



## CENTRAL MISSISSIPPI PLANNING AND DEVELOPMENT DISTRICT

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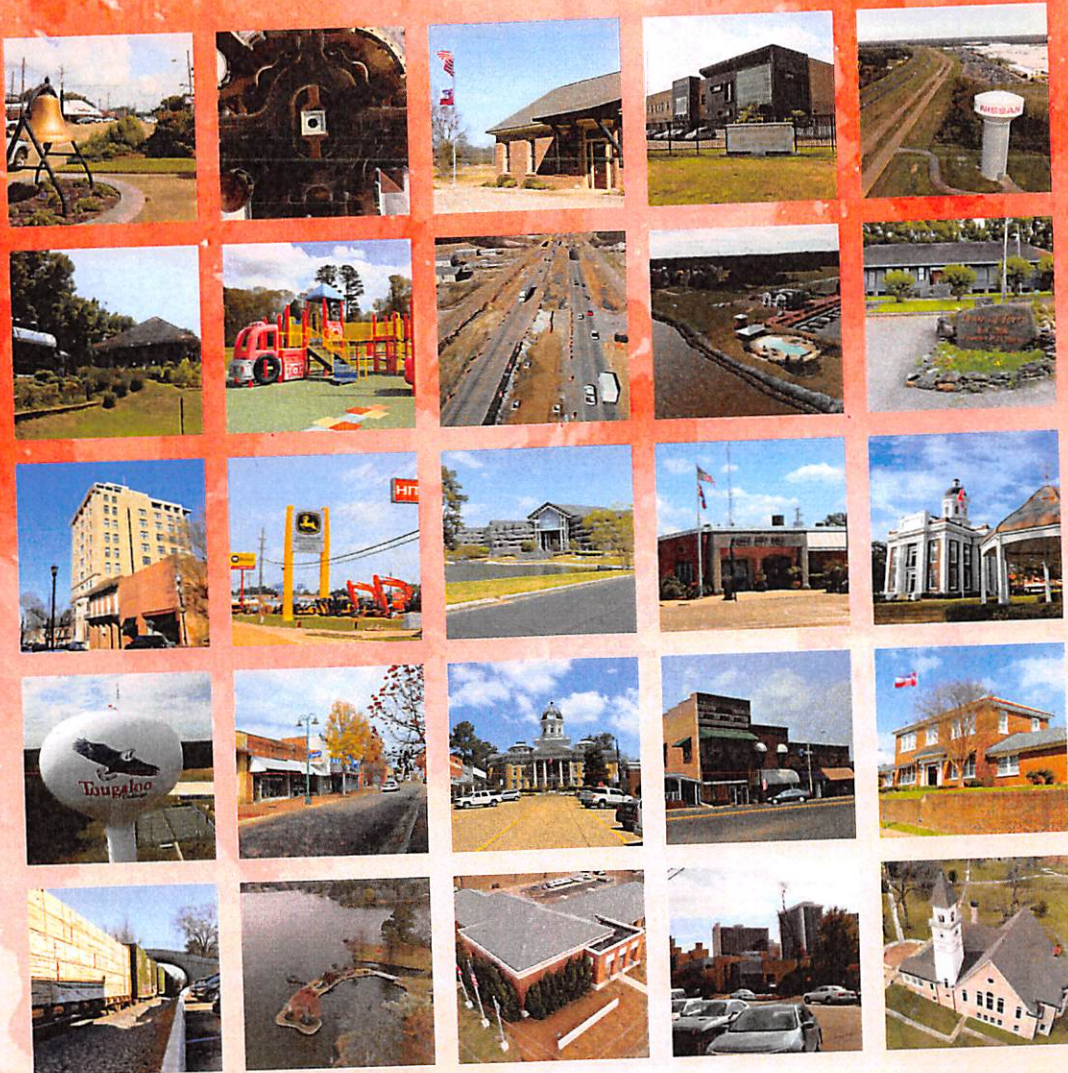
The Central Mississippi Planning and Development District is pleased to present you with the enclosed copy of our Mid-Year Report for Fiscal Year 2018-2019, as presented to our Board of Directors at their June meeting. This report details the progress made on our annual Work Program for the first six months of the current fiscal year, which runs from October, 2018 through September, 2019. The Report shows that we are on schedule and budget to complete the tasks as outlined in our Work Program. We also invite you to use our website to review our services and obtain information at [www.cmpdd.org](http://www.cmpdd.org).

If you have any questions regarding the Mid-Year Report or if we can be of assistance to you or those you represent, I would encourage you to call the appropriate person on our staff. Thank you for your support.



PROMOTING REGIONAL EXCELLENCE SINCE 1968

# CMPDD



## 2018-2019 MID-YEAR REPORT



***Mid Year Report***  
***Fiscal Year 2018-2019***

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**Planning and Development District**  
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**Officers of the Board of Directors**  
**Mayor Les Childress, President**  
**Mayor Isla Tullos, Vice-President**  
**Supervisor William Banks, Secretary-Treasurer**  
**Supervisor Cobie Collins, Immediate Past President**

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**PROJECT: GENERAL ADMINISTRATION AND COORDINATION**

**PROJECT NUMBER: 10**

**DESCRIPTION:** This function will provide sound administrative and financial management through the initiation and implementation of overall organizational policies, procedures, and administrative requirements. Through the guidance of the Board of Directors and various committees, the Chief Executive Officer will direct the affairs of the organization in a proper and cost-effective manner.

NEED	An effective association of local governments needs to exist in order to address problems and concerns in a collective manner. Since most of the funding for District projects and programs are of a public or quasi-public origin, there must be extremely sound procedures in place to ensure that these funds are administered according to all appropriate rules and regulations.
BENEFITS	State, federal, local, and sometimes private sector funding are merged into a collective unified effort to address common issues and problems. This system serves to seek common solutions to mutual problems affecting more than one area of interest and political subdivision, thereby producing cost-effective benefits to all concerned.
TASK 10-1	<p><b>GENERAL MANAGEMENT</b></p> <p>The District will continue to utilize innovative technology solutions to effectively manage programs and resources. The District will prepare annual funding applications, budgets, financial reports, statements of progress, work programs, execute agreements, and other necessary formal data for funding sources in order to remain eligible for various types of financial assistance. Adequate financial, legal, and organizational attention will be provided to the various committees and the Board of Directors will be given sufficient service and attention.</p> <p><b>ACCOMPLISHMENTS:</b> The implementation of electronic signatures through SignNow and archiving of files through eFileCabinet have greatly improved the efficiency of District operations. The District has met or exceeded all management and administrative goals and requirements of the Work Program during the first half of this fiscal year.</p>
TASK 10-2	<p><b>OVERALL DISTRICT AUDIT</b></p> <p>The District has and will continue to have a financial audit conducted by an independent certified public accounting firm of all funds received and expended in the fiscal period. The audit is to ensure sound management practices, certify the financial statements, and to comply with the Single Audit Concept of the Office of Management and Budget in the Federal Single Audit Act of 1984, as amended.</p> <p><b>ACCOMPLISHMENTS:</b> The District's audit for Fiscal Year 2017-2018 has been completed by the audit firm of BKD, LLC and was reviewed by the CMPDD Board of Directors at their March 13, 2019 meeting, where a certified public accountant from BKD, LLC presented the audit and was available to answer any questions. There were no audit findings or recommendations to be addressed.</p>

TASK 10-3	<p><b>INTERNAL AUDIT/MONITOR FUNCTION</b></p> <p>The Auditor/Monitor function of the District began in Fiscal Year 1993 and will continue for Fiscal Year 2019. The District will be in compliance with required federal standards, and will continue its practice of monitoring these funds. The monitoring is of an external nature and deals with both the programmatic and fiscal monitoring elements of aging network service providers, WIOA service providers, and case management entities. The District has a multitude of sub-recipients and service providers that must be monitored on a continuous basis as an end result of funding and contracting methodologies. This function is continually enhanced to protect the District from possible liabilities and to meet all local and Federal requirements in order to maintain compliance and to continue to meet all audit requirements and safeguard the public dollars entrusted to CMPDD.</p> <p><b>ACCOMPLISHMENTS:</b>  The Auditor/Monitor function of the District continues for Fiscal Year 2019. The District is in compliance with required federal standards, and is continuing its practice of monitoring both the programmatic and fiscal monitoring elements of aging network service providers, WIOA service providers, and case management entities. The District is monitoring on a continuous basis a multitude of sub-recipients and service providers to protect the District from possible liabilities and to meet all local and federal requirements necessary to maintain compliance. CMPDD continues to meet all audit requirements and safeguard the public dollars entrusted to it.</p>
TASK 10-4	<p><b>SUPPORT FOR DISTRICT PROJECTS AND PROGRAMS</b></p> <p>The goals, objectives, policies, and procedures, both internal and external, of this organization will be given extreme attention and promoted in a comprehensive manner. Every effort will be made to secure and attract the necessary resources to implement the overall Work Program and adopted plans and programs of the District. Organizations having potential mutual interests and concerns will be researched and identified in order to help secure and direct both fiscal and human resources in a manner for the collective good of the area. The previously adopted concept of regionalism and seeking a common direction for this area will continue to be aggressively pursued.</p> <p>The District will be very aggressive and entrepreneurial in marketing and promoting this program of work. It will engage in marketing activities which emphasize regionalism, obtain various forms of financial/contractual support, and promote the overall economic development of the region.</p> <p><b>ACCOMPLISHMENTS:</b>  Membership dues for Fiscal Year 2018-2019 have been collected from all participating governments. Grants and contracts from the Delta Regional Authority, Economic Development Administration, Mississippi Department of Transportation, Mississippi Department of Human Services, and other similar ongoing programs are being carried out according to contract requirements. District staff are also planning the upcoming annual conference of the Mississippi Association of Planning and Development Districts and it is anticipated that there will be positive revenue generated.</p> <p>The District continues to be aggressive and entrepreneurial in seeking new and innovative ways to maximize financial resources.</p>

<p>TASK 10-5</p>	<p><b>PUBLIC INFORMATION PROGRAM</b></p> <p>The District will continue to administer a program of public relations and participation through public hearings, meetings, brochures, news releases, quarterly newsletters, slide and video presentations, television and radio coverage, website, and other techniques designed to inform the general public and selected individuals of the overall program of the District. The District will prepare an annual Work Program; Mid-Year Report, which will provide a progress report on the Work Program; and an Annual Report of the programs and projects undertaken during the fiscal year for distribution to the Board of Directors and other participating governments.</p> <p>The District will continue to update its website, which is <a href="http://www.cmpdd.org">www.cmpdd.org</a>. This website is a virtual gateway to District reports, information, and development activities, and improvements are being made to it continuously. In an effort to provide current information about District activities and program, CMPDD has implemented a Facebook page, which provides the District with a social media presence. The District used consultants in the development of the website and with the extremely technical mapping requirements, which are an integral part of the District's Regional Data Center. The District will continue to use these and other consultants to ensure the successful operation of existing and future activities. Costs associated with this Task will be covered by Projects 11 and 13.</p> <p><b>ACCOMPLISHMENTS:</b>  Numerous news releases were issued and published, and quarterly newsletters were prepared and distributed on schedule. Both an Annual Report and Work Program have been prepared, published, and distributed. CMPDD staff continue to maintain and update the District's website, <a href="http://www.cmpdd.org">www.cmpdd.org</a>, which displays all CMPDD publications, services, programs, census data, and mapping products. In addition, the District continues to incorporate cutting edge technology on the website using interactive mapping and data management applications.</p> <p>CMPDD also manages a Facebook page and strives to post current events and meetings so that participating governments, as well as the general public, can learn more about the activities and programs carried out by the District.</p>
<p>TASK 10-6</p>	<p><b>INTERGOVERNMENTAL REVIEW PROCESS</b></p> <p>Under Federal Executive Order 12372, the District will continue to administer its program of Project Notification and Review. This program will ensure that federally funded projects conform to local and regional planning programs. This process will afford local elected officials and other affected agencies an opportunity to review and comment on these projects prior to funding.</p> <p><b>ACCOMPLISHMENTS:</b>  Although this process has been greatly reduced in scope and magnitude, the District continues to administer this review process as required by regulations, various agencies, and programs.</p>

TASK 10-7	<p><b>DATA USERS GROUP</b></p> <p>The Data Users Group, comprised of District staff, will manage the implementation and maintenance of document management and digital signature tools chosen by the District to advance the goals of reducing paper waste and organizing archived information so that it is easily accessible. In addition, this group will be responsible for investigating and implementing new technology and processes that improve office efficiency and diversity of services.</p> <p><b>ACCOMPLISHMENTS:</b> The Data Users Group continues to explore opportunities to utilize new technology to support the District's operation, which improve services to our local governments.</p>
TASK 10-8	<p><b>INTERN/OUTREACH PROGRAM</b></p> <p>The District will educate and promote its activities on a selected basis by attending job fairs, teaching classes, conducting seminars, tours, conferences, and best practices exchanges, as well as other similar efforts.</p> <p>The District will use seasonal and somewhat labor-intensive staff to assist in the performance of certain jobs. Using college graduate level students allows the students to engage in real world learning experiences and provides the District with cost-effective staff assistance. Over the years, the District has hired many of its interns for permanent jobs.</p> <p><b>ACCOMPLISHMENTS:</b> District staff have spoken at numerous conferences, seminars, and educational events and the District is currently determining its need for internship positions during the summer months of 2019.</p>



**CENTRAL MISSISSIPPI PLANNING AND DEVELOPMENT DISTRICT, INC.  
STATEMENT OF INDIRECT COSTS EXPENSE FUND**

<u>EXPENSES</u>	<u>ANNUAL BUDGET</u>	<u>AS OF 3/31/2019</u>
Personnel	\$1,179,283	\$616,967
Travel	\$32,500	\$1,700
Meetings	\$16,000	\$7,593
Dues, Memberships and Subscriptions	\$22,000	\$11,824
Audit	\$43,000	\$16,368
Contractual Services	\$32,000	\$13,427
Equipment Lease/Rental	\$125,000	\$54,218
Supplies	\$31,000	\$6,930
Printing	\$11,000	\$4,022
Postage	\$17,000	\$7,883
Legal	\$12,000	\$14,158
Communications	\$69,000	\$28,271
Insurance and Bonding	\$120,000	\$59,187
District Expense Fund	\$101,500	\$43,446
Equipment Maintenance	\$700	\$0
Depreciation	\$60,000	\$30,069
Computer, Software & Maintenance	\$55,000	\$22,495
Automobile Pool Costs	\$70,000	\$22,195
Miscellaneous	\$5,500	\$773
Utilities/Housekeeping/Building	\$57,010	\$64,140
Prior Year Adjustment	\$74,000	\$155,531
Current Year Adjustment (Actual to Applied)		\$(92,111)
<b>TOTAL GENERAL ADMINISTRATIVE BUDGET</b>	<b>\$2,133,493</b>	<b>\$1,089,084</b>
 <u>SOURCES</u>		
Assessments-General	\$36,500	\$65,874
Lease/Rental Income	\$65,000	\$31,527
Allocated to Programs	\$2,096,993	\$1,137,749
<b>TOTAL</b>	<b>\$2,133,493</b>	<b>\$1,235,150</b>

PROJECT: **REGIONAL GOVERNMENTAL ASSISTANCE**

PROJECT NUMBER: **11**

DESCRIPTION: The Regional Governmental Assistance Program is an effort by the District to provide common services and improve the management practices of local governments, thus lowering the cost of providing services to the citizens of the respective governmental units. The purpose of this project is to better address the total needs and demands of the local governments in the seven county area in a regional and collective manner. While traditional interest is expected to be on functional areas, such as economic development and governmental efficiency, there are no limitations identified at this time. An organized process to facilitate joint visioning, strategic planning, effective communications, coordination, and cooperation is needed for government to work in a businesslike manner. Solving problems and addressing common needs on a regional basis will continue to be explored.

<b>NEED</b>	Services can be improved and costs lessened by seeking mutual solutions to common problems affecting more than one local governmental unit, such as GIS and web-based mapping and information applications. Improve management and administrative techniques and increase the effectiveness of local governments by not allowing political boundaries to restrict governmental and business efficiency.
<b>BENEFITS</b>	This program increases the efficiency and effectiveness of local governments, and lowers the cost of services for citizens while increasing and improving services. Approaching problem solving at a regional level is a cost effective and logical means of addressing common problems.

<p>TASK 11-1</p>	<p><b>MANAGEMENT AND TECHNICAL ASSISTANCE</b></p> <p>The District will provide its participating governments with financial, management, administrative, grant, and planning assistance upon request.</p> <p>Aid will be provided to seek Federal and State financial assistance through such sources as:</p> <ul style="list-style-type: none"> <li>• Mississippi Development Authority</li> <li>• US Department of Housing and Urban Development</li> <li>• US Department of Commerce</li> <li>• Highway Safety Program</li> <li>• Federal Emergency Management Agency</li> <li>• Mississippi Emergency Management Agency</li> <li>• Mississippi Department of Wildlife, Fisheries and Parks</li> <li>• Corps of Engineers</li> <li>• Delta Regional Authority</li> <li>• and other appropriate agencies.</li> </ul> <p>The District will provide technical assistance to further develop GIS capabilities on a District-wide level.</p> <p>The District will provide technical assistance in web-based mapping and information applications. Also, CMPDD will continue to take the lead in coordinating both comprehensive and strategic planning initiatives, the offering of public forums, and technical assistance workshops to local units of government.</p> <p><b>ACCOMPLISHMENTS:</b>  During the first half of Fiscal Year 2019, CMPDD’s staff provided strategic planning and GIS assistance to numerous entities in and outside of the CMPDD service area. Staff planners and GIS personnel assisted the Town of Edwards, the City of Pearl, the Town of Puckett, the City of Richland and Madison County on comprehensive plan updates. CMPDD staff also assisted with mapping requirements on five CDBG Public Facilities applications. In addition staff planners and GIS personnel completed a Hazard Mitigation Plan for the Mississippi State University. CMPDD staff also attended numerous meetings with local officials discussing EDA and DRA funding opportunities for potential projects identified in the Comprehensive Economic Development Strategy (CEDS).</p>
<p>TASK 11-2</p>	<p><b>INTERGOVERNMENTAL COOPERATION AND JOINT SERVICES</b></p> <p>CMPDD will continue its current activities of coordinating and sponsoring multi-county workshops and forums on topics of interest throughout the District’s area. Topics could include the following: hazard mitigation, best practices, technology, Census training, etc.</p> <p><b>ACCOMPLISHMENTS:</b>  District staff continues to convene the Mayors, City Clerks, and County Administrators in the CMPDD region on a quarterly basis to discuss current topics of interest and support a peer-to-peer environment to promote regional cooperation.</p>

TASK 11-3	<p><b>REGIONAL INITIATIVE</b></p> <p>The District will continue to work with the governments in its seven counties to identify issues and problems which can best be addressed with a regional approach. The intent is that when a regional issue or problem arises, it will be logically approached from a regional level through CMPDD. Therefore, CMPDD staff will work with area governments to identify issues, determine those who are affected, and develop a means of approaching and solving these issues from a regional point of view.</p> <p><b>ACCOMPLISHMENTS:</b> District staff convenes Mayors, City Clerks, and County Administrators in the CMPDD region on a quarterly basis to identify topics of interest and to coordinate regional approaches to addressing common issues or concerns.</p>
TASK 11-4	<p><b>REGIONAL ECONOMIC DEVELOPMENT NETWORK</b></p> <p>The District will continue to provide the Southwest Mississippi Partnership with packaged uniform demographic data and industrial park maps. The Partnership currently includes economic development organizations in Adams, Amite, Claiborne, Copiah, Franklin, Jefferson, Lawrence, Lincoln, Pike, Walthall, and Wilkinson counties.</p> <p><b>ACCOMPLISHMENTS:</b> The District continues to maintain and update the industrial park maps for over 20 industrial sites in Southwest Mississippi. The District continues to maintain an interactive mapping tool for the Southwest Mississippi Partnership that allows prospects to look at available infrastructure, utility lines, lot lines, existing buildings, floodways, and topography elevations.</p>
TASK 11-5	<p><b>LEGISLATIVE INITIATIVE</b></p> <p>In an effort to combine support for the entire region, CMPDD will utilize its staff and facilities to develop and follow the progress of legislative initiatives common to the area. Staff will also work with the Mississippi Association of Planning and Development Districts (MAPDD), Mississippi Association of Supervisors (MAS), and the Mississippi Municipal League (MML) when beneficial to member governments.</p> <p><b>ACCOMPLISHMENTS:</b> District staff monitored legislative issues affecting the Planning and Development Districts, municipalities, and counties. District staff also worked closely with MML and MAS to host regional meetings.</p>



TASK 11-6	<p><b>CATALOGING AND DIGITIZING INDUSTRIAL PARKS</b></p> <p>The District, working with local economic development agencies, as well as the Southwest Mississippi Partnership, will continue to maintain and expand its current inventory of industrial parks. In addition, the District will maintain a statistical datasheet on each site which will outline the available utilities and nearest modes of transportation. The District will institute a web-based mapping application for each park where users can utilize interactive mapping technology to zoom, pan, select base maps, and pick viewable layers based on needs.</p> <p><b>ACCOMPLISHMENTS:</b> The District continues to work with local economic development partners to maintain and expand the District's inventory of industrial sites and parks. The District maintains an interactive mapping tool for the Southwest Mississippi Partnership and each of its partners that allows prospects to look at available infrastructure, utility lines, lot lines, existing buildings, floodways, and topography elevations.</p>
TASK 11-7	<p><b>TECHNICAL ASSISTANCE TO DISTRICT-WIDE GOVERNMENTAL GROUPS</b></p> <p>The District will provide technical assistance to the Central Mississippi Mayors Association, City Clerks, and County Administrators. District staff will also assist in coordinating meetings to be held on a regular basis at District headquarters.</p> <p><b>ACCOMPLISHMENTS:</b> District staff assisted in coordinating meetings held on a regular basis at the District headquarters with the Central Mississippi Mayors Association, City Clerks, and County Administrators.</p>
TASK 11-8	<p><b>USE OF MODELS AND EXAMPLES</b></p> <p>The District will seek models and examples throughout the nation which could be further considered in this area to improve services. Through the use of regional and national peer groups, systems of information will be exchanged on an improved basis. State and national groups such as the Mississippi Municipal League (MML), Mississippi Association of Supervisors (MAS), Mississippi Association of Planning and Development Districts (MAPDD), National League of Cities (NLC), National Association of Counties (NACO), National Association of Development Organizations (NADO), Association of Metropolitan Planning Organizations (AMPO), and National Association of Regional Council (NARC) will be used extensively. District staff and Board members will participate in meetings of these organizations to be made aware of issues and developments.</p> <p><b>ACCOMPLISHMENTS:</b> District staff maintained relationships and participated in workshops, conferences, and webinars with MML, MAS, MAPDD, AMPO, NADO, and NARC to facilitate an exchange of ideas beneficial to CMPDD's member governments.</p>

