

PUBLIC NOTICE

CALL FOR A SPECIAL MEETING OF THE BLOUNT COUNTY BOARD OF COMMISSIONERS TO BE HELD IN ROOM 430 AT THE BLOUNT COUNTY COURTHOUSE, COURT STREET, MARYVILLE, TENNESSEE, ON TUESDAY, OCTOBER 13, 2015, AT 5:30 P.M.

I, Mayor Ed Mitchell, pursuant to and in accordance with the authority vested in me by Tennessee Code Annotated § 5-5-105, hereby call the Board of County Commissioners of Blount County, Tennessee, to meet in special session on the 13th day of October, 2015, 5:30 P.M. for the following:

- Approval of Deputy Sheriff and Notary Public bonds and oaths.
- Election of Notaries.
- Appointments - Planning Commission- Bruce McClellan. (County Mayor)
- Budget Transfers
 - General County - *Transfers Out* - \$164,504.92 (putting Motorola Lease in correct account)
 - General County - *Elections* - \$2,836 (to correct salary supplement from state)
- Budget Increases
 - General County - *Animal Control* - \$11,912.21 (leftover SMACF funds from FY14-15)
 - General County - *Health Dept.* - \$36,921 (to move tobacco cessation dollars that came in late)
 - Courthouse & Jail Mtce. - *Maintenance* - \$32,988 (for additional maintenance items)
 - General County - *Recovery Court* - \$9,904 (funds from SAMSA grant received)
 - Highway - \$700,000 (State Aid Projects)
 - School - *Food Service* - \$9,000 (funds for Healthy Hunger-Free Kids program)
 - Debt Service - \$164,504.92 (Motorola Lease Revenue was left out of the budget) "Transfer In"
- Other Budget Items
 - Library – TN Reconnect Community Grant from State of TN Higher Education Commission (*County obligation beyond grant period*)
 - FY15-16 Budget Approval Letter from State
- A resolution to approve Interlocal cooperation agreement for highway maintenance with the City of Townsend. (*Resolution No. 15-10-003*) (Grady Caskey)
- A resolution to participate in a cost-sharing program with Townsend for bear-proof waste containers. (*Resolution No. 15-10-014*) (Grady Caskey)
- TDOT Application to renovate Kinzel Springs Bridge in Townsend.

October 7, 2015

APPROVED:

Jerome Moon
Commission Chairman

Ed Mitchell
County Mayor

ATTEST:

Roy Crawford, Jr.
County Clerk

RESOLUTION No. 15-10-001

Sponsored by Commissioners Gary Farmer and Steve Samples

A RESOLUTION TO ACKNOWLEDGE AND ACCEPT THE BOND AND OATHS OF DEPUTY SHERIFFS, AND THE BONDS AND OATHS OF NOTARIES OF BLOUNT COUNTY, TENNESSEE.

BE IT RESOLVED, by the Board of Commissioners of Blount County, Tennessee, in session assembled October 13, 2015:

WHEREAS, Roy Crawford, Jr., Blount County Clerk, has certified according to the records of his office that the persons named on the attached listing labeled "OATHS OF DEPUTY SHERIFFS" have taken their oaths of office; and

WHEREAS, said Roy Crawford, Jr. has certified according to the records of his office that the persons named on the attached listing labeled "NOTARY PUBLIC BONDS AND OATHS" have given approved bonds for the office of Notary Public and have taken their oaths of office.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF BLOUNT COUNTY, TENNESSEE:

1. That the persons named on the attached listing labeled "OATHS OF DEPUTY SHERIFFS" are hereby acknowledged for such and the bonds are accepted and their oaths therefor are approved as taken; and
2. That the persons named on the attached listing labeled "NOTARY PUBLIC BONDS AND OATHS" are hereby acknowledged for such and the bonds or sureties are accepted and approved and their oaths therefor are approved as taken; and
3. That each such person named on the listing hereinabove mentioned (which listing is attached hereto and incorporated herein by reference) is hereby deemed to have been individually considered according to the particular matter relating thereto.

BE IT FURTHER RESOLVED THAT THIS RESOLUTION TAKE EFFECT FROM AND AFTER PASSAGE, THE PUBLIC WELFARE REQUIRING IT.

CERTIFICATION OF ACTION

ATTEST

Commission Chairman

County Clerk

Approved: ____

Vetoed: _____
County Mayor

Date

REPORT FROM THE OFFICE OF THE COUNTY CLERK
TO THE BLOUNT COUNTY COMMISSION
NOTARY PUBLIC BONDS & OATHS
October 13, 2015

The following Notaries Public Elect of Blount County appeared in the County Clerk's Office to receive their Commissions duly signed by the Honorable William Haslam, Governor, and countersigned by approved bond of Ten Thousand Dollars and qualified as by law required:

<u>Notary Name</u>	<u>Date Qualified</u>	<u>Surety</u>
Ted A. Burkhalter Jr.	September 15, 2015	State Farm Fire & Casualty Company
Mary M. Rice	September 15, 2015	Western Surety Company
Nicole Kathryn Gray	September 15, 2015	Western Surety Company
Melissa Willocks	September 16, 2015	Travelers Casualty & Surety Company
Debra K. Sudhoff	September 16, 2015	Western Surety Company
Anna L. Holbert	September 16, 2015	Western Surety Company
Trevor M. Isbell	September 17, 2015	American Bankers Insurance Company of Florida
Tara A. Ferrell	September 17, 2015	American Bankers Insurance Company of Florida
Robin R. Payne	September 17, 2015	Travelers Casualty & Surety Company
Ladonna Kay Waltman	September 17, 2015	Travelers Casualty & Surety Company
Alida Johnson	September 18, 2015	Western Surety Company
Teresa Robinson	September 18, 2015	American Bankers Insurance Company of Florida
Gary Douglas Keene	September 21, 2015	State Farm Fire & Casualty Company
Carolyn Sexton	September 21, 2015	American Bankers Insurance Company of Florida
Vicki J. Grayson	September 23, 2015	Merchants Bonding Company
Marissa Avery	September 24, 2015	American Bankers Insurance Company of Florida
Amanda K. Oliver	September 25, 2015	Western Surety Company
Gerald C. Russell	September 25, 2015	Western Surety Company
Paul Lawrence Gilbert	September 25, 2015	Western Surety Company
Keith Fletcher	September 25, 2015	Western Surety Company
Brian K. Tuggle	September 25, 2015	Western Surety Company
Michelle McCaulley	September 25, 2015	Travelers Casualty & Surety Company
Connie D. Crittenden	September 28, 2015	Surety Bonding Company of America
Janet Sue Sullivan	September 30, 2015	Colleen M. Dawson, Amanda K. Williams
Diane M. Hicks	September 30, 2015	Carl P. McDonald, Robert N. Goddard
Michael James Spencer	October 5, 2015	RLI Insurance Company
Candice Kagay	October 6, 2015	State Farm Fire & Casualty Company
Lee Anthony	October 6, 2015	Merchants Bonding Company
Carol B. Cochran	October 7, 2015	Old Republic Surety Company
Karen Renee Pierce	October 9, 2015	Travelers Casualty & Surety Company

REPORT FROM THE OFFICE OF THE COUNTY CLERK
TO THE BLOUNT COUNTY COMMISSION
OATHS OF DEPUTY SHERIFFS
October 13, 2015

<u>Name</u>	<u>Date of oath</u>
Andrew Austin Headrick.....	October 1, 2015
William Shane Stephens	October 1, 2015
Cory White.....	October 1, 2015



BLOUNT COUNTY

Office of the County Clerk

345 COURT STREET, MARYVILLE, TENNESSEE 37804-5906

Roy Crawford, Jr.
County Clerk

Telephone (865) 273-5800
Fax (865) 273-5815

NOTARIES TO BE ELECTED OCTOBER 13, 2015

Kathy Bach
Jennifer Cooper
Melissa Ann Cureton
Phillip Grant Dunn
Brittany Marcus Ford
Carolynne Jean Ford
Pamela C. Guider
Lou Ann Hackney
Tammy M. Hendrickson

Norma June Henning
Janet Houston Hickman
Cyreese Householder
April McMurray
Sheila Renea Pratt
Linda L. Seagle
Ashley Renee Sparks
Charlene A. Teffeteller
Adrienne Catherine Woody



BLOUNT COUNTY MAYOR

Ed Mitchell

341 Court Street, Maryville, TN 37804-5906

Phone: (865) 273-5700

Fax: (865) 273-5705

Email: emitchell@blounttn.org



TO: Blount County Board of Commissioners

FROM: Ed Mitchell, County Mayor

RE: Recommendation for the Planning Commission

DATE: September 29, 2015

For the consideration of the full commission, I am submitting my recommendation of the following names for re-appointment on the Blount County Planning Commission:

Bruce McClellan, term to expire October, 2019

Budget Transfers

Commission Action Needed

Fund	Amount	Budget Committee	Vote
Gen. Cty. – Transfers Out	\$164,504.92	Recommended	4-Yes 1-Absent
Gen. Cty. – Elections	\$2,836	Recommended	4-Yes 1-Absent

**Blount County Government
Budget Amendment Request
FY 15-16**

Type of Amendment:

Transfer (approp to approp or rev to rev)

Increase/Decrease (rev to approp/approp to rev)

Department: 101-91130
Account: Public Safety Projects

	Account Number	Description	Amount
TO	<u>101-99100-500590-0</u>	<u>Transfers to Other funds</u>	<u>164,504.92</u>
Used with transfers			
(or)			
APPROPRIATION			
Used with inc/dec			
Total			0.00

164,504.92

	Account Number	Description	Amount
FROM	<u>101-91130-500708-0</u>	<u>Sherrill, Commun. Equip.</u>	<u>164,504.92</u>
Used with transfers			
(or)			
EST REVENUE			
Used with inc/dec			
Total			0.00

164,504.92

Explanation: to put in correct acct. *



Signature of County Mayor/Date

*All requests requiring committee approval are due to Sr. Financial Analyst's Office by noon on the Tuesday before the Budget Committee Meeting.

