



November 11, 2013

PROPOSAL TO MADISON COUNTY FOUNDATION for

Economic Development Strategy Implementation Assistance

This document outlines the scope of services and budget for implementation assistance by TaimERICA Management Company for the second year of the Strategic Economic Development Plan for Madison County.

Project Objective:

Institutionalize the Transformation Team process in Madison County so that stakeholders can maintain the process without outside assistance by the end of 2014.

Project Tasks and Subtasks

- Assist subcommittees in scheduling routine meetings and in collecting agenda items for same:
 - Assist in preparing agendas for subcommittee and Transformation Team meetings
 - Attend 6 series of subcommittee meetings in Madison County in person
 - Work with Madison Foundation staff to record minutes of actions and prepare reports
- Attend 6 meetings of the Transformation Team via GotoMeeting technology:
- Assistance to Foundation staff with the Quarterly gathering of key performance measures and other data collection

PROJECT BUDGET

Our budget for these services is \$18,000 plus reimbursement of expenses. Expenses that are anticipated are travel and lodging in Madison to attend the meetings of the Subcommittees. We do not expect travel expenses to exceed \$4,000.