TASK 11-9	<p><b>CONTINUING EDUCATION PROGRAM</b></p> <p>The District will continue an educational program to allow officials of member governments to be made aware and kept abreast of innovations in municipal and county government, as well as planning, grant programs, management, etc. These programs will be scheduled on an "as needed" basis.</p> <p><b>ACCOMPLISHMENTS:</b>  District staff continues to keep member government officials informed on recent developments in the fields of planning, grant programs and general management practices. The majority of these educational opportunities take place through local project meetings, board meetings, MPO meetings, association meetings and educational sessions at the annual MAPDD Conference.</p>
TASK 11-10	<p><b>MANAGEMENT AND COORDINATION OF INFORMATION</b></p> <p>CMPDD will continue to serve as a central point for new data releases from governmental agencies, as well as serve as a depository for historical data. The District will compile, organize, and analyze data from local and national sources to produce useful tools for local planners, developers, and industries.</p> <p><b>ACCOMPLISHMENTS:</b>  The District is a data affiliate of the U.S. Census Bureau and as such continues to stay abreast of Census data products including the American FactFinder, the American Community Survey, and the American Housing Survey. The District continues to utilize Business Analyst Online from Environmental Systems Research Institute, a national GIS software provider, to supplement data needed in various planning applications and systems. In addition, the District renewed its subscription to Hoover's online business database which provides us access to over 265 million business records from around the globe.</p>
TASK 11-11	<p><b>LOCAL/REGIONAL ECONOMIC ANALYSIS</b></p> <p>Activities associated with this Task are incorporated into the responsibilities of the Regional Data Center. See TASK 13-4.</p>
TASK 11-12	<p><b>BUSINESS, INDUSTRIAL AND ECONOMIC INFORMATION</b></p> <p>Activities associated with this Task are incorporated into the responsibilities of the Regional Data Center. See TASK 13-6.</p>

TASK 11-13

TECHNOLOGY COORDINATION

Staff will continue to serve as advisory staff to management on any technology issues and procurement of technology equipment. Technical support will be provided by performing the following duties:

- Provide network administration by maintaining server backups, user profiles, and system security.
- Provide technical specifications based on request for equipment purchases.
- Maintain CMPDD's email address listing.
- Maintain equipment inventory.
- Service and maintain non warranty equipment and act as the central point for procurement of equipment maintenance.
- Keep a service log on equipment.
- Maintain inventory of surplus working equipment.
- Maintain a library of CMPDD software.
- Attend software and/or hardware training courses.
- Provide training as requested on software.
- Redesign and maintain CMPDD web page and update data as needed.
- Design and maintain web sites for members and other entities within the District's seven county area.
- Assist in maintaining other hosted web pages.
- Participate in conferences, including, but not limited to, the Mississippi Association of Planning and Development Districts, the Mississippi Association of Supervisors and the Mississippi Municipal League.
- Research alternatives for telephones, network, Internet access, and email.
- Maintain lists of troubleshooting procedures for Internet, email, and local computer problems.
- Maintain and continue to update the District server and backup system.

ACCOMPLISHMENTS:

District staff perform computer systems administration on a daily basis by maintaining data backups, e-mail, and network users. Technical assistance is provided to CMPDD staff by developing technical specifications on any equipment purchases, installing new equipment, maintaining computer software and hardware, problem solving, and maintaining the District's and other hosted websites and email. District staff continues to manage IT issues using the CMPDD IT Help Desk where users log computer/printer problems for IT personnel to address on a systematic basis.

During the first half of FY 2019, the District continued to make enhancements to the CMPDD Website and Employee Portal that provide a more comprehensive and user friendly experience. The District has also enhanced and taken more control over the existing websites hosted through CMPDD.

<p>TASK 11-14</p>	<p><b>MAPPING SUPPORT</b></p> <p>The District will continue to build and maintain digital base maps and various layers of data/information for use in local planning projects, transportation planning, and for general District-wide use. Planners use these products as foundations for local planning projects, transportation planning, and regional information gathering and dissemination.</p> <p>The District will continue building land use and other planning related layers for in-house monitoring and forecasting, local governmental entities, and private business ventures. The District will also continue to maintain an urban area base for Hinds, Madison, and Rankin Counties in ongoing efforts related to transportation surveillance.</p> <p>On a District-wide and general level, the District will continue to update city limits by recording all recent changes, as well as update precinct and Supervisor districts where necessary.</p> <p>With regard to GIS cooperation, the District will continue to make a concerted effort to work closely with other governmental GIS users including the Mississippi Coordinating Council for Remote Sensing and Geographic Information Systems, the Mississippi Automated Resource Information Systems (MARIS), the Mississippi Association of Supervisors (MAS), the Mississippi Municipal League (MML), and the Mississippi Association for Spatial Technologies (MAST).</p> <p>The District will continue to work with economic development offices in preparing GIS site plan data for industrial and major commercial areas on an as requested basis.</p> <p><b>ACCOMPLISHMENTS:</b>  The District continued to update base maps throughout the District with the acquisition of updated parcel maps and subdivision plats, in particular the parcels in Madison and Rankin Counties. Also the District prepared numerous Hazard Mitigation Maps of various cities in the District and for institutions such as Mississippi State University. The District has also been involved in providing mapping support for the local elections. District staff continue to attend statewide meetings and speak at conferences in regards to GIS coordination, outreach, and training.</p>
<p>TASK 11-15</p>	<p><b>MAPPING AVAILABILITY</b></p> <p>The District will continue its efforts to increase visibility, awareness, and ease of use of map products by member governments, the public, and businesses constantly in need of accurate, up-to-date maps.</p> <p>The production of readily accessible reproducible or other "on-demand" maps or plots for all current coverage will continue, in addition to providing map viewer products on the District's website.</p> <p><b>ACCOMPLISHMENTS:</b>  The District continues to provide both hard copy and web-based mapping products, as well as Apps that are compatible with computers, tablets, or cell phones, to local officials, political candidates, marketing specialists, and the general public.</p>



TASK 11-16	<p><b>ADDRESS RANGE MAP IMPROVEMENT FOR JACKSON URBANIZED AREA</b></p> <p>The District will continue to improve the quality of address-range maps to be used by the U.S. Census Bureau by coordinating data exchange between local governments and the Census Bureau's mapping office/contractors. Additionally, the District will continue to urge and assist local area mapping officials to transmit any and all map and address information to the Census Bureau.</p> <p><b>ACCOMPLISHMENTS:</b> The District worked very closely with Hinds, Madison, and Rankin Counties regarding updating and making available address range data.</p>
TASK 11-17	<p><b>PROMOTE GEOGRAPHIC INFORMATION SYSTEM ACTIVITIES</b></p> <p>CMPDD will continue to encourage and assist local governments in establishing Geographic Information System (GIS) capabilities through networking and informational meetings. In addition the District will provide guidance and assistance by speaking at the Mississippi Association of Supervisors and the Mississippi Municipal League conferences in regard to GIS issues.</p> <p><b>ACCOMPLISHMENTS:</b> The District continues to offer encouragement and assistance to local governments in regard to GIS capabilities and provide a training session on GIS matters at the annual conference of the Mississippi Association of Planning and Development Districts in April 2019. In addition, District staff presented the regional ESRI conference in New Orleans, Louisiana.</p>
TASK 11-18	<p><b>MISSISSIPPI COORDINATING COUNCIL FOR REMOTE SENSING AND GEOGRAPHIC INFORMATION SYSTEMS (MCCRSGIS)</b></p> <p>District staff will serve by appointment of the Governor to represent the Mississippi Association of Planning and Development Districts' (MAPDD) interests and concerns on state-level GIS activities. Staff will attend meetings of both subcommittees of the Council, the Policy Advisory Subcommittee and the Technical Advisory Subcommittee, as well as full Council meetings.</p> <p><b>ACCOMPLISHMENTS:</b> CMPDD met on several occasions with the Mississippi Coordinating Council For Remote Sensing and Geographic Information Systems (MCCRSGIS) to discuss council initiatives and programs.</p>

<p><b>TASK 11-19</b></p>	<p><b>DEVELOPMENT OF WEB-BASED MAPPING AND INFORMATION PRODUCTS AND SERVICES</b></p> <p>The District will continue to develop, host, and enhance web-based mapping and information application capabilities using CMPDD's virtual server technology and ArcGIS server software solutions to provide innovative interactive mapping and information products and services to clients.</p> <p><b>ACCOMPLISHMENTS:</b> The District continues to provide updates and incorporate improvements to the existing web-based viewers as required. Viewer updates were provided to Hinds, Madison, and Rankin Counties, as well new viewers for the Town of Edwards, the City of Richland and the City of Terry. In addition the GIS team initiated collector apps for Magee and Mendenhall which allows public works teams to collect information for their community. Finally, the District continues to work with the City of Pearl and the Pearl Chamber of Commerce to make updates to their Business Map Viewer.</p>
<p><b>TASK 11-20</b></p>	<p><b>CENTCOM</b></p> <p>CentCom is a service provided by CMPDD to its participating governments that offers website and email hosting at an affordable price. Communication and marketing through email and websites have become important tools for local governments to reach out to its citizens and the world. Having a website can also improve day-to-day operations by making available general information, permit applications, registration forms, regulations and ordinances, and other applications to improve access to local government by its citizens. CentCom's goal is to provide participating governments with a low-cost alternative to meeting their email and web hosting needs, as well as website design.</p> <p><b>ACCOMPLISHMENTS:</b> This is an ongoing activity of CMPDD. During the first half of Fiscal Year 2018-2019, District staff continued to provide technical support and assistance to CentCom clients with website updates and troubleshooting email issues.</p>
<p><b>TASK 11-21</b></p>	<p><b>CENTRAL MISSISSIPPI PUBLIC IMPROVEMENT CORPORATION</b></p> <p>The Central Mississippi Public Improvement Corporation (CMPIC) is a corporation established by CMPDD to assist local governments within the service area with the lease purchase of public buildings for purposes of promoting trade, industry, and economic development (examples include: jails, community centers, fire and police facilities, libraries, etc.) Financing is provided through Certificates of Participation (COP) issued by the corporation.</p> <p><b>ACCOMPLISHMENTS:</b> The CMPIC continues to offer assistance to our local governments in financing eligible public facility projects. During first half of Fiscal Year 2018-2019, CMPDD assisted the Warren County School District with obtaining \$34,950,000 in financing for improvements to Warren Central High School and Beechwood Elementary School.</p>

**TASK 11-22**

**SOUTHWEST MISSISSIPPI PARTNERSHIP**

The District will provide the Southwest Mississippi Partnership with packaged uniform demographic data and industrial park maps. The partnership currently includes economic development organizations in the counties of Adams, Amite, Claiborne, Copiah, Franklin, Jefferson, Lawrence, Lincoln, Pike, Walthall, and Wilkinson.

**ACCOMPLISHMENTS:**

The District continues to work with the Southwest Mississippi Partnership on an as needed basis to update industrial park data and information.

**REGIONAL GOVERNMENTAL ASSISTANCE BUDGET**

<b><u>EXPENSES</u></b>	<b><u>ANNUAL BUDGET</u></b>	<b><u>AS OF 3/31/2019</u></b>
Personnel	\$15,630	\$2,005
Indirect	\$5,512	\$707
Dues, Memberships & Subscriptions	\$350	\$592
Contractual	\$8,508	\$16,000
<b>TOTAL</b>	<b>\$30,000</b>	<b>\$19,304</b>
 <b><u>SOURCES</u></b>		
Assessments	\$30,000	\$16,752
<b>TOTAL</b>	<b>\$30,000</b>	<b>\$16,752</b>
Revenue Over (Under) Expenditures		\$(2,552)



PROJECT: LOCAL PLANNING PROJECTS  
 PROJECT NUMBER: 12

DESCRIPTION: Throughout the year the District is requested to provide planning assistance to its local governments. This assistance may range from a brief technical assistance effort to preparing a long-range, multi-year comprehensive plan. Other services include preparing zoning ordinances, redistricting plans, and hazard mitigation plans.

NEED	These projects are conducted to ensure that communities not only meet state law requirements for comprehensive planning and zoning but also maintain compliance with state and federal requirements.
BENEFITS	Improves the quality of life for citizens by creating an environment that attracts quality development while also maximizing the use of public resources. Communities maintain eligibility for grant assistance and protects the voting rights of citizens.
TASK 12-1	<p>CITY OF CANTON</p> <p>The District will continue providing technical assistance to the City regarding zoning and planning-related matters under an existing technical assistance contract. During the last fiscal year the City requested that the District make some zoning map and land use map amendments, as well as an amendment to the Zoning Ordinance Text.</p> <p>ACCOMPLISHMENTS:          The District has provided technical assistance on an as-requested basis with regards to the City's land use and zoning maps.</p>
TASK 12-2	<p>CITY OF CLINTON</p> <p>The District will continue providing technical assistance, as needed, to the City regarding planning and GIS related matters under an existing technical assistance contract.</p> <p>ACCOMPLISHMENTS:          The District has provided technical assistance on an as-requested basis with regards to the City's land use and zoning maps.</p>
TASK 12-3	<p>CITY OF CRYSTAL SPRINGS</p> <p>The District has submitted a proposal and anticipates working with the City of Crystal Springs to update the City's Comprehensive Plan and Zoning Ordinance. The updated Plan will include not only all elements and tasks as required by state code, but also a web-based GIS map viewer with the capability of viewing various data layers, such as the Land Use and Transportation Plans. The new Comprehensive Plan will be published in printed form, as well as an online Story Map format that will be available to the public through the City's website.</p> <p>ACCOMPLISHMENTS:          The District's planners have contacted the City in regards to updating their Comprehensive Plan and Zoning Ordinance. At this time, no contract has been issued.</p>

TASK 12-4	<p><b>TOWN OF EDWARDS</b></p> <p>The District will continue updating the Town's Comprehensive Plan, Zoning Ordinance and web-based GIS map viewer. The updated Plan, which will be published in printed form, as well as an online Story map format, will include all elements and tasks as required by state code. A web-based GIS map viewer with the capability of viewing various data layers such as the Land Use Plan and Transportation Plan will also be developed.</p> <p>In addition, the District will review the Town's Zoning Ordinance and identify any needed revisions. District staff will review the proposed revisions with town officials and amend the ordinance as directed.</p> <p><b>ACCOMPLISHMENTS:</b> The District has provided the Town with a draft of their Comprehensive Plan, including online format and map viewer. The District has also provided the Town with a proposed comprehensive amendment to the Town's Zoning Ordinance and Map. The Town is expected to adopt these documents in April 2019.</p>
TASK 12-5	<p><b>TOWN OF FLORA</b></p> <p>The District will provide technical assistance to the Town of Flora as it implements its 2018 Comprehensive Plan and Zoning Ordinance. The District will also continue updating the Town's map viewer with additional data as it becomes available.</p> <p><b>ACCOMPLISHMENTS:</b> The District developed the Town's Comprehensive Plan and comprehensive amendments to the Zoning Ordinance and Map, which were adopted in October 2018. Following adoption, the District's planners will be available to provide technical assistance on an as-requested basis for the Town.</p>
TASK 12-6	<p><b>CITY OF MAGEE</b></p> <p>The District will continue providing technical assistance, as needed, to the City regarding planning and GIS related matters under an existing technical assistance contract.</p> <p><b>ACCOMPLISHMENTS:</b> The District has provided technical assistance on an as-requested basis with regards to the City's land use and zoning maps.</p>
TASK 12-7	<p><b>CITY OF MENDENHALL</b></p> <p>The District has submitted a proposal and anticipates working with the City of Mendenhall to update the City's Comprehensive Plan and Zoning Ordinance. The updated Plan will include all elements and tasks as required by state code, and also a web-based GIS map viewer with the capability of viewing various data layers such as the Land Use Plan and Transportation Plan. The new Comprehensive Plan will be published in printed form, as well as an online Story Map format that will be available to the public through the City's website.</p> <p><b>ACCOMPLISHMENTS:</b> The District's planners have contacted the City in regards to updating their Comprehensive Plan and Zoning Ordinance. At this time, no contract has been issued. District planners have provided technical assistance to the City on an as-requested basis with regards to land use and zoning.</p>

TASK 12-8	<p><b>CITY OF PEARL</b></p> <p>The District has submitted a proposal and anticipates working with the City of Pearl to update the City's Comprehensive Plan. The updated Plan will include all elements and tasks as required by state code, and also a web-based GIS map viewer with the capability of viewing various data layers such as the Land Use Plan and Transportation Plan. The new Comprehensive Plan will be published in printed form, as well as an online Story Map format that will be available to the public through the City's website.</p> <p><b>ACCOMPLISHMENTS:</b> The District is under contract with the City of Pearl to develop a new Comprehensive Plan, which will be published in an online, Story Map format. At this time, the District has completed the existing land use survey and is completing a thorough study of the City's existing demographics, including business and industry.</p> <p>The District's planners are also providing technical assistance with regards to zoning on an as-requested basis.</p>
Task 12-9	<p><b>CITY OF PEARL/CHAMBER OF COMMERCE</b></p> <p>The District will work the city of Pearl and the Pearl Chamber of Commerce by providing a map viewer of available commercial, industrial and land properties available within the city along with any technical assistance as needed.</p> <p><b>ACCOMPLISHMENTS:</b> The District continues to work with the City of Pearl and the Pearl Chamber of Commerce to make updates to their Business Map Viewer hosted and maintained by the CMPDD.</p>
TASK 12-10	<p><b>TOWN OF PELAHATCHIE</b></p> <p>The District will continue providing technical assistance, as needed, to the City regarding planning and GIS related matters under an existing technical assistance contract.</p> <p><b>ACCOMPLISHMENTS:</b> The District has continued to provide technical assistance on an as-requested basis with regards to the Town's land use and zoning maps.</p>
TASK 12-11	<p><b>CITY OF RICHLAND</b></p> <p>The District will complete the update of the City's Comprehensive Plan. The updated plan will include not only all elements and tasks as required by state code, but also a web-based GIS map viewer with the capability of viewing various data layers such as infrastructure, the Land Use Plan, and Zoning. The new Comprehensive Plan will be published both in printed form as well as an online Story Map format that will be available to the public through the City's website.</p> <p><b>ACCOMPLISHMENTS:</b> The District has provided the City with a draft of their Comprehensive Plan, including online format and map viewer. The Town is expected to adopt these documents in Spring 2019. Following adoption, the District's planners will be available to provide technical assistance on an as-requested basis for the Town with regards to land use and zoning.</p>

TASK 12-12	<p><b>TOWN OF TERRY</b></p> <p>The District anticipates completing the update of the Town's Comprehensive Plan, Zoning Ordinance, and Zoning Map.</p> <p><b>ACCOMPLISHMENTS:</b> The District has provided the Town with a draft of their Comprehensive Plan, including online format and map viewer. The District has also provided the Town with a proposed comprehensive amendment to the Town's Zoning Ordinance and Map. The Town is expected to adopt these documents in Spring 2019.</p> <p>Following adoption, the District's planners will continue to be available to provide technical assistance on an as-requested basis for the Town.</p>
TASK 12-13	<p><b>TOWN OF UTICA</b></p> <p>The District will provide technical assistance, as needed, to the Town regarding planning-related matters under an existing technical assistance contract.</p> <p><b>ACCOMPLISHMENTS:</b> The District has remained available to provided technical assistance on an as-requested basis with regards to the Town's land use.</p>
TASK 12-14	<p><b>CITY OF VICKSBURG</b></p> <p>The District will continue providing technical assistance to the City, as needed, regarding planning and GIS-related matters under and existing technical assistance contract.</p> <p><b>ACCOMPLISHMENTS:</b> The District has provided technical assistance on an as-requested basis with regards to the City's land use and zoning maps.</p>
TASK 12-15	<p><b>CITY OF YAZOO CITY</b></p> <p>The District has submitted a proposal and anticipates working with Yazoo City to update the City's Comprehensive Plan, Zoning Ordinance, and Zoning Map. The updated Plan will include not only all elements and tasks as required by state code, but also a web-based GIS map viewer with the capability of viewing various data layers, such as the Land Use and Transportation Plans. The new Comprehensive Plan will be published in printed form, as well as an online Story Map format that will be available to the public through the City's website.</p> <p><b>ACCOMPLISHMENTS:</b> The District is under contract with the City to develop a new Comprehensive Plan, which will be published in an online, Story Map format. At this time, the District has begun the existing land use survey and is completing a thorough study of the City's existing demographics, including business and industry.</p> <p>The District's planners are also providing technical assistance with regards to zoning on an as-requested basis.</p>