DIST Data

Specify a fund/account/obj/proj and accounting year

101 91130 500708 0 Current FIND

Account 101-91130-500708-0 for 07/01/15 thru 06/30/16

Date	Description	Status	Reference	Source	ADC Code	Vendor #	Appropriation	Encumb/Req	Expenditures
07/01/15	UPDATE APPRO-FISCAL YEAR 15-16	APP	540	J.E.	999	0	313,273.00		
07/01/15	CARRY P/Y ENCUMBRANCES FORWARD	PY APP	8	J.E.	900	0	10,022.77		
07/01/15	CARRY P/Y ENCUMBRANCES FORWARD	ENC	8	J.E.	900	0		10,022.77	
07/13/15	MOBILE-VISION INC	REQ	156874	REQ-NEW	000	90160		61,056.00	
07/13/15	MOBILE-VISION INC	REQ	156874	REQ-DEL	000	90160		-61,056.00	
07/14/15	MOBILE-VISION INC	ENC	150543	PO-ORIG	001	90160		61,056.00	
07/20/15	CRASH DATA GROUP INC	REQ	156928	REQ-NEW	000	170750		10,759.00	
07/20/15	CRASH DATA GROUP INC	REQ	156928	REQ-DEL	000	170750		-10,759.00	
07/20/15	CRASH DATA GROUP INC	ENC	150615	PO-ORIG	001	170750		10,759.00	
07/20/15	SOUTHEASTERN COMMUNICATIONS SERVICES	REQ	156938	REQ-NEW	000	136040		4,786.84	
07/20/15	SOUTHEASTERN COMMUNICATIONS SERVICES	REQ	156938	REQ-DEL	000	136040		-4,786.84	
07/20/15	SOUTHEASTERN COMMUNICATIONS SERVICES	ENC	150630	PO-ORIG	001	136040		4,786.84	
07/22/15	ANNUAL MOTOROLA LEASE PAYMENT	EXP	15001296	J.E.	042	0			164,504.92
08/05/15	CRASH DATA GROUP INC	ENC	150615	PO-VCHR	010	170750		-10,759.00	
08/05/15	CRASH DATA GROUP INC	EXP	150615	PO-VCHR	010	170750			10,759.00
08/06/15	ADVERCO INC	REQ	157051	REQ-NEW	000	513		1,900.00	
08/06/15	ADVERCO INC	REQ	157051	REQ-DEL	000	513		-1,900.00	
08/06/15	ADVERCO INC	ENC	150817	PO-ORIG	001	513		1,900.00	
08/11/15	ADVERCO INC	ENC	142641	PO-CANC	006	513		-122.77	
08/11/15	ADVERCO INC	PY APP	142641	PO-CANC	006	513	-122.77		
08/17/15	MOTOROLA SOLUTIONS INC	ENC	141341	PO-CANC	006	17125		-9,900.00	
08/17/15	MOTOROLA SOLUTIONS INC	PY APP	141341	PO-CANC	006	17125	-9,900.00		
08/26/15	ADVERCO INC	ENC	150817	PO-PART	010	513		-807.15	
08/26/15	ADVERCO INC	EXP	150817	PO-PART	010	513			807.15
							313,273.00	66,935.69	176,071.07

Finance Information Menu

DIST Data

Specify a fund/account/obj/proj and accounting year

101 99100 500590 0 Last FIND

Account 101-99100-500590-0 for 07/01/14 thru 06/30/15

Date	Description	Status	Reference	Source	ADC Code	Vendor #	Appropriation	Encumb/Req	Expenditures
07/01/14	UPDATE APPRO-FISCAL YEAR 14-15	APP	540	J.E.	999	0	1,567,839.00		
10/14/14	1ST QTR PAYMENT TO LIBRARY	EXP	14004274	J.E.	042	0			224,880.00
12/18/14	MOVE QSCB REBATE REV TO DEBT SERV	EXP	14006917	J.E.	042	0			334,159.06
12/18/14	CORRECT LINE USED WRONG ADC CODE	EXP	14006917	J.E.	042	0			-334,159.06
12/18/14	CORRECT LINE USED WRONG ADC CODE	EXP	14006917	J.E.	042	0			334,159.06
01/14/15	2ND QTR PAYMENT TO LIBRARY	EXP	14007634	J.E.	042	0			224,880.00
03/09/15	3RD QTR PAYMENT TO LIBRARY	EXP	14009701	J.E.	042	0			224,880.00
04/02/15	MOVE QSCB REBATE REV TO DEBT SERV	EXP	14010406	J.E.	042	0			333,798.98
05/18/15	4TH QTR FY 14-15 INSTALLMENT	EXP	14012263	J.E.	042	0			224,880.00
06/30/15	MOVE TO CORRECT ACCT	APP	15003079	J.E.	999	0	164,504.92		
06/30/15	MOVE TO CORRECT ACCT	EXP	15003079	J.E.	999	0			164,504.92
							1,732,343.92	0.00	1,731,982.96

[Finance Information Menu](#)

**Blount County Government
Budget Amendment Request
FY 15-16**

Type of Amendment:

Transfer (approp to approp or rev to rev)

Increase/Decrease (rev to approp/approp to rev)



Department: Elections
Account: 101-51500

	Account Number	Description	Amount
TO			
Used with transfers			
(or)			
APPROPRIATION	101-469600	Registrar's Salary Supplement	2,836.00
Used with Inc/dec			
Total			2,836.00

	Account Number	Description	Amount
FROM			
Used with transfers			
(or)			
EST REVENUE	101-489900	Other	2,836.00
Used with Inc/dec			
Total			2,836.00

Explanation: Per tca 2-12-109 (see attachment)

Susan Hughes 9-30-15
Signature of Official/Department Head/Date

Signature of County Mayor/Date

*All requests requiring committee approval are due to Sr. Financial Analyst's Office by noon on the Tuesday before the Budget Committee Meeting.

commissioner of finance and administration shall certify to the comptroller of the treasury the average annualized general increase in state employee's compensation during that fiscal year.

History.

Acts 1986, ch. 930, § 1; 1996, ch. 1081, §§ 3-5, 8; 2005, ch. 470, § 1.

Code Commission Notes.

For the fiscal year county officials salary schedule, see the County Technical Assistance Service web site at <http://www.ctas.tennessee.edu>.

Compiler's Notes.

References to the county "registrar-at-large" and "deputy registrar" have been changed to "administrator of elections" and "deputy", respectively, pursuant to Acts 1997, ch. 558, §§ 21 and 22.

For table of U.S. decennial populations of Tennessee counties, see Volume 13 of the Tennessee Code Annotated and its supplement.

Amendments.

The 2005 amendment rewrote (a) which read: "(a) Any administrator of elections employed pursuant to § 2-12-201, who has been certified under § 2-11-202(b), including any such ad-

ministrator so certified prior to January 1, 1987, shall receive a base minimum yearly salary as follows:

"(1) In counties of the second and third class, the administrator shall receive at least ninety percent (90%) of the salary of such county's assessor of property as provided in § 67-1-508;

"(2) In counties of the fourth, fifth, sixth and seventh class, the administrator shall receive at least eighty percent (80%) of the salary of such county's assessor of property as provided in § 67-1-508; and

"(3) In counties of the first class, the administrator shall receive at least eighty-five percent (85%) of the salary of such county's assessor of property as provided in § 67-1-508."

Effective Dates.

Acts 2005, ch. 470, § 2. June 18, 2005.

Section to Section References.

This section is referred to in § 2-2-108.

Collateral References.

Election officers ⇌ 144.46-58.

2-12-209. State contribution to compensation of certified administrators of elections.

(a)(1) The state shall pay to the general fund of every county in which the administrator of elections is or becomes certified under the provisions of § 2-11-202(b), the sum of eighteen thousand dollars (\$18,000) in the manner set out in subsection (b) of this section.

(2) In years in which the secretary of state is required to reduce the department of state's budget, the secretary is authorized to reduce any appropriations authorized by this section up to nine percent (9%).

(b) The state payments to a county made pursuant to this section shall be paid quarterly in amounts of four thousand five hundred dollars (\$4,500) per quarter.

(1) If an administrator becomes certified at some time other than the beginning of a quarter, such payments to the county shall commence at the beginning of the quarter next following the administrator's certification.

(2) If an administrator in a county receiving quarterly payments under the provisions of this section loses certification for whatever reason, such administrator shall have six (6) months from the date of such loss to regain such certification. If the administrator has not done so at the end of six (6) months, state payments to the county pursuant to this section shall cease until the quarter next following the quarter such administrator regains certification.

(3) If the office of administrator in a county receiving quarterly payments under the provisions of this section becomes vacant for whatever reason, the new administrator shall have six (6) months from the date of taking office to

Sheriff

Public Mtgs

SOI conflict of int.

Public Records

Restoration of Rights

Polin Prim. 5

Vacancies

DIST Data

Specify a fund/account/obj/proj and accounting year

101 0 469600 0

Account 101-0-469600-0 for 07/01/15 thru 06/30/16

Date	Description	Status	Reference	Source	ADC Code	Vendor #	Est Revenue	Revenue Recv
07/01/15	EST REVENUE FISCAL YEAR 15-16	EST	540	J.E.	999	0	15,164.00	
							15,164.00	0.00

[Finance Information Menu](#)

Budget Increases/Decreases

Commission Action Needed

Fund	Amount	Budget Committee	Vote
Gen. Cty. – Animal Control	\$11,912.21	Recommended	4-Yes 1-Absent
Gen. Cty. – Health Dept.	\$36,921	Recommended	4-Yes 1-Absent
Gen. Cty. – Maintenance	\$32,988	Recommended	4-Yes 1-Absent
Gen. Cty. – Recovery Court	\$9,904	Recommended	4-Yes 1-Absent
Highway	\$700,000	Recommended	4-Yes 1-Absent
School – Food Service/Cafeteria	\$9,000	Recommended	4-Yes 1-Absent
Debt Service – Transfers In	\$164,504.92	Recommended	4-Yes 1-Absent

RESOLUTION NO. 15-10-002

Sponsored by: Commissioners Jerome Moon/Mike Lewis

A RESOLUTION TO AMEND GENERAL PURPOSE FUND BUDGET.

WHEREAS, Blount County would like to amend the General Purpose Fund Budget to appropriate funds for Animal Control to move leftover SMACF contributions from prior year to current year.

WHEREAS, it is deemed to be in the best interest of Blount County to amend the General Purpose Fund Budget as requested.

NOW THEREFORE, BE IT RESOLVED BY THE Board of Commissioners of Blount County, Tennessee assembled in special session this 13th day of October, 2015 that the General Purpose Fund Budget shall be amended as follows:

Estimated Revenue:

101-0-486100-5512 Donations\$11,912.21

Appropriation:

101-55120-500413-5512 Drugs and Medical Supplies\$11,912.21

Duly authorized and approved this 13th day of October, 2015.

CERTIFICATION OF ACTION

ATTEST

Commission Chairman

County Clerk

Approved: ____

Vetoed: _____

County Mayor

Date

**Blount County Government
Budget Amendment Request
FY 15-16**

Type of Amendment:

Transfer (approp to approp or rev to rev)

Increase/Decrease (rev to approp/approp to rev)

<input type="checkbox"/>
<input checked="" type="checkbox"/>

Department: 101-55120-5512

Account: Animal Control

	Account Number	Description	Amount
TO	<u>101-55120-500413-5512</u>	<u>DRUGS AND MEDICAL SUPPLIES</u>	<u>11,912.21</u>
Used with transfers			
(or)			
APPROPRIATION			
Used with inc/dec			
Total			<u>11,912.21-0.00</u>

	Account Number	Description	Amount
FROM	<u>101-0-486100-5512</u>	<u>Donations</u>	<u>11,912.21</u>
Used with transfers			
(or)			
EST REVENUE			
Used with inc/dec			
Total			<u>11,912.21-0.00</u>

Explanation:

left over SMACE funding from 14-15 to be
reappropriated to 15-16

Charles B. Parkard 9/16/15

Signature of Official/Department Head/Date

Signature of County Mayor/Date

*All requests requiring committee approval are due to Sr. Financial Analyst's Office by noon on the Tuesday before the Budget Committee Meeting.

