult classes will be taught twice per year. Adding ten welding booths will allow BTEC to increase enrollment in its first-year high school level Welding I class by twenty (20) students per year and increase enrollment in the adult classes by twenty (20) students per year. From this enrollment increase, we estimate that an additional fifteen (15) welders will complete a BTEC welding program annually, with an opportunity to earn American Welding Society (AWS) credentials. (NOTE: this estimate of 15 new welders is above the current projection of fifteen to twenty (15-20) annual welding graduates trained with the existing ten welding booths.)

In a three-year period, the project expects an ROI based on producing an additional forty-five (45) welders, who should expect to earn a starting salary of \$41,200; the average experienced welder's salary is \$45,700 according to recent data provided by the Roanoke Regional Partnership. Over a 5 year period, the project would produce a total of 75 welders, with a 240.86% ROI to the state.

Increasing the number of welding booths from ten to twenty booths will also double the hands-on training time capacity for students learning to weld. Currently, BTEC high school students receive 112 hours of welding time during an academic year. By increasing the number of available welding booths from ten to twenty, each student will have his or her own booth, reducing the need to share booths and limit welding time. Students will become better-trained and better-skilled to meet employers' needs for capable welders.

Project Assessment: (Reviewers included Region 2 staff Quina Weber-Shirk, GO Virginia Council member Vince Hatcher, and Nettie Simon-Owens, Chief Workforce Development Officer with the Southern Virginia Higher Education Center)

Strengths

- The project has support from local economic development, 2 school systems, 2 community colleges, and local industry.
- The project demonstrates a clear industry demand for more skilled welders, and a region with an integrated talent pathway to teach welding to high-school and adult students in Botetourt and Craig counties.
- There is alignment with the manufacturing cluster and these are good paying skilled jobs.

- If successful, this project will create an additional 15 welders/year (average). This will help close the gap between supply and demand for this skill in the regional workforce. The demand is currently strong and should remain strong for several years in the areas of manufacturing and fabrication/maintenance services.
- There is evidence of collaboration and support in the region, including letters from the public school systems, workforce development board, community colleges, and manufacturing companies.
- Along with the new welding booths, a key part of this overall effort is to promote welding to high school students and adults. Utilizing the Career Signing Day event and the BTEC Welding Advisory Committee (which includes regional welding employers) are great ways to engage stakeholders.
- Expansion of an already strong program: started in 2007, expanded in 2015, addition of evening adult welding classes in 2022
- 10 additional welding booths would allow all welding students to have their own booths, increasing in-class welding time, and allow additional students to participate in each class.
- Welding program integrated with American Welding Society certification
- Program has strong ties to industry in the region, many letters of support from local companies that want to hire welding graduates
- Serves students in both Craig and Botetourt Counties and also adults from other localities.
- Welding classes and integration at both VWCC site in Botetourt and with MGCC in Alleghany

Weaknesses or Questions

- As with many projects, the potential risks include supply chain delay and total installed cost. It will be important to secure the corporate contributions to ensure success.
- Are there target goals for the specified performance measures? I'd like to see performance targets tied to milestones throughout the project (not just at the end of 3 years).
- Additional performance measures could include:
 - # of certifications earned through the American Welding Society
 - Increased # of students enrolled in all welding courses (not just Welding I)
 - Total # of welding students (high school and adult) who are employed in welding jobs in the region within 12 months of graduation (is this available through the CTE completer survey?)
 - # of welding students engaged in high-quality work-based learning
 - # of employers involved in the welding program and description of engagement
- Are there waiting lists for the current classes? Is there data that shows that welding class enrollment for students and adults will increase if the 10 additional welding booths are build?
- In your materials (exec summary), there is a mention of "seven enrollees taking ten available seats" per your adult enrollment, which is a bit confusing.
- Re-check match documentation against newest state guidelines and be sure newest state match verification forms are provided, if needed.

Region 2 GO Virginia Council

Project Title: LRBA Center of Entrepreneurship
Applicant: Lynchburg Regional Business Alliance
Localities covered: Localities covered by the project include the city of Lynchburg, the counties of Amherst, Appomattox, Bedford and Campbell and the towns of Bedford and Altavista.

Growth & Diversification Plan Strategy Area (s): Entrepreneurship and Business Development

GOVA Funds Requested: \$ 295,812 in GOVA funds requested, with a match of \$234,035

Project Description:

This project seeks to establish an entrepreneurial center of excellence for the Greater Lynchburg region, to serve as an anchor and catalyst for the region's entrepreneurial ecosystem. The Center would foster an environment for new and serial entrepreneurs to raise capital, access resources and garner the support system needed to take their products and/or solutions into the marketplace.

As presently described by the applicant, the project seeks to create 10 jobs annually, at \$50,000 or more annual salary, beginning in year 2 with 125 full-time jobs impacted and to spur \$60,000 in new sales growth of clients. The project will serve 30 clients and also seeks to advance regional collaboration by mapping the entrepreneurial ecosystem, creating a physical space for entrepreneurs, and increasing awareness of, and access to resources.

The project also proposes to develop and deploy a collaboration index based on one developed by The Rucks Group . This Partnership Rubric will be designed as a tool to quantify the involvement of outside partners in a given project or center by measuring the changes in the number of and level of involvement of those partnerships in targeted areas. The applicant estimates a 20% increase in collaboration by the end of year 2 with a projected trend of 10% per year afterwards

Much of the project activities and focus, as presently described, involve the organizational development of an organization including staffing, physical space development, ecosystem mapping, and program planning.

Project Assessment: (from Region 2 staff, a Region 2 Council member, and a subject matter expert on ecosystem development with the Virginia Innovation Partnership Corporation.

Strengths

- The project addresses a clear need in the Lynchburg subregion for the support of technology start-ups.
- There are letters of support from many of the key stakeholders in the region.
- This proposal addresses and integrates priorities for entrepreneurship from the GO Virginia G&D plan, and the Entrepreneurial Ecosystem Strategic Investment Plan.
- Clearly defined and identified need for a physical gathering and work space, educational and professional networking opportunities, and access to seed state capital in the Lynchburg region
- It appears that significant ground work, research, planning, and coalition building led to the proposal to create the Center of Entrepreneurship.
- Letters of support and collaboration from SBDC, Innovate Lynchburg, 4 localities (Lynchburg, Amherst, Bedford, Campbell), and Liberty University CERE
- Plan to leverage and include other support spaces in the region (CERE, VectorSpace, etc.)