TASK 12-16	<p><b>MADISON COUNTY</b></p> <p>The District anticipates completing an update of the County's Comprehensive Plan, Zoning Ordinance and web-based GIS map viewer. The updated Plan, which will be released in an online Story Map format, will include not only all elements and tasks as required by state code, but also an economic development chapter. The District will also provide a comprehensive update to the County's web-based GIS map viewer.</p> <p>In addition, the District will review the County's Zoning Ordinance and identify any needed revisions. District staff will review the proposed revisions with county officials and amend the ordinance as directed.</p> <p><b>ACCOMPLISHMENTS:</b> The District has provided the County with a draft of their Comprehensive Plan, including online format and map viewer. The District has also provided the County with a proposed comprehensive amendment to the County's Zoning Ordinance and Map. The County is expected to adopt these documents in Summer 2019.</p> <p>Following adoption, the District's planners will continue to be available to provide technical assistance on an as-requested basis for the County.</p>
TASK 12-17	<p><b>RANKIN COUNTY</b></p> <p>The District will continue providing technical assistance to the County, such as consulting and advising on GIS and planning-related matters. District planners regularly meet with County officials to discuss proposed zoning actions and development plans.</p> <p><b>ACCOMPLISHMENTS:</b> The District has provided technical assistance on an as-requested basis with regards to the County's land use and zoning maps.</p>
TASK 12-18	<p><b>RANKIN FIRST ECONOMIC DEVELOPMENT AUTHORITY</b></p> <p>The District will provide technical assistance to the Rankin First Economic Development Authority to assist them with the management of an available buildings database.</p> <p><b>ACCOMPLISHMENTS:</b> The District continues to work with the Rankin County Economic Development Authority to make requested updates to the site selection tool on their website.</p>
TASK 12-19	<p><b>REDISTRICTING PLANS</b></p> <p>The District will continue to work with its municipal and county governments in advising them of their need to redistrict to meet Justice Department guidelines. As requested by a county or a municipality, existing wards or districts will be mapped and analyzed to see if they meet the "one person - one vote" requirement. If they do not meet the requirements and the governmental entity wishes to proceed, the District will enter into a contractual relationship and a new redistricting plan will be prepared.</p> <p><b>ACCOMPLISHMENTS:</b> The District has provided continuing technical assistance to our member governments with regards to redistricting questions and precinct changes. The District has also contracted with the City of Brandon to provide redistricting services following the release of the 2020 U.S. Census.</p>

TASK 12-20	<p><b>HAZARD MITIGATION</b></p> <p>The District will provide technical assistance to all local governments to inform them of mitigation grant opportunities, as well as assist with prioritizing needs, identifying eligible projects, and seeking grant funds to carry out the mitigation actions identified in local mitigation plans. Furthermore, the District will serve as the liaison between local governments and State and Federal agencies regarding local Hazard Mitigation Plans. As needed, the District will work with local governments to make minor changes to existing plans as new problems arise over time before the mandatory five year update cycle. During Fiscal Year 2019, the District will initiate the five year update of the District 5 Hazard Mitigation Plan. Additionally, the District will complete a five year update to Mississippi State University's Hazard Mitigation Plan.</p> <p><b>ACCOMPLISHMENTS:</b> The District has continued to keep our member governments informed of Hazard Mitigation planning efforts, and continues to monitor upcoming planning opportunities. The District has also continued working with Mississippi State University on their Hazard Mitigation Plan update, which should be adopted in Summer 2019.</p>
TASK 12-21	<p><b>STATEWIDE PLANNING SUPPORT</b></p> <p>District planning staff will continue to provide statewide planning assistance to counties and municipalities outside of the CMPDD service area. This assistance will involve comprehensive planning, zoning, annexation studies, redistricting, and other planning services. All services provided will be with the cooperation of the appropriate Planning and Development District.</p> <p>During Fiscal Year 2019, the District anticipates completing an update and reorganization of the DeSoto County Zoning Ordinance and completing the preparation of an Annexation Study for the City of Kosciusko.</p> <p><b>ACCOMPLISHMENTS:</b> The District's planners completed an Annexation Study for the City of Kosciusko, and continue to work with DeSoto County to finalize the update and reorganization of their Zoning Ordinance. Additionally, the District remains available to assist counties and municipalities outside of the CMPDD service area on an as-requested basis.</p>
TASK 12-22	<p><b>SIGN ORDINANCE REVISIONS</b></p> <p>As a result of the U.S. Supreme Court ruling <i>Reed v. Gilbert</i>, it will be necessary for many of the District's local governments to revise their sign ordinances. Many sign ordinances are inconsistent with this ruling and revisions are necessary as it is now unconstitutional to regulate a sign based on content. If the content of a sign must be read to determine the applicable regulations, then the sign ordinance may be deemed unconstitutional based on previous case law. The District will be available to review sign ordinances and then develop revisions should it be deemed necessary.</p> <p><b>ACCOMPLISHMENTS:</b> The District's planners continue to inform member governments of the need to revise their sign regulations in light of the 2015 U.S. Supreme Court ruling <i>Reed v. Gilbert</i>. Additionally, District planners have revised sign regulation for those local governments who have completed comprehensive amendments to their zoning ordinances.</p>

**LOCAL PLANNING PROJECTS BUDGET**

<b><u>EXPENSES</u></b>	<b><u>ANNUAL BUDGET</u></b>	<b><u>AS OF 3/31/2019</u></b>
Personnel	\$180,124	\$50,457
Indirect	\$63,519	\$17,791
Travel/Training/Reg Fees	\$4,607	\$207
Meetings	\$1,000	\$1386
Miscellaneous	\$250	\$0
Dues/Memberships/Subscriptions	\$1,000	\$0
Contractual Services	\$1,000	\$0
Communications	\$7,000	\$729
General Supplies	\$500	\$1,209
Printing Supplies	\$1,000	\$0
<b>TOTAL</b>	<b>\$260,000</b>	<b>\$71,779</b>
<b><u>SOURCES</u></b>		
Local Cash-Contracts	\$260,000	\$109,386
<b>TOTAL</b>	<b>\$260,000</b>	<b>\$109,386</b>
Revenue Over (Under) Expenditures		<b>\$37,608</b>

PROJECT: REGIONAL DATA CENTER

PROJECT NUMBER: 13

DESCRIPTION: Information is a key resource in the economic growth and development of any area, whether for policy decisions or specific site analysis. The collection and analysis of data has always been, and will continue to be, a major function of all aspects of District operations. The function of the Regional Data Center is to compile and analyze the massive amounts of current and future data to be used for internal planning operations, by member governments, and for dissemination to the general public. The day- to- day operations of the Regional Data Center must be balanced between immediate requests for information and the development of useful local databases with database development being extremely time consuming.

NEED	Accurate up-to-date information collection and management systems coupled with sophisticated software applications, web-based mapping, and user input capabilities will improve decision making in business, government, and the financial community. Regional planning efforts of CMPDD and our local governments are made more efficient with the use of accurate information and coordinated data management processes.
BENEFIT	One of the primary benefits of the Central Mississippi Regional Data Center is that it recognizes that multiple users will need the same information and data for many different but related purposes. The cost to any one government or organization to establish this type of center can be prohibitive. The required maintenance of a geographic information mapping system alone denotes the importance of governments and entities coming together in a comprehensive manner to share common costs. While the financial savings of approaching this issue in a collective manner are quite significant, the long term benefit of having accurate information available for decision making is even more important to efficiently utilize limited resources.
TASK 13-1	<p><b>MANAGEMENT AND COORDINATION</b></p> <p>One of the principal advantages of sharing information through the Regional Data Center is being able to coordinate diverse data sets for common purposes. To meet today's needs, information must not only be accurate and current, but end users must be able to receive what they need quickly. CMPDD can serve as a regional collection point for practical information currently generated and maintained at various locations such as building/demolition permits, millage rates, construction projects, and other local indicators useful in addressing regional data management needs. The Regional Data Center will compile, organize, and analyze data from numerous local and national sources to assist local officials, planners, developers, educators, and other community leaders.</p> <p><b>ACCOMPLISHMENTS:</b>  The District continues to compile data collected from local sources to compliment national and statewide data to give its planners and participating governments the most up-to-date and comprehensive information possible.</p> <p>During the first half of Fiscal Year 2018-2019, the District updated school enrollment data for public and private schools in Hinds, Rankin, and Madison counties to support the Long Range Transportation Plan Update.</p>

TASK 13-2	<p><b>DISSEMINATION OF INFORMATION</b></p> <p>The District will actively maintain its website as a means to disseminate products under the Regional Data Center tab. Links to various information sources such as census data, economic indicators, transportation data, industrial site data, and other custom reports will be accessible on the District's website.</p> <p>The District will continue networking the economic development offices in the seven county area of CMPDD to provide online access to demographic data, Geographic Information Systems (GIS), and traffic counts.</p> <p><b>ACCOMPLISHMENTS:</b>  Through the District's updated website, the public is now provided with easy access to useful data. CMPDD provides comprehensive census, demographic, and economic data reports for all municipalities and counties within its seven-county area. The District's new interactive data viewers provide the public with current physical and political boundaries (such as precincts, parcels, floodplains, school districts, etc.).</p>
TASK 13-3	<p><b>RADIAL SEARCH</b></p> <p>A "radial search," or "radial demographic profile" is a summation of the demographic characteristics of a specific area defined by a circular boundary. The requesting party, based on individual needs, determines the size of the area. One benefit of a radial search is the disregard for both political and natural boundaries.</p> <p>The District will continue to provide radial demographic and boundary demographic profiles as requested by various businesses and individuals seeking to better understand specific market areas, neighborhoods, and regions.</p> <p><b>ACCOMPLISHMENTS:</b>  Using the Business Analyst Online program, the District is able to quickly provide a comprehensive data report – including Census, American Community Survey, and demographic and economic data – for radial geographies, drive time analysis geographies, as well as specific requested geographies.</p>

TASK-13-4	<p data-bbox="402 184 922 226"><b>LOCAL/REGIONAL ECONOMIC ANALYSIS</b></p> <p data-bbox="402 247 1427 415">The District will provide, as needed, local economic studies including feasibility studies, tax studies, and economic impact analyses. The economic impact studies will be completed through the use of economic impact modeling software. The software assists in the development of a report determining the impact of companies moving in and out of a region. The report will show the direct and indirect economic impacts of a business including:</p> <ul data-bbox="402 436 1427 625" style="list-style-type: none"> <li>• Number of new direct and indirect jobs created</li> <li>• Salaries to be paid to these workers</li> <li>• Number of new residents expected to move into the area</li> <li>• Taxable sales anticipated in the area</li> <li>• Additional residential and commercial property added to local tax rolls, and other applicable impacts.</li> </ul> <p data-bbox="402 657 1427 772">The report will also translate the annual revenues over a ten-year period for each local taxing district, including sales taxes, property tax on new residential and commercial properties added to tax rolls, hotel taxes, utilities, school taxes, any other major taxes, user fees, and charges for services.</p> <p data-bbox="402 804 1427 898">All economic studies will be provided on a contract basis to local governments, as well as businesses, industrial developers, and potential prospects, or in support of larger planning projects and grant applications.</p> <p data-bbox="402 930 662 951"><b>ACCOMPLISHMENTS:</b></p> <p data-bbox="402 961 1427 1140">In January 2019, the District's Regional Data Analyst completed an annual update to the DRA's (Delta Regional Authority) funding allocation model. The District is contracted by DRA each year to update the model based on the latest available income, unemployment and poverty data for all the DRA counties. The project involves extensive data gathering and compiling for hundreds of DRA counties. The model provides a basis for ranking the counties by the target factors and in determining the equitable allocation of funds to the DRA counties.</p> <p data-bbox="402 1171 1427 1255">In addition, CMPDD assisted the City of Brandon with brokering an arrangement with an economic analysis research consultant to perform a Potential for Hotel Investment study for the city.</p>
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TASK 13-5	<p><b>CENSUS</b></p> <p>CMPDD will continue to collect data as it is released by the U.S. Census Bureau and add it to the District's existing data collection, as well as posting it on the CMPDD web-site. CMPDD will provide guidance and information as needed to its member governments on the use of American Community Survey (ACS) Census demographic annual estimates available between decennial Census periods.</p> <p>CMPDD will continue to be a liaison between the Regional Census office and local governments, and District staff will continue to attend census training and State Data Center information workshops. CMPDD will be a resource for local governments who need assistance understanding the LUCA (local update of census address) program and other U.S. Census Bureau initiatives that require input from local governments as we approach the 2020 census.</p> <p><b>ACCOMPLISHMENTS:</b>  CMPDD continues to be involved in U.S. Census Bureau programs and has participated in and provided support for LUCA (Local Update of Census Address), PSAP (Participant Statistical Area Program), and BAS (Boundary Annexation Survey). In addition, CMPDD attended official kick off of 2020 Census in downtown Jackson.</p>
TASK 13-6	<p><b>BUSINESS, INDUSTRIAL AND ECONOMIC INFORMATION</b></p> <p>The District will continue providing more current and comprehensive information to businesses, industrial developers, and potential prospects in order to assist them in expanding or relocating their business activities in this area. The District will strive to provide a comprehensive approach to business and industrial development and will include not only local and regional data at its disposal but also provide access to state and national data systems through public institutions, as well as private information and data companies.</p> <p><b>ACCOMPLISHMENTS:</b>  The District renewed its subscription to Hoover's online business database which provides access to over 265 million business records from around the globe. This resource has proven very helpful in meeting the needs of District planners and in responding to outside requests that require the production of business counts and profiles for specific geographies. Other data sources used by the District include Business Analyst Online, Census, Bureau of Labor Statistics, and Bureau of Economic Analysis.</p>
TASK 13-7	<p><b>GEO-BASED SMALL AREA POPULATION PROJECTIONS</b></p> <p>The District will provide more detailed and accurate small area projections of population for use in local transportation planning, comprehensive planning, school facilities planning, and business planning. The District will generate current population estimates by adding in additional housing counts and factoring new units with base year housing data. Also, current data and land use information from comprehensive plans will be reviewed to take into account changing development patterns to support local and regional planning efforts.</p> <p><b>ACCOMPLISHMENTS:</b>  The District continued to provide detailed and accurate small area projections of population for use in local transportation planning, comprehensive planning, school planning, and business location planning.</p>

**REGIONAL DATA CENTER BUDGET**

<b><u>EXPENSES</u></b>	<b><u>ANNUAL BUDGET</u></b>	<b><u>AS OF 3/31/2019</u></b>
Personnel	\$246,276	\$125,720
Indirect	\$86,847	\$44,329
Miscellaneous	\$10,000	\$50
Dues, Memberships and Subscriptions	\$1,000	\$1,476
Computer	\$50,000	\$0
Contractual Services	\$100,000	\$0
Equipment Lease/Rental	\$75,000	\$0
Unprogrammed	\$193,300	\$0
<b>TOTAL</b>	<b>\$762,423</b>	<b>\$171,575</b>
<b><u>SOURCES</u></b>		
Federal/State	\$649,923	\$94,969
Assessments	\$52,500	\$0
Match Carryover	\$60,000	\$25,570
<b>TOTAL</b>	<b>\$762,423</b>	<b>\$120,539</b>
Revenue Over (Under) Expenditures		\$(51,036)



PROJECT:

**TRANSPORTATION PLANNING**

PROJECT NUMBER:

14

DESCRIPTION: The District is the Metropolitan Planning Organization (MPO) for the Jackson Urbanized Area, which includes Hinds, Madison, Rankin, Copiah, Simpson and Yazoo Counties. As the MPO, the District is responsible for directing a federally-mandated Transportation Planning Process. Federal regulations require that all "urbanized areas" (cities with populations of 50,000 or more plus the surrounding closely settled area) have a continuing, cooperative, and comprehensive Transportation Planning Process. The *Fixing America's Surface Transportation (FAST)* Act signed into law in December 2015, continued the enhanced role of local governments in planning and selecting transportation projects in metropolitan areas that was established under previous transportation re-authorization acts.

TASK 14-1	<p><b>TRANSPORTATION PLANNING MANAGEMENT</b></p> <p>During Fiscal Year 2019, District staff will continue to perform general management activities associated with the Transportation Planning Process, including, but not limited to, preparation of progress reports, invoices, and planning work schedules; and activities associated with meetings of the Stakeholders Committee, Bicycle and Pedestrian Subcommittee, Intermodal Technical Committee and the Metropolitan Planning Policy Committee.</p> <p><b>ACCOMPLISHMENTS:</b> Meetings of the Intermodal Technical Committee were held on November 7, 2018 and February 6, 2019. Meetings of the Metropolitan Planning Policy Committee were held on November 14, 2018 and February 13, 2019. In addition, a meeting of the Bicycle and Pedestrian Facilities Subcommittee was held on February 6, 2019 and a meeting of the Transit Committee was held November 7, 2018. Items considered for approval during the Intermodal Technical and Metropolitan Planning Policy Committee meetings included: Transit amendments to the Unified Planning Work Program (UPWP) and Transportation Improvement Program (TIP); reviewing rankings of projects submitted for consideration of Surface Transportation Block Grant (STBG) funding; awarding STBG funding to the thirty-one (31) projects ranked the highest; establishing 2019 Safety Performance Measure Targets; establishing 4-year performance targets for travel time reliability, freight, bridge and pavement conditions. Furthermore, quarterly progress reports and invoices were prepared and submitted to the Mississippi Department of Transportation (MDOT) in October 2018 and January 2019. The Fiscal Year 2018 Annual Listing of Obligated Projects and Public Participation Plan evaluation summary was published on CMPDD's website in December 2018. Finally, a joint meeting of the Stakeholders, Bicycle and Pedestrian, Intermodal Technical, and Metropolitan Planning Policy Committees was held March 19, 2019, in conjunction with a public meeting to kick off the 2045 Metropolitan Transportation Plan (MTP) update.</p>
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TASK 14-2	<p><b>PREPARATION/REVISION OF PROSPECTUS AND UNIFIED TRANSPORTATION PLANNING WORK PROGRAM</b></p> <p>Conducting the performance-based continuing, cooperative, and comprehensive Transportation Planning Process including the setting of performance targets and the tracking of those targets may necessitate the need for revisions to the Prospectus (bylaws document) for the Jackson Metropolitan Planning Organization. Accordingly, District staff will draft revisions to the Prospectus as needed to address issues that may arise in the planning process during Fiscal Year 2019. In addition, the Fiscal Year 2019-2020 Unified Planning Work Program (UPWP) will be amended when deemed necessary by CMPDD.</p> <p><b>ACCOMPLISHMENTS:</b> No amendments to the Prospectus were necessary during the first half of Fiscal Year 2019. However, transit amendments to the Unified Planning Work Program (UPWP) for Fiscal Years 2019 and 2020 were considered and approved in November.</p>
TASK 14-3	<p><b>AMENDMENTS TO THE PARTICIPATION PLAN AND ALL PUBLIC INVOLVEMENT/ INFORMATIONAL ACTIVITIES</b></p> <p>During Fiscal Year 2019, the MPO staff, in cooperation with the Mississippi Department of Transportation, Federal Highway and Transit Administrations, as well as other participants in the Transportation Planning Process, will prepare amendments to the MPO's existing Participation Plan as needed. District staff and others will continually monitor the effectiveness of the Participation Plan and modify it as necessary to expand its usefulness as a tool to encourage public and interested party input during Fiscal Year 2019.</p> <p><b>ACCOMPLISHMENTS:</b> During the first half of Fiscal Year 2019, District staff drafted articles for the newsletter, the <i>Central Update</i>, regarding transportation planning-related activities, and promoted transportation planning activities on CMPDD's Facebook page. In addition, a press release was sent out in February 2019 announcing projects selected by the Metropolitan Planning Organization (MPO) for Surface Transportation Block Grant (STBG) funding. Furthermore, a joint meeting of the Stakeholders, Bicycle and Pedestrian, Intermodal Technical, and Metropolitan Planning Policy Committees was held March 19, 2019, in conjunction with a public meeting to kick off the 2045 Metropolitan Transportation Plan (MTP) update. Advertisements promoting the public meeting were published on CMPDD's website page and in the Clarion Ledger and Jackson Advocate.</p> <p>In addition, 15 meetings were held during the first half of Fiscal Year 2018 where MPO staff presented information about transportation and land use planning. Finally, one amendment to the 2019-2022 Transportation Improvement Program was advertised on the District's website in accordance with the policies outlined in the Public Participation Plan.</p>

TASK 14-4	<p><b>PERFORMANCE MEASURES AND TARGET ANALYSIS</b></p> <p>During Fiscal Year 2019, District staff will monitor and analyze baseline performance data in order to establish performance targets for each performance measure required under the FAST Act. District staff will gather data to incorporate a performance report as part of the 2045 Metropolitan Transportation Plan. The performance report will evaluate the condition and performance of the regional transportation system, and outline progress achieved in meeting performance targets set for each performance area.</p> <p><b>ACCOMPLISHMENTS:</b>  In November, the Metropolitan Planning Organization (MPO) adopted performance measure targets by agreeing to support the State of Mississippi's established targets for travel time reliability, freight, and bridge and pavement conditions. In addition, CMPDD staff presented 2019 safety performance targets to the Intermodal Technical and Metropolitan Planning Policy Committees in February for approval.</p>
TASK 14-5	<p><b>ROADWAYS AND BRIDGES PLANNING; CONTINUE PREPARATION OF LOCAL PLANS/LAND USE FORECASTING</b></p> <p>The District in Fiscal year 2019 will maintain the 2040 Roadways and Bridges Plan element of the MPO's Metropolitan Transportation Plan (MTP), and will begin development of the 2045 Roadways and Bridges Plan element which must be completed by December 2020. As part of the maintenance of the 2040 MTP and in preparation for the development of the 2045 Roadways and Bridges Plan element District staff will continue assisting local governments in the preparation of Comprehensive Plans, including Land Use Plans, local Transportation Plans, and Public Facilities Plans. District staff will use these local plans and previously prepared plans (especially the Land Use Plans) to develop forecasts of population, dwelling units, employment, and school enrollment by Traffic Analysis Zones (TAZs).</p> <p><b>ACCOMPLISHMENTS:</b>  On November 19, 2015, the 2040 Metropolitan Transportation Plan (MTP), which serves as the long-range transportation plan for the Jackson Urbanized area was approved by the Jackson Metropolitan Planning Organization. No amendments were made to the 2040 MTP during the first half of Fiscal Year 2019. In November, CMPDD staff members held meetings with the MS Department of Transportation (MDOT) and Neel-Schaffer (selected consulting firm) to discuss and begin the 2045 MTP update. In addition, District staff has continued preparation of local Land Use Plans and local Transportation Plans for communities such as Flora, Terry, Edwards, Madison County, Richland, Pearl, Yazoo City, and Puckett. A methodology has been developed whereby adopted land use patterns are translated into forecasts of population, number of dwellings units, and employment for the MTP planning process.</p>