Blount County, Tennessee
 Analysis of Reserves
 As of June 30, 2015
 Date Completed - Aug 20, 2015

MOU

Reserve for Animal Shelter - SMACF

Balance, 10/31/14

Revenues, 6/30/15 91,700.00 101-0-486100-5512

Expenditures:
 Current Year Expenditures (76,138.89)
 Current Year Outstanding Encumbrances (3,648.90)
 Prior Year Encumbrances

SMACF
 left over

Ending Reserve, 6/30/15

\$ 11,912.21

Adjustments to bring reserves to current:	Per Books	Per Above	Adjustment
34630 Committed for Public Health & Welfare	-	11,912.21	11,912.21

Blount County, Tennessee
 Analysis of Reserves
 As of June 30, 2015
 Date Completed - Aug 20, 2015

Reserve for Animal Shelter

Balance, 6/30/14 8,202.09 101-0-486100
 Balance, 6/30/15 13,867.31 101-0-486100

Expenditures: (6,000.00) Washer & Dryer

Regular
 Donations

\$ 16,069.40

Adjustments to bring reserves to current:	Per Books	Per Above	Adjustment
34630 Committed for Public Health & Welfare	8,202.09	16,069.40	7,867.31

Funding Requirements and Details

All funding provided by SMACF to Blount County will be subject to the following conditions and requirements:

1. All funds will be provided directly to the County Finance Director for processing, application and distribution.
2. A detailed quarterly summary report of purchased products and services procured using SMACF funding will be provided by Blount County to SMACF for each category funded no later than five (5) business days following the end of each quarter. For purposes of this MOU, a quarter shall end on March 31, June 30, September 30, and December 31, as applicable, each year. The Board of Directors of SMACF will review the quarterly reports and use the quarterly reports to help determine future funding to Blount County. In addition, since SMACF is required to account to its donors and other grantors with regard to the terms of any funds received, SMACF will be required to examine the quarterly reports for compliance with the terms of this MOU and any other terms of the grant or donations.
3. SMACF is under no duty or obligation to provide funding to Blount County, however, it is the goal of SMACF to provide funding to Blount County in furtherance of BCAC so long as Blount County is in compliance with this MOU and SMACF has sufficient funds available. Historical funding by SMACF to Blount County is no guarantee of future funding by SMACF to Blount County as 100% of SMACF funding is dependent on fundraising efforts and SMACF's donor community. If donor and fundraising efforts remain at the current levels as of the signing of this MOU, SMACF will commit to an annual amount with the funds being released to Blount County on either a quarterly or annual basis as set forth in the Disbursement Payment Calculations and Timing section below.
4. If desired and deemed necessary by SMACF, at SMACF's sole discretion, SMACF will have the right to request and have performed an annual audit of all transactions utilizing SMACF funds. Any annual audit performed will be at SMACF's expense.
5. All SMACF funds provided to Blount County will go directly to an account used solely for the support of BCAC and not to the County General Fund. Any unused funds in any given period will be carried over for use in the next funding (fiscal) period. Funds provided by SMACF are earmarked for three specific categories. They are:
 - (a) Shelter Veterinarian/ Shelter Veterinarian Technician Compensation

Blount County, Tennessee
 Analysis of Reserves
 As of June 30, 2015
 Date Completed - Aug 20, 2015

Reserve for Animal Shelter - SMACF

Balance, 10/31/14	-	
Revenues, 6/30/15	91,700.00	101-0-486100-5512
Expenditures:		
Current Year Expenditures	(76,138.89)	
Current Year Outstanding Encumbrances	(3,648.90)	
Prior Year Encumbrances		
Ending Reserve, 6/30/15	<u>\$ 11,912.21</u>	

Adjustments to bring reserves to current:	Per Books	Per Above	Adjustment
34630 Committed for Public Health & Welfare	-	11,912.21	11,912.21

Blount County, Tennessee
 Analysis of Reserves
 As of June 30, 2015
 Date Completed - Aug 20, 2015

Reserve for Animal Shelter

Balance, 6/30/14	8,202.09	101-0-486100
Balance, 6/30/15	13,867.31	101-0-486100
Expenditures:	(6,000.00)	Washer & Dryer

\$ 16,069.40

Adjustments to bring reserves to current:	Per Books	Per Above	Adjustment
34630 Committed for Public Health & Welfare	8,202.09	16,069.40	7,867.31

RESOLUTION NO. 15-10-008

Sponsored by: Commissioners Jerome Moon/Mike Lewis

A RESOLUTION TO AMEND GENERAL PURPOSE FUND BUDGET.

WHEREAS, Blount County would like to amend the General Purpose Fund Budget to appropriate funds for the Health Department to move leftover Tobacco Cessation monies from prior year to current year.

WHEREAS, it is deemed to be in the best interest of Blount County to amend the General Purpose Fund Budget as requested.

NOW THEREFORE, BE IT RESOLVED BY THE Board of Commissioners of Blount County, Tennessee assembled in special session this 13th day of October, 2015 that the General Purpose Fund Budget shall be amended as follows:

Estimated Revenue:

101-0-489900-0 Use of Fund Balance\$36,921.00

Appropriation:

101-55110-500599-0 Other Charges\$36,921.00

Duly authorized and approved this 13th day of October, 2015.

CERTIFICATION OF ACTION

ATTEST

Commission Chairman

County Clerk

Approved: ____

Vetoed: _____

County Mayor

Date

**Blount County Government
Budget Amendment Request
FY 15-16**

Type of Amendment:

Transfer (approp to approp or rev to rev)

Increase/Decrease (rev to approp/approp to rev)



Department: Health

Account: 101-55110

	Account Number	Description	Amount
TO			
Used with transfers			
(or)			
APPROPRIATION	101-55110-500599-0	<i>Other</i> Appropriation <i>Changes</i>	36,921.00
Used with Inc/dec			
Total			36,921.00

	Account Number	Description	Amount
FROM	101-0-489900-0	Use of Fund Balance	36,921.00
Used with transfers			
(or)			
EST REVENUE			
Used with inc/dec			
Total			36,921.00

Explanation: To move Tobacco grant dollars from reserve account to appropriation account
Tobacco grant funds are on a calendar year budget.

 8-25-15
 Signature of Official/Department Head/Date

 Signature of County Mayor/Date

*All requests requiring committee approval are due to Sr. Financial Analyst's Office by noon on the Tuesday before the Budget Committee Meeting.

Blount County, Tennessee
Analysis of Reserves
As of June 30, 2015
Date Completed - Aug 20, 2015

Reserve for Health Dept

Balance, 7/1/14

-

Revenues, 6/30/15

62,964.00 101-0-463100

Tobacco Cessation

Expenditures:

Current Year Expenditures

(24,937.00) 101-55110-500599-0

Current Year Outstanding Encumbrances

(1,106.00) 101-55110-500599-0

Prior Year Encumbrances

-

Ending Reserve, 6/30/15

\$ 36,921.00

Adjustments to bring reserves to current:
 (Assigned for Gen Govt 347100)

Per Books

Per Above

Adjustment

-

36,921.00

36,921.00

RESOLUTION NO. 15-10-009

Sponsored by: Commissioners Jerome Moon/Mike Lewis

A RESOLUTION TO AMEND COURTHOUSE & JAIL MTCE. FUND BUDGET.

WHEREAS, Blount County would like to amend the Courthouse & Jail Mtce. Fund Budget to appropriate funds for County Building Maintenance for additional maintenance items.

WHEREAS, it is deemed to be in the best interest of Blount County to amend the Courthouse & Jail Mtce. Fund Budget as requested.

NOW THEREFORE, BE IT RESOLVED BY THE Board of Commissioners of Blount County, Tennessee assembled in special session this 13th day of October, 2015 that the Courthouse & Jail Mtce. Fund Budget shall be amended as follows:

Estimated Revenue:

112-0-489900-0 Use of Fund Balance\$32,988.00

Appropriation:

112-51800-500707 Building Improvements.....\$32,988.00

Duly authorized and approved this 13th day of October, 2015.

CERTIFICATION OF ACTION

ATTEST

Commission Chairman

County Clerk

Approved: ____

Vetoed: _____

County Mayor

Date

**Blount County Government
Budget Amendment Request
FY 15-16**

Type of Amendment:

Transfer (approp to approp or rev to rev)

Increase/Decrease (rev to approp/approp to rev)

<input type="checkbox"/>
<input checked="" type="checkbox"/>

Department: DENNY GARNER
Account: _____

	Account Number	Description	Amount
to	112-51800-500707	Building Improvements	32,988.00
Used with transfers			
(or)			
APPROPRIATION			
Used with inc/dec			
Total			32,988.00

	Account Number	Description	Amount
FROM	112-489900-0	Other / Use of Fund balance	32,988.00
Used with transfers			
(or)			
EST REVENUE			
Used with inc/dec			
Total			32,988.00

Explanation: _____

DR Garner _____
Signature of Official/Department Head/Date Signature of County Mayor/Date

*All requests requiring committee approval are due to Sr. Financial Analyst's Office by noon on the Tuesday before the Budget Committee Meeting.

**Blount County Government
Budget Amendment Request
FY 15-16**

Type of Amendment:

Transfer (prop to approp or rev to rev)

Increase/Decrease (rev to approp/approp to rev)

<input type="checkbox"/>
<input checked="" type="checkbox"/>

Department: Recovery Court (Drug Court)

Account: 101-53200

	Account Number	Description	Amount
TO			
Used with transfers:			
(or)			
APPROPRIATION	101-53200-500356-128	Tuition	5,000.00
Used with Inc/dec	101-53200-500355-128	Travel	3,904.00
	101-53200-500435-128	Office Supplies	1,000.00
Total			9,904.00

	Account Number	Description	Amount
FROM			
Used with transfers:			
(or)			
EST REVENUE	<i>101-0-469800-00128</i>	<i>Other State Grants</i>	
Used with Inc/dec			<i>9904.00</i>
Total			<i>9904.00</i>

Explanation: The TDMHSAS received a grant from SAMSA that is to reimburse Recovery Courts in Tennessee that send individuals to Morgan County Regional Recovery Court. This money is sent to us for the services we provide to these individuals and will be sent monthly.

Amy E. [Signature] 9/8/15

Signature of Official/Department Head/Date

Signature of County Mayor/Date

*All requests requiring committee approval are due to Sr. Financial Analyst's Office by noon on the Tuesday before the Budget Committee Meeting.

FMSRCPT
JBAILEY

Blount County Government
FMS RECEIPTS

9/09/15
13:02:03

DATE: 9/09/15 RECEIPT NO: 00079070 AMOUNT: 9,904.00

RECV OF: SAMSA/TN DEPT OF MNT HLTH
COMMENTS:

ACTL DATE: 9/09/15 VOIDED DATE: POSTED: N RPT: N CLERK: JBAILEY

ACCOUNT				AMOUNT	PAID BY	CHECK NO:
101	000000	469800	00128	9,904.00	CK	1709
000	000000	000000	00000	.00		
000	000000	000000	00000	.00		
000	000000	000000	00000	.00		
000	000000	000000	00000	.00		
000	000000	000000	00000	.00		
000	000000	000000	00000	.00		
000	000000	000000	00000	.00		
000	000000	000000	00000	.00		
000	000000	000000	00000	.00		
000	000000	000000	00000	.00		

F3=Exit F4=Prompt F6=Add F8=Void F5=Next Recpt F17=Prev Recpt

RESOLUTION NO. 15-10-011

Sponsored by: Commissioners Jerome Moon/Mike Lewis

A RESOLUTION TO AMEND THE HIGHWAY FUND BUDGET.

WHEREAS, Blount County would like to amend the Highway Fund Budget to appropriate funds for State Aid Projects.

WHEREAS, it is deemed to be in the best interest of Blount County to amend the Highway Fund Budget as requested.