Weaknesses or Questions

- There is \$30,000 in the GOVA request for “facility refurbishment”. GO Virginia funding cannot be used construction. The applicant could revise request to clarify that GOVA grant funds will be used for purposes such as acquiring equipment and furniture and NOT for the renovation work.
- GOVA does not allow for using grant funds to capitalize a revolving loan fund and/or a proof-of-concept fund. The \$70k should be removed from the GOVA request budget or replaced with suitable expenses. Business capital, seed funds, or award funds should be funded by match.
- Match commitments must be made or documented at beginning of project. Funds not yet secured or in hand can't be used as match. \$25k of the current match is being committed from a future fundraising campaign. Applicant should remove this from match and include the fundraising as part of sustainability plan in narrative question per sustainability.
- We will likely need a letter from LRBA documenting their financial contribution, clarifying that they have funds in hand and will commit to the project, for these purposes.
- The ROI on job creation/revenues here is quite low – looks like negative ROI in year 3 and a 26% ROI in year 5. The state review process has suggested that per capita applications need to have a stronger ROI, especially by year 5.
- It looks like there might be a lack of alignment between the performance metrics document and the response in the narrative. While the applicant states they go into more detailed ROI calculations than the required jobs creation number, they still don't explain clearly how they arrived at the jobs creation number or resulting ROI. They state the jobs will be in targeted industry sectors, but not which sectors are most likely to make use of the space, which would not be suitable for some sectors. The materials also indicate that the spaces would potentially serve non-traded sector companies, so it is unclear whether those numbers are included in their calculations or not. It is also unclear what is meant by "125 full-time jobs impacted"
- In general, the application describes the need and approach to developing a Center fairly well, but is less detailed and clear about the activities – programs and services for entrepreneurs, what those will look like, who will be served, how many, how recruited, who will deliver, what kinds of formats, etc.
- How will entrepreneurs be identified and accepted as clients for the Center's spaces and/or programming? Will this be run on a cohort model, by referral from ecosystem partners, etc.?
- The success or failure of this program will be highly dependent on the experience and skill set of the Program Manager, who has not been identified.
- It's not clear what services will be offered to companies served and how the Program Manager and/or outside providers will meet the needs of the companies.
- There is a letter support from the Innovate Lynchburg Regional Technology Council, but it is not clear what role the Tech Council will have in the project activities.
- Region 2 GOVA already funded some ecosystem mapping for the region, resulting in the creation of the startupregion2.com site. Would the activities be redundant and duplicative? If not, can the applicant clarify how these activities would be additive to existing resources and pre-existing work?
- The application could more clearly articulate the nature of their partners' input and roles on the project.
- How will the proposed pitch prep programs be different from RAMP's Pitch & Polish clinics (previously funded through GOVA and now funded with state dollars via RIF)?
- We know that ecosystems are (potentially) diverse and complex, which is why several projects previously-funded through GOVA Region 2 have focused on better understanding who the players are and building relationships in sub-regions. LRBA was part of these efforts. Can the applicant highlight some of that past work with an explanation of how this is additive to programs like RAMP or the Innovation Mill while not duplicating the completed REI work, etc.?

- There some fuzziness as to exactly what activities will be performed. From the narrative, it reads as if there will be 2 years spent to map the ecosystem? The results or nature of that work is also not clearly delineated other than create a "Portfolio of support services."
- IN applicant materials, the performance metrics describe physical space as 5,000 sq ft but the narrative says 3,000.
- On the physical space, are facility use fees a part of the sustainability plan based on an assumption of a particular number of client companies being paying members/paying rent for the Center space? It appears you are anticipating \$40,000 in annual revenue from facilities and serving 30 clients, but it is unclear if these are tenant users or whether the clients served refers to all those participating in their events, even if they might not be in the coworking space. Will membership/facility use be subsidized during the initial period of operations as a result of the GOVA grant? Can applicant clarify clients served in various ways (for instance, "x number of monthly co-working space users; x number of participants in workops or events like pitch clinics, x number of clients receiving direct business counseling, or etc)

Region 2 GO Virginia Council

Project Title: Airport Commerce Park Regional Development
Applicant: city of Lynchburg
Localities covered: This project is led by the city of Lynchburg in partnership with Campbell County.
Growth & Diversification Plan Strategy Area (s): Sites and Buildings.
GOVA Funds Requested: \$ 190,000 in GOVA funds requested, with a match of \$95,000

Project Description:

This project seeks funding for due diligence to advance the Airport Commerce Park site from a Virginia Business Ready Sites Program site characterization Tier 2 to a Tier 3 to strengthen competitive position in the global marketplace and attract advanced manufacturing, technology and life sciences with a potential focus on aerospace. This effort will be completed within the first 12 months. Concurrently and through the second year, the participating local governments will be identifying grants and other funding to support the design and permitting of the initial infrastructure to the site, as recommended by the TIA and PER. Ideally, the preliminary design process will start in year two. Final design and permitting of the initial infrastructure are planned to be completed in year three. The localities will collaborate throughout the first 36 months to secure funding sources for construction of the initial infrastructure.

This site was included in the latest application cycle for the Business Ready Sites Program grant funding. Due to its Tier 2 rating and lack of shovel readiness, it was not selected by VEDP. VEDP has the site listed on Virginia Scan. While the site was not included in the 2019 Site Characterization because of a lack of political will at the time, the Master Plan for the Airport Commerce Park was completed in 2022 to verify with VBRSP standards as a Tier 2.

Development of the Airport Commerce Park would positively position Lynchburg and Campbell County for a number of opportunities for mix businesses, industrial and aeronautical uses, to include advanced air mobility, advanced manufacturing, technology and life sciences (in particular Aerospace). This location is strategically located to accommodate all modes (air, ground and rail) of transportation for business development. Developing 70+ acres for manufacturing or innovation has the potential to represent thousands of jobs and millions of dollars with capital investment. In 2021 all parties on this project collaborated to reply to an RFI on this specific property that represented a \$125M capital investment and the creation of 906 jobs, ranging from white collar management to blue collar labor. Understanding that a prospect of that size would occupy the maximum space available at this location, the Central Virginia region would see significant economic impacts from having this property developed.

The City of Lynchburg is a built environment that has little available greenfield sites with two industrial parks currently at capacity. This site is one of just two City-owned properties over 100 acres. Campbell County has two other industrial parks that are in various stages of development and present different challenges when pursuing prospects from outside the region. The Airport Commerce Park will have the advantage of being at the crossroads of the region, near the airport, and closer to the workforce markets in Lynchburg, Forest, and the Timberlake area.