TASK 14-6	<p><b>BICYCLE AND PEDESTRIAN FACILITIES PLANNING</b></p> <p>As part of the development of the 2045 Bicycle and Pedestrian Plan element of the Metropolitan Transportation Plan (MTP), during Fiscal Years 2019 staff will continue collecting data and meeting with groups both regionally and statewide to assess bicycle and pedestrian improvements. MPO staff members will also amend and refine the 2040 Bicycle and Pedestrian Plan element of the MTP, which was adopted November 2015, as needed.</p> <p>Furthermore, MPO staff shall refine and make amendments to the project selection criteria for the Transportation Alternatives Program as needed to reflect priority changes.</p> <p><b>ACCOMPLISHMENTS:</b>  No amendments were made to Volume III of the 2040 Metropolitan Transportation Plan entitled Bicycle and Pedestrian Plan during the first half of Fiscal Year 2019. District staff has continued to meet with local jurisdictions and advocacy groups to discuss bicycle and pedestrian proposed projects as needed. Furthermore, a meeting of the Bicycle and Pedestrian Facilities Sub-Committee was held on February 6, 2019. A Call for Projects for Transportation Alternatives (TA) funding was issued on February 13, 2019 with a deadline to submit project applications by March 29, 2019. During the second half of Fiscal Year 2019, the Metropolitan Planning Policy Committee will approve funding for TA projects selected through the application process.</p>
TASK 14-7	<p><b>TRANSIT PLANNING</b></p> <p>During Fiscal Year 2019, District staff will maintain the 2040 Transit Plan element of the 2040 Metropolitan Transportation Plan (MTP), and will begin development of the 2045 Transit Plan element. In addition, the District will provide technical assistance on an as-requested basis to the City of Jackson Transit Services Division. Furthermore, the District in cooperation with the City of Jackson will review and revise the Planning Agreement between the MPO and the City of Jackson to reflect any necessary changes as a result of the FAST Act.</p> <p><b>ACCOMPLISHMENTS:</b>  Volume V of the 2040 Metropolitan Transportation Plan entitled Public Transit was adopted in November 2015. No amendments were made to this document during the first half of Fiscal Year 2019. A meeting of the Transit Committee was held on November 7, 2018. During the meeting a number of topics were discussed including: the annual listing of obligated projects; developing the 2045 Metropolitan Transportation Plan; as well as steps being taken to address the Transit Asset Management final rule. District staff processed transit amendments to the Unified Planning Work Program (UPWP) and Transportation Improvement Program (TIP) during the first half of Fiscal Year 2019. Furthermore, District staff worked with the City of Jackson on developing a request for proposals and selecting an operations and maintenance provider for JATRAN services.</p>

<p>TASK 14-8</p>	<p><b>FREIGHT PLANNING ELEMENT OF THE LRTP</b></p> <p>As part of the development of the <i>2045 Freight Plan</i> element of the MTP, during Fiscal Year 2018-2019, MPO staff will continue collecting data and meeting with groups both regionally and statewide to assess freight demand. The 2045 Plan will provide an updated analysis of freight conditions. MPO staff members will also amend and refine the <i>2040 Freight Plan</i> element of the Metropolitan Transportation Plan as needed during Fiscal Year 2019. Furthermore, the MPO will continue to work collaboratively with MDOT as they maintain the State Freight Plan.</p> <p><b>ACCOMPLISHMENTS:</b>  Volume VI of the 2040 Metropolitan Transportation Plan (MTP) entitled Freight addresses current and future freight demand in the area. No amendments have been made to Volume VI since it was approved in November 2015. In the first half of Fiscal Year 2019, District staff began working to develop the 2045 MTP update. A public kick off meeting for the 2045 Plan update was held March 19, 2019.</p>
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TASK 14-9

PREPARATION OF AND AMENDMENTS TO THE TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

During Fiscal Year 2019, administrative modifications and amendments to the Jackson Urbanized Area Transportation Improvement Program (TIP) for Fiscal Years 2019 through 2022 will be submitted to the MPO for consideration as needed.

ACCOMPLISHMENTS:

During the first half of Fiscal Year 2019 District staff processed six (6) administrative modifications and one (1) amendment to the 2019-2022 Transportation Improvement Program (TIP) document. In addition, District staff hosted TIP update meetings between Federal Highway, the MS Department of Transportation, and local jurisdictions on December 4, 2018 and February 6, 2019. District staff also reviewed and graded project submitted in October for consideration of Surface Transportation Block Grant (STBG) funding.

Projects Selected for funding:

Entity	Project	Federal STBG Funding
Brandon	Traffic signal upgrades Hwy 80 at Eastgate Drive and Municipal Drive	\$500,000
Brandon	New traffic signal Hwy 18 at Louis Wilson Drive with intersection improvements	\$600,000
Brandon	Burnham Road mill and overlay city limits to Old Brandon Road	\$250,000
Brandon	Shiloh Road mill and overlay Louis Wilson Drive to Shiloh Parkway	\$125,000
Clinton	Midway Road Bridge Replacement	\$387,717
Clinton	Kickapoo Road Bridge Replacement	\$336,422
Flora	Kearney Park Road mill and overlay SE Clark Street to town limits	\$498,634
Florence	New traffic signal Hwy 49 at Crosspark Drive	\$487,550
Jackson	Mill street Town Creek Bridge Replacement	\$1,125,000
Jackson	Terry Road Cany Creek Bridge Replacement	\$2,025,000
Jackson	Traffic signal upgrades Woodrow Wilson & Medgar Evers Blvd. 5 points	\$354,198
Jackson	Traffic signal upgrades State Street at Pearl, Amite, Mississippi, and High Streets	\$503,082
Jackson	Traffic signal upgrades State Street at Rankin, South, Court, Tombigbee, and Pascagoula Streets	\$658,968
Jackson	Traffic signal upgrades Woodrow Wilson Ave. at Bailey Ave. and Bailey Ext.	\$517,872
Jackson	Terry Road mill and overlay I-20 to McDowell Road	\$1,836,857
Jackson	Woodrow Wilson Ave. mill and overlay Mill Street to Martin Luther King Jr. Drive	\$3,674,734
Jackson	Meadowbrook Road mill and overlay I-55 to West/Northbrook Drive	\$2,669,746
Jackson	State Street mill and overlay Sheppard to Briarwood Drive	\$1,583,723
Madison County	Catlett Road widening, realignment, and intersection improvements Red Fox Road to Stribling Road Ext.	\$2,591,971
Madison County	New traffic signal Hwy 22 at King Ranch Road with intersection improvements	\$362,953
Pearl	Traffic signal upgrades Hwy 80 at Belvedere Drive and Cross Park Drive	\$320,000
Pearl	Old Whitfield Road mill and overlay Hwy 468 to Hwy 475	\$1,000,000
Pearl	Pearl Richland Intermodal Connector Phase 1 widening South Pearson Road from Richland Creek to Hwy 468	\$2,000,000
Pearl River Valley	Lower Spillway Road mill and overlay Breakers Lane to old Rapids entrance	\$1,480,000
Rankin County	Spillway Road mill and overlay Grants Ferry Road to Hwy 471	\$389,375
Rankin County	Gunter Road Extension new two-lane roadway to extend Gunter Road from Hwy 49 to Florence-Byram Road	\$3,001,500
Ridgeland	New traffic signal Highland Colony Parkway at Renaissance Driveway #3	\$466,000
Ridgeland	New traffic signal Highland Colony Parkway at Renaissance Driveway #4	\$460,000
Ridgeland	New traffic signal Highland Colony Parkway at Lake Harbour Drive	\$425,000
Ridgeland	Traffic signal upgrades Hwy 51 at Lake Harbour Drive with intersection improvements	\$1,070,500
Ridgeland	Traffic signal equipment improvements multiple locations citywide	\$954,000

TASK 14-10	<p><b>PAVEMENT MANAGEMENT SYSTEM</b></p> <p>The District uses its Pavement Management System to collect data on road conditions in the three-county area on a three-year cycle. That is, one county each year for Hinds, Madison, and Rankin Counties. During Fiscal Year 2019, District staff will complete a re-inventory of all non-state maintained arterial and collector facilities in Madison County. Each year a new prioritized list of management needs will be developed based upon the latest available data from each county. The data is collected using a windshield survey method in which District staff complete a visual inspection of the arterial and collector facilities and the data is then input into the Deighton Total Infrastructure Management System (dTIMS). This software replaces the Road Surface Management Software (RSMS) system previously used by the District.</p> <p><b>ACCOMPLISHMENTS:</b>  During the first half of Fiscal Year 2019, District staff has been working to replace the current pavement management software used to assess pavement conditions within the Jackson MPO planning area, Road Surface Management System (RSMS), with an up to date asset management software developed by Deighton called Deighton Total Infrastructure Management System (DTIMS). District staff has been working with Deighton in the customization of this software by providing historical pavement condition data, shape files of the roadway network to be surveyed and additional data which will be used to tailor the software to better fit the needs of the Jackson MPO.</p>
TASK 14-11	<p><b>CONGESTION MANAGEMENT PROCESS</b></p> <p>During Fiscal Year 2019, the District, in consultation with a consultant, will begin the update process for the 2045 MTP Congestion Management Process plan element. This shall include gathering travel time data for functionally classified roadways from a reliable data source and analyzing the data to include in the 2045 MTP Congestion Management Process plan element. The Congestion Management Process will be expanded upon from the 2040 MTP to include multimodal components such as land use management, transit, and other non-highway strategies. The plan will include developing a robust discussion of non-recurring congestion, bottlenecks, and freight movement and their effects on congestion.</p> <p><b>ACCOMPLISHMENTS:</b>  During the first half of Fiscal Year 2019, no amendments were made to Volume IV of the 2040 Metropolitan Transportation Plan (MTP), Congestion Management Process (CMP). District staff has been attending quarterly webinars related to the National Performance Management Research Data Set (NPMRDS) to better understand ways to improve upon the MPO's current CMP. Development of the 2045 MTP began in Fiscal Year 2019. This update will include an update of the MPO's existing CMP. The 2045 MTP, including the updated CMP component, will be complete and submitted for approval by the Metropolitan Planning Policy Committee by the end of 2020.</p>

<p>TASK 14-12</p>	<p><b>TRAFFIC COUNTING PROGRAM</b></p> <p>During Fiscal Year 2019, District staff will continue the Metropolitan Traffic Counting Program initiated during Fiscal Year 2004. Traffic counters will be deployed by District staff on selected arterial and collector streets and roads in the entire Metropolitan Planning Area, including Hinds, Madison, and Rankin counties, and on an as-requested only basis in Copiah Simpson, and Yazoo counties.</p> <p>The District will continue to coordinate these traffic counts with counts performed by MDOT and local governments in order to avoid a duplication of effort. The District will place the traffic counts on the CMPDD website. This traffic count data will be available to the public and will list not only recent traffic count data, but also historical data and traffic projections for each traffic count location. This historical data will be used in the planning process to determine transportation needs based off of the historic and current traffic volume trends.</p> <p>Traffic counts performed through this program will provide supporting data for each Metropolitan Transportation Plan update and the Congestion Management Process.</p> <p><b>ACCOMPLISHMENTS:</b>  During the first half of Fiscal Year 2019 District staff assisted the City of Ridgeland by collecting traffic count data at multiple locations throughout the City. In addition, traffic count data collection for Madison County, and the municipalities within the county, is currently underway and is anticipated to be complete by the end of the calendar year.</p>
<p>TASK 14-13</p>	<p><b>REGIONAL TRAFFIC SIGN RETROFLECTIVITY SYSTEM</b></p> <p>The Traffic Sign Retroreflectivity Maintenance and Management Plan for the Jackson Urbanized Area was proposed and adopted after working with several local governments to identify the method that best suits the needs of each municipality or county which included ease of use, cost effectiveness, security and reliability, and other factors. Now that the plan has been adopted local government personnel have begun to inventory their signs and enter the collected data (sign type by location, date last replaced if known, and the date proposed for replacement, etc.) into the MPO database.</p> <p>Each Local Public Agency (LPA) is responsible for completing its own sign inventory and inputting the collected data into the ITrac Signs database system. Additionally, the District purchased three (3) sign retroreflectometers (RoadVista 922) and extension poles to assist the LPAs in measuring the retroreflective levels of each sign in their respective jurisdictions. The retroreflectometers will be loaned out on a month-long basis to each LPA requesting them. After each retroreflectometer is returned, it will be loaned out to a different LPA until all have completed their sign inventories. CMPDD staff will serve as technical support staff for this task. CMPDD staff will provide training on the ITrac Signs software and on use of the RoadVista 922 retroreflectometers.</p> <p>Furthermore, if requested by MDOT, District staff will assist with retroreflectivity training across the state as needed.</p> <p><b>ACCOMPLISHMENTS:</b>  District staff continue to maintain the traffic sign retroreflectivity database system, iTrac Signs. During the first half of Fiscal Year 2019, there were no new signs added to the system. Furthermore, District staff continually monitor federal regulations to ensure the Metropolitan Planning Organization is meeting all requirements as it relates to the sign retroreflectivity program.</p>



<p>TASK 14-14</p>	<p><b>MAINTENANCE OF THE TRANSPORTATION DATABASE</b></p> <p>During FY 2019, District staff will continue to develop and maintain Transportation Analysis interactive Geographic Information System (GIS) map viewers on the CMPDD web-based mapping portal. District staff will continue to collect and maintain computerized maps of other cities and unincorporated portions of the Metropolitan Planning Area, including the entire six-county area (Copiah, Hinds, Madison, Rankin, Simpson, and Yazoo counties) that now constitutes the boundaries of the Transportation Planning Process.</p> <p>In addition CMPDD staff will continue gathering local land use data to be used in forecasting land development projections to be used in the Metropolitan Transportation Plan Update. Land use data in conjunction with transportation indicators will be used to project model input data (population, housing, employment and school enrollment).</p> <p><b>ACCOMPLISHMENTS:</b>  The District's GIS staff continued preparation of updated base maps for the communities of Flora, Richland, Edwards, Terry, Puckett, Yazoo City, and Madison County in connection with the development of Comprehensive Plans for those communities. GIS staff also continued to maintain and update existing transportation viewers on the District's website. Updated interactive maps for the 2019-2022 Transportation Improvement Program, functionally classified roadways, and traffic counts were launched during the first half of Fiscal Year 2019. Existing land use data was collected and analyzed for Pearl, Puckett, and Madison County during the first half of Fiscal Year 2019.</p>
<p>TASK 14-15</p>	<p><b>STAFF TRAINING AND PROFESSIONAL DEVELOPMENT</b></p> <p>During Fiscal Years 2019, the professional/ technical staff of the District will participate in training courses and conferences, many of which will require out-of-state travel. All persons participating in these courses/conferences are regularly employed in transportation planning-related functions of the MPO.</p> <p>CMPDD staff will also continue to devote considerable time to "in-house" training, becoming familiar with "TransCad", "CommunityViz" and other computer software packages such as ESRI's ARC/INFO and other software packages that may be used by CMPDD.</p> <p><b>ACCOMPLISHMENTS:</b>  District staff participated in the following conferences and training sessions that enhanced transportation planning capabilities during the first half of Fiscal Year 2019:</p> <ul style="list-style-type: none"> <li>• Statewide MPO training hosted by MDOT</li> <li>• LTAP Essential Requirements of the Uniform Act</li> <li>• MS Transportation Institute</li> <li>• Census and demographic analysis training</li> <li>• Mississippi Chapter of the American Planning Association Spring Workshop</li> <li>• MS Association of Spatial Technologies Conference</li> <li>• ESRI mapping training</li> <li>• Business writing development</li> <li>• Various webinars hosted by Federal Highway Administration and/or Federal Transit Administration</li> </ul>

TASK 14-16	<p data-bbox="365 168 592 199"><b>SPECIAL STUDIES</b></p> <p data-bbox="365 220 1404 346">Following the completion of the 2045 Metropolitan Transportation Plan (MTP), District staff will undertake technical studies to address specific issues identified within the transportation network that may require more deliberate effort than a spot analysis to further enhance the MPO planning process.</p> <p data-bbox="365 378 641 409"><b>ACCOMPLISHMENTS:</b></p> <p data-bbox="365 409 1404 493">Work for this task has not started. Following completion of the 2045 Metropolitan Transportation Plan (MTP) update, Special Studies will be undertaken by District staff to further enhance the metropolitan transportation planning process.</p>
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**TRANSPORTATION PLANNING BUDGET**

<b><u>EXPENSES</u></b>	<b><u>ANNUAL BUDGET</u></b>	<b><u>AS OF 3/31/2019</u></b>
Personnel	\$705,572	\$354,863
Indirect	\$248,812	\$125,125
Travel/Training/Reg Fees	\$148,000	\$2,991
Meetings	\$10,000	\$2,469
Furniture/Equipment	\$75,000	\$0
Equipment Maintenance	\$5,000	\$0
Miscellaneous	\$20,000	\$71
Dues/Memberships/Subscriptions	\$30,000	\$13,553
Computer	\$90,000	\$15,590
Contractual Services	\$350,000	\$0
Legal	\$2,500	\$0
Equipment Lease/Rental	\$20,000	\$3,632
General Supplies	\$10,000	\$80
Printing Supplies	\$2,000	\$0
Un-programmed	\$696,414	\$0
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<b>TOTAL</b>	<b>\$2,413,298</b>	<b>\$518,373</b>
<b><u>SOURCES</u></b>		
Federal/State	\$2,072,123	\$221,593
Assessments - General	\$50,102	
Match Carryover	\$291,073	\$59,664
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<b>TOTAL</b>	<b>\$2,413,298</b>	<b>\$281,257</b>
Revenue Over (Under) Expenditure		\$(237,116)

PROJECT:

**COMMUNITY AND ECONOMIC DEVELOPMENT AID**

PROJECT NUMBER:

**15**

DESCRIPTION: CMPDD has long recognized that one of its primary responsibilities is to improve the infrastructure, living environments, and the economic well-being of the citizens of the central Mississippi region. The District's community and economic development staff work daily to help secure Federal and State grants that help provide infrastructure improvements needed to attract business and industrial prospects, as well as investments to allow local businesses to expand or remain in central Mississippi.

The majority of the opportunities available to cities and counties are accessed through programs administered by the Mississippi Development Authority (MDA) and the Delta Regional Authority (DRA). In addition, local governments rely upon these grants and loans to make improvements to infrastructure and public facilities, especially in low to moderate income areas. Some other programs available to assist with promoting economic and community development include Capital Improvement Revolving Loan Fund (CAP), the Recreational Trails Program, the Land and Water Conservation Fund, and the USDA. It is not uncommon for CMPDD to apply to multiple grant sources in order to maximize funding for an eligible project. Whether assisting a community with job creation, water and wastewater improvements, industrial park enhancements, transportation infrastructure improvements, or job training and education, the District stands ready and able to provide the technical expertise required to meet the demands of competing for and administering ever changing funding opportunities.

NEED	There is a need in central Mississippi to improve infrastructure and to provide job opportunities in almost all communities and counties. The CDBG program is one of the few remaining federal programs available to municipalities and counties that provides funds to improve all of these things. There is also a need to identify funding sources that can be used to leverage other funding sources and the DRA program is designed to help meet this need by providing local governments and nonprofit corporations with grant funds to address infrastructure needs, business development, and job training assistance. The District has trained, experienced staff to provide technical assistance with a wide variety of grant programs.
BENEFITS	Increased opportunities for jobs; adequate water, sewer, storm drainage, roads/streets, and other public facilities; community improvement; and increased economic development start-up and expansion opportunities, which bring new investments and job opportunities for the community.

<p>TASK 15-1</p>	<p><b>COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM</b></p> <p>The Community Development Block Grant (CDBG) program is designed to aid in the development of viable communities that provide their residents with suitable living environments and economic opportunities. The three national objectives of the program are: (1) to benefit low and moderate income persons; (2) to aid in the prevention of slums and blight; and (3) to eliminate conditions that pose a serious and immediate threat to the health and welfare of a community.</p> <p><b>APPLICATION PREPARATION</b></p> <p>Staff will provide:</p> <ul style="list-style-type: none"> <li>• General technical assistance to all local governments to inform them of CDBG program opportunities, eligible projects, deadlines, prioritizing needs, and suggest other sources of funding for matching CDBG grants.</li> <li>• Specific technical assistance for communities desiring to apply for CDBG funding by assisting in holding public hearings, establishing time tables for application development, explaining program procedures and rating formulas used by the State to evaluate projects, working closely with project engineer/architect to compile cost estimates and detailed information for proposed projects, and serving as liaison between the local government and State and Federal agencies in connection with the proposed project.</li> <li>• Application preparation assistance by staff which will consist of providing income survey instruments to local government, preparing maps and graphics, analyzing and compiling census data, working with the project engineer/architect and state agencies to compile data demonstrating the need for the project activities, completing all necessary application forms, and providing for submission of the application to the State for review.</li> <li>• Technical assistance to the local government when a site visit is requested by the State for the proposed project.</li> </ul> <p><b>ACCOMPLISHMENTS:</b></p> <p>The District received Mississippi Development Authority (MDA) approval for the following applications submitted in the 2018 funding cycle:</p> <ul style="list-style-type: none"> <li>• Town of Bentonia</li> <li>• City of Mendenhall</li> <li>• Town of Wesson</li> </ul> <p>The due date for the 2019 applications falls after the first half of the fiscal year; therefore, none have been submitted to MDA. However, the District staff is assisting the following communities in the development of applications:</p> <ul style="list-style-type: none"> <li>• Town of D'Lo</li> <li>• Town of Georgetown</li> <li>• City of Pearl</li> <li>• City of Richland</li> <li>• City of Yazoo City</li> </ul>
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TASK 15-2

CDBG GRANT ADMINISTRATION

Upon approval of a CDBG project the District will:

- Work with the State and the local government to meet any special conditions required by the grant.
- Meet with the local government to inform them of requirements.
- Sign a contract with local government.
- Provide all environmental assessment work, as required by the State and the National Environmental Policy Act.
- Assist the local government with advertising for professional services, which HUD regulations require to implement the project.
- Assist the local government in the selection of consultants.
- Provide the selected project administrator with the files necessary for the implementation of the project.