NOW THEREFORE, BE IT RESOLVED BY THE Board of Commissioners of Blount County, Tennessee assembled in special session this 13th day of October, 2015 that the Highway Fund Budget shall be amended as follows:

Estimated Revenue:

131-0-489900-0 Use of Fund Balance.....\$700,000.00

Appropriation:

131-62000-500726-0 State Aid Projects.....\$700,000.00

Duly authorized and approved this 13th day of October, 2015.

CERTIFICATION OF ACTION

ATTEST

Commission Chairman

County Clerk

Approved: ____

Vetoed: _____

County Mayor

Date

**Blount County Government
Budget Amendment Request
FY 15-16**

Type of Amendment:

Transfer (approp to approp or rev to rev)

Increase/Decrease (rev to approp/approp to rev)

Department: highway

Account: 131-062000

	Account Number	Description	Amount
TO	131-062000-500726-0	state aid projects	700,000.00
Used with transfers			
(or)			
APPROPRIATION			
Used with inc/dec			

Tot: 700,000

	Account Number	Description	Amount
FROM	131-0-489900-0	other	700,000.00
Used with transfers			
(or)			
EST REVENUE			
Used with inc/dec			

To: 700,000

Explanation: state aid projects 15-16

Bill Denlap 9/28/15
Signature of Official/Department Head/Date

Signature of County Mayor/Date

*All requests requiring committee approval are due to Sr. Financial Analyst's Office by noon on the Tuesday before the Budget Committee Meeting.

RESOLUTION NO. 15-10-012

Sponsored by: Commissioners Jerome Moon/Mike Lewis

A RESOLUTION TO AMEND THE CENTRAL CAFETERIA FUND BUDGET.

WHEREAS, Blount County would like to amend the Central Cafeteria Fund Budget to appropriate funds from the US Dept. of Agriculture for Supplies & Materials to implement the Healthy Hunger-free Kids Program.

WHEREAS, it is deemed to be in the best interest of Blount County to amend the Central Cafeteria Fund Budget as requested.

NOW THEREFORE, BE IT RESOLVED BY THE Board of Commissioners of Blount County, Tennessee assembled in special session this 13th day of October, 2015 that the Central Cafeteria Fund Budget shall be amended as follows:

Estimated Revenue:

143-471140-0 USDA-Other\$9,000.00

Appropriation:

143-73100-500499-0 Other Supplies & Materials\$9,000.00

Duly authorized and approved this 13th day of October, 2015.

CERTIFICATION OF ACTION

ATTEST

Commission Chairman

County Clerk

Approved: ____

Vetoed: _____

County Mayor

Date

**Blount County Government
Budget Amendment Request
FY 15-16**

Type of Amendment:

Transfer (approp to approp or rev to rev)

Increase/Decrease (rev to approp/approp to rev)

Department: Food Service

Account: 143-73100

	Account Number	Description	Amount
TO			
Used with transfer			
(or)			
APPROPRIATION			
Used with Inc/dec	143-073100-500499	Other Supplies & Materials	9,000.00
Total			9,000.00

	Account Number	Description	Amount
FROM			
Used with transfer			
(or)			
EST REVENUE			
Used with inc/dec	143-000000-47114	USDA - Other	9,000.00
Total			9,000.00

Explanation: Appropriate US Dept of Agriculture funds awarded through the Healthy Hunger-Free Kids Act for materials and supplies related to implementation of new school meal pattern and nutrient standards.

Tracy Logan 9-24-15

Signature of Official/Department Head/Date

Signature of County Mayor/Date

"Approved By The Board Of Education" 10-1-15

*All requests requiring committee approval are due to Sr. Financial Analyst's Office by noon on the Tuesday before the Budget Committee Meeting.

**Blount County, Tennessee
Grant (Contract) Worksheet**

(adopted February 21, 2013)

Please provide the information below for any Grant being applied for or recently awarded.

Once completed, return the worksheet via e-mail to the Grant Accountant at accounting@blounttn.org.

Requesting Department: Schools - Food Service
Contact Person's Name, email, phone # (person applying for grant): Karen Helton, 984-1212
Financial Reporting Person's information (if different than contact): Troy Logan, 980-1014
Project/Program Director's Name, email, phone #: Karen Helton, 984-1212
Name of Granting Agency: US Dept of Agriculture, through State of Tennessee
Grant Name: Healthy Hunger-Free Kids - Menu Publication
Is a grant application required? YES NO
Is this a one-time grant? YES NO If no, is the grant recurring?

Grant Funds Requested:

Are County Funds Required (Match)? If so when approved, a budget amendment for match will need to be included with this form NO

Total Amount of Grant: \$ 9,000

Brief Description for Use of Grant Funds: (Equipment, Gear, Personnel, etc.)

Materials & supplies related to implementation of new school meal pattern and nutrient standards.

If the grant is in the application processes, what is the submission deadline? Application has been accepted and approved.

Worksheet reviewed by -
Grant Accountant and/or Finance Director: _____

Date of Commission approval: _____

Please provide the remaining information once the Grant is approved.

Grant CFDA# (Catalog of Federal Domestic Assistance): _____

Date of Grant Award: _____

Grant Period: (such as: Oct 1 - Sept 30) Sept 25 - June 30, 2016

Expiration Date of Grant, as established by the Granting Agency: 30-Jun-16

Anticipated Closing Date of Grant Project: 30-Jun-16

How will we receive the Grant Funds? (direct deposit, check, other) Direct deposit - reimbursement

How often will the Grant Funds be sent? (monthly, quarterly, one payment, other) Quarterly

**** Attach Budget Amendment(s) to this form when grant approved ****



Blount County
Schools

Rosemary Trent <rosemary.trent@blountk12.org>

Fwd: HHFKA Funds SY2015-2016 Approved

1 message

Karen Helton <karen.helton@blountk12.org>
To: Rosemary Trent <rosemary.trent@blountk12.org>

Mon, Sep 14, 2015 at 10:52 AM

----- Forwarded message -----

From: **Sarah L. Vaughn** <Sarah.L.Vaughn@tn.gov>
Date: Mon, Sep 14, 2015 at 10:18 AM
Subject: HHFKA Funds SY2015-2016 Approved
To: "karen.helton@blountk12.org" <karen.helton@blountk12.org>
Cc: Clint Hufford <Clint.Hufford@tn.gov>

Good morning Karen,

Your HHFKA Funds Application for School Year 2015-2016 has been approved. You can begin the procurement process. Thank you and have a great week.

Thank you,

Sarah



Sarah Martin, MPP, RD, LDN | Director of Special Projects
Office of School Nutrition
1240 Foster Avenue, Nashville, TN 37243-0389
Office phone: (615)-532-0372
Sarah.L.Vaughn@tn.gov
tn.gov/education

—
Karen Helton
Blount County Schools
School Nutrition Coordinator
865-984-1212

VIEW | MODIFY



HHFKA Funds Selection For School Year: 2015 - 2016

050 Status: Active

Blount County

DBA:

831 Grandview Drive

Maryville, TN 37803-4910

Instructions

The United States Department of Agriculture (USDA) has provided funds through Section 201 of the Healthy, Hunger-Free Kids Act (HHFKA) of 2010 for activities related to the implementation of the new school meal pattern and nutrient standards. Tennessee has decided to disseminate the bulk of these monies to School Food Authorities (SFAs) to use in the implementation of the new school meal pattern and nutrient standards. Each SFA will be awarded up to \$450.00 (four hundred fifty dollars) per school per grant year. These awards must be used by SFAs to increase, sustain, and enhance their success in providing healthy meals to students.

These funds will be awarded over a two-year period (2015-16 and 2016-17), as they are made available. Available funds allocated to a SFA for the 2015-16 year is determined based on participation in the National School Lunch Program as approved on the 2014-15 TMAC Application at the end of May 31, 2015.

Number of Approved Sites as of May 31, 2015: **20**

Estimated Section 201 Award for 2015-16: **\$ 9,000.00**

In order to receive HHFKA Section 201 funds, the SFA must identify their intended use of the funds by selecting the appropriate option below and certify that the funds will be used as designated by the SFA. Utilization of funds is subject to administrative review and/or audit by the State of Tennessee Department of Education.

DUE: September 25, 2015

USDA-approved software for Menu Planning and/or Nutritional Analysis

USDA-approved vendors include:

- NutriKids or Mosaic by Heartland School Solutions
- OneSource by Horizon Software International
- PrimeroEdge by CyberSoft Technologies, Inc.
- Meals Plus Menus by Education Management Systems, Inc.

A complete list of USDA-approved vendors is provided here: [Nutrient Analysis Software Approved by USDA](#)

Menu Publication

Includes School Menu Boards, Digital Menu signage, and/or software for publication of menus on web sites and mobile applications (e.g., iPhone, Android, etc.). Potential vendors include:

- Nutrislice

Training

Training related to recipe development, menu planning, nutritional meals, etc. For example: culinary training for creating tasty, kid-friendly foods and recipes; Smarter Lunchroom training by the Cornell Center for Behavioral Economics and Child Nutrition Programs, etc.

Describe how you will use the funds for approved training:

Marketing and Promotional Materials

Marketing and promotional materials related to the USDA-defined meal pattern requirements

Describe how you will use the funds for approved marketing and promotional materials:

Created By: 050rtrent on: 9/4/2015 3:13:58 PM Modified By: sasarah on: 9/14/2015 9:18:16 AM



Other

Utilization of funds for another activity or product that supports the promotion and execution of healthy meals and the intent of the HHFKA. Funds cannot be used for the procurement of food service equipment (e.g., fryers, salad bars, convection ovens, steamers, etc.).

Describe the activity(ies) and product(s):

Certification



I hereby certify that the USDA Section 201 grant funds allocated by the Tennessee Department of Education for this program year will be utilized in accordance with the intent of the for Healthy, Hunger-Free Kids Act (HHFKA) of 2010 for activities related to the implementation of the new school meal pattern and nutrient standards. The Tennessee Department of Education may verify the actual utilization of funds; the deliberate misrepresentation of information will subject me to prosecution under applicable federal and state criminal statutes.

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

[VIEW](#) | [MODIFY](#)

RESOLUTION NO. 15-10-013

Sponsored by: Commissioners Jerome Moon/Mike Lewis

A RESOLUTION TO AMEND DEBT SERVICE FUND BUDGET.

WHEREAS, Blount County would like to amend the Debt Service Fund Budget to account for Motorola Lease revenue that was left out of the FY 15-16 Budget.

WHEREAS, it is deemed to be in the best interest of Blount County to amend the Debt Service Fund Budget as requested.

NOW THEREFORE, BE IT RESOLVED BY THE Board of Commissioners of Blount County, Tennessee assembled in special session this 13th day of October, 2015 that the Debt Service Fund Budget shall be amended as follows:

Estimated Revenue:

151-498000-0 Transfers In\$164,504.92

G/L Account:

151-346800-0 Committed for Debt Service\$164,504.92

Duly authorized and approved this 13th day of October, 2015.