Project Assessment: (from Region 2 staff, a Region 2 Council member, and a subject matter expert on regional economic development from outside the region)

Strengths

- This is a strong well-planned project, with evidence of strong long-term collaboration,
- Focuses on a site with high potential for development and industry attraction.
- I can see nothing negative about this project and do think that it positively addresses GoVA#2 priorities as well as advancing the need for attractive, market viable, ready sites in the Lynchburg region.
- Goal is to attract advanced manufacturing, technology and life sciences with a potential focus on aerospace – all targeted industry clusters for Region 2
- Site development is supported by the Lynchburg Regional Business Alliance (LRBA) Strategic Plan, the City of Lynchburg's Blueprint for Opportunity and the Campbell County Comprehensive Plan.
- The site is currently on the airport's FAA Airport Layout Plan. The City has contractual obligations (grant assurances) with the FAA for the development of this site. Due to the distance from the Airport's aircraft operations area, the obligations would not impede the development which we are planning to pursue.
- Site development is complementary to ongoing development (educational training) -- Liberty University has begun developing property near this site for their expanding aircraft maintenance degree programs.
- Location for this site: The Airport Commerce Park will have the advantage of being at the crossroads of the region, near the airport, and closer to growing, available workforce in Lynchburg, Forest, and the Timberlake area.
- Strong support from regional localities, the Lynchburg Airport, and others

Weaknesses or Questions

- There is a \$25,000 match in the budget from AEP. However, the AEP letter does not clearly state an amount or level of match support. The state does require match to be committed in order to be counted, so **we will need a letter to that regard** or to have that replaced with match from other sources.
- This was submitted as a Per Capita Sites Implementation application. Region 2 Support staff advised that this would be an implementation project based on the applicant's June 28, 2022 letter of interest describing the site as currently being a Tier 3 property. However, this now appears to be a sites planning application rather than implementation since the project seems to move site from Tier 2 to Tier 3. Under DHCD guidance for Regional Site Development, "GO Virginia funding of regional site planning projects should be used to initiate due diligence activities or advance a site through the lower level tiers of the VBRSP scoring system (e.g. 1-3). For site development implementation projects, investments should advance properties towards achieving Tier 4 or 5 status under the Virginia Business Ready Sites Program criteria." **Can the applicant reframe materials using the template for sites planning projects?**
- You may want to clarify the building size – the DAA/TRC showed the size of one of the buildings on the site layout as a 1M sq.ft. building but the key indicates the size is only 600,000 sq.ft. Still a sizable asset but may want to clarify.

Region 2 GO Virginia Council

Project Title: Industry 4.0 for the Automated-Connected-Electrified (ACE) Workforce
Applicant: Virginia Tech College of Engineering
Localities covered: Localities covered by the project include all of Region 2 localities, with the counties of Roanoke, Botetourt, and Montgomery the city of Roanoke providing letters of commitment and support to the project.
Growth & Diversification Plan Strategy Area (s): Cluster Scale up and Workforce Development
GOVA Funds Requested: \$ 500,000 in GOVA funds requested, with a match of \$251,300

Project Description:

“Industry 4.0 for the Automated-Connected-Electrified (ACE) Workforce” is a cluster scale-up project led by Virginia Tech College of Engineering and focused on the transportation manufacturing and technologies sector. The project builds on recent work to establish an Automated-Connected-Electrified (ACE) Coalition of over 150+ public, private, and non-profit organizations. Some key partners in this project include MOOG, MELD, New River Community College, Virginia Western Community College, GENEDGE, Roanoke County Economic Development, and Inmotion US.

This project will advance the region’s transportation and autonomous vehicles sector by helping cluster firms hire a skilled workforce and identify technology-enabled solutions to business challenges. Firms and community partners across the region will also have access to new training programs and regional assets created through the initiative. This sector is poised to accelerate the development, deployment, and sustainability of next generation technologies. These technologies, however, face many hurdles to full implementation: 1) poor resource alignment including business and technical assistance, education, and workforce training; 2) unprepared and under skilled workers; 3) limited access to real-world test environments to spur commercialization and business development; and 4) fragmented supply chains. The ACE coalition ultimately aims to address these hurdles, through the following key areas of activity:

1. **Direct Technical Assistance and Advising** to sector companies, fostering mutually beneficial relationships and delivering customized solutions for workers and firms, with the assistance of VTCOE faculty domain experts and the Project Technical Advisory Committee (PTAC).
2. The creation of a **Network Navigator** position will allow a designated individual to serve as a point of contact to help companies navigate the network and find the resources that best fit their needs. COE, the PTAC, and the Network Navigator will work as a team to facilitate industry connections to training, testing, and technical assistance resources. The Coalition will also form a **Project Technical Advisory Committee** (PTAC) consisting of partners with expertise in economic and workforce development and related topics, drawn from public agencies, business support nonprofits, and regional community organizations such as EDA-supported Economic Development Districts (EDD). Members will have expertise in education, training, and technical assistance relevant to the cluster.
3. The Coalition will work to develop and implement the **Industry 4.0 Curriculum** that was developed through a prior Virginia Tech-led GO Virginia ECB grant. The Coalition will develop a multiscale curriculum with hands-on training for in-demand jobs and skills for designing, fabricating, testing, production, installation, and maintenance of automated transportation systems.

The Project ROI includes 143 total jobs created with an average annual salary of \$70,436.

Project Assessment: (Reviewers included Pace Lochte, assistant vice president for economic development at the University of Virginia; John Putney, Region 2 Council; Shannon Holland, GO Virginia Region 9); James Groves, Associate Professor, School of Engineering at the University of Virginia; Shawn Avery, President and CEO, Hampton Roads Workforce Council)

Strengths

- Aligns nicely with 4 of the 5 Regional Council's stated Growth and Diversification Plan priorities.
- An incredibly impressive group of business sector partners who support the project.
- The proposal clearly outlines the opportunity to build the manufacturing economy in Virginia. All of the activities are designed to spur job growth and are directly linked to needs that companies in the region are facing. The activities also build the foundation for attracting companies from outside the region and for emerging startups. Industry is at the center of this proposal, and the authors express commitment to maintaining direct connections that will shape workforce, technology, and economic development efforts.
- Appears that industry, local governments and ED stakeholders have identified this need and areas of economic opportunity for our region and state. Subject matter experts were also consulted throughout the region.
- The project capitalizes on the extensive work already invested in building out this important industry sector. Building a coalition of public and private sector partners is critical...and also time-consuming. Now that the coalition has been established, the project will be able to devote more energy to key activities that will lead to a larger number of higher-wage jobs and expanded industry growth.
- This project offers a comprehensive approach to bolstering the heavy-duty truck manufacturing cluster in southwest Virginia. The multi-pronged initiative is designed to be self-reinforcing, and wisely includes technology advancement, cluster/hub strengthening, and workforce development.
- It responds to all of the strategies for Region 2, with the possible exception of site/building development, but even that could be added to the coalition's portfolio if the need and opportunity arose.
- Project is timely and relevant but it also corresponds with what we understand the Governor would like to see done in the WFD world, i.e. connect education (higher ed and k-12) with economic development and industry in order to address the unmet needs in certain business sectors.
- The proposal also leverages prior GO Virginia funding that initiated the Industry 4.0 Curriculum, advancing it for delivery through the many workforce training providers that have been identified and brought to the table.
- The letters of support from industry and from economic development partners are impressive and point to solid relationships that have already been developed.
- This initiative also seeks to help address a major ongoing issue - supply chain difficulties.
- The project builds on a curriculum grant project that GOVA R2 has already supported.
- The Network Navigator will be a key figure in terms of maintaining momentum, identifying challenges, and celebrating successes. It is wise to make sure that the cluster has a clearly named engagement coordinator.
- Virginia Tech was a finalist in the EDA's very competitive Build Back Better Regional Challenge Competition. In an informal letter of endorsement, the federal government stated that VT and the coalition were well prepared, well organized, and well equipped to deliver results. This endorsement speaks volumes.
- The project estimates the creation of 84 jobs at \$70K+ per year, which is approximately \$15K above our region's current average wage of \$55K