If CMPDD is requested by the local government to provide full administration of the project the following additional services will be provided:

- Assist the local government in executing contracts with selected consultants and submitting the contracts to the Mississippi Development Authority (MDA) for approval.
- Assist the local government in the acquisition and recording all necessary easements identified by the engineer/architect.
- Provide the project engineer/architect with guidance when preparing, advertising, and reviewing bid documents.
- Request wage determinations from MDA for inclusion in the bid documents.
- Submit award notice to MDA for approval of selected contractors.
- Attend the Pre-Construction Conference and explain all applicable regulations to the contractors.
- Collect and review certified pay estimates from the project engineer/architect, seek local government approval for payment, prepare request for cash forms, and submit forms to MDA for approval and payment.
- Maintain an account ledger supported by certified pay estimates and bank statements from the local government to document timely disbursement and use of local matching funds.
- Conduct labor standard interviews for each contractor during project implementation.
- Collect and review weekly certified payrolls from each contractor and ensure compliance with Davis-Bacon requirements.
- Prepare and submit quarterly reports, Section 3 reports, MBE/WBE reports, and audits.
- For Economic Development projects, assist the benefitting business in documenting job creation reports.
- Host a post award public hearing and a public hearing on Section 3 requirements.
- Attend post award site and monitoring visits.
- Prepare a closeout package and submit it to MDA.

In Fiscal Year 2018-2019, the District will continue providing administration services to the Towns of Edwards, Utica and Puckett. Additional projects may be included once new awards are made.

**ACCOMPLISHMENTS:**

The District will continue providing administration services to the Towns of Edwards, Utica, Puckett, Bentonia, and Wesson.

<p>TASK 15-3</p>	<p><b>DELTA REGIONAL AUTHORITY (DRA)</b></p> <p>The Delta Regional Authority (DRA) is a Federal-State partnership created by Congress through the <i>Delta Regional Authority Act of 2000</i>, which serves a 240-county/parish area in an eight-state region. In Mississippi, 45 counties (including the seven counties in CMPDD's area) are eligible for funding under DRA. The purpose of DRA is to remedy severe and chronic economic distress by stimulating economic development partnerships that will have a positive impact on the region's economy. Priority for funding is given to four types of projects: (1) Basic Public Infrastructure, (2) Transportation Infrastructure, (3) Business Development, and (4) Job Training and Employment-related Education. Also, DRA funds may be used to leverage other federal and state programs. Under Federal law, 75 percent of funds are targeted to distressed counties and pockets of poverty and 50 percent of dollars are earmarked for transportation and basic public infrastructure.</p> <p>DRA mandates that those persons responsible for submitting and administering DRA projects attend their annual DRA Training Academy and be re-certified as a DRA partner. The District maintains its certification as a DRA partner by sending eligible staff to receive this training.</p> <p><b>TECHNICAL ASSISTANCE</b></p> <p>Staff will provide:</p> <ul style="list-style-type: none"> <li>• General technical assistance to all local governments to inform them of DRA program opportunities, eligible projects, deadlines, prioritizing needs, specific technical assistance to communities desiring to apply for DRA funding, and serving as a liaison between the local government and State and Federal agencies in connection with the proposed project.</li> <li>• Specific technical assistance to communities desiring to apply for DRA funding by serving as a liaison between the local government and State and Federal agencies in connection with the proposed project.</li> <li>• Staff will provide reports of CMPDD's DRA activities to DRA officials.</li> </ul> <p><b>ACCOMPLISHMENTS:</b></p> <p>The Mississippi Center for Medically Fragile Children (MCMFC) is building a 33,000 sq. ft. skilled pediatric and palliative care facility that will provide temporary and residential care for children that are medically fragile or chronically ill. MCMFC received DRA funds in the amount of \$559,500 for the site work that begins the process of the building. Additionally, more than \$5,020,000 in donations have been secured.</p> <p>DRA held its annual mandatory workshop in Memphis, TN in January, 2019. One staff member attended the workshop and continues to be certified as CMPDD's DRA official. Additionally, the District is providing technical assistance to potential applicants for 2019 DRA funds.</p>
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<p>TASK 15-4</p>	<p><b>DRA PROJECT ADMINISTRATION</b></p> <p>Staff will provide technical assistance to the local governments to administer the project once it has been approved.</p> <p><b>ACCOMPLISHMENTS:</b>  Upon award, District staff: (1) works with DRA and local government to meet any special conditions of the grant; (2) meets with local government to inform them of their requirements; (3) signs a contract with the local government; (4) provides all necessary environmental assessment work as required by DRA and the National Environmental Policy Act; (5) assists the local government with general oversight regarding project administration, administrative services, and financial management services consistent with DRA program guidelines and policies; (6) assists in setting up record keeping files in accordance with DRA specifications; (7) assists with preparation of quarterly performance reports and close-out documents; (8) assists with DRA draw-downs by filing necessary documents, and; (9) coordinates meetings with DRA representatives as needed. Currently, District staff is providing administrative services for the City of Vicksburg and the Mississippi Center for Medically Fragile Children.</p>
<p>TASK 15-5</p>	<p><b>ADDITIONAL FUNDING SOURCES - APPLICATION PREPARATION</b></p> <p>District staff will also seek Federal and State financial assistance through such sources as Mississippi Development Authority, Mississippi Department of Wildlife, Fisheries and Parks, Mississippi Department of Environmental Quality, US Environmental Protection Agency, and other appropriate agencies. A partial listing of additional funding programs include:</p> <ul style="list-style-type: none"> <li>• The Local Government Capital Improvement Revolving Loan Program (CAP) was enacted by the State Legislature and is designed for making low interest loans to counties or municipalities to finance capital improvements in Mississippi.</li> <li>• The Mississippi Development Infrastructure Program (DIP) is designed for making grants or loans to counties or municipalities to finance small infrastructure projects to promote economic growth in the State of Mississippi.</li> <li>• The Recreational Trails Program (RTP) is an 80/20 match grant program for substantial trail development.</li> <li>• The Land and Water Conservation Fund (LWCF) Program is a 50/50 match grant program for outdoor recreation development.</li> <li>• The Mississippi Rural Impact Fund (RIF) Program is designed to assist and promote businesses and economic development in rural areas by providing grants of up to \$150,000 to rural communities.</li> <li>• The Mississippi Small Municipalities and Limited Population Counties Grant Program (SMLPC) is designed for making grants to small municipalities and limited population counties or natural gas districts to finance projects to promote economic growth in the State.</li> <li>• The Mississippi Department of Environment Quality Brownfield Program provides technical and financial assistance aimed at prevention, assessment, clean up, and reuse of contaminated properties.</li> </ul> <p><b>ACCOMPLISHMENTS:</b>  Regarding the grant programs listed above, District staff provided general and technical assistance, application preparation, and evaluation assistance as described above. 2018 Small Municipalities and Limited Population Counties (SMLPC) were submitted and three projects were funded, the Town of Georgetown, Puckett and the Village of Satartia. As for the Brownfields grants, CMPDD worked with the City of Hazlehurst and the CMPDD contractor on an application that will be submitted in 2020.</p>



<p><b>TASK 15-6</b></p>	<p><b>GRANT ADMINISTRATION</b></p> <p>In recent years, CMPDD has expanded its grant administration expertise and established a strong track record in ensuring that all grant guidelines and requirements are met. Administrative services are conducted with the highest level of professionalism and attention to detail, which guarantees the grant recipient a successful conclusion to their project. These administrative services shall be made available to the District's participating governments and other entities upon request.</p> <p><b>ACCOMPLISHMENTS:</b> During this period, no administration services were required for the grant programs listed above.</p>
<p><b>TASK 15-7</b></p>	<p><b>MANTAIN AND UPDATE DRA ALLOCATION FUNDING MODEL</b></p> <p>Staff will provide technical services required to update the DRA allocation model on an annual basis as required by DRA. CMPDD will gather and compile the required data on all DRA counties and integrate the data into the allocation model so the DRA can use the model as a guide for funding allocation.</p> <p><b>ACCOMPLISHMENTS:</b> Project was completed in January 2019.</p>

**COMMUNITY AND ECONOMIC DEVELOPMENT AID BUDGET**

<u><b>EXPENSES</b></u>	<u><b>ANNUAL BUDGET</b></u>	<u><b>AS OF 3/31/2019</b></u>
Personnel	\$114,990	\$42,085
Indirect	\$40,550	\$14,839
Travel/Training/Reg Fees	\$6,000	\$17
Meetings	\$500	\$0
Miscellaneous	\$1,000	\$0
Dues/Memberships/Subscriptions	\$500	\$0
General Supplies	\$2,000	\$0
Un-programmed	\$24,460	\$0
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<b>TOTAL</b>	<b>\$190,000</b>	<b>\$56,942</b>
<u><b>SOURCES</b></u>		
Federal/State	\$30,000	\$0
Local Cash-Contracts	\$160,000	\$144,729
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<b>TOTAL</b>	<b>\$190,000</b>	<b>\$144,729</b>
Revenue Over (Under) Expenditures		\$87,788

PROJECT:

**ECONOMIC DEVELOPMENT ADMINISTRATION ACTIVITIES**

PROJECT NUMBER:

**16**

**DESCRIPTION:** One of the District's main responsibilities is to improve the overall economic well-being of its region. While this responsibility is multifaceted, one of the main efforts is to approach economic development on a regional basis. The District was designated by the Economic Development Administration (EDA) as an Economic Development District in 1969. This designation enables the District to work with member governments to encourage economic development on a regional basis through the development of a Comprehensive Economic Development Strategy (CEDs) and various funding opportunities.

<b>NEED</b>	There is always a need to bring together the public and private sectors to diversify and strengthen the regional economy, thereby creating employment opportunities for the unemployed and the underemployed.
<b>BENEFITS</b>	This program allows the District to work with member governments and private industry to generate jobs, help retain existing jobs, and stimulate industrial and commercial growth in economically distressed areas of the region. EDA funding opportunities are made available to rural and urban areas experiencing high unemployment, low income, or other severe economic distress.
<b>TASK 16-1</b>	<p><b>EDA PLANNING</b></p> <p>The District will update and seek to use the Comprehensive Economic Development Strategy (CEDs) to guide economic development in the seven-county area. An appointed CEDs Committee will be used to assist in the formation and maintenance of the CEDs. The District will seek to implement the CEDs by developing projects that will link private investment with public funds and will provide jobs for the unemployed and underemployed. The District will report semiannually on the accomplishments of the Action Plan contained within the CEDs, and annually on the performance of the CEDs. The District will also conduct an annual survey of the CEDs committee to identify any needed changes to the technical components of the CEDs, including strategic and vital projects.</p> <p>The District will disseminate information regarding EDA programs and grant availability to member governments.</p> <p><b>ACCOMPLISHMENTS:</b> District staff prepared the five (5) year 2018-2022 Comprehensive Economic Development Strategy update last year and continues to use this document to guide project evaluation and discussions. The CEDs includes goals and objectives to assist local governments to create more jobs, foster a stable and diversified economy, and improve quality of life. The CEDs lists specific projects that will enhance the region's competitiveness and details an action plan to assist with the successful implementation. Currently the District is assisting two communities with pre applications. Finally the District successfully closed the Fiscal Year 2017-2018 planning grant, and submitted progress reports for the first half of Fiscal Year 2018-2019.</p>

TASK 16-2	<p><b>EDA GRANT PREPARATION</b></p> <p>District staff will work with member governments to develop viable projects for EDA funding and prepare the proposals and full applications as directed by EDA. District staff will also assist in determining eligibility and potential grant rates.</p> <p><b>ACCOMPLISHMENTS:</b> District staff discussed project eligibility with several potential applicants. District staff is currently assisting two (2) communities with pre-applications.</p>
TASK 16-3	<p><b>EDA GRANT ADMINISTRATION</b></p> <p>Upon approval of an EDA project the District will:</p> <ul style="list-style-type: none"> <li>• Work with EDA and the local government to meet any special conditions required by the grant.</li> <li>• Meet with the local government to inform them of their requirements.</li> <li>• Sign a contract with local government.</li> <li>• Provide all environmental assessment work, as required by the EDA and the National Environmental Policy Act.</li> <li>• Assist the local government with advertising for professional services which are required to implement the project, as required by EDA regulations.</li> <li>• Assist the local government in the selection of consultants.</li> <li>• Assist the local government in executing contracts with selected consultants and submitting the contracts to EDA for approval.</li> <li>• Assist the local government acquisition and recording of all necessary easements identified by the engineer/architect.</li> <li>• Submit Site Certificate and seek approval of plans and specifications prior to bid advertising.</li> <li>• Provide the project engineer/architect with guidance when preparing, advertising, and reviewing bid documents.</li> <li>• Provide the project engineer/architect with the appropriate Wage Determinations for inclusion in the bid documents.</li> <li>• Submit Award Notice to EDA for approval of selected contractors.</li> <li>• Attend the Pre-Construction Conference and explain all applicable regulations to the contractors.</li> <li>• Collect and review certified pay estimates from the project engineer/architect, seek local government approval and payment, prepare request for reimbursement forms, and submit forms to EDA for approval and payment.</li> <li>• Maintain an account ledger supported by certified pay estimates, canceled checks and bank statements from the local government.</li> <li>• Conduct labor standard interviews for each contractor during project implementation.</li> <li>• Collect and review weekly certified payrolls from each contractor and ensure compliance with Davis-Bacon requirements.</li> <li>• Prepare and submit quarterly reports.</li> <li>• Assist the benefitting business in documenting job creation reports.</li> <li>• Attend post award site and monitoring visits.</li> <li>• Prepare a closeout package and submit to EDA.</li> </ul> <p><b>ACCOMPLISHMENTS:</b> District staff will continue to work with local counties and municipalities in providing EDA grant administration as needed.</p>

TASK 16-4	<p><b>TRAINING</b></p> <p>District staff will coordinate efforts with EDA staff to provide training to Planning and Development District staff on a statewide basis.</p> <p><b>ACCOMPLISHMENTS:</b> District staff will attend the EDA informational session at the MAPDD Conference in April 2019.</p>
TASK 16-5	<p><b>SPECIFIC PROJECT REQUESTS</b></p> <p>The District shall assist member governments in seeking funding for specific project requests such as workforce development, job training, transportation, water and sewer improvements, and developing industrial and commercial sites as they relate to job creation and economic development.</p> <p><b>ACCOMPLISHMENTS:</b> The District provided requested assistance in seeking grant funds for workforce development and job training, as well as water and sewer improvements when related to job creation and economic development.</p>

**ECONOMIC DEVELOPMENT ADMINISTRATION BUDGET**

<b><u>EXPENSES</u></b>	<b><u>ANNUAL BUDGET</u></b>	<b><u>AS OF 2/21/2019</u></b>
Personnel	\$70,170	\$39,733
Indirect	\$24,745	\$14,010
Travel/Training/Reg Fees	\$4,385	\$0
Miscellaneous	\$100	\$0
Dues/Memberships/Subscriptions	\$500	\$0
General Supplies	\$100	\$0
<b>TOTAL</b>	<b>\$100,000</b>	<b>\$53,743</b>
<b><u>SOURCES</u></b>		
Federal	\$70,000	\$37,503
Assessments-General	\$30,000	\$13,276
<b>TOTAL</b>	<b>\$100,000</b>	<b>\$50,779</b>
Revenue Over (Under) Expenditures		\$(2,965)

PROJECT: **STAFF FOR MISSISSIPPI ASSOCIATION OF PLANNING AND DEVELOPMENT DISTRICTS**

PROJECT NUMBER: **17**

DESCRIPTION: Professional staff is needed to provide administrative and financial support to the Mississippi Association of Planning and Development Districts (MAPDD) in order to promote unity and efficiency of operation.

NEED	It is of vital importance that MAPDD operate in a unified, cohesive manner to actively handle the affairs of the association in a cost effective and organized method.
BENEFITS	It is cost effective for this association to pool its resources to collectively address common concerns and problems. Associations are much more influential when they have staff to provide direction and support. No training period is required while staff learn what a Planning and Development District (PDD) is because relationships have already been established. Joint ventures and group purchasing can be accomplished better as a unit versus each PDD acting independently.
TASK 17 -1	<p>MEETING PREPARATION</p> <p>District staff will be responsible for MAPDD housekeeping activities, such as meeting times and places, setting of agendas and programs, and the keeping of minutes.</p> <p>ACCOMPLISHMENTS: District staff continue to organize the agenda, as well as keep minutes for all regularly scheduled and special called MAPDD meetings. MAPDD meets at CMPDD's office on the third Wednesday of every month, and on other occasions when needed to address time sensitive issues.</p>
TASK 17-2	<p>FISCAL MANAGEMENT</p> <p>District staff will provide bookkeeping and fiscal management for the Association to include maintaining the proper relationship with the IRS and/or Secretary of State's Office.</p> <p>ACCOMPLISHMENTS: District staff members continue to provide bookkeeping and fiscal management for MAPDD and prepare all necessary paperwork for the Internal Revenue Service and Secretary of State's office.</p>
TASK 17-3	<p>PUBLICATIONS</p> <p>District staff will update and publish the State Directory of Planning and Development Districts (PDDs), as well as maintain the Association's website (<a href="http://www.mspdds.com">www.mspdds.com</a>). District staff will also update and reproduce the PDD promotional brochure, as needed.</p> <p>ACCOMPLISHMENTS: In conjunction with MAPDD's Annual Conference, District staff has updated the PDD Directory. The Directory will be distributed to elected officials and PDD staff members during the annual conference, which is scheduled to take place in April 2019. In addition, promotional brochures have been prepared to give out in June at the MS Association of Supervisors and MS Municipal League conferences in conjunction with the PDD Directory. Furthermore, District updated and launched a new website for the Association, <a href="http://www.mspdds.com">www.mspdds.com</a>.</p>

TASK 17-4	<p><b>CONTINUING EDUCATION</b></p> <p>Educational efforts will be implemented for the professional betterment of the PDDs and their staff, i.e. coordination of seminars and conferences.</p> <p><b>ACCOMPLISHMENTS:</b>  District staff continue to coordinate continuing education efforts for elected officials and PDD staff members by offering Continuing Education Credits for social workers and Certified Municipal Official credits for municipal officials during the annual PDD conference.</p> <p>Furthermore, District staff organized a Census training workshop for PDD staff members in November 2018. The training was held at the University of Mississippi and hosted by the State Data Center and the Mississippi Association of Planning and Development Districts.</p>
TASK 17-5	<p><b>LEGISLATIVE ATTENTION</b></p> <p>District staff will develop and follow the progress of legislative initiatives affecting the Association, each Planning and Development District, and member governments.</p> <p><b>ACCOMPLISHMENTS:</b>  District staff monitored legislative activities of interest to the PDDs and member governments on a daily basis during the most recent legislative session.</p>
TASK 17-6	<p><b>MAPDD ANNUAL CONFERENCE</b></p> <p>The District will organize and be responsible for the MAPDD Annual Conference. The District will assume responsibility for all phases of this task and continue to encourage staff from other PDD's to participate in all areas of the conference.</p> <p><b>ACCOMPLISHMENTS:</b>  The 2019 MAPDD Annual Conference is scheduled to be held April 23-26, 2019, in Biloxi at the Beau Rivage Convention Center.</p>
TASK 17-7	<p><b>ACTIVITIES COORDINATOR</b></p> <p>MAPDD will maintain a presence at both the Mississippi Association of Supervisor (MAS)s and the Mississippi Municipal League (MML) Conferences. District staff will serve as coordinator of these events and any others which may arise.</p> <p><b>ACCOMPLISHMENTS:</b>  District staff coordinated staff members to assist with the registration desk for MML's Mid-Winter Conference in January. Furthermore, MAPDD worked with MAS to co-host its annual Legislative Appreciation Reception, which was held January. District staff anticipates coordinating MAPDD's activities at the MAS and the MML summer conferences in June.</p>
TASK 17-8	<p><b>STATEWIDE LIAISON</b></p> <p>When beneficial to the Association, District staff will serve as a liaison between MAPDD and other state and national organizations to coordinate joint ventures.</p> <p><b>ACCOMPLISHMENTS:</b>  District staff continues to serve as a point of contact for state and national organizations and agencies for MAPDD.</p>



**MISSISSIPPI ASSOCIATION OF PLANNING AND DEVELOPMENT DISTRICTS BUDGET**

<b><u>EXPENSES</u></b>	<b><u>ANNUAL BUDGET</u></b>	<b><u>AS OF 3/31/2019</u></b>
Personnel	\$20,198	\$10,073
Indirect	\$7,122	\$3,552
Meetings	\$500	\$0
Miscellaneous	\$500	\$0
Supplies	\$500	\$389
Un-programmed	\$37,180	\$0
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<b>TOTAL</b>	<b>\$66,000</b>	<b>\$14,013</b>
 <b><u>SOURCES</u></b>		
Local Cash-Contracts	\$26,000	\$12,202
Program Income	\$40,000	\$0
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<b>TOTAL</b>	<b>\$66,000</b>	<b>\$12,202</b>
Revenue Over (Under) Expenditures		\$(1,811)

PROJECT: **BUSINESS AND ECONOMIC DEVELOPMENT FINANCING**

PROJECT NUMBER: **18**

DESCRIPTION: The District will encourage economic development through the management of various business and economic development financing programs. These debt financing programs will complement existing commercial or governmental financing programs.