CERTIFICATION OF ACTION

ATTEST

Commission Chairman

County Clerk

Approved: ____

Vetoed: ____

County Mayor

Date

**Blount County Government
Budget Amendment Request
FY 15-16**

Type of Amendment:

Transfer (approp to approp or rev to rev)

Increase/Decrease (rev to approp/approp to rev)

Department: 151
Account: Debt Service

	Account Number	Description	Amount
TO	<u>151-498000-0</u>	<u>Transfers In</u>	<u>164,504.92</u>
Used with transfers			
(or)			
APPROPRIATION			
Used with inc/dec			
Total			<u>0.00</u>

164,504.92

	Account Number	Description	Amount
FROM	<u>151-346800-0</u>	<u>Committed for Debt Service</u>	<u>164,504.92</u>
Used with transfers			
(or)			
EST REVENUE			
Used with inc/dec			
Total			<u>0.00</u>

164,504.92

Explanation: to put in correct acct. / wasn't budgeted this year
ts


Signature of Official/Department Head/Date

Signature of County Mayor/Date

*All requests requiring committee approval are due to Sr. Financial Analyst's Office by noon on the Tuesday before the Budget Committee Meeting.

Revenue Data

Specify a fund and accounting year

151- GENERAL DEBT SERVICE FUND for the Last accounting year

Account	Project	Account Desc	Estimated	Actual	Balance	Project Desc
401100	0	CURRENT PROPERTY TAX	13,117,100.00	13,370,481.12	-253,381.12	
401150	0	DISCOUNT ON PROPERTY TAXES	-190,000.00	-199,402.16	9,402.16	
401200	0	TRUSTEE'S COLLECTIONS - PRIOR YEARS	330,000.00	448,797.89	-118,797.89	
401250	0	TRUSTEE'S COLLECTIONS - BANKRUPTCY	10,000.00	101,473.27	-91,473.27	
401300	0	CIR.CLRK/CLK&MASTER COLLECTIONS PR.YEAR	120,000.00	156,717.68	-36,717.68	
401400	0	INTEREST & PENALTY	63,000.00	69,752.56	-6,752.56	
401500	0	PICK UP TAXES	17,500.00	0.00	17,500.00	
401620	0	PAYMENTS IN LIEU OF TAXES-LOCAL UTILITIES	115,000.00	120,966.23	-5,966.23	
401630	0	INDUSTRIAL DEVELOPMENT BOARD	0.00	7,321.32	-7,321.32	
402100	0	LOCAL OPTION SALES TAX	600,000.00	574,945.36	25,054.64	
402700	0	BUSINESS TAX	310,000.00	350,358.45	-40,358.45	
441100	0	INVESTMENT INCOME	55,000.00	148,107.40	-93,107.40	
441200	0	LEASE/RENTALS	38,000.00	38,000.00	0.00	
445400	0	SALE OF PROPERTY-RACE TRACK	25,000.00	25,000.00	0.00	
481300	0	CONTRIBUTIONS	303,917.08	352,832.00	-48,914.92	
481401	0	CITY OF MARYVILLE	144,977.00	144,982.12	-5.12	
481403	0	CITY OF ALCOA	103,160.00	103,160.36	-0.36	
489900	0	OTHER-USE OF FUND BALANCE	1,394,499.97	0.00	1,394,499.97	
491000	0	BOND PROCEEDS	26,905,000.00	26,905,000.00	0.00	
494100	0	REFUNDING BONDS	686,152.95	686,152.95	0.00	
498000	0	TRANSFERS IN	832,822.92	832,462.96	359.96	
			44,981,129.92	44,237,109.51	744,020.41	

[Finance Information Menu](#)

Revenue Data

Specify a fund and accounting year

151- GENERAL DEBT SERVICE FUND ▼ Current ▼ FIND

151- GENERAL DEBT SERVICE FUND for the Current accounting year

Account	Project	Account Desc	Estimated	Actual	Balance	Project Desc
401100	0	CURRENT PROPERTY TAX	15,102,147.00	-832.40	15,102,979.40	
401150	0	DISCOUNT ON PROPERTY TAXES	-190,000.00	0.00	-190,000.00	
401200	0	TRUSTEE'S COLLECTIONS - PRIOR YEARS	322,000.00	-6,387.28	328,387.28	
401250	0	TRUSTEE'S COLLECTIONS - BANKRUPTCY	65,000.00	502.99	64,497.01	
401300	0	CIR.CLRK/CLK&MASTER COLLECTIONS PR.YEAR	109,000.00	50,055.58	58,944.42	
401400	0	INTEREST & PENALTY	63,000.00	5,819.00	57,181.00	
401620	0	PAYMENTS IN LIEU OF TAXES-LOCAL UTILITIES	115,000.00	0.00	115,000.00	
402100	0	LOCAL OPTION SALES TAX	600,000.00	54,435.64	545,564.36	
402700	0	BUSINESS TAX	283,000.00	9,551.19	273,448.81	
441100	0	INVESTMENT INCOME	77,000.00	16,498.36	60,501.64	
441200	0	LEASE/RENTALS	38,000.00	38,000.00	0.00	
445400	0	SALE OF PROPERTY-RACE TRACK	25,000.00	0.00	25,000.00	
481300	0	CONTRIBUTIONS	310,803.00	164,504.92	146,298.08	
481401	0	CITY OF MARYVILLE	144,547.00	113,133.37	31,413.63	
481403	0	CITY OF ALCOA	103,015.00	92,544.11	10,470.89	
498000	0	TRANSFERS IN	665,000.00	0.00	665,000.00	
			17,832,512.00	537,825.48	17,294,686.52	

[Finance Information Menu](#)

Other Budget Items Action Required

Item	Budget	Vote
Library – TN Reconnect Community Grant	Recommended	4-Yes 1-Absent

MEMO

To: Blount County Government, Blount County Commission
From: K.C. Williams
CC: Bill Beaty, Chairman, Library Board of Trustees
Date: 10/2/2015
Re: TN Reconnect Grant Application

Summary: The Blount County Public Library, in partnership with the Blount County Chamber, has submitted an application for a TN Reconnect Grant. This requests is for permission to be a partner in this endeavor with the chamber and accept the funds if this grant is awarded. The specifics of this grant is as follows:

Grant Program Purpose

To fund the establishment of mobile and/or place-bound community centers that will serve the needs of Tennessee Adults pursuing credentials. The centers (TRCs) will function as connecting places; engaging institutions, local employers, local organizations and adult learners. The grant program will initially focus on adults with a 50% degree completion and will expand to adults with no tertiary education who are interested in starting a degree program.

This program is intended to serve adults ages 25 to 64 years of age and is built around for goals:

- building stronger connections between adult learners, local higher education institutions and local businesses;
- developing a detailed profile of local industry and job projections to help adult learners make smart career decisions;
- matching adult learners with degree programs and support services that meet their individual needs to ensure academic success;
- Working with local higher educational institutions to develop/promote innovative course content.

Funding and Cost

This grant is provided by the State of Tennessee Higher Education Commission. Up to \$200,000 will be provided to establish a TRC. The grant timeframe is four years. The funding from the state will be provided for years one and two with the requirement that the program remain in operation for a minimum of four years. The intent is to make this a permanent service provided by the Blount County Public Library should the program be successful.

TRC staff, volunteers and support staff would receive training on the *Graduate! Network* program to prepare them for program implementation. The Chamber would provide PR support, serve as the formal grant administrator and cover the cost of the two software packages.

The Blount County Public Library would serve as the TRC with an in-kind contribution of space, office support, IT support and resource support. The TN Reconnect Grant focus builds/expand services already provided by the library and, as such, could be easily implemented. The funding from the grant would be used to hire a program director and an administrative assistant. The estimated cost for these two positions is approximately \$76,000 plus benefits.

The cost to maintain this program with no additional funding support, would be around \$100,000 annually starting in 2017. The Library will examine all sources of revenue and come up with a plan to cover all or part of cost of these two positions. Any funding not covered by additional revenue sources would be split between the three funding bodies at the 50%, 40% and 10% ratio.

Blount County, Tennessee Grant (Contract) Worksheet

(adopted February 21, 2013)

Please provide the information below for any Grant being applied for or recently awarded.

Once completed, return the worksheet via e-mail to the Grant Accountant at accounting@blounttn.org.

Requesting Department: Blount County Public Library

Contact Person's Name, email, phone # (person applying for grant): K.C. Williams, Director

Financial Reporting Person's information (if different than contact): _____

Tammi Ford, Bount County Partnership - tford@blountpartnership.com;
K.C. Williams, Blount County Public Library

Project/Program Director's Name, email, phone # _____

Name of Granting Agency: State of Tennessee Higher Education Commission

Grant Name: TN Reconnect Community Grant

Is a grant application required? YES NO

Is this a one-time grant? YES NO If no, is the grant recurring?

Grant Funds Requested:

Are County Funds Required (Match)? If so when approved, a budget amendment for match will need to be included with this form
Yes - depending on the success of the program. Matching funds will not come into play until Years 3 and 4, possibly beyond. Over the two years of implementation other revenue sources will be sought to cover/contribute to the cost of program maintenance.

Total Amount of Grant:

Up to \$200,000.00

Brief Description for Use of Grant Funds:
(Equipment, Gear, Personnel, etc.)

2 full-time staff to manage program; technology for staff, public relations, grant administration.

If the grant is in the application processes, what is the submission deadline?

Grant was submitted on 23 September, September budget committee meeting was not held.

Worksheet reviewed by -

Grant Accountant and/or Finance Director: _____

Date of Commission approval: _____

Please provide the remaining information once the Grant is approved.

Grant CFDA# (Catalog of Federal Domestic Assistance): _____

Date of Grant Award: _____

Grant Period: (such as: Oct 1 - Sept 30) _____

Expiration Date of Grant, as established by the Granting Agency: _____

Anticipated Closing Date of Grant Project: _____

How will we receive the Grant Funds? (direct deposit, check, other) _____

How often will the Grant Funds be sent? (monthly, quarterly, one payment, other) _____

**** Attach Budget Amendment(s) to this form when grant approved ****



Russ Deaton

STATE OF TENNESSEE

BILL HASLAM

Interim Executive Director

HIGHER EDUCATION COMMISSION

Governor

PARKWAY TOWERS, SUITE 1900

TO: Chambers of Commerce, Local Workforce Investment Area (LWIAs), Career Centers, Non-Profit Organizations, Economic Development Boards

FROM: **Russ Deaton**

SUBJECT: Tennessee Reconnect Community Grant: Call for Proposals

DATE: **August 5, 2015**

Tennessee Higher Education Commission (THEC) has designed a statewide approach to providing community-based services for adults with some college, no degree for the purpose of increasing the credential attainment of this population. It is our intent to call for proposals from communities, broadly defined. For the purposes of this grant, a “**community**” will be defined as a city, county, geographic region, or cluster of the previous entities, existing in the State of Tennessee. An “**adult**” will be defined as those who are in the age range of 25-64 inclusive, who started a postsecondary credential but did not finish. This initiative is a component within the larger Drive to 55 effort and subsequent Tennessee Reconnect initiatives. The Tennessee Higher Education Commission (THEC) is pleased to provide you with the Tennessee Reconnect Community Grant Request for Proposals.

THEC has secured \$1,000,000 (one million dollars) for the provision of this grant to communities. Grants funds will be available to recipients for the establishment of community centers that will serve the needs of Tennessee adults interested in completing a postsecondary credential. These centers, Tennessee Reconnect Communities (TRCs), will function as connecting-places; engaging higher education institutions, local employers, local organizations, and adult learners alike. This initiative, based on the Graduate! Network’s (TGN) proven model for improving outcomes for adult learners, will engage resources such as local businesses, higher education institutions, local community organizations and government to provide adults with advising, support, a personalized path to and through college, and provide a space to connect the aforementioned stakeholders in larger statewide degree-attainment efforts.