Weaknesses or Questions

- Regarding the ROI referenced above as a strength (the creation of 84 jobs at \$70K+ per year), how confident is the applicant that those numbers are achievable? Any likely barriers?
- Also on q 4 in application, not sure there was a clear rationale for the jobs created numbers used in the ROI model.
- The industry cluster itself could be more clearly defined, and described at the beginning of the exec summary and application.
- It might strengthen the proposal to say more about the technical assistance offered, perhaps through an example or two. There are no doubt many to choose from and it might help reviewers better visualize that activity.
- Applicant indicates all of Region 2 is served yet only a few localities with letter and none from Lynchburg or non-metro areas. How will project seek to meaningfully engage entire region? Elaborate on this as can.
- In the Executive Summary – Would be helpful if information included was more specific instead of general, i.e:
 - \$ amount requested from GO Virginia
 - For what grant period – 2 years
 - Who is applicant? Who are grant leaders? (VTOE ? ACE?)
 - Which local governments are involved
 - How education is collaborating (VT + community colleges + HS?)
 - How private sector is participating directly
 - Define VTCOE and COE in item #1
 - Include # jobs project created/filled + other outcomes
 - Include Project ROI to state of VA in 3/5 years
- The executive summary indicates a particular focus upon engagement with small-businesses, women-owned businesses, and minority-owned businesses, but the proposal itself makes no mention of any such focus.
- The application narrative references ROCO's letter with regard to a financial in-kind contribution; however, there is no financial commitment content in the ROCO letter.
- Good that VT CoE is committing most of match, along with federal dollars, but, it would be good to also see some level of financial commitment from localities.
- Could applicant include more letters of support from the businesses, partner organizations, Eds, and/or localities in the LYN subregion? It would be good to have some of that support at the outset.
- The western part of Region 2 (NRV and Roanoke) is well-represented in application but as this initiative could help the entire region and aspires to serve the entire region, it would be good if the entire region (including LYN area localities, companies, and organizations) were better represented.
- Missing the Workforce Boards as partners? Can you better define what role the community colleges play in the effort?
- Some parts of the narrative and the applicants approach (application questions) are less clear. IN q1, regarding the Industry 4.0 curriculum – who is delivering? (is it just VT?); who will take these courses? (just VT students? Or ?); Who will hire and oversee this navigator? Can you specify which universities, community colleges and universities and industries you refer to?
- Per outcomes and metrics, are these metrics and outcomes aligned with the GO Virginia metrics menu distributed by DHCD (see state policy guidance document)?
- The proposal talks about reaching 100 – 200 students with these modules, but it is unclear what the target distribution would be between community college, undergraduate, and workforce individuals.
- Timeline may need adjusting. The Project Timeline indicates that some of the activities will occur starting in October.

- IN some places, you list partners (such as q8 but do not indicate what they will “do”. Also for some businesses it might be helpful to know if they are private sector or non-profit, etc.
- It is noted that the Network Navigator will be sustained through revenue from direct services to companies, and that the services offered by universities, et al will move to an industry sponsorship model. It might be good to provide an example or two of a similar model that has been successful.
- Some of your proposed activities are not well described in application, or in your project Timeline – the “meat” seems to describe delivering the 4.0 curriculum ; but other activities in the budget that could be described further here or in narrative elsewhere, such as the GENEDGE 80,000 for projects; or the k-12 activities (20,000), etc.
- In some answers the applicant uses “we” but does not always clarify who is the “we” that will be doing some of the activities.
- If there are any other locations in the U.S. that have stood up a similar coalition for this particular industry sector, it would be enlightening to note their lessons learned and whether/how those have been considered
- There is a proposed focus upon development and delivery of Modules 1, 2, and 3. The mid portion of the proposal describes “cohorts” of 10-20 participants engaging with the Module content. The proposal suggests that Modules 1 and 2 will be offered to community college students, first-year undergraduate students, and workforce new hires. It is completely unclear who these individuals would be in the community college and university pipeline. Are these modules being directly integrated into existing course offerings at VT and the community colleges? If so, which courses? If they are being offered as co-curricular offerings, what will those offerings be, and how will students be recruited? Is it reasonable to imagine Modules that are simultaneously appropriate for integration into an undergraduate engineering curriculum and offering to workforce new hires? Details are lacking.
- Per your response on sustainability, you might also add some steps in your milestones for addressing this issue and strengthening this statement
- It is unclear if long-term financial support from the coalition will be sufficient to cover the salary, benefits, and materials & supplies needs of the Network Navigator position.
- In your Milestones Drawdown schedule – no drawdown is included; just milestones
- Letters of Support from business appear to be template wording – not truly individualized; many of the larger companies mentioned (Volvo, Daimler Benz, etc)in narrative discussing need aren’t included
- Equity and attention to under-represented populations is mentioned several times in the proposal but the level of intentional focus upon such individuals / groups is largely undefined. On page 10 of the proposal there is a single mention of low-income students as perhaps one of the target populations. It is completely unclear how large a pool of historically excluded individuals might be positioned to benefit from this initiative if funded. The proposal could have done a better job of defining who the target populations are, how many individuals are actually in the target populations, and how many of those individuals are already represented in the relevant engineering education pipeline in the region – individuals who could possibly be reached by this initiative.
- No tracking is proposed to assess the success of the initiative in reaching historically excluded populations and communities in the region. Indeed, the Performance Metrics section of the proposal does not suggest that any such tracking of historically excluded populations will occur.
- Often historically excluded populations have special needs that must be met if they are to have a true opportunity to participate in and benefit from initiatives like this. There is no indication of what might be done to ensure participation and completion by these populations.
- The project includes Industry 4.0 curriculum and mentions its integration into community college and 4-year engineering curriculum. Insufficient detail and commitment regarding specific points of integration into existing (or new) curricular offerings / requirements. The engineering undergraduate curriculum is already packed. So, what will drop out of the curriculum in order to

accommodate this new initiative? More specifics on actual, firm curricular integration would be beneficial.

- The cost-sharing outlined is unclear. There is a suggestion that three courses will be developed. However, the proposal simply describes three modules being developed. Are courses and modules the same thing? Could the development of a module actually justify a full course release for new content development? The proposal would have been stronger had it more clearly indicated how the educational materials of this proposal would be integrated into engineering education at the community college and university levels. As presented, the educational content integration is quite unclear. Can workforce training materials for new hires in companies actually, simultaneously serve as plug-ins within an engineering undergraduate curriculum? Would an undergraduate curriculum committee approve that? Would a college curriculum committee find development of three modules equivalent to development of three courses, justifying the course teaching release proposed here?
- \$5 K is indicated as matching funds to have a student complete data analysis. It is unclear what data would be analyzed.