NEED	Small businesses need access to debt capital that is unavailable through traditional lending sources. Also, small businesses create many of the new jobs in the economy by expanding existing operations and starting new ventures.
BENEFITS	The benefits of this project include new and expanded businesses that save existing jobs and create new ones.
TASK 18-1	<p><b>CERTIFIED DEVELOPMENT COMPANY</b></p> <p>The District's Certified Development Company, Central Mississippi Development Company, Inc. (CMDC), will approve fixed asset loans up to \$5,000,000 (\$5,500,000 for manufacturers) representing not more than 40% of the total project. Each loan recipient must create or retain at least one job per \$65,000 (\$100,000 for manufacturers) of financing. These loans will be available to small businesses across the State of Mississippi. Loans made under this program are guaranteed by the U.S. Small Business Administration (SBA), and the CMDC's goal is to obtain approval from SBA for a minimum of two (2) loans in Fiscal Year 2019. The District provides staff for the CMDC through an SBA approved professional services contract.</p> <p><b>ACCOMPLISHMENTS:</b> The minimum production requirement for this loan program by the U.S. Small Business Administration (SBA) is that CMDC must provide at least two 504 loan approvals on average for any two consecutive years. As of the first six months of this fiscal year, the CMDC has met 100% of this requirement for Fiscal Year 2019. The Board has approved three loans. These loans totaled \$1,730,000 of \$4,192,500 total project cost. These businesses will create approximately five (5) new jobs and retain approximately 18 jobs.</p>
TASK 18-2	<p><b>REVOLVING LOAN FUND (RLF)</b></p> <p>The District will make fixed assets, inventory, and working capital loans to small businesses in an amount up to \$400,000 representing no more than 33% of the total project cost. Each loan recipient must create at least one job per \$5,000 of project financing. Loans will be available to small businesses in all counties of the District except Rankin and Warren, but the City of Vicksburg is eligible. This program is funded partially by the Economic Development Administration.</p> <p><b>ACCOMPLISHMENTS:</b> The District continued to market this loan program and service its existing portfolio during the first six (6) months of Fiscal Year 2019. The District received a number of loan applications and proposals, however, none have been approved at this time.</p>

TASK 18-3	<p><b>MINORITY BUSINESS ENTERPRISE LOAN PROGRAM (MBE)</b></p> <p>The District will make fixed assets, inventory, equipment, and working capital loans to minority and female owned businesses up to \$250,000 and representing not more than 50% of the total project cost. The Mississippi Development Authority provides the loan funds for this program.</p> <p><b>ACCOMPLISHMENTS:</b> The District continued to market this loan program and service its existing portfolio during the first six (6) months of Fiscal Year 2019.</p>
TASK 18-4	<p><b>MICRO-MINORITY BUSINESS ENTERPRISE LOAN PROGRAM (MICRO-MBE)</b></p> <p>The District will make micro loans to eligible minority business owners. These loans will be for 100% of the project cost not to exceed \$35,000. The Mississippi Development Authority (MDA) provides the funds for this loan program.</p> <p><b>ACCOMPLISHMENTS:</b> The District continued to market this loan program and service its existing portfolio during the first six (6) months of Fiscal Year 2019. The District received a number of loan applications and proposals, however, none have been approved at this time.</p>
TASK 18-5	<p><b>MISSISSIPPI SMALL BUSINESS ASSISTANCE LOAN PROGRAM FUND (MSBALP)</b></p> <p>The District will make loans to small businesses located in its seven-county area. Loans will be to acquire equipment, inventory, machinery, real estate, and working capital. The maximum amount of each loan will be \$250,000 representing no more than 50% of the total loan amount. The Mississippi Development Authority (MDA) administers this loan program and it is available to small businesses located in the District's region.</p> <p><b>ACCOMPLISHMENTS:</b> The District continued to market this loan program and service its existing portfolio during the first six (6) months of Fiscal Year 2019. The District received a number of loan applications and proposals, however none have been approved at this time.</p>
TASK 18-6	<p><b>TECHNICAL ASSISTANCE IN PREPARATION OF OTHER LOAN APPLICATIONS</b></p> <p>The District will assist small businesses in locating sources of debt financing and will assist them in preparing application packages for the U.S. Small Business Administration, U. S. Department of Agriculture, and others.</p> <p><b>ACCOMPLISHMENTS:</b> The District continued to assist small businesses in accessing debt capital through commercial lending institutions and other specialized lending programs offered through private, public, and non-profit entities. This service has remained in effect during the first six (6) months of Fiscal Year 2019.</p>

TASK 18-7	<p><b>COMMUNITY REINVESTMENT ACT</b></p> <p>The District will work with financial institutions in meeting the requirements of the Federal Community Reinvestment Act (CRA). Under CRA, the comptroller of the currency evaluates the performance of banks in helping to meet the credit needs of the communities where they operate. Upon request, the District will render technical assistance to banks in establishing and maintaining effective community reinvestment activities. Such assistance will include but not be limited to the following: participation with bank officials in community programs, seminars and presentations to community groups in conjunction with or on behalf of specific bank programs, and allowing bank officials to participate in programs of the District that address community credit needs.</p> <p><b>ACCOMPLISHMENTS:</b> The District has continued to work with banks in addressing Community Reinvestment Act (CRA) initiatives. The District's staff has participated in meetings, conferences, seminars, and other community oriented activities programs.</p>
TASK 18-8	<p><b>EXPORT WORKING CAPITAL LOAN</b></p> <p>The District will assist small businesses in accessing Export Working Capital Loans through the U.S. Small Business Administration (SBA). This program, which is partially funded by the U.S. Small Business Administration, will be advertised and made available statewide.</p> <p><b>ACCOMPLISHMENTS:</b> The District continues to advertise this program through the District's newsletter and at various business conferences and seminars. The District refers all interested borrowers to the U.S. Small Business Administration for loan applications and processing.</p>
TASK 18-9	<p><b>FARISH STREET HISTORIC DISTRICT FUND</b></p> <p>The District will make loans, at a rate not to exceed one percent (1%) below the federal discount rate, to persons or entities to assist in the development of commercial property and culturally significant property in the Farish Street Historic District. The amount of a loan to any one person or entity shall not exceed \$1 million. The District will service all loans pursuant to regulations and guidelines promulgated by the Mississippi Development Authority (MDA), which provides the funds for this program.</p> <p><b>ACCOMPLISHMENTS:</b> The District continued to market this loan program and service its existing portfolio during the first six (6) months of Fiscal Year 2019.</p>

TASK 18-10

**RURAL BUSINESS ENTERPRISE GRANT - REVOLVING LOAN FUND**

The District will manage a \$500,000 grant from the Rural Development Administration (RDA) to establish and operate a Rural Business Enterprise Grant - Revolving Loan Fund (RLF). This RLF will provide debt financing for small and emerging private business enterprises in Madison County and other rural areas of the District, as approved by the RDA. This program is funded by the Rural Development Authority of the U. S. Department of Agriculture.

**ACCOMPLISHMENTS:**

The District continued to market this loan program and service its existing portfolio during the first six (6) months of Fiscal Year 2019. The District received a number of loan applications and proposals, however none have been approved at this time.

**ECONOMIC DEVELOPMENT FINANCING BUDGET**

<u>EXPENSES</u>	<u>ANNUAL BUDGET</u>	<u>AS OF 3/31/2019</u>
Personnel	\$114,829	\$56,513
Indirect	\$40,493	\$19,927
Travel	\$12,350	\$4,171
Miscellaneous	\$3,020	\$677
Computer	\$1,974	\$855
Legal	\$11,035	\$2,919
Supplies	\$250	\$0
Postage	\$100	\$0
Loans	\$1,891,234	\$0
<b>TOTAL</b>	<b>\$2,075,285</b>	<b>\$85,062</b>
 <u>SOURCES</u>		
Local Cash- Contract	\$117,605	\$30,158
Program Income/Equity	\$1,829,113	\$1,494,874
Fees/Interest	\$128,567	\$18,254
<b>TOTAL</b>	<b>\$2,075,285</b>	<b>\$1543,285</b>
 Revenue Over (Under) Expenditure		 \$1,458,224

PROJECT: **WORKFORCE DEVELOPMENT**

PROJECT NUMBER: **19**

DESCRIPTION: The District is the fiscal agent for Southcentral Mississippi Works (SMW), a seventeen county local workforce development area under the Federal Workforce Innovation and Opportunity Act (WIOA). The purpose of WIOA is to provide workforce development activities that increase the employment, retention, and earnings of participants, increase attainment of recognized post-secondary credentials by participants, improve the quality of the workforce, reduce welfare dependency, increase economic self-sufficiency, meet the skill requirements of employers, and enhance the productivity and competitiveness of the Nation.

In its capacity as fiscal agent, and in cooperation with Southwest Planning and Development District, the District will prepare and maintain a strategic workforce investment plan which addresses the workforce development needs of the area, including the needs of employers, job seekers, and youth.

NEED	<p>Workforce development is essential to the quality of life within the area. A supply of qualified workers must be available to employers if they are to compete in the global economy. Workers must have relevant and up-to-date skills if they are to be productive, self-supporting citizens. The rapid pace of economic change requires an ongoing process of training and retraining to meet the needs of both workers and business. Some segments of the population need additional services to ensure that they can effectively compete within the labor market. Workforce development is an investment in human capital, which will return significant dividends to the community.</p>
BENEFITS	<p>Improved economic development potential resulting from a skilled workforce, increased per capita income, reduction in transfer payments and an increased tax base, improved quality of life, and an increase in self-sufficiency.</p>
TASK 19-1	<p><b>IMPLEMENTATION OF WORKFORCE INNOVATION AND OPPORTUNITY ACT</b></p> <p>On July 22, 2014, the <i>Workforce Innovation and Opportunity Act (WIOA)</i> became law. This reauthorized the prior <i>Workforce Investment Act (WIA)</i> and made numerous modifications to the methods of the planning and delivery of workforce programs. Portions of WIOA took effect on July 1, 2015 with remaining portions taking effect on July 1, 2016. The District will, over the course of Program Year 2018 (July 2018 – June 2019), continue to work with the U.S. Department of Labor and the State WIOA oversight entity to develop and implement the requirements under the WIOA and the associated regulations. The District will continue to revise existing policies and develop new policies, revise the type of program services and service delivery, and other actions necessitated by this change in the law and the requirements of the State of Mississippi WIOA Combined Plan.</p> <p><b>ACCOMPLISHMENTS:</b> The District continues to revise policies and develops new policies as the need arises relevant to program services and the delivery of those services.</p>

<p>TASK 19-2</p>	<p><b>STRATEGIC WORKFORCE DEVELOPMENT PLANNING</b></p> <p><i>The Workforce Innovation and Opportunity Act</i> requires the development of a comprehensive state plan for workforce development. This plan was developed by the State Workforce Development Board, and it analyzes the labor force and employment needs within the state and sets policies for the workforce development system. Under this plan, as approved by the U.S. Department of Labor, the State Workforce Development Board, in conjunction with the Office of Grants Management of the Mississippi Department of Employment Security, will develop policies and procedures for the implementation of the state plan. The seventeen county Southcentral Mississippi Works, in conjunction with partner agencies, has developed a local workforce development plan which establishes goals for local workforce development efforts and mirrors goals and objectives of the State's plan.</p> <p>This includes identification of local labor force needs, options for employment and training service delivery, minimum skill training requirements, and expected outcomes and evaluation measures. The plan also describes policies and procedures for delivery of employment and training services including the implementation of a comprehensive service delivery system and establishment of "One-Stop" Career Centers. This ongoing work will continue to be the focus of the District as it implements the various parts of the comprehensive workforce development plan.</p> <p><b>ACCOMPLISHMENTS:</b> The SMW continually utilizes labor market and other data to revise and refine policies, procedures, and program design to ensure that the area delivers the workforce employment and training services that will meet the needs of job seekers and of employers. Program design, policies and procedures must be developed to ensure that WIOA Performance Standards are met.</p>
<p>TASK 19-3</p>	<p><b>SECTOR STRATEGY PLANNING</b></p> <p>Southcentral Mississippi Works entered into a comprehensive plan to identify the industry sectors within the local workforce area that represented the greatest opportunities for self-sufficient jobs and also the greatest need of employers seeking qualified, trained workers. The three industry sectors in the local workforce area are Healthcare, Manufacturing and Transportation/Distribution/Logistics.</p> <p>The Sector Strategy Plan was developed in concert with representatives of the targeted industry sectors, who enumerated skill gaps they encounter within the industries, as well as the goals and objectives to meet the gaps and produce a qualified workforce.</p> <p>The District will, over the course of Program Year 2018, continue, as funds permit, to implement the goals and objectives identified in the plan.</p> <p><b>ACCOMPLISHMENTS:</b> The SMW is continuing to work to implement training and other services designed to meet the industry goals, objectives and needs as identified in the Sector Strategy Plan. These efforts include specialized training in each of the three industry sectors as well as maximizing opportunities to educate the public, both job seekers and employers, on the workforce resources available through WIOA.</p>



TASK 19-4	<p><b>LOCAL WORKFORCE DEVELOPMENT BOARD/CHIEF-ELECTED OFFICIAL BOARD</b></p> <p>The Board of Supervisors in each of the seventeen Southcentral Mississippi Works (SMW) counties has appointed a member to the SMW Board of Commissioners. The Board of Commissioners has appointed a Local Workforce Development Board (LWDB) from nominations received from local agencies and organizations. The District serves as staff to the LWDB who, in conjunction with the Board of Commissioners for SMW, provide policy guidance for and oversight of the workforce development programs provided throughout the workforce area. The LWDB and the Board of Commissioners review and approve the components of the strategic plan, as well as those of the Sector Strategy Plan. These Boards have been updated as required by the WIOA and will be maintained as necessary.</p> <p><b>ACCOMPLISHMENTS:</b> As Board members' terms expire, new nominations are solicited in accordance with the law requirements and presented to the LWDB for appointment.</p>
TASK 19-5	<p><b>YOUTH COMMITTEE</b></p> <p>Southcentral Mississippi Works is required to form a Youth Committee to provide guidance and oversight of activities for eligible youth. A Youth Committee has been named by the Local Workforce Development Board and District staff serve as the Committee's staff.</p> <p><b>ACCOMPLISHMENTS:</b> The Youth Committee has held regular meetings to review and discuss Youth program activity performance.</p>
TASK 19-6	<p><b>PROCUREMENT AND SERVICE DELIVERY</b></p> <p>The District has developed and maintains a policy for the procurement of goods and services required to implement the WIOA program and the components of the strategic plan in order to meet the workforce development needs of the area. This includes the selection of "One-Stop" Center Operators to provide WIOA-funded Career and Training services as required by the plan and selection of appropriate providers of services to eligible youth. As part of its overall management responsibilities, the District will occasionally update and revise the procurement policy.</p> <p><b>ACCOMPLISHMENTS:</b> Any necessary revisions to the Procurement Policy have been completed. Requests for Proposal were issued for the provision of WIOA services during the Program Year beginning July 1, 2018. Subsequently, sub-awards and contracts were developed with the successful proposers for the provision of services.</p>

TASK 19-7	<p><b>COORDINATED SERVICE DELIVERY</b></p> <p>The WIOA requires coordinated delivery of workforce services across core programs, including Wagner-Peyser, ABE/GED, Rehabilitation Services, TANF, and WIOA programs. At least one “Comprehensive” One-Stop Center must be maintained in each local workforce area. The District will work with partner programs to identify “Comprehensive”, as well as affiliate centers and other access points.</p> <p>The State of Mississippi WIOA Combined Plan and the local workforce area Plan both require that the workforce area develop a Sector Training Plus Comprehensive WIN Job (One-Stop) Center. The District has worked extensively with an area community college to develop such a center, which will be strategically located within the City of Jackson. The Center will house staff from the WIOA required workforce partner programs, including Rehabilitation Services, Human Services, Employment Security, and will also house Career Tech training programs of the community college. During the Program Year 2018, the District will continue to work to develop and open the Sector Training Plus Comprehensive One-Stop Center.</p> <p><b>ACCOMPLISHMENTS:</b> The SMW continues to work toward the establishment of the area’s Sector Training Plus Comprehensive WIN Job Center.</p>
TASK 19-8	<p><b>PROGRAM MONITORING AND EVALUATION</b></p> <p>The District monitors the workforce development system and all activities and services under the local WIOA workforce plan to ensure compliance with fiscal and programmatic requirements, as well as EO compliance and quality service delivery. Corrective action is required whenever deficiencies are found. The District maintains a data collection system to track client data as a means of evaluating program performance. The District has established Performance Evaluation Coordinators to oversee the delivery of services across partner agencies and ensure participants receive the full benefit of all services available to prepare them for middle skill jobs.</p> <p><b>ACCOMPLISHMENTS:</b> The SMW staff perform routine, regular monitoring of program activities to ensure both fiscal and programmatic compliance. Performance Evaluation Coordinators monitor cross-program referrals to ensure that clients are provided with a full array of services that are identified as necessary to each individual’s success. The District has designated a WIOA staff to serve as the primary contact for WIOA-related EO matters.</p>
TASK 19-9	<p><b>WORKFORCE COORDINATION</b></p> <p>A major emphasis of WIOA, the state plan, and the local area plan is coordination across agencies and programs. The District is involved in developing the necessary policies and procedures applicable across various programs to ensure consistent and complete delivery of services in a coordinated manner. This will include sharing of information across agencies, tracking service delivery, and measuring outcomes.</p> <p><b>ACCOMPLISHMENTS:</b> The process of sharing of information, tracking service delivery and measuring performance outcomes is ongoing.</p>

**WORKFORCE DEVELOPMENT BUDGET**

<u>EXPENSES</u>	<u>ANNUAL BUDGET</u>	<u>AS OF 3/31/2019</u>
Personnel	\$961,472	\$504,577
Indirect	\$325,510	\$171,653
Travel	\$48,450	\$8,376
Meetings	\$9,500	\$1,713
Furniture/Equipment	\$5,000	\$0
Insurance	\$675	\$188
Equipment Maintenance	\$3,000	\$159
Miscellaneous	\$500	\$0
Dues/ Memberships/Subscriptions	\$4,875	\$0
Audit	\$9,000	\$7,500
Utilities	\$28,000	\$10,486
Contractual Services	\$726,000	\$163,444
Legal	\$2,175	\$147
Building Maintenance and Operation/Janitorial	\$4,000	\$896
Equipment Lease/Rental	\$6,600	\$2,235
Space Lease/Rental	\$204,409	\$93,475
Communications	\$30,000	\$15,860
General Supplies	\$14,000	\$4,182
Postage	\$76	\$0
Services	\$7,623,028	\$1,782,189
<b>TOTAL</b>	<b>\$10,006,270</b>	<b>\$2,767,080</b>
 <u>SOURCES</u>		
Federal/State	\$9,671,130	\$2,646,893
Lease/Rental Income	\$335,140	\$174,715
<b>TOTAL</b>	<b>\$10,006,270</b>	<b>\$2,821,608</b>
Revenue Over (Under) Expenditures		\$54,527

PROJECT: **MANAGEMENT, ADVOCACY, PLANNING, BROKERING AND DEVELOPMENT OF SERVICES FOR THE ELDERLY (AREA AGENCY ON AGING)**

PROJECT NUMBER: **20**

DESCRIPTION: The District functions as the leading advocate of older persons in Copiah, Hinds, Madison, Rankin, Simpson, Warren, and Yazoo Counties. As the designated Area Agency on Aging, the District is responsible for planning, advocating, and coordinating services to promote independence of the elderly in their own homes. The District plays a vital role in meeting the needs of older persons by linking varying agencies, sharing information, brokering, monitoring, and evaluation of services.