THEC will award grants to communities that identify the readiness, commitment, and community partnerships to implement this proven model to significantly improve outcomes for their adult learners.

Please be aware of a few important details:

- THEC will host one informational webinar on **August 12, 2015 at 9:00am Central Standard Time** (10:00am Eastern Standard Time). Webinar details can be found on page 16 and will also be posted on THEC’s website (www.tn.gov/thec). The webinar will be recorded and posted on the THEC website to be accessible to applicants after August 12.

- Because THEC anticipates that multiple proposals from overlapping service areas may be submitted, THEC will prioritize those applicants who have the greatest impact and service area reach within their proposal. To assess this reach, a Letter of Intent to Participate is required to apply. This letter is due no later than **12:00pm Central Standard Time** (1:00pm Eastern Standard Time) **on August 17, 2015**. Please see page 16 for specific requirements for this Letter of Intent. Before submitting full proposals, THEC will contact applicants to confirm their Letter of Intent. Because THEC expects multiple proposals from overlapping service areas, communities and constituencies, THEC will offer applicants the opportunity to coordinate and consolidate Letters of Intent up until **5:00pm Central Standard Time** (6:00pm Eastern Standard Time) **on August 21, 2015**.
- Full proposals are due on **September 23, 2015 by 5:00pm Central Standard Time** (6:00pm Eastern Standard Time). Please see grant timeline on page 14 of the RFP for key dates regarding the application and review process.

THEC looks forward to receiving your submissions.



CALL FOR PROPOSALS

And

GUIDELINES FOR SUBMISSION

TENNESSEE RECONNECT COMMUNITIES

PROPOSALS DUE

SEPTEMBER 23, 2015



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I. Overview

The Drive to 55 and Tennessee Reconnect

Educational attainment rates are below the national average in most Tennessee counties¹. This presents a problem for workforce quality, which will only increase as new skills become in demand. The Georgetown Center for Education and Workforce estimates that by 2020, 58 percent of the jobs in Tennessee will require a postsecondary education credential or training². In 2013, only 37.1 percent of Tennessee residents had a postsecondary credential. The goal of the Drive to 55 is to address this gap, bringing the percentage of Tennesseans with college degrees or certifications to 55 percent by the year 2025.

Achieving Tennessee's Drive to 55 relies largely on the recruitment, retention, and completion of adults in higher education. Tennessee Reconnect, the adult-focused efforts of the Drive to 55, engages the over 900,000 Tennessee adults over 25 who have some college but have not completed their degree, and the 1.4 million Tennesseans over 25 with only a high school degree.³

In response, the Tennessee Higher Education Commission has issued the *2015-2025 Master Plan for Higher Education*, which sets forth statewide degree and certificate production targets necessary for meeting the statewide goal of 55 percent education attainment. Tennessee must have 79,200 *additional* state residents (beyond current production levels) with postsecondary credentials over the next 10 years; this is around 850 additional credentials per year. Two-thirds of this growth will need to come from adult learners, or around 52,000 *additional* credentials earned by adults by 2025. **THEC's goal for the Tennessee Reconnect Community effort is for eight communities to serve 32,000 adults combined by 2025.**

What is the Tennessee Reconnect Community Grant?

This grant funds the establishment of mobile and/or place-bound community centers that will serve the needs of Tennessee adults pursuing credentials. The centers will function as connecting-places; engaging institutions, local employers, local organizations, and learners alike. In scaling the effort to build TRCs statewide, it is our design to call for proposals from communities, broadly defined. A "**community**" will be defined as a city, county, geographic region, or cluster of the previous entities, existing in the State of Tennessee.

The unique function of the Tennessee Reconnect Communities (TRCs) necessitates community partnerships. THEC seeks applications from Chambers of Commerce, LWIAs, Career Centers, Non-Profit Organizations, Economic Development Boards, Non-governmental organizations, and others. Tennessee has dedicated \$2,000,000 (two million dollars) to support 6-8 Tennessee Reconnect Community initiatives before July 2017.

¹ Murray, M. and the Center for Economic and Business Research, University of Tennessee (2015) Report to the Governor of Tennessee. <http://cber.bus.utk.edu/erg/erg2015.pdf>

² Carnevale, A., Smith, N., & Strohl, J. (2013). *Recovery: Job growth and education requirements through 2020*. Washington, DC: Georgetown University, Center on Education and the Workforce

³ U.S. Census Bureau; American Community Survey, 2013 American Community Survey 1-Year Estimates, Table S1505; generated by Kevin Bradley; <<http://factfinder2.census.gov>>; (27 July 2015).

During this round of proposals, THEC will choose a cohort of three (3) communities to launch in early 2016. In mid-2016, THEC will choose the second cohort of five (5) communities to launch their services in late 2016. To provide assistance to communities in this endeavor, THEC is releasing competitive grants to communities as defined above to provide the residents of their service area with the advising, support and personalized path to postsecondary educational success.

Eligible applicants include**:

- Community foundations
- Chambers of Commerce
- Urban/Rural Coalitions
- Collective Impact Entities
- 501(c)(3) Organizations
- Business Coalitions or Business Leadership Groups

***Postsecondary education institutions and local governmental agencies are **not** eligible to be lead applicants but will serve as partners in the community efforts. Please see page 20 for a description of these partnerships.*

Successful grants will:

- Identify innovative solutions and community partnerships
- Include sustainable support systems
- Include plans to promote sustainability and continue projects beyond the funding of the grant
- Connect goals to improving higher education outcomes

Grantees will receive (1) technical assistance in developing and launching services for adults in their community who wish to complete a postsecondary credential; (2) funds to support start-up costs for Tennessee Reconnect Community Centers; and, (3) participation in the Tennessee Reconnect Community Network (TRCN).

- 1) **Technical assistance:** Provided by the Graduate! Network and THEC, this will include strategic and operational planning support including but not limited to training, data collection, service delivery design, marketing and communications.
- 2) **Start-up funds:** Funding to support hiring staff, providing a location or mobile services, marketing support, a Client Resource Management system, etc.
- 3) **Participation in the Tennessee Reconnect Community Network:** through this network, the state will provide consistency in practice and messaging, technical assistance, capacity building, feedback loops, marketing support, and additional resources to magnify the efforts of the communities.

Communities that are awarded the grant will be designated as “Tennessee Reconnect Communities” (TRCs) and recognized for their efforts to encourage and support their adult residents to complete a postsecondary credential.

Tennessee Reconnect Communities: Providing Local Delivery of Advising Services

One of the first – and most difficult – steps for an adult going back to college is reaching out to someone for information and help. Currently, there is no single point of contact an adult can access for comprehensive information and guidance about returning to school in Tennessee. Many adults who would have completed a degree won't, because of the confusing maze of postsecondary options and requirements. Adults talk to people they know to learn about going back to college. Few go directly to admissions offices to explore the idea of going back to college⁴. Community-based services give adults an opportunity to talk to advisors who are institution-neutral in order to ease the process of returning to higher education.

Through supporting postsecondary completion initiatives for adult learners, communities will increase their overall economic development opportunities. Ownership of the Drive to 55, and, in this case, the adult learner programs of the Tennessee Reconnect initiative, means that communities will assist and support their residents and neighbors in the pursuit of postsecondary completion.

⁴Kresge Foundation (2013) Is college worth it for me? How adults think about going back to college.
PublicAgenda.org

II. Partners

A. Lumina Foundation

The Tennessee Reconnect Community Grant is partially funded through the Lumina Foundation. The Lumina Foundation is an independent, private foundation committed to increasing the proportion of Americans with high-quality degrees, certificates and other credentials to 60 percent by 2025. Lumina's approach focuses on helping to design and build an accessible, responsive and accountable higher education system while fostering a sense of urgency for action to achieve this goal⁵. Under these guidelines, THEC aims to support the state's innovative reform environment through a grant from the Lumina Foundation. The focus of this Tennessee Reconnect Community Grant is on postsecondary recruitment, retention and completion of adult learners in Tennessee through community-level outreach and personalized support.

B. The Graduate! Network

THEC in partnership with the national Graduate! Network (TGN) will provide the capacity, resources, and expertise to help Tennessee communities design holistic local strategies for increasing access to and success in postsecondary education for adults. TGN's approach is to provide technical assistance in community readiness analysis, data collection, community engagement, service delivery models, and ongoing professional development. This will result in a community-based effort of service delivery to adults that is unique to the community's needs and characteristics. While one-on-one high-touch services are essential to providing quality guidance to returning adults and are a significant part of TGN's model that Tennessee will utilize, helping communities build the capacity to better serve adult learners also involves engaging and serving multiple community stakeholders. These mutually beneficial relationships are created with and between the community sites, local employers, higher education institutions, and community-based organizations around the goal of increased degree attainment, particularly with regard to adult learners.

TGN is non-profit organization whose work is based on collective impact strategies, which bring together entities from different sectors to collaboratively commit to solving a complex social issue. The partnership between Tennessee and TGN will provide our communities with training, guidance, support, and information that allow communities to develop sustainable and locally-focused Drive to 55 efforts for adults, which will bring a variety of stakeholders to the table. TGN is currently working with twelve (12) cities across the country, including Memphis, and has built and sustained a national network, working with over forty (40) community and business partners and fifty-six (56) colleges and universities. TGN will provide its expertise to help our Tennessee communities design holistic local strategies and leverage state resources, to increase access to and success in postsecondary education for adults.

⁵<http://www.luminafoundation.org/our-work>

Their model is based on four components:

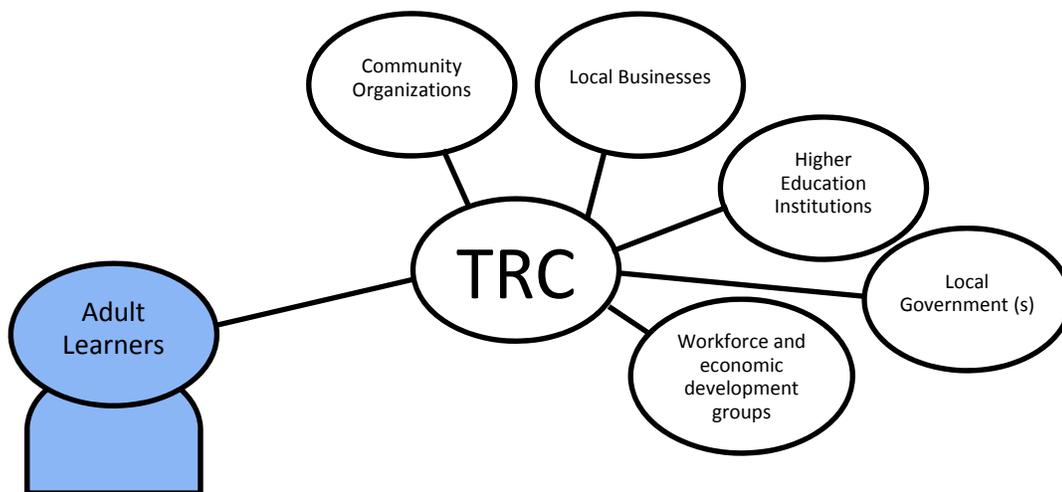
- Raise awareness of the **economic and social value of investing in adult college completers**
- **Mobilize stakeholders and connect resources** from business, government, higher education, funders, community-building organizations, and returning adult students
- Activate **policies and practices that support these adults within the systems** and organizations where they work or learn
- Provide quality **services** that are **tailored to the needs of returning adult students**, in a way that **aligns systems, expands and accelerates what exists, and fills gaps**

III. Tennessee Reconnect Communities Overview

Communities can best achieve impact when there is commitment and investment in collectively working together to achieve goals, provide clarity on ownership and processes, adapt models to local context, use expertise and data to guide design and decisions, and create structured opportunities to learn from peers.