Decision Guide- GO Virginia Region 2 Talent Pathways Initiative Planning

Priority Industry Cluster(s) Selection Criteria

Required Qualification	Screening Criteria
Industry cluster(s) with the highest growth opportunities in Region 2	<p>Industry cluster selection criteria used in Growth and Diversification Plan (2021)</p> <ul style="list-style-type: none">• Location Quotient• Shift-Share/ Competitive Employment Change• Gross Regional Product• Average Wages• Ecosystem Assets <p>Both performance 2015-2021 (Figure 7, p.10) and projections 2021-2026 (Tables 8 & 9, p.13)</p>
Industry cluster(s) that provide the greatest opportunities for transformation	<ul style="list-style-type: none">• Identified opportunities (current and future) for significant external funding and investments
Demonstrated existing and future collaboration among stakeholders	<ul style="list-style-type: none">• Existing or emerging collaborative efforts, especially between business and education
Engagement and leadership from industry leaders and workforce system partners.	<ul style="list-style-type: none">• High levels of engagement from industry leaders

Industry Cluster Talent Coordinating Entity

The Industry Cluster Talent Coordinating Entity will serve as the project manager for 6 activities in the 1-year planning period:

1. Development of industry coalitions directed by industry leaders and engaging workforce system partners
2. Completion of a quantitative and qualitative situational analysis of workforce needs for one or more high-impact industry cluster(s) prioritized by the region
3. Completion of a gap analysis related to the jobs needed to help such clusters grow

4. ID of the skills and training needed for people to fill such jobs [...] including a gap analysis of where such existing programs fall short in meeting identified needs
5. Development of an asset map that evaluates the region's capacity to support the identified unmet workforce needs
6. Identify strategies and supporting highest-impact pathway projects for future implementation

The selected coordinating entity may engage third parties to complete all or parts of the project.

Screening criteria for the coordinating entity:

- Existing relationships among leaders in priority industry cluster(s)
- Demonstrated ability to build networks across all 3 sub-regions of Region 2
- Prior experience **and** capacity during the 1-year timeframe to:
 - develop and engage a coalition in this effort
 - complete substantial data-gathering and analysis
 - lead situational analyses and gap analyses of workforce needs
 - identify the skills and training needed for jobs by industry clusters
 - create asset maps and evaluate regional capacity

GO Virginia Region 2 Quarterly Report

Period: July- September 2022

Total Projects Funded	Total Funds Allocated	Jobs Created to Date	External Investment Generated
37 (25 Projects Completed)	\$7,153,068	691	\$7,816,844

Area One: Talent development, attraction, and retention



Talent: Aggregated Metrics (from beginning of project – present)									
Status	Project Title (grey indicates closed project)	Metrics							
		Internships completed	Business es served	New jobs created	Jobs retained	Students trained	Upskilled employees	Credentials awarded	Dual enrollment
	Blockchain Ecosystem Catalyst	-	85	4	-	365	-	46	-
	ELITE Internship Program	17	3	7	-	-	-	-	-
	Classrooms to Careers	10	4	-	-	168	-	129	130
	CVCC-CTE Academy	-	101	-	-	160	-	288	344
	Project Eagle +	N/A	1	-	-	N/A	-	N/A	N/A
	Regional Talent Strategy Implementation	N/A	53	9	-	5	24	-	N/A
	Workforce & Entrepreneurship Initiatives in a Regional Makerspace – also see entrepreneurship metrics	N/A	1	-	-	6	-	N/A	N/A
	AMPL (also in sites)	-	34	75	-	500	-	-	-
	Developing a Destination for Talent	217	52	150	-	217	-	-	-

GO Virginia Region 2 Quarterly Report


Period: July- September 2022

	Ignite Internship Expansion (ECB)	12	6	-	-	12	-	-	-
	Drone Zone	7	4	2.5	0	7	0	0	17
	Talent Collaborative	-	45	-	-	-	141	-	-
	CERE	N/A	78	98	-	-	-	-	-
	Current Project Totals	263	467	345.5		1440	165	463	491

ECB Progress Notes:

	BRPHSC - Carilion	Began documentation for a blueprint that will outline the need, purpose, and plan for BRPHSC within GO Virginia Region 2. Conducting review in coordination with George Mason's Center for Health Workforce Development. Draft core curriculum has been identified; early-stage discussions have begun with the VA Dept. of Education representative in charge of the Health & Medical Sciences and Related Clusters in the Office of Career, Technical, and Adult Education. Project did not meet Q3 milestones due to a delay in the completion of the situational analysis. Project has requested a no-cost extension in order to complete this deliverable.
	Future Centers Expansion	The content of the Playbook was developed and revised in August/September 2022. Project team engaged 434 Marketing, a local web developer, to design the production of the Playbook. Playbook will be virtually based with the ability to evolve as information changes. It incorporates a 'RESOURCE' section that will allow Future Centers around Region 2 to share findings, information, and best practices with one another.

Implementation Progress Notes:

-  **Project Eagle +:** Recruiting for the JLABS Accelerator program is underway. Contract for the build out of the Blacksburg lab was awarded to Kesler Contracting and Property Management, LLC on August 22nd. A JLABS information session was held on July 13th, with 20 companies in attendance. Four companies attended a 1:1 office hours session with JLABS leadership. This resulted in one company's acceptance into the cohort. An RFQ was issued on July 11th for programming and schematic design services of the Roanoke facility. Out of 6 responses, the team selected Gensler, and are in the process of finalizing a contract. The project did not meet Q3 milestones due to delays in finalizing a contract with Gensler and the hiring of a lab manager. The position is expected to be filled in Q4.

Staff Action:

Carilion's Building a Regional Health Sciences Talent Pipeline: The project team has proposed a contract extension through June 2023 to complete the Regional Situational Assessment and Analysis.

GO Virginia Region 2 Quarterly Report

Period: July- September 2022

The primary use of grant funds is to hire George Mason's Center for Health Workforce to assist with coordination efforts in data collection from stakeholders that will inform talent development priorities and accelerate the work of the regional initiative. A data framework has been established and data collection methods are underway. The project team will collect data from regional stakeholder employers and educational institutions, with the expected completion date of June 30, 2023. This amendment is currently under review with state staff (DHCD).

Lynchburg Beacon of Hope: The project team has proposed a contract extension through December 1, 2022, in order to complete the Future Center's Playbook. Beacon of Hope has partnered with an outside contractor (434 Marketing) to assist with the development of the interactive web-based playbook. A web-based version can be regularly updated and is considered more user-friendly than a pdf. This amendment is currently under review with state staff (DHCD).