NEED	With current advances in medical care, seniors are living longer and the risk of becoming disabled increases dramatically with age. Many people who were healthy in their 60's and even their 70's may become frail with advancing age, therefore the increasing proportion of the older senior citizens means that more people will need additional help in managing their daily lives.
BENEFITS	Promotes on-going activities which will lead to a comprehensive system of services for older persons, promotes quality services, increases public awareness of aging issues, develops partnerships between agencies, and seeks to encourage independence of older persons in this society.
TASK 20-1	<p><b>ADVOCACY</b></p> <p>The District will strengthen the capacity of the Aging Advisory Committee members by informing, educating, and seeking input regarding the needs and concerns of older persons. By conducting quarterly meetings of this group, the District will be able to expand its aging agenda to seek support from other segments of the population.</p> <p>The District will promote, support, and advocate for the passage of legislation which will expand resources for older persons, partnering with the local AARP.</p> <p>The District will administer the <i>Fiscal Year 2018-2021 (Update FY 2019) Area Plan on Aging</i>, which outlines an array of services to older persons in the central Mississippi area.</p> <p><b>ACCOMPLISHMENTS:</b>  There are 21 members who have been appointed to serve a two-year term, beginning September 2017 through September 2019. Thus far, two (2) meetings have been held for this fiscal year.</p> <p>Currently, all aspects of the <i>FY 2019 Area Plan on Aging</i> are being carried out as approved by the MDHS/Division of Aging. Staff continues to serve on the Technical Assistance Committee for the Mississippi Planning and Development District's Association with the purpose of information-sharing relative to issues facing aging programs in Mississippi.</p>

<p>TASK 20-2</p>	<p><b>TRAINING</b></p> <p>To assure the success of service providers and other staff, the District will provide a minimum of four (4) training opportunities for its network of providers. Training includes technical assistance, State Health Insurance Program (SHIP) training, Harmony computer software training, adult day care training, Mississippi Association of Planning and Development Districts (MAPDD), Alzheimer’s Association Conference, Southeastern Association of Area Agencies on Aging (SE4A), National Association of Area Agencies on Aging (N4A), and any other identified training opportunities.</p> <p><b>ACCOMPLISHMENTS:</b>  Staff at the District level, as well as, local service providers, have attended and participated in training activities in the following areas: Ombudsman Training; State Health Insurance Program; Chronic Disease Self- Management Training; Diabetes Self- Management Training; Matter of Balance Program; Community Transition Services; Mississippi Access to Care; and numerous other local workshops. The District’s staff continues to provide training and education opportunities to service providers and volunteers. Also, staff will attend Aging tracks offered at the Mississippi Planning and Development District’s Annual Conference in Biloxi, Mississippi April 2019.</p>
<p>TASK 20-3</p>	<p><b>MANAGEMENT</b></p> <p>In conjunction with the Mississippi Access to Care (MAC) Centers, the District will be using WellSky software for client tracking, which meets requirements from the National Aging Program Information System (NAPIS), and the required reporting data from the Administration on Aging. Continued training and support will be given to staff to improve use of all components of the software. Also, staff will begin utilizing the Long Term Systems and Supports (LTSS) website through the Mississippi Division of Medicaid to identify information on available providers, programs, and services in the community. The District will continue updating the Emergency Management Plan for elderly services to reflect appropriate changes and to minimize disruption of services during inclement weather.</p> <p>The District will monitor all contracts for services at least twice per year to assure quality and efficient services according to minimum standards. Additionally, the District will coordinate services with organizations that have a proven record of quality performance.</p> <p><b>ACCOMPLISHMENTS:</b>  Information from services provided to older adults throughout the District is being tracked through software called WellSky Information Systems and Entellitrak System. Service providers report their service levels monthly to the District. The Area Agency on Aging and Jackson Mississippi Access to Care Center staff have participated in state-wide training and plans to continue collaborating with the State Unit on Aging. These ongoing training opportunities entail meetings, webinars, and phone conferences. The District plans to encourage staff to continue attending training sessions and conferences that focus on these three data collection systems.</p> <p>Monitoring of contracts at the local level began in March 2019 and will continue through September 2019.</p>

TASK 20-4

**PUBLIC INFORMATION PROGRAM**

The District will utilize media to inform the public regarding aging matters, including the quarterly, in-house published *Central Update*, Facebook, as well as, local city and county newspapers. Speakers will be made available to those groups wishing to expand their awareness of aging issues. Speaking engagements by staff members to all kinds of groups will be accepted for the sole purpose of educating and empowering families and caregivers of the availability of resources in the seven-county area. The promotion of the Long Term Systems and Supports website will be ongoing.

The District will provide information on a monthly basis to older persons at all nutrition sites and senior centers on the importance of physical activity, nutrition, weight control, substance abuse, and other wellness activities.

**ACCOMPLISHMENTS:**

The District will continue to distribute the "Aging Services" brochure which highlights the assistance provided to the public by the Area Agency on Aging. Also, in each publication for the *Central Update*, articles have been prepared that highlight Aging Services and accomplishments in the community. District staff will continue to post events on the company's Facebook page and make presentations to community groups on resources available to the senior population while disseminating information relative to services.

Senior Centers throughout the District have been utilized as focal points to get information out to seniors regarding various opportunities for their use.

**MANAGEMENT, ADVOCACY, PLANNING, BROKERING AND  
DEVELOPMENT OF SERVICES FOR THE ELDERLY (AREA AGENCY ON AGING) BUDGET**

<b><u>EXPENSES</u></b>	<b><u>ANNUAL BUDGET</u></b>	<b><u>AS OF 3/31/2019</u></b>
Personnel	\$814,668	\$454,303
Indirect	\$287,284	\$160,187
Travel/Training/Reg Fees	\$83,226	\$5,787
Audit	\$2,500	\$4,145
Contractual Services	\$59,289	\$37,778
General Supplies	\$10,850	\$8,419
Services	\$3,659,690	\$1,735,720
	<hr/>	<hr/>
<b>TOTAL</b>	<b>\$4,917,507</b>	<b>\$2,406,339</b>
 <b><u>SOURCES</u></b>		
Federal/State	\$4,213,274	\$2,257,578
Assessments-General	\$33,074	0
Assessments-Services	\$77,424	\$54,460
Program Income	\$73,500	\$40,240
Local In-Kind	\$487,235	\$280,724
Match Carryover	\$33,000	\$12,174
	<hr/>	<hr/>
<b>TOTAL</b>	<b>\$4,917,507</b>	<b>\$2,645,176</b>
Revenue Over (Under) Expenditures		\$238,837

PROJECT:

**HOME AND COMMUNITY-BASED SERVICES**

PROJECT NUMBER:

21

DESCRIPTION: Home and community-based services are those programs which address the physical, nutritional, social, emotional, and cognitive needs of older persons who are at risk of becoming isolated and alienated from society.

NEED	Many older persons, due to physical or mental limitation, are unable to carry on normal tasks of daily living without some assistance. These services are designed to fill those gaps.																								
BENEFITS	Maintains dignity in later life; delays early institutionalization; provides relief for primary caregivers and their families; reduces feelings of isolation; and provides older persons with a feeling of independence.																								
TASK 21-1	<p><b>ADULT DAY CARE</b></p> <p>Adult day care provides care and supervision for functionally impaired elderly adults for periods of at least four hours a day in a group setting. The day care center provides personal care supervision, limited health care, meals, and group activities. It is anticipated that 3,000 hours of services will be provided.</p> <p><b>ACCOMPLISHMENTS:</b> The District funds the two sites for adult day care in the central Mississippi area, one in Jackson and the other in Clinton. To date, more than 1,299 hours of day care services have been provided to 36 frail and vulnerable adults at these centers five (5) days a week.</p>																								
TASK 21-2	<p><b>INFORMATION, REFERRAL, AND OUTREACH</b></p> <p>Trained workers will provide information to the elderly regarding community services. An estimated 20,000 contacts will be made to various agencies to link older persons to needed resources.</p> <p><b>ACCOMPLISHMENTS:</b> More than 22,311 contacts have been completed which includes telephone calls and home visits to individual seniors for the first half of Fiscal Year 2019.</p>																								
TASK 21-3	<p><b>TRANSPORTATION</b></p> <p>As many older persons do not drive or lack a vehicle, they need a system of transportation services. Transportation service, estimated at 90,000 trips, will be provided to older persons through the use of vans/buses. The types of trips offered include shopping, medical visits, and other community services.</p> <p><b>ACCOMPLISHMENTS:</b> More than 47,191 trips have been provided throughout the seven-county area for seniors who either don't drive or have no other means for getting to places they need for business purposes. Those trips were provided in the following areas:</p> <table><tr><td>City of Jackson</td><td>16,855</td><td>Madison</td><td>2,841</td><td>Rankin</td><td>8,078</td></tr><tr><td>Simpson</td><td>1,732</td><td>Copiah</td><td>4,823</td><td></td><td></td></tr><tr><td>Yazoo</td><td>4,716</td><td>Clinton</td><td>2,522</td><td></td><td></td></tr><tr><td>Hinds</td><td>3,450</td><td>Warren</td><td>2,174</td><td></td><td></td></tr></table>	City of Jackson	16,855	Madison	2,841	Rankin	8,078	Simpson	1,732	Copiah	4,823			Yazoo	4,716	Clinton	2,522			Hinds	3,450	Warren	2,174		
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TASK 21-4	<p><b>LEGAL ASSISTANCE</b></p> <p>Legal counseling will be provided under contract. The types of cases likely to be brought include job discrimination, guardianship, conservatorship, Medicaid, Medicare, housing, wills, and estates. It is estimated that 75 service hours will be purchased by the District.</p> <p><b>ACCOMPLISHMENTS:</b> More than 47 older adults have received either legal counseling or representation from the District's contractor, Mississippi Center for Legal Services Corporation, during the past six months</p>
TASK 21-5	<p><b>NATIONAL FAMILY CAREGIVERS SUPPORT PROGRAM</b></p> <p>Family caregiving has always been the dominant source of care for most individuals in need. Without this essential component of care, the long-term care industry would not be able to meet the needs of the older population. The <i>Older Americans Act Amendments of 2000</i> established this program with emphasis on providing support for caregivers who assume the role of care for older adults and other eligible adults on a full-time basis. This program will allow such services as counseling, respite, homemaker, home-delivered meals, transportation, information and assistance, and the provision of needed supplies for caregivers to support them in their caregiving roles.</p> <p>The District will build ten (10) new ramps at homes for caregivers taking care of loved ones at home who need help with ambulatory care. Additionally, grab bars, smoke detectors, mobility aids, diapers, blue pads, catheters, and similar purchases will be made by the District in support of approximately 50 caregivers. The District, through subcontractors, will provide an estimated 5,000 respite hours to caregivers throughout the seven-county area.</p> <p><b>ACCOMPLISHMENTS:</b> Specifically for caregivers, the District provided, under contract, 4,142.5 hours of services to 41 individuals who needed a "break" from caregiving of a loved one. In addition, three (3) ramps have been built. The Caregiver Respite Program thus far has served 93 clients with supplies such as diapers, grab bars, blue pads, and supplemental liquids. Also, 2,735 home-delivered meals were served to families eligible for respite services.</p> <p>District staff will continue to serve on the Mississippi Caregiver Coalition's Steering Committee and on the State of Mississippi Caregiver Support Team for Alzheimer's Disease and Other Dementias. Additionally, the District's Caregiver Connection (a family caregiver support group) has provided counseling and emotional support to approximately 67 caregivers.</p>

TASK 21-6	<p><b>CONGREGATE MEALS</b></p> <p>A congregate meal is a nutritionally balanced meal that is served to older persons in a group setting, such as a senior center, housing facility, or other facility. The purpose of this program is to promote better health among the older segments of the 60+ population through improved nutrition. Each meal meets one-third of the current daily recommended dietary allowances for persons 60 years and older. Approximately 100,000 congregate meals will be served this fiscal year.</p> <p><b>ACCOMPLISHMENTS:</b>  A total of 35,369 meals were provided five (5) days a week to seniors in congregate settings. This daily service allows seniors the opportunity to have healthy meals, as well as, an opportunity to socialize with others. Over the last six (6) months, congregate meals were served in the following areas:</p> <p>Copiah County 3,836  Hinds County 26,564 (includes cities Jackson 21,130 and Clinton 1,191)  Madison County 2,117  Yazoo County 1,315  City of Pearl 1,537</p>																		
TASK 21-7	<p><b>HOME-DELIVERED MEALS</b></p> <p>A home-delivered meal is a nutritionally balanced meal which is delivered to the home of a person who is unable to leave their home without assistance, purchase groceries, and/or are unable to cook for themselves. The meal meets at least one-third of the Recommended Dietary Allowance (RDA). Approximately 474,000 meals will be served this fiscal year, including state-funded and Medicaid Waiver recipient meals.</p> <p><b>ACCOMPLISHMENTS:</b>  The District continues to expand the Home-Delivered Meals Program "Pay As You Go." This program assists clients that have the ability to pay for home delivered meals, but who are unable to prepare a daily nutritious meal. To date, 432 meals have been served through "Pay As You Go." Over the last six (6) months more than 133,539 meals were delivered to frail and vulnerable individuals throughout the seven-county area to individual homes. By area, the number of meals were served as follows:</p> <table data-bbox="397 1438 1193 1554"> <tr> <td>Copiah</td> <td>9,868</td> <td>Madison</td> <td>12,055</td> <td>Warren</td> <td>17,670</td> </tr> <tr> <td>Hinds</td> <td>22,761</td> <td>Rankin</td> <td>23,265</td> <td>Yazoo</td> <td>16,510</td> </tr> <tr> <td>Jackson</td> <td>25,990</td> <td>Simpson</td> <td>4,570</td> <td></td> <td></td> </tr> </table>	Copiah	9,868	Madison	12,055	Warren	17,670	Hinds	22,761	Rankin	23,265	Yazoo	16,510	Jackson	25,990	Simpson	4,570		
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<p>TASK 21-8</p>	<p><b>HOMEMAKER SERVICES</b></p> <p>Many functionally impaired older persons have difficulty performing routine household tasks which are needed to sustain themselves in their own homes. The District provides trained homemakers to assist these older persons with housekeeping tasks and activities of daily living, including bathing, dressing, toileting, feeding, shampooing hair, and bed making. Approximately 16,000 hours of service will be provided during the fiscal year.</p> <p><b>ACCOMPLISHMENTS:</b> More than 7,951 hours of homemaker services were provided to older individuals throughout the seven-county area. These hours in individual homes were tracked as follows:</p> <table border="0"> <tr> <td>Copiah 905</td> <td>Rankin 1,236</td> <td>Yazoo 1,244</td> </tr> <tr> <td>Hinds 1,768</td> <td>Simpson 234</td> <td></td> </tr> <tr> <td>Madison 205</td> <td>Warren 2,359</td> <td></td> </tr> </table>	Copiah 905	Rankin 1,236	Yazoo 1,244	Hinds 1,768	Simpson 234		Madison 205	Warren 2,359	
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<p>TASK 21-9</p>	<p><b>EMERGENCY RESPONSE SERVICE</b></p> <p>The District will provide emergency response service to older persons who cannot be left alone for long periods of time. Lifeline units will be placed in the homes of 35 eligible clients.</p> <p>Additionally, the District will provide emergency supplies, such as blue pads, medication purchases, mobility aids, syringes, and diapers to those clients who need emergency assistance on an infrequent basis and who are not eligible under the National Family Care Giver Support Program.</p> <p><b>ACCOMPLISHMENTS:</b> More than 24 individuals have received 24/7 monitoring through emergency response services. Many of these individuals are private-pay clients and others receive their monitoring fees paid for through the District. This service will assist clients in the case of an emergency and allow them the opportunity to alert medical assistance in the case of an emergency.</p> <p>Also, more than 160 eligible clients have received emergency supplies through the District.</p>									
<p>TASK 21-10</p>	<p><b>PRIVATE SECTOR PARTNERSHIPS</b></p> <p>The District will continue to administer the “Santa for Seniors” project in conjunction with the National Association of Insurance and Financial Advisors, Jackson Association of Health Underwriters, and Home Instead Senior Care. This program provides needed items during the holiday season to those seniors who would otherwise not be remembered.</p> <p>The District will continue, when appropriate, to seek partnerships with both public and private sectors groups to promote its campaign seeking charitable contributions to provide home delivered meals to those seniors currently on the waiting list due to lack of funding.</p> <p><b>ACCOMPLISHMENTS:</b> In December 2018, the District partnered with the National Association of Insurance and Financial Advisors, Home Instead Senior Care, and Jackson Association of Health Underwriters to provide more than 600 gifts to seniors who otherwise would not receive presents at Christmas. Seniors received gifts such as robes, blankets, gowns and toiletries. Santa for Seniors sponsors purchased the gifts and District staff delivered them. Recipients were grateful and excited to receive their gifts during the holiday season. This event marked 28 years of activities with this project.</p>									

TASK 21-11	<p><b>EMPLOYMENT</b></p> <p>The District will manage the Title V, Senior Community Service Employment Program (SCSEP), which is designed to provide, foster, and promote useful part-time employment opportunities for low income persons 55 years of age and older. Eight (8) slots will be programmed throughout the seven-county area with the goal of enhancing the skills of the enrollees and assisting them in seeking unsubsidized employment.</p> <p>The District will serve as a host agency for one (1) SCSEP participant to work in the field of aging. This participant will complement the services being rendered at the Area Agency on Aging by providing additional data entry support to staff.</p> <p><b>ACCOMPLISHMENTS:</b> Currently, there are six (6) older individuals hired in the Title V, SCSEP Program to work part-time in community organizations throughout the seven-county area.</p>
TASK 21-12	<p><b>DISEASE PREVENTION AND HEALTH PROMOTION</b></p> <p>Under contract with local providers, the District will make available several forms of health promotion activities for seniors throughout the seven-county area. To promote healthy lifestyles, the District will make services and information available which include exercise, mental health and counseling, disease prevention information, and other health-maintenance activities. District staff will continue to provide classes on Chronic Disease and Diabetes Self-Management Programs. Additionally, the District has signed a Memorandum of Understanding with Southern Mississippi Planning and Development District/Area Agency on Aging to provide Lay Leader training for staff, which is required to teach seniors in central Mississippi the "Fear of Falling: A Matter of Balance" Program. The classes are taught and co-partnered by trained District staff and focuses on the safety and well-being of the older adult population. Fall prevention education is specifically designed to teach practical strategies to manage the risks of falling in the home.</p> <p><b>ACCOMPLISHMENTS:</b> Diabetes Self-Management, Chronic Disease Self-Management Program, Matter of Balance-Fall Prevention and RESPITE Program classes are being taught to interested community partners, seniors at the senior centers, and nutrition sites. The District staff will partner with Mississippi State Department of Health by starting a DSMP class April 2019. At the completion of the six-week this class, 14 participants will be successfully trained on healthy lifestyles.</p> <p>To date, District staff has successfully completed three (3) Matter of Balance Classes with the 34 seniors in central Mississippi. Classes were taught at Mt. Calvary Baptist Church, Pearl Senior Center, and Greater Bethlehem Temple Church.</p>

TASK 21-13

**PRESCRIPTION ASSISTANCE PROGRAM**

Many of the State's elderly on limited incomes have a difficult time acquiring the medication they need. Although there may be numerous opportunities for free or reduced cost assistance from pharmaceutical companies, many elderly adults have no way of working through the maze of applications required for participation.

The District will provide assistance in acquiring medications to older individuals that need it.

**ACCOMPLISHMENTS:**

Through the Insurance Counselors, referrals for prescription assistance are ongoing. Counselors will continue to make information available by assisting clients with choosing the best prescription drug plan through face to face contact, walk-ins, and by phone.

TASK 21-14

MISSISSIPPI ACCESS TO CARE CENTERS (MAC)

Older and disabled persons and their families have difficulty in locating appropriate services and information, which will assist them in making sound decisions regarding long-term care issues. They often have difficulty sorting through or even locating community services, which can result in costly institutionalization. MAC Centers provide a central source of reliable, objective, and unbiased information about a broad range of programs and services and help people understand and evaluate the various options available to them.

In partnership with the Mississippi Department of Human Services/Division of Aging and Adult Services, the District, along with the Mississippi Division of Medicaid will continue making progress with the "No Wrong Door" network in the state of Mississippi. Additionally, the Jackson MAC Center was selected by Mississippi Families for Kids and the Mississippi Department of Human Services/Division of Aging and Adult Services as the pilot agency for the Help Me Grow Mississippi project. District staff will continue to identify additional funding in order to sustain the program. The Jackson MAC Center staff will continue to attend health fairs and receive supplementary training as services are increased.

**ACCOMPLISHMENTS:**

The Jackson Mississippi Access to Care Center continues to make tremendous progress in reaching its goals and mission. To date, the MAC Center Staff has successfully documented 3,085 telephone calls, conducted 7,250 interactions, conducted 22 home visits, responded to 131 email requests, presented information to consumers and families at 58 training or community visits, completed 355 mail-outs, assisted 68 individuals through office visits, completed 32 referrals, submitted 164 Help Me Grow Program referrals, and updated 1,102 Community Resources within the Mississippi Access to Care database system.

In addition to responding to telephone inquiries and updating resources, the Jackson MAC Center staff has successfully presented and distributed information at the following organizations and events: 1) Health Care Coalition; 2) Atom Alliance Healthcare Summit; 3) Annual Social Work Conference; 4) Legislative Day at the Capitol; 5) Jackson Medical Mall Foundation's Senior Day; and (6) Walmart Health Fair.

The District plans to continue developing a comprehensive plan specific to meeting the yearly goals of updating the resources in the database. Additionally, MAC Center staff will continue to work closely with the Medicaid Waiver teams and identify clients interested in services. Assistance will be provided to the Medicaid Waiver Teams by conducting follow-ups on wait listed clients, as well as pre-screening clients on readiness for Waiver services.

To date, the District and Mississippi Families for Kids are busy developing a statewide centralized telephone call center with plans to fully launch by the Summer of 2019.

TASK 21-15

RESOURCE DEVELOPMENT

The District will generate financial support for aging services from local units of government in the seven county area and through voluntary contributions from older persons for services rendered. While encouraging contributions from older persons who are service recipients, sensitivity to the abilities of low-income individuals to contribute will be maintained. Other anticipated funding includes funding through the United States Department of Agriculture. The District will also collaborate with other state and local entities to seek additional funding for new projects which will expand opportunities for services to older adults.

The District will provide program development and coordination activities with community organizations for the purpose of initiating new services and/or new benefits for older persons with special attention in the areas of caregiving, health promotion, affordable housing, mental health and providing specific services for veterans. Additionally, special attention will be focused on providing information and assistance to groups that serve the veterans population.

ACCOMPLISHMENTS:

To date, the District has received more than \$77,000 from our local Boards of Supervisors for financial assistance with supportive services, such as transportation, home-delivered meals, and homemaker services for seniors in the seven-county area. This financial assistance allows the District to be able to provide additional services beyond the federal funding. Their contributions are as follows:

<u>County</u>	<u>Amount</u>
Copiah County Board of Supervisors	\$6,154
Hinds County Board of Supervisors	\$30,629
Madison County Board of Supervisors	\$8,896
Rankin County Board of Supervisors	\$6,143
Simpson County Board of Supervisors	\$6,592
Warren County Board of Supervisors	\$7,597
Yazoo County Board of Supervisors	\$11,413
<b>TOTAL</b>	<b>\$77,424</b>

Other accomplishments include the following:

The District's goal is to expand the role of the MAC Center in many ways which should generate a funding stream to assist in expanding the staff. Staff will continue to seek other projects which will allow the expansion of the MAC Center. More information will be provided later when these projects are developed.