A. Tennessee Reconnect Communities: Local Partnerships

Tennessee Reconnect Communities (TRCs) will be charged with reaching out to and supporting adults locally to re-enroll in postsecondary education and complete a postsecondary credential. Through the TRC, prospective adult learners will be connected to a single point of contact, a person who can help them navigate the path to college in a personalized and unique approach. The TRC sites will provide adults who have some college but no degree with a variety of services including free advising, career counseling, and scholarship resources. The sites will act as a connecting point for local employers, local institutions of higher education, and prospective adult learners, working to create awareness of the benefits of adult completion as a strategy for economic development and a source for workforce talent. These communities will engage local business, local higher education institutions, local government, workforce and economic development groups, and community organizations to garner resources, identify and eliminate obstacles, and create new pathways for adults to complete a college degree.



TRCs as connecting-places

B. Tennessee Reconnect Community Outcomes

Throughout the strategic planning and operations set-up, each TRC will establish individual outreach goals to connect with the larger statewide goals of adult education attainment through the Drive to 55 and subsequent Tennessee Reconnect initiatives. The overarching quantitative goal for the Tennessee Reconnect Community effort is for the eight (8) Tennessee Reconnect Communities to provide services to a total of 32,000 adults by 2025. Community goals will utilize this statewide goal when developing their own outreach goals and strategic partnerships with community-based organizations, higher education institutions and employers. Additionally, communities will establish long-term goals of creating a sustainable and cultural change around postsecondary education and completion among adults in their community. It is THEC's vision that Tennessee Reconnect Communities will lead the way in developing a community culture in which adult learners are supported and have resources to make informed decisions about returning to higher education. Tennessee Reconnect Communities will accomplish this by developing their own strategic plans, participating in the larger Tennessee Reconnect Community Network, becoming centers of excellence and engaging surrounding communities in developing their own adult learner completion agendas.

C. Tennessee Reconnect Community Network: State Partnership

TRCs will also have the support of a statewide network. Each TRC will benefit and grow their services and expertise through support, idea-sharing and collaboration between TRC sites, to be facilitated by the Tennessee Higher Education Commission (THEC). Through this Tennessee Reconnect Community Network (TRCN), the state will provide consistency in practice and messaging, technical assistance, capacity building, feedback loops, marketing support, and additional resources to magnify the efforts of the communities. It is through this network that all TRCs will communicate best practices and coordinate their efforts. The Tennessee Reconnect Community Network (TRCN) will also develop into a community of practice, with each community site identifying their unique strengths and providing other Tennessee communities with professional development and strategies they can use to develop those same resources in their communities.

A. Leveraging Additional Tennessee Reconnect Initiatives

Tennessee Reconnect Communities will also have statewide Tennessee Reconnect programs and resources to leverage at the local community level. It is THEC's vision that the TRC sites will work in partnership with THEC to deploy these resources within their communities and play a prominent role in furthering the development of these adult learner engagement strategies. The Tennessee Reconnect Communities will also be significant in providing community and adult learner insight into these initiatives. The following list is among the state-level resources/initiatives to be leveraged and operationalized at the community level. For more information about Tennessee's comprehensive adult learner initiatives please visit: www.tn.gov/thecc

- i. **Adult Learner Portal:** THEC is currently working to develop a web portal focused on providing resources to adults returning to, or enrolling for the first time, in postsecondary education. This new public website will help adults navigate learning opportunities available at Tennessee institutions that are also aligned with career opportunities throughout the State. Adults will have the capability to determine degree plans, transferability of past credits and calculate time and cost to degree completion. All TRC sites will be trained on the functions of the portal and will integrate its usage into the suite of TRC provided services. The web portal is anticipated to be completed and launched by December 2015.
- ii. **Partnerships with local Adult Learning Focused Institutions (ALFIs).** In August 2015, THEC will award approximately 15 Ready to Reconnect grants of up to \$50,000 each to public and private not-for-profit two- and four- year institutions and TCATs for the purpose of creating services and support to adult learners to increase their success in postsecondary education. The 12-month projects will commence in September 2015. As part of the grant application process, 25 Tennessee institutions completed the ALFI assessment enabling them to understand institutional barriers to adult learner success and design solutions to alleviate these barriers. Communities will leverage the expertise and partnership of the ALFI institutions in developing their TRC sites and services. Please see Appendix E for a list of the 25 Tennessee ALFI institutions.
- iii. **Reconnect + Complete.** Tennessee's adult learner re-engagement initiative will reach the 85,000+ Tennessee adults aged 25-64 who have earned at least 50 percent of credits toward a degree but have never finished college. The purpose of Tennessee Reconnect + Complete is to locate these adults and provide resources for Tennessee public and private, not-for-profit institutions to reach out to them and encourage them to finish their degree. In September 2015, THEC and the Governor's office will host a meeting for institutional representatives to commence the Reconnect + Complete efforts. Attendees will receive resources which will highlight best practices, outreach resources, and the contact information for their former adult student non-completers. Institutions will then be able to reach out to the adults directly, offering information about their institution as well as the statewide Tennessee Reconnect + Complete effort. TRCs should partner with their local institutions and develop and provide services, information, and outreach support to this population.
- iv. **Employer & Workforce Agency engagement efforts.** Previous planning work between THEC and workforce and economic development leaders around encouraging employers to support employees' continued education to a credential will be developed at the local levels through the TRCs. This may include services, such as on-site advising, provided to local employers by TRCs.

IV. Tennessee Reconnect Communities Timeline of Activities

Tennessee Reconnect Community RFP & Implementation Timeline	
Item	Date/Deadline
THEC releases Tennessee Reconnect Community Grant	Wednesday, August 5
Potential applicants participate in webinar	9:00am CST, Wed., August 12
Webinar & FAQs posted to THEC site	Thursday, August 13
Applicants submit Letters of Intent to Participate	12:00pm CST, Monday, August 17
If applicable, applicants submit <i>revised</i> Letters of Intent	5:00pm CST, Friday, August 21
RFP due to THEC from applicants	5:00pm CST Wednesday, Sept. 23
THEC Announces Grant Awards	Monday, October 5
1 st Cohort (3) TRC sites begin Grant Activities	Monday, November 2
TRCs develop and implement Operations Plan with TGN	November 2015 – March 2016
1 st Cohort (3)TRCs Launch	March 2016
2 nd Cohort (5) sites begin Grant Activities	July 1, 2016
2 nd Cohort (5) TRCs develop & implement Operations Plan	July 2016 – November 2016
2 nd Cohort (5)TRCs Launch	November 2016

V. Tennessee Reconnect Community Grant Details

THEC will award the Tennessee Reconnect Community Grants to communities through a competitive proposal process. Successful grants will:

- Identify innovative solutions and community partnerships
- Include sustainable support systems
- Include plans to promote sustainability and continue project beyond the funding of the grant
- Connect goals to improving higher education outcomes

Grantees will receive (1) technical assistance in developing and launching services for adults in their community who wish to complete a postsecondary credential; (2) funds to support start-up costs for Tennessee Reconnect Community Centers; and, (3) participation in the Tennessee Reconnect Community Network.

- 1) **Technical assistance:** Provided by the Graduate! Network and THEC, this will include strategic and operational planning support including but not limited to training, data collection, service delivery design, marketing and communications.
- 2) **Start-up funds:** Funding to support hiring staff, providing a location or mobile services, marketing support, a Client Resource Management system, etc.
- 3) **Participation in the Tennessee Reconnect Community Network:** through this network, the state will provide consistency in practice and messaging, technical assistance, capacity building, feedback loops, marketing support, and additional resources to magnify the efforts of the communities.

Communities that are awarded the grant will be designated as “Tennessee Reconnect Communities” and recognized for their efforts to encourage and support their adult residents to complete a postsecondary credential.

A. RFP Timeline

Tennessee Reconnect Communities Grant Timeline	
Item	Date/Deadline
THEC releases Tennessee Reconnect Community Grant	Wednesday, August 5
Potential applicants participate in webinar	9:00am CST/10:00am EST Wed., August 12
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If applicable, applicants submit <i>revised</i> Letters of Intent	5:00pm CST/6:00pm EST, Fri., August 21
RFP due to THEC from applicants	5:00pm CST/6:00pm EST Wed., Sept. 23
THEC Announces Grant Awards	Monday, October 5
Communities Begin Grant Activities	Monday, November 2

B. Webinars for Communities

THEC will host an informational webinar for communities interested in participating in the Tennessee Reconnect Community Grant on **August 12, 2015 at 9:00am Central Standard Time** (10:00am Eastern Standard Time). Please see the registration link below:

<https://attendee.gotowebinar.com/register/1485590111019375105>

This link and the webinar details will also be posted on THEC's website (www.tn.gov/thec). The recorded webinar and a compiled list of Frequently Asked Questions will be posted on the THEC website and accessible to applicants after August 12. **Direct all questions regarding the webinar to Maryann Rainey at maryann.rainey@tn.gov.**

The webinar content will include:

- An overview of the RFP; the process and timeline of the grant competition (THEC);
- The Graduate! Network model including the Tennessee Reconnect Community process and details about the technical assistance provision (Graduate! Network);
- Insight into an existing Graduate! Network site which provides community-based services for adult learners.

C. Letter of Intent to Participate: Requirements

THEC is requiring communities to submit letters of intent to indicate their commitment to both submitting a grant proposal and working in partnership with TGN and THEC. The letters of intent should also identify a main point of contact and the organization name with which TGN and THEC will communicate throughout the RFP process. Each letter must include the signature of this point of contact. Letters are due from communities to THEC via email to Jessica Gibson at Jessica.Gibson@tn.gov by **12:00pm CST (1:00pm EST) Monday, August 17, 2015**. The subject line should state 'TN Reconnect Community Grant Letter of Intent' with the community's name. Additionally, please include the following items within your letter of intent:

- Describe in narrative form the geographic area/service area and demographic information of adult learners your TRC intends to serve.
- List the primary county/counties your proposed TRC will serve.
- List the primary city/cities your proposed TRC will serve.
- Estimate the number of adult learners your proposed TRC will serve.
- List the names or potential organizations/entities who will serve as a partner in this work.

THEC intends to share this information with other applying groups whose proposals would potentially serve the same area. The purpose of this is to identify groups whose proposals could benefit from collaboration and consolidation. If applicable, THEC will notify these applicants and they will have the opportunity to submit one *joint* proposal as reflected in a revised letter of intent.