Area Two: Collaborative Sites and infrastructure

Collaborative Sites and Infrastructure Implementation Projects: Aggregated Metrics							
Status	Project	Metrics					
		Acres advanced	Increased locality engagement	Prospects	Businesses attracted	Linear feet of sewer/water/gas	Acres developed
	Amherst Site Readiness	N/A	-	N/A	N/A	N/A	N/A
	AMPL- see talent metrics	N/A	Yes	Yes	4	N/A	N/A
	CERE – see talent metrics						
	Woodhaven	110	Yes	20	0	1150/375/0	110
	Lynchburg Due Diligence	6 sites	Yes				
	Totals	Unknown	Yes	20+	4	Unknown	110+

ECB Progress Notes:



Industry 4.0: The grant team finalized the industry 4.0 draft curriculum deliverable based on output from the draft curriculum review session. The final product was circulated to the review session participants and no additional input was received.

GO Virginia Region 2 Quarterly Report

Period: July- September 2022

Implementation Progress Notes:



Amherst Site Readiness: Project received no-cost extension through March 31, 2023, due to delays caused by the Department of Environmental Quality (DEQ). DEQ has approved grading documents for the Amelon site and are currently reviewing grading documents submitted for the Brockman site.

Area Three: Entrepreneurship and Business Development

Entrepreneurship: Aggregated Metrics from Implementation Projects							
Status	Project Name	Metrics					
		Jobs created	Existing businesses expanded	New businesses created	Businesses served	Entrepreneurs engaged	Mentors engaged
	Workforce & Entrepreneurship Initiatives in a Regional Makerspace – also see talent metrics	-	N/A	-	1	N/A	N/A
	VIC-REI	-	-	-	-	-	-
	TAF – Increasing the Birth Rate of High Growth Companies 2	19	-	-	50	22	30
	TAF – Increasing the Birth Rate of High Growth Companies	-	17	-	51	51	29
	RAMP	210	13	2	45	36	93
	Roanoke SBDC	66	-	27	-	-	-
	Pivot and RAMP Up	TBD	TBD	TBD	24	11	72
	Project Totals	295	30	29	171	120	224

Progress Notes:

None.

Area Four: COVID Response

	COVID (ERR) Response: Aggregated Metrics				
Status	Project Name	Metrics			
		Businesses engaged	Businesses served	Jobs retained	Jobs created
	Roanoke Regional Recovery (ECB)	44	-	-	-
	NRV BCT 2	3606	618	52283	
	VT Covid-19 Response	-	1000+	-	51
	NRV BCT 1	39	182	-	-

GO Virginia Region 2 Quarterly Report

Period: July- September 2022

	PHRE Mobile App	-	10	70	-
	Current Totals	3689	1810	52353	51

Progress Notes:

None.

Projects in Process of Contracting:

CS/root



GO Virginia Region 2 Executive Committee Meeting Minutes

June 13, 2022, 2:00p.m.- 3:00p.m.

Roanoke Higher Education Center, Room 709, 108 N Jefferson St, Roanoke Virginia, 24016.

Executive Committee members in attendance: Eddie Amos (Vice-chair), Beverley Dalton, Sandy Davis, Ray Smoot (Chair).

Staff in attendance: John Provo, Rachel Jones, Alyssa McKenney, Quina Weber-Shirk.

Public in attendance: Kent White, Marjette Upshur.

The meeting convened at 2:02p.m. and adjourned at 3:11p.m.

Staff Updates

Region 2 MOU and Budget Review

John Provo led the committee through a review of the draft Region 2 MOU and Budget, which would allow the Virginia Tech Center for Economic and Community Engagement to continue their work as the Region 2 support organization. Chairman Smoot inquired on the status of the council's capacity building budget. Alyssa McKenney then summarized the drawdown of the FY22 capacity building budget, noting each quarter remains consistent with a total of \$123,235 drawn down to date.

The executive committee motioned to enter a closed session at 2:24p.m.

The executive committee returned to an open session at 2:35p.m.

Beverley Dalton motioned to recommend the GO Virginia Region 2 Council approve the support organization MOU and budget for fiscal years 23 and 24. Sandy Davis seconded. All were in favor and none opposed.

GO Virginia State Budget Updates

John Provo led the committee through state budget updates released by state staff. At this time, the recommended budget includes an expected baseline funding of \$30M, which includes an unchanged amount of \$2,250,000 to support orgs for capacity building purposes, as well as \$16,900,000 and \$10,850,000 allocated to the per-capita pool and competitive pool. However, the budget also includes a recapture of \$27,515,896 in unobligated GO Virginia funds from FY19, FY20, FY21, and the Economic Resilience and Recovery program. The emergence of the Talent Pathways Initiative is also represented in the proposed budget, to receive \$2,500,000 to implement the new program dedicated to talent development. Alyssa McKenney provided an overview of the region's financial status, stating potential funds to be recaptured total \$372,000, which includes an unobligated balance of \$200,000 from FY21, and returns totaling \$172,000 from projects who closed out under budget. Dr. Amos inquired on the



VIRGINIA INITIATIVE FOR
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IN EACH REGION

GO Virginia Region 2

uses of the recaptured funds. John Provo responded by stating the money will be repurposed for the Offshore Wind Farm and the Fralin Biomedical Wet Labs. Alyssa McKenney shared the total balance of FY22, following the state recapture, to show about \$795,000, with an additional \$1.5M to be allocated at the beginning of FY23. The committee then reviewed the recapture of Region 2 funds compared to the recapture of funds from peer GO Virginia regions. Chairman Smoot then inquired on the status of the Dearing Ford Industrial Park proposal. John Provo responded by stating the contingency set in place by state staff has been met prior to the 12-month deadline and that project will move forward following the gas company's financial contributions.

Project Pipeline

John Provo began by reviewing proposals likely to come before the council at their August 2nd meeting. The Lynchburg Regional Business Alliance is working on a proposal that would create a Center for Entrepreneurship. Staff is working on a statewide application that would involve Regions 1, 2, and 3, and will focus on the transportation and logistics sector. Council should also expect a proposal related to a computer science focused entrepreneurial hub, led by the Virginia Tech Department of Computer Science. Other "nibbles" include a sites proposal in the City of Lynchburg in partnership with Campbell County, and a workforce development proposal from the counties of Botetourt and Craig.

The meeting adjourned at 3:11p.m.



GO Virginia Contract Completion Date Extension Form

Please complete the information below requesting a completion date extension for a GO Virginia contract. Your request will be reviewed by the Department of Housing and Community Development, and if approved, the agency will sign the request and send it through DocuSign for the appropriate parties. A copy will also be sent to you via email.

Contract Number	_____ 22-GOVA-02A
GRANTEE Organization:	
GRANTEE Contact	
Project name:	
SUBGRANTEE	
SUBGRANTEE Contact:	

Please explain the reasons for needing an extension.

What is the requested amended completion date?

Please provide an updated set of quarterly milestones between now and the requested amended completion date:


By what date do you anticipate requesting your next remittance? (If applicable).