As an Area Agency on Aging developing and coordinating programs is an ongoing activity. The District has collaborated with non-traditional organizations in developing new projects. These organizations include the Mississippi State Department of Health, Mississippi Caregivers Taskforce, UMMC Mind Center, Mississippi Department of Mental Health, Central Mississippi Medical Center (CMMC), Purple Heart Homes, Alzheimer's Association Mississippi Chapter, and Quality Health (IQH) organization. The District will continue to partner with the Mississippi State Department of Health on Chronic Disease and Diabetes Self-Management and Mississippi Department of Human Services on Matter of Balance Fall Prevention classes.

## **HOME AND COMMUNITY-BASED SERVICES BUDGET**

Budget information on the Home and Community Based Services Program is contained within the Budget of Project #20 - Management, Advocacy, Planning, Brokering and Development of Services for the Elderly (Area Agency on Aging).



PROJECT: **ELDER ABUSE PREVENTION AND ADVOCACY**

PROJECT NUMBER: 22

DESCRIPTION: The abuse of the elderly is a shocking revelation to most Americans, and the average citizen may find it hard to believe that the problem exists. Elder Abuse and Advocacy Programs are designed to induce a change in attitudes and stereotypes, so as to enhance the quality of life and care for the aged.

NEED	<p>The incidence of elder abuse is high, both in community settings and in institutions, yet the problem is far less likely to be reported than child abuse due to the lack of public awareness. Elderly victims who are frail and/or isolated and unaware of help that is available for them are at the greatest risk of mistreatment or neglect. Direct intervention is critical to immediate resolution of these problems.</p>
BENEFITS	<p>Helps to prevent or minimize the occurrence of abusive situations; promotes citizen involvement; promotes development of new resources to meet the immediate needs of victims and families; and increases public awareness of aging concerns and needs.</p>
TASK 22-1	<p><b>COMMUNITY TRANSITION SERVICES PROGRAM (CTS)</b></p> <p>The District will continue administering the Community Transition Services (CTS) Program funded by the Mississippi Division of Medicaid to provide an array of home and community based services to eligible participants. CTS is a statewide program designed to assist individuals who reside in nursing homes and intermediate care facilities for persons with intellectual and development disabilities to return back to the community.</p> <p>The Area Agency on Aging will continue to provide a trained Community Navigator to disseminate information, educate, and refer Medicaid beneficiaries interested in transitioning out of institutional care into the community. Additionally, the Community Navigator will lead a team chosen by the beneficiary to help him or her locate housing, plan employment, meaningful day activities, learn new skills, and build natural supports.</p> <p><b>ACCOMPLISHMENTS:</b>          In October 2018, the District was assigned a client that previously transitioned through B2I, but was interested in finding a new home in Rankin County with lower rental costs. Unfortunately, the District staff was unsuccessful in finding a suitable home and the client was discharged from the program in November 2018. In February 2019, the Mississippi Division of Medicaid assigned the District's Community Navigators a new client. As of April 2019, the client was successfully transitioned from the nursing home back into the Hinds County community and is happily residing with family.</p> <p>The Mississippi Division of Medicaid recently announced the Community Transition Services (CTS) Program will revert back to the Bridge to Independence (B2I) Program effective May 1, 2019.</p>

TASK 22-2	<p><b>NURSING HOME OMBUDSMEN SERVICES</b></p> <p>The Ombudsman service is designed to assist residents of nursing homes and personal care homes with problems or concerns relating to their care in these facilities.</p> <p>One District Ombudsman, along with five (5) certified county Ombudsmen, will make routine visits to 64 long-term care facilities, 80 personal care homes, and sub-acute ICF/MR facilities throughout the District on a monthly basis. Visits will be made on a scheduled and non-scheduled basis to mediate problems, follow-up on problems, and to resolve complaints.</p> <p>The District Ombudsman will conduct a minimum of five (5) public seminars on subjects related to the following: Resident Rights, Elder Abuse/Neglect, Role of the Ombudsman in Long-Term Care Facilities, Respecting Confidentiality in Long-Term Care Facilities, and How to Choose a Nursing Home.</p> <p><b>ACCOMPLISHMENTS:</b> The District, along with five (5) local Ombudsmen performed the following services at local nursing homes and personal care homes during mid-year:</p> <table data-bbox="397 871 868 987"> <tr> <td>Number of Facility Visits</td> <td>470</td> </tr> <tr> <td>Number of Resident Contacts</td> <td>12,328</td> </tr> <tr> <td>Number of Complaints Investigated</td> <td>49</td> </tr> </table> <p>Furthermore, the District and local Ombudsmen have attended 28 Resident Council meetings and four (4) State Surveys. The District Ombudsman will conduct an in-service training on Resident Rights, Vulnerable Persons, and Elder Abuse by September 2019 for Social Workers, Nursing Home Administrators, and local Ombudsmen.</p> <p>Also, several seniors residing in nursing facilities received Christmas gifts courtesy of the Santa for Seniors Project.</p>	Number of Facility Visits	470	Number of Resident Contacts	12,328	Number of Complaints Investigated	49
Number of Facility Visits	470						
Number of Resident Contacts	12,328						
Number of Complaints Investigated	49						
TASK 22-3	<p><b>ELDER ABUSE PREVENTION</b></p> <p>The Elder Abuse Prevention Program is an educational program which is designed to increase public awareness of the prevalence of elder abuse in our society. The District will coordinate many of its efforts with the Mississippi Department of Human Services to assure that reports of abuse are handled promptly with the proper authorities.</p> <p>The District will conduct at least five (5) public seminars which will increase the public's ability to recognize and report the symptoms of elder abuse and to advocate for freedom from abuse. Additionally, the District will collect data on elder abuse, including neglect and exploitation, to determine the extent it impacts residents in long-term care facilities.</p> <p><b>ACCOMPLISHMENTS:</b> To date, District staff has reported one (1) case of elder abuse to the appropriate authorities. In addition, one (1) community presentation was conducted during the Mississippi District #1 and Deputy Coroner's quarterly meeting.</p>						

<p>TASK 22-4</p>	<p><b>STATE HEALTH INSURANCE PROGRAM (SHIP)</b></p> <p>The District will continue to offer a special counseling program to assist older persons in interpreting public benefit programs and in identifying long-term care insurance. Through the use of volunteers in each county, the program will work to develop an understanding among the service population about all aspects of public benefits.</p> <p>It is estimated that roughly 4,600 individuals will receive individual counseling and assistance in enrolling in low-income subsidy programs, Medicare savings plans, and the State Prescription Assistance Program.</p> <p><b>ACCOMPLISHMENTS:</b>  The District's SHIP Insurance Counselors make special efforts to locate and train Medicare beneficiaries to apply for benefits provided by Social Security and Medicaid. To date, 1,442 contacts have been made to beneficiaries with information regarding Medicare health coverage, issues, and supplemental benefits. Additionally, Insurance Counselors have contacted 721 beneficiaries with assets below the Low Income Subsidy (LIS) limit.</p> <p>Counselors participated in 28 events and reached more than 1,765 attendees. Also, more than 25,000 brochures, literature, and other reading material was disseminated to individuals in the community. Presently, the District has 3 volunteers assisting with providing insurance counseling to older persons throughout central Mississippi.</p>
<p>TASK 22-5</p>	<p><b>CHRONIC DISEASE AND DIABETES SELF-MANAGEMENT PROGRAMS</b></p> <p>District staff will continue to administer the Stanford University Chronic Disease and Diabetes Self-Management Programs, which offers a series of workshops designed to teach people with different chronic health problems on how to manage their health problem(s) more effectively. The District will continue its contractual agreement with the Mississippi Department of Human Services/Division of Aging and Adult Services to provide the educational component and share resources in the delivery of evidence-based programs using statistically proven facts for consumers identified with one or more chronic diseases. Also, the District plans to continue disseminating chronic disease and diabetes self-management educational literature to Medicare and Medicaid beneficiaries with a goal of reducing disease complications and improving health outcomes. Staff will continue conducting six-week classes to seniors at local congregate nutrition sites and other locations throughout the seven-county area.</p> <p><b>ACCOMPLISHMENTS:</b>  The District will continue partnering with the State Department of Health and the Mississippi Department of Human Services/Division of Aging and Adult Services with the purpose of conducting classes using the Sanford Model curriculum. To date, the District has partnered with the Mississippi State Department of Health by recently scheduling a DSMP class to begin on April 12, 2019. At the completion of the six-week class, 14 participants will be successfully trained on healthy lifestyles.</p>

**TASK 22-6**

**ADULT PROTECTIVE SERVICES PROGRAM (APS)**

Elder abuse has slowly become a silent epidemic in the United States. Researchers frequently suggest that the extent of abuse is unknown because most cases are never reported or occur without little recognition or response. Unfortunately, this trend is common because those abused often fear abandonment, forced institutionalization, are frightened of the perpetrators or simply embarrassed by the situation. Notably, the District Staff will be responsible for serving the target population and fulfilling state mandates in the service area with the purpose of improving the overall program.

On July 10, 2018, the District submitted a proposal seeking to establish a contract with the Mississippi Department of Human Services to offer the Adult Protective Services Program. Currently, the District is waiting to receive a response regarding the notification of award.

**ACCOMPLISHMENTS:**

On January 1, 2019, the District entered into a contractual agreement with Mississippi Department of Human Services to administer the Adult Protective Services Program (APS) in central Mississippi. Family Protection Services Specialists were hired to start investigating the allegations of abuse, neglect, and exploitation of "vulnerable persons" residing in private home settings, as well as follow-up on services provided by the Senior Services Division to those vulnerable persons as a result of the investigations.

As of March 31, 2019, approximately 119 cases were screened in by the MS Department of Human Services Intake workers and assigned to the District's Family Protection Services Specialists to investigate. The cases reported were assigned by county and were tracked as follows:

Copiah	4	Rankin	23	Yazoo	8
Hinds	57	Simpson	9		
Madison	10	Warren	8		

## **ELDER ABUSE PREVENTION AND ADVOCACY**

Budget information on the Elder Abuse Prevention and Advocacy Program is contained within the Budget of Project #20 - Management, Advocacy, Planning, Brokering and Development of Services for the Elderly (Area Agency on Aging).

PROJECT: **ELDERLY AND DISABLED HOME AND COMMUNITY-BASED SERVICES**

PROJECT NUMBER: 23

DESCRIPTION: The Medicaid Home & Community Based Services (HCBS) Waiver program is authorized in §1015c of the Federal *Social Security Act*. The program permits a state to furnish an array of HCBS that assist Medicaid beneficiaries to live in the community and avoid institutionalization. Waiver services complement and/or supplement the services that are available to beneficiaries through the State Medicaid Plan, other Federal, State, or local programs, as well as the support that families and communities provide.

Mississippi's Elderly & Disabled (E&D) Medicaid Waiver Program is one of five (5) different waiver programs administered by the State. E&D Waiver services include: Case Management, Personal Care Attendant Services, Adult Day Care Services, Extended Home Health Services, Home-Delivered Meals, In-Home Respite Care, Institutional Respite Care, and Transition Assistance.

NEED	The aging population is now living longer and the need for plans related to long-term care continues to rise. Elderly and/or disabled persons desire to live independently at home as long as possible. They choose to receive quality in-home assistance (provided by independent, Medicaid approved agencies), in an effort to prevent or delay permanent nursing facility placement.
BENEFITS	Home and Community Based Services (HCBS) are more cost-effective than institutionalized care. Based on average nursing facility paid claims, and paid waiver services, costs for nursing facility care can exceed the cost of waiver services by an average of \$14,000 per beneficiary per fiscal year. The services provided by the District offer a projected cost savings of Federal and State tax dollars of more than \$50 Million per fiscal year.  HCBS employs a variety of service delivery approaches, including participant direction of services and development of their Plan of Care. There are annual limits to the amount or kind of service that a Medicaid beneficiary can receive under the Medicaid State Plan. For individuals who qualify, those limitations are "waived" thus allowing a participant to receive additional services not otherwise available.

<p>TASK 23-1</p>	<p><b>CASE MANAGEMENT</b></p> <p>The E&amp;D Waiver utilizes the Long-Term Services and Supports (LTSS) web-based information and assessment tool to submit and approve beneficiaries for waiver services. Incorporated into the LTSS system is the InterRAI HC Assessment tool (interactive Resident Assessment Instrument). This system focuses on the person's ability to function and their quality of life by assessing needs, strengths, and preferences. It also identifies persons who could benefit from further evaluation of specific problems, or persons at risk for decline.</p> <p>Staff that conducts the InterRAI assessments must be certified. Certification consists of reading modules of how to conduct the assessment; listening to and analyzing video of a specific situation between a client, caregiver, and the professional; then passing with at least 80% accuracy on a battery of tests. All users are recertified annually. A client's InterRAI assessment is conducted, at a minimum, on an annual basis.</p> <p>The Division of Medicaid approved Plan of Care or (PSS) Plan of Services and Supports is generated by the client's Registered Nurse and Licensed Social Worker Case Manager on the initial assessment home visit. It is monitored and evaluated on monthly home visits, to assure that approved services are being provided and meeting the client's needs.</p> <p><b>ACCOMPLISHMENTS:</b></p> <ul style="list-style-type: none"> <li>• All CMPDD Case Managers that work with the E&amp;D Waiver have and must be trained and certified to conduct the interRAI assessment. This provides for more accurate and uniform assessment of persons and generates person-centered Plans of Care. Certified users of the InterRAI assessment tool capture the recipient's medical history, limitations, needs, strengths, and preferences.</li> <li>• Training is ongoing, and certification is done on a yearly basis. All case managers have been issued tablet computers to use in the field to access the LTSS website to conduct and submit the interRAI assessment tool and waiver application packet.</li> <li>• Monthly face-to-face home visits are completed and submitted electronically using the Services and Supports Monitoring (SSM) notes in LTSS.</li> </ul>
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<p>TASK 23-2</p>	<p><b>HOME AND COMMUNITY-BASED SERVICES</b></p> <p>The District will provide home and community based options to eligible disabled or elderly individuals so as to divert nursing facility placement. This program is referral-based and waiting list driven. Individuals are served on a first-come, first-serve basis according to the date of the application or referral. Individuals who are transitioning from a nursing facility long-term care stay, back to a primary residence; or individuals who no longer qualify for any other long-term care program, are given priority assessment for the E&amp;D Waiver program. These are known as Transition to Community Referrals.</p> <p>Teams composed of registered nurses and licensed social workers will be allowed to serve 2,400 clients. Each team is required to serve a minimum of 95% of the client slots they have available. Teams and their allocation are as follows:</p> <table border="0" data-bbox="454 703 1104 934"> <tr> <td>Copiah County</td> <td>2 teams</td> <td>220 clients</td> </tr> <tr> <td>Hinds County</td> <td>12 teams</td> <td>1,320 clients</td> </tr> <tr> <td>Rankin County</td> <td>3 teams</td> <td>330 clients</td> </tr> <tr> <td>Simpson County</td> <td>1 teams</td> <td>110 clients</td> </tr> <tr> <td>Madison County</td> <td>2 teams</td> <td>220 clients</td> </tr> <tr> <td>Warren County</td> <td>1 teams</td> <td>110 clients</td> </tr> <tr> <td>Yazoo County</td> <td>2 teams</td> <td>220 clients</td> </tr> </table> <p><b>ACCOMPLISHMENTS:</b> The District has maintained 22 full teams and 1 half team. Case managers served an average of 2,325 clients per month. The District maintained an average of 97% occupancy rate based on 2400 client capacity. The total number of Transition to Community Referrals received was 11, with all 11 clients completing a successful transition from the nursing facility and receiving waiver services in their homes.</p>	Copiah County	2 teams	220 clients	Hinds County	12 teams	1,320 clients	Rankin County	3 teams	330 clients	Simpson County	1 teams	110 clients	Madison County	2 teams	220 clients	Warren County	1 teams	110 clients	Yazoo County	2 teams	220 clients
Copiah County	2 teams	220 clients																				
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Yazoo County	2 teams	220 clients																				
<p>TASK 23-3</p>	<p><b>ELECTRONIC VISIT VERIFICATION (MEDI-KEY)</b></p> <p>As part of the Division of Medicaid's Balancing Incentive Program, personal care attendants and in-home respite providers utilizes the Medi-Key as a clocking in/clocking out system in the client's home. Medi-Key is also known as a One-Time Password (OTP) device. The OTP devices will display an 8-digit number (password) that will be entered via telephone by the direct care worker upon arrival to the client's home (clock in). After the completion of service, the direct care worker will enter via telephone the password displayed on the OTP device at that time.</p> <p>Case managers will be responsible for assigning the OTP devices in Long-Term Services and Supports (LTSS), distributing, and explaining the use of the OTP devices to waiver clients.</p> <p>Currently, use of the electronic visit verification system will also serve as submission, verification, and payment of claims for personal care attendant and in-home respite services provided.</p> <p><b>ACCOMPLISHMENTS:</b> From October 1, 2018 to March 31, 2019, case managers assigned and distributed 321 OTP devices to E&amp;D Waiver clients. As new clients are enrolled in the Waiver program, each home will be assessed, then assigned an OTP device as needed. PCA and IHR workers may use the OTP device, or the client's land-based home phone line as their clocking in and clocking out system.</p>																					



**ELDERLY AND DISABLED HOME AND COMMUNITY-BASED SERVICE BUDGET**

<u><b>EXPENSES</b></u>	<u><b>ANNUAL BUDGET</b></u>	<u><b>AS IS 3/31/2019</b></u>
Personnel	\$3,238,226	\$1,531,493
Indirect	\$901,599	\$423,322
Travel/Training/Reg Fees	\$45,750	\$75
Insurance	\$3,000	\$951
Computer	\$5,000	\$639
Utilities	\$12,000	\$4,937
Contractual Services	\$20,000	\$5,330
Building Maintenance and Operations/Janitorial	\$27,000	\$5,000
Equipment Lease/Rental	\$15,000	\$6,600
Space Lease/Rental	\$98,000	\$45,558
Communications	\$45,700	\$16,982
General Supplies	\$17,000	\$5,419
Services	<u>\$3,517,848</u>	<u>\$633,516</u>
 <b>TOTAL</b>	 \$7,946,123	 \$2,679,822
 <u><b>SOURCES</b></u>		
Federal/State	<u>\$7,946,123</u>	<u>\$2,771,819</u>
 <b>TOTAL</b>	 \$7,946,123	 \$2,771,819
Revenue Over (Under) Expenditures		\$91,997

**ALL PROJECTS BUDGET SUMMARY**

<u><b>EXPENSES</b></u>	<u><b>ANNUAL BUDGET</b></u>	<u><b>AS OF 3/31/2019</b></u>
Personnel	\$6,482,153	\$3,171,822
Indirect/District Expense Fund	\$2,133,493	\$1,089,084
Travel	\$352,769	\$21,625
Meetings	\$21,500	\$5,569
Furniture/Equipment	\$80,000	0
Insurance	\$3,675	\$1,139
Equipment Maintenance	\$8,000	\$159
Miscellaneous	\$35,370	\$797
Dues/Memberships/Subscriptions	\$38,225	\$15,621
Audit	\$11,500	\$11,645
Computer	\$147,474	\$17,472
Utilities	\$40,000	\$15,423
Contractual Services	\$1,264,797	\$222,552
Legal	\$15,710	\$3,066
Building Maintenance and Operations/Janitorial	\$31,000	\$5,896
Equipment Lease/Rental	\$116,600	\$12,467
Space Lease/Rental	\$302,409	\$139,033
Communications	\$82,700	\$33,571
General Supplies	\$54,700	\$19,309
Printing Supplies	\$3,000	0
Postage	\$175	0
Loans	\$1,891,234	0
Services	\$14,800,566	\$4,151,425
Un-programmed	\$951,356	0
<b>TOTAL</b>	<b>\$28,868,406</b>	<b>\$8,937,675</b>
 <u><b>SOURCES</b></u>		
Federal/State	\$24,652,573	\$8,030,355
Assessments-General	\$232,176	\$30,028
Assessments-Services	\$77,424	\$54,460
Local Cash-Contracts	\$563,605	\$362,349
Program Equity	\$1,109,435	\$1,494,874
Program Income	\$845,178	\$40,240
Local In-kind	\$487,235	\$280,724
Fees/Interest	\$128,567	\$18,254
Match Carryover	\$384,073	\$97,408
Lease/Rental	\$400,140	\$206,242
<b>TOTAL</b>	<b>\$28,868,406</b>	<b>\$10,613,933</b>

**DISTRICT SUPPORT ALLOCATION  
FISCAL YEAR 2018-2019**

<b>COPIAH COUNTY</b>	0.028757	\$ 6,648
Crystal Springs	0.008093	1,871
Hazlehurst	0.006588	1,523
Wesson	0.002894	669
 <b>HINDS COUNTY</b>	 0.062545	 14,459
Byram	0.015871	3,669
Clinton	0.038382	8,873
Edwards	0.001838	425
Jackson	0.309976	71,659
Raymond	0.002107	487
Utica	0.001103	255
 <b>MADISON COUNTY</b>	 0.048790	 11,279
Canton	0.020175	4,664
Flora	0.002894	669
Madison	0.031504	7,283
Ridgeland	0.034783	8,041
 <b>RANKIN COUNTY</b>	 0.109553	 25,326
Brandon	0.031647	7,316
Florence	0.005520	1,276
Flowood	0.010918	2,524
Pearl	0.038884	8,989
Pelahatchie	0.002254	521
Richland	0.010641	2,460
 <b>SIMPSON COUNTY</b>	 0.032698	 7,559
Magee	0.006917	1,599
Mendenhall	0.004070	941
 <b>WARREN COUNTY</b>	 0.043928	 10,155
Vicksburg	0.040471	9,356
 <b>YAZOO COUNTY</b>	 0.027092	 6,263
Yazoo City	0.019107	4,417
 <b>TOTALS</b>	 <b>100.000%</b>	 <b>\$231,176</b>

All other towns/villages that are not listed above will each be assessed in the amount of \$100.