GO Virginia Contract Completion Date Extension Form

Please acknowledge your agreement to this amendment by signing below. This amendment to extend the contract will be attached to the original contract. The effective date of this amendment is

_____ (SUBGRANTEE)

BY:  DATE: Aug 22 2022

Name: _____

Title: _____

_____ (GRANTEE)

BY: _____ DATE: _____

Name: _____

Title: _____

_____ (REGIONAL COUNCIL)

BY: _____ DATE: _____

Name: _____

Title: _____

VIRGINIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

BY: _____ DATE: _____

Name: _____

Title: _____

GO Virginia Contract Completion Date Extension Form

Please complete the information below requesting a completion date extension for a GO Virginia contract. Your request will be reviewed by the Department of Housing and Community Development, and if approved, the agency will sign the request and send it through Docusign for the appropriate parties. A copy will also be sent to you via email.

Contract Number	21-GOVA-02B
GRANTEE Organization:	Virginia Polytechnic Institute & State University Continuing & Prof. Education
GRANTEE Contact	Alyssa McKenney
Project name:	Future Workforce for Industry 4.0
SUBGRANTEE	Virginia Tech Roanoke Center
SUBGRANTEE Contact:	Scott Weimer

Please explain the reasons for needing an extension.

The project team has successfully completed activities and deliverables as planned during the grant period. However, only \$13,968.30 of the awarded \$45,360 grant was expended during the project. The project team requests a "no cost extension" of the Future Workforce for Industry 4.0 ECB project to apply the unspent grant funds (\$31,391.70) to a Pilot Delivery of the Fundamentals of Industry 4.0 Draft Curriculum project deliverable.

What is the requested amended completion date?

The amended completion date will be June 1, 2023.

Please provide an updated set of quarterly milestones between now and the requested amended completion date:

This pilot course would be delivered as a 32 hour in-person program designed to provide a foundation of Industry 4.0 skills to a select audience of K12 STEM / Career and Technical Education students, 1st-year Community College students, and individuals employed in the workforce who are new to manufacturing.

MILESTONES:

4th Quarter 2022 (Oct – Dec):

- Fully Develop the Pilot - A draft of the pilot module is attached. During Q4, the project team will manage the instructional design process to fully develop the pilot offering. This will involve identifying instructors from our workforce and community college partners, coordinating and supporting curriculum development, and logistics planning for the course delivery, including organizing an industry plant visit to a manufacturing partner.

1st Quarter 2023 (Jan – March):

- Recruit participants - The target cohort of 20 participants will be recruited from across Region 2. The goal is to build a cohort that is diverse, models the audience described above, and is representative of the different communities in the region. The project team will leverage existing relationships with locality, educational institution, economic development, and industry partners from our ECB project to identify and nominate students for the pilot course. In addition, the project team will connect with localities not involved in the original ECB project to ensure participation from institutions and companies in their communities.

2nd Quarter 2023 (April-June):

- Deliver Module 1 Pilot - The pilot will be delivered in Roanoke with a site visit to a local manufacturer.
- Debrief delivery and improve Module 1 - A written evaluation assessment will be administered to cohort participants and the project team will conduct an in-person focus group debrief of the course. Results will be used by the project team to refine/revise the pilot offering as a final deliverable.

By what date do you anticipate requesting your next remittance? (If applicable).

December 31, 2022



GO Virginia Contract Completion Date Extension Form

Please acknowledge your agreement to this amendment by signing below. This amendment to extend the contract will be attached to the original contract. The effective date of this amendment is July 1, 2022

Virginia Polytechnic Institute & State University
Virginia Tech Roanoke Center

_____(SUBGRANTEE)

BY: _____ DATE: _____

Name: Susan Short _____

Title: Associate Vice President for Engagement _____

Virginia Polytechnic Institute & State University
Continuing and Professional Education

_____(GRANTEE)

BY: _____ DATE: _____

Name: Shelly Jobst _____

Title: Director of Continuing & Professional Education _____

_____(REGIONAL COUNCIL)

BY: _____ DATE: _____

Name: _____

Title: _____

_____(VIRGINIA DEPARTMENT OF HOUSING AND
COMMUNITY DEVELOPMENT)

BY: _____ DATE: _____

Name: _____

Title: _____



GO Virginia Contract Completion Date Extension Form

Please complete the information below requesting a completion date extension for a GO Virginia contract. Your request will be reviewed by the Department of Housing and Community Development, and if approved, the agency will sign the request and send it through Docusign for the appropriate parties. A copy will also be sent to you via email.

Contract Number	Number 21-GOVA-02B
GRANTEE Organization:	Virginia Tech
GRANTEE Contact	John Provo
Project name:	Regional Health Science Pipeline
SUBGRANTEE	Freedom First Enterprises
SUBGRANTEE Contact:	Paul Phillips

Please explain the reasons for needing an extension.

The primary use of GO VA grant funds is to hire contract labor to help coordinate data collection from stakeholders that will inform talent development priorities and that will accelerate the work of the regional initiative. A data framework has been established and data collection methods are being identified. We plan to collect data from stakeholder employers and educational institutions in the AY2022-23 with a goal of having a

What is the requested amended completion date?

July 31, 2023

Please provide an updated set of quarterly milestones between now and the requested amended completion date:

Quarterly milestones remain the same as conveyed in the original agreement but shifted to a later date.

October- December 2022

- Begin Situational Analysis
- Identify data that will be collected from stakeholders to evaluate progress
- Establish data reporting protocols
- Hire Project Manager
- Task Forces to prioritize deliverables by focus area

January - March 2023

- Preliminary review of situational analysis
- Review available data and revise reporting as needed

April - June 2023

- Situational Analysis complete
- Standardized and aligned curriculum presented to stakeholders with strategies and tactics identified to address gaps and barriers.

By what date do you anticipate requesting your next remittance? (If applicable).



GO Virginia Contract Completion Date Extension Form

Please acknowledge your agreement to this amendment by signing below. This amendment to extend the contract will be attached to the original contract. The effective date of this amendment is October 1, 2022

Freedom First Enterprises (SUBGRANTEE)

BY:  DATE: 10/5/2022

Name: Paul Phillips

Title: Chairman

____ (GRANTEE)

BY: _____ DATE: _____

Name: _____

Title: _____

____ (REGIONAL COUNCIL)

BY: _____ DATE: _____

Name: _____

Title: _____

VIRGINIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

BY: _____ DATE: _____

Name: _____

Title: _____



Memorandum

TO: Virginia Growth and Opportunity Board

FROM: Sara Dunnigan, Deputy Director, DHCD

RE: Updated Electronic Participation Policy

DATE: 09/13/2022

Background

During the 2022 General Assembly Session, the Code of Virginia was amended to allow further flexibility as it relates to virtual participation in meetings of public bodies and provided means by which public bodies may hold all virtual public meetings. Those amendments took effect on September 1, 2022. Attached to this memorandum is an updated version of the Board Policy #2, which outlines the Board's electronic participation policy. The attached updated version is adapted to reflect changes made to Code. Substantial changes to the preexisting policy include the following:

- a) Virtual participation by a member of the Board is now allowed for (4) different reasons. For the purposes of the new policy, these reasons have been divided into two categories: personal matters and non-personal matters. Virtual participation due to a personal matter may only be used as a reason by a member of the Board twice, while participation due to non-personal matters as defined in the policy are not limited.
- b) A new section has been added to allow for the Board to conduct all-virtual meetings up to twice per year as long as such meetings are non-consecutive virtual meetings.

While the attached updated electronic participation policy strictly conforms to the minimum requirements set out by code, the Board has the liberty to make changes to the policy as long as those changes do not exceed the limits set out by code. For example, if the Board were to decide that one or less all-virtual meetings should be allowed by the policy, it may make that limitation, however it may not expand the all-virtual meeting limit past the two meeting maximum. This also applies to limitations set forth for individual member electronic participation.

In order to take advantage of new provisions pertaining to electronic participation set out by the mentioned Code changes, the Board must adopt a new electronic participation policy, whether it be the one attached or a similar such policy that would satisfy adaptations that the Board may request.



Board Policy #2

TITLE: Electronic Participation in Virginia Growth and Opportunity Board Meetings

EFFECTIVE DATE: 09/13/2022

AUTHORITY: § 2.2-3708.2 of the Code of Virginia

POLICY STATEMENT:

Individual Requests for Remote Participation:

It is the policy of the Virginia Growth and Opportunity Board that individual Board members may participate in meetings of the Board by electronic communication means as permitted by Virginia Code § 2.2-3708.3 of the Code of Virginia. This policy shall apply to the entire membership and without regard to the identity of the member requesting remote participation or the matters that will be considered or voted on at the meeting.

Whenever an individual member wishes to participate from a remote location, the law requires a quorum of the Board to be physically assembled at the primary or central meeting location.

When such individual participation is due to a personal matter, such participation is limited by law to two meetings per calendar year or 25 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater.

Requests for Individual Remote Participation; Automatic Approval Process:

Requests for remote participation by a member of the Board shall be conveyed to the Chair of the Board.

Individual participation from a remote location shall be approved unless such participation would violate this policy or provisions of the Virginia Freedom of Information Act (§ 2.2-3700 et seq.) of the Code of Virginia. If a member's participation from a remote location is challenged, then the Board shall vote whether to allow such participation.

The request for remote participation shall be recorded in the minutes of the meeting. If the Board votes to disapprove of the member's participation because such participation would violate this policy, such disapproval shall be recorded in the minutes with specificity. The minutes shall include other information as required by §§ 2.2-3707 and 2.2-3708.3.

Eligible Reasons for Individual Remote Participation:

A member of the Board may request remote participation for one of four reasons. These reasons fall into two different categories: personal matters and non-personal matters.



Requesting remote participation due to personal matters:

- a) The member is unable to attend the meeting due to a personal matter and identifies with specificity the nature of the personal matter. However, the member may not use remote participation due to personal matters more than two meetings per calendar year or 25 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater.

Requesting remote participation due to non-personal matters:

- b) The member has a temporary or permanent disability or other medical condition that prevents the member's physical attendance;
- c) A medical condition of a member of the member's family requires the member to provide care that prevents the member's physical attendance;
- d) The member's principal residence is more than 60 miles from the meeting location identified in the required notice for such meeting

The limitation to two meetings per calendar year or 25 percent of the meetings held per calendar year does not apply to non-personal matters as stated above and only applies when the member participates remotely due to a personal matter.

Minutes Requirements

- a) If an individual member remotely participates in a meeting, a general description of the remote location must be included in the minutes. The minutes should be described in a similar matter as the following: ["Member" participated from their home in [locality]] or that "[Member] participated from their office in [locality]." The remote location does not need to be open to the public.
- b) If a member remotely participates due to a (i) temporary or permanent disability or other medical condition that prevented the member's physical attendance or (ii) family member's medical condition that required the member to provide care for such family member, thereby preventing the member's physical attendance, that fact must be included in the minutes. While the fact that a disability or medical condition prevents the member's physical attendance must be recorded in the minutes, it is not required to identify the specific disability or medical condition.
- c) If a member remotely participates because the member's principal residence is more than 60 miles from the meeting location, the minutes must reflect that fact.
- d) If a member remotely participates due to a personal matter, the minutes must include the specific nature of the personal matter cited by the member.
- e) As stated above, if remote participation by a member is disapproved because it would violate the participation policy adopted by the Board, such disapproval must be recorded in the minutes with specificity.



All Virtual Public Meetings:

It is the policy of the Virginia Growth and Opportunity Board that the Board may hold all-virtual public meetings pursuant to subsection C of §2.2-3708.3. Such all virtual public meetings are limited by law to two meetings per calendar year or 25 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater. Additionally, an all-virtual public meeting may not be held consecutively with another all-virtual public meeting.

Statutory Requirements for Conducting an All-Virtual Public Meeting:

- a) An indication of whether the meeting will be an in-person or all-virtual public meeting must be included in the required meeting notice along with a statement notifying the public that the method by which the Board chooses to meet shall not be changed unless the Board provides a new meeting notice in accordance with the provisions of §2.2-3707.
- b) Public access to the all-virtual public meeting must be provided via electronic communication means.
- c) The electronic communication means used must allow the public to hear all members of the public body participating in the all-virtual public meeting and, when audio-visual technology is available, to see the members of the Board as well.
- d) A phone number or other live contact information must be provided to alert the Board if the audio or video transmission of the meeting provided by the Board fails, staff must monitor such designated means of communication during the meeting, and the Board must recess until public access is restored if the transmission fails for the public.
- e) A copy of the proposed agenda and all agenda packets and, unless exempt, all materials furnished to members of the Board for a meeting must be made available to the public in electronic format at the same time as such materials are provided to members of the Board.
- f) No more than two members of the Board are together in any one remote location unless that remote location is open to the public to physically access it.
- g) If a closed session is held during an all-virtual public meeting, transmission of the meeting to the public must resume before the public body votes to certify the closed meeting as required by subsection D of §2.2-3712.
- h) The Board shall not convene an all virtual public meeting (i) more than two times per calendar year or 25 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater, or (ii) consecutively with another all-virtual public meeting.
- i) Minutes of all-virtual public meetings held by electronic communication means are taken as required by §2.2-3707 and include the fact that the meeting was held by electronic communication means and the type of electronic communication means by which the meeting was held. If a member's participation from a remote location pursuant to this subsection is disapproved because such participation would violate the policy adopted



pursuant to subsection D, such disapproval shall be recorded in the minutes with specificity.

APPROVAL AND REVIEW: This Board policy was reviewed and approved on September 13, 2022.

SUPERSESSION: This Board policy replaces Board Policy #2 effective September 13, 2022.

DHCD DIRECTOR: Bryan Horn