Your group's decision to submit a revised letter of intent will not affect the scoring of your proposal. The deadline for revised letters of intent is **5:00pm CST (6:00pm EST) on Friday, August 21.**

D. Preparation of the Application

Listed below are the required application components. The narrative sections of the proposal must be 1.5-spaced and the font used must not be smaller than 11-point. This narrative portion of the application (Illustration of Current Context – Section B, Leveraging Community Partnerships & Collaborations – Section C, Sustainability Plan – Section D, and Budget Narrative – Section E) shall **not** exceed 12 pages. Please see page 19 for further instructions. The proposal sections should be labeled and returned in order, as shown:

- **Cover Page (Section A; Appendix B)**
Signature required.
- **Illustration of Current Context (Section B)**
- **Leveraging Community Partnerships & Collaborations (Section C)**
- **Sustainability Plan (Section D)**
- **Budget Narrative (Section E)**

E. Submission of Grant Application

The grant proposal submission deadline is **5:00pm Central Standard Time (6:00pm Eastern Standard Time), September 23, 2015.** THEC will announce selected grantees on **October 5, 2015,** and implementation will begin November 2, 2015. The expectation is that the program will be sustainable in nature and can continue beyond the period of the grant. Please see the rubric in **Appendix C** for scoring details.

Applicants must submit a full proposal with signatures to THEC electronically. Electronic submission should be sent to Jessica Gibson at Jessica.Gibson@tn.gov. To be considered for funding, proposals must be received at THEC no later than **5:00 PM CST on September 23, 2015.** Incomplete applications will not be considered.

F. Proposal Review Process

As proposals are received, they will be reviewed by THEC staff for completeness and compliance with eligibility requirements. Any questions about significant omissions from a proposal or about applicant eligibility will be referred to the proposing applicant.

A review panel will evaluate eligible applications in light of the required application components. The panel will review each eligible application and make recommendations. The scores and recommendations from the review panel will be the primary determinant of successful proposals and will form the basis for negotiation and final selection.

Following the review process, THEC will notify the primary contact to discuss any modifications that may be required of selected communities. THEC intends to fund proposals that show the most promise and willingness to create a cultural change at the community level to positively influence the outcomes and educational attainment of adult students.

G. Award Conditions

The amount of funding awarded to each community may vary based on community service area size, number of projected adult students served, project activities, and resources needed to fully and successfully implement the activities to better serve adult students. Awards are contingent upon THEC receiving funding from the Lumina Foundation, availability of funds within the grant budget, and upon the State's evaluation of funded programs for compliance with project requirements and effectiveness of project implementation.

H. Grant Requirements

Each eligible contracted community must report its progress in meeting short-term goals identified in the grant proposal to THEC. In order to build a community of practice, contracted communities must participate in communications with other TRC sites to share progress and ideas. Further information regarding reporting requirements and forms will be provided by THEC after the grant is awarded.

VI. Proposal Requirements

Proposals can earn up to 100 points based on the following application components. Each application submitted **must** include:

A. Cover Page

Applicants must complete the TN Reconnect Community Grant cover page and include all required signatures (**Appendix B**). Applicants must designate a primary contact who will report to the Tennessee Higher Education Commission (THEC) and the Graduate! Network (TGN) throughout the RFP process and the potential subsequent TRC process.

B. Illustration of Current Context (30 Points)

Proposals must include a detailed explanation of the current condition, culture and context of postsecondary access and success among the adult population in their proposed service area. Applicants must also discuss the importance of this community initiative and why it is crucial to the community's workforce and economic development. This section should additionally address the following aspects:

a. *Discussion of your Proposed Tennessee Reconnect Community's Impact & Reach*

1. **Define your community:** Geographically and demographically define and describe the service area for your proposed Tennessee Reconnect Community. For example, is it a metropolitan area, micro-metropolitan area, county, multiple counties or city? Please include the rationale for defining your community and service area in this way.
2. **Explain your community's need:** Please use relevant and current economic and workforce data to discuss the condition of adults in your service area 25 years and older who have some college, but no degree. Additionally, please reference Appendix D for the educational attainment data by Tennessee County from the American Community Survey (ACS) data for further context.
3. **Discuss how becoming a TRC will impact your community:** Describe your goals and anticipated outcomes in terms of impacts on adult student access, retention, and completion, and on impacts in the community in terms of workforce and economic improvements. Additionally estimate the number of adults who will potentially access your TRC services.

b. *Discussion of Strengths*

1. Proposals must address how the community's strengths and community partnerships can be leveraged to address the challenges of adult degree attainment.
2. Proposals should describe any current postsecondary attainment initiatives within their service area, their framework and alignment with the Drive to 55 and how these programs will contribute and collaborate with the proposed Tennessee Reconnect Community. If applicable, please provide supporting documentation and describe the outcomes and success metrics of these initiatives.

c. **Discussion of Challenges**

1. Proposals should address how your service area’s structural, geographic, capacity-related, financial, and other realities contribute to making adult degree attainment a challenge for adult learners.

C. **Leveraging Community Partnerships & Collaborations (30 Points)**

The Tennessee Reconnect Community model is based on collective impact strategies, which bring together entities from different sectors to collaboratively commit to solving a complex social issue. Therefore, elements of collaboration between governmental agencies, local employers, higher education institutions and local community based organizations will be critical to the success and sustainability of the Tennessee Reconnect Communities. This section should address the following aspects as it relates to partnerships and collaborations:

1. Please list in the table below **existing and potential** partnerships which will be leveraged for the proposed TRC. Please note that multiple entities in each category are allowable and encouraged.

Additionally, please identify if the organization is a Champion or a Partner. A **Champion(s)** is one who will support, advocate and promote the cause of the TRC by messaging, activating others and creating public awareness. A **Partner(s)** is one who will support by undertaking responsibilities, providing resources and provide expertise to the TRC. Additionally please include the rationale for selecting the organization to lead this initiative and a brief description of its current functions within the community.

Entity Name	Champion or Partner
Local Government Agencies	
Employers/Business Leadership	
Higher Education Institutions/Leadership	
Community Based Organizations	
Workforce Agencies	
Economic Development Agencies	
Funders	
Other	

2. How will you leverage partnerships like those listed above to develop a cross-sector approach for a community-based initiative on adult degree attainment?
3. If applicable, please identify any current formal economic development agendas that include strategies for adult postsecondary completion initiatives.
4. Applicants should provide a brief summary and proof of collaboration in the form of a signed letter from the collaborators identified above. Signed letters should include **organization name, contact name, title, and contact information.**

D. Sustainability Plan (20 Points)

Applicants should provide strategies they will use to maintain momentum and sustain the spirit and impact of this work after grant funding ends. Applicants should additionally explain how the Tennessee Reconnect Community grant project elements will be sustained beyond the life of the grant. The proposal should not simply account for a one-time project, but instead should present the start of a change at the community level.

E. Budget Narrative (20 Points)

As part of the grant proposal, communities should submit a budget **narrative** which summarizes various funding opportunities that can be leveraged within the community. Grant funds provided through the Tennessee Reconnect Community Grant will cover partial start-up expenditures, and the maximum allowance for each community through this grant is \$200,000.

THEC and TGN have provided the following list of expenditures that a community can anticipate for starting a TRC site. This list is not exhaustive but should provide applicants a framework for gathering funds for the TRC initiative. Please identify with an (“X”) the *anticipated* sources of funds for each item below for 2016 and 2017 in the table below. **Do not** include anticipated amounts at this point. Amounts that are already included below should be considered permanently funded from the identified sources.

Expenditures	2016			2017		
	TRC Grant funds	In-Kind Support	Other funds	TRC Grant funds	In-Kind Support	Other funds
Personnel						
Director (FT)						
Lead Advisor Salary (FT)						
Advisors (at least 1 FT, 2 PT)						
Communications/Marketing Coordinator (PT)						
Administrative Support (PT)						
Intern (PT)						
Benefits						
Payroll Expenses						
Programmatic Expenditures						
Local Website Development & Management ⁶						
Marketing/Advertising ⁷						
Outreach/Recruitment Events						
Annual Graduate! Network Membership*						\$5000
CRM* ⁸			\$1200			\$1500
Travel ⁹						
Meetings						
Office Supplies						
Evaluation						

Operations						
Rent						
Utilities						
Technology ¹⁰						
Furniture/Equipment						

*Signify fixed costs that will be required.

⁶Website Estimated Expenditures include but not limited to:

- Domain registration
- Local website adaptation & updates

⁷Marketing/Advertising Estimated Expenditures include but not limited to:

- Branding & design
- Community presentations
- Marketing materials: brochures, postcards, flyers, promotional giveaways, posters, etc.
- Media buys (*optional*)

⁸CRM Estimated Expenditures:

- TGN customization of CRM
 - Non-Profit Package
 - 10 FREE Licenses
 - Additional licenses: \$30/month
 - College/Community Partner licenses: \$1,700/20 licenses
 - Initialization/customization
 - 1st Year: FREE via TGN
 - 2nd Year: \$250
 - Report Generator
 - \$120/year
 - Mass email integration
 - \$600/year for up to 5,000 email addresses
 - Form Generator
 - \$480/year

⁹Travel Estimated Expenditures include but not limited to:

- Annual TRC Directors meeting (Nashville, TN) - 1-day/overnight
- Annual TRC Advisors training (Memphis, TN) - 1- day/overnight

¹⁰Technology Estimated Expenditures include but not limited to:

- Mobile phones w/ headsets (Advisors)
- Laptop computers (Director & Advisors)

APPENDIX A – Application Checklist



Tennessee Reconnect Community Grant Competition

Application Checklist

Status	Item	Date(s)
<input type="checkbox"/>	Potential applicants participate in webinar	9:00am CST, Wed., August 12
<input type="checkbox"/>	Applicants submit Letters of Intent to Participate	12:00pm CST , Mon., August 17
<input type="checkbox"/>	If applicable, applicants submit <i>revised</i> Letters of Intent to Participate	5:00pm CST, Friday, August 21
<input type="checkbox"/>	RFP due to THEC from applicants	5:00pm CST Wed., Sept. 23



**Tennessee Reconnect Community Grant
Request for Proposals
COVER PAGE**

Applying Community:			
Lead Organization:			
Primary Contact Name:			
Title:			
Address (Include County):			
Telephone:		Fax:	
E-Mail:			

Certification by Primary Contact:

The designee certifies that, to the best of his/her knowledge, the information in this application is correct and that the filing of this application is duly authorized by the applicant organization specified above.

Name and Title of Primary Contact

Signature of Primary Contact

Date

Applying Community Name _____

Evaluation Criteria	Maximum Points	Reviewer Score	Comments/Recommendations
<p>Illustration of Current Context</p>	<p>30</p>		
<ul style="list-style-type: none"> - Does the proposal include a detailed explanation of the current condition, culture and context of postsecondary access and success among the adult population in their proposed service area? - Does the proposal discuss the importance of this community initiative and why it is crucial to the community's workforce and economic development? - Does the proposal geographically and demographically define the service area and provide rationale for defining their community? - Does the proposal use economic workforce data to discuss the condition of adults in their service area? - Does the proposal describe goals and anticipated outcomes in terms of impacts on adult student access, retention, and completion, and on impacts in the community in terms of workforce and economic improvements? - Does the proposal address how the community's strengths and community partnerships can be leveraged including currently postsecondary attainment initiatives in their service area? - Does the proposal address how internal and external realities contribute to making adult degree attainment a challenge for adult learners in their service area? 			
<p><u>Scoring Range</u></p> <p>30- The proposal includes a detailed explanation of the current context, strengths, challenges, and the significance of this initiative including anticipated outcomes and goals and used relevant data.</p> <p>15- The proposal includes an explanation of the current context, strengths, challenges the significance of this initiative including anticipated outcomes and goals and used relevant data but lacks sufficient detail.</p> <p>1-It is unclear that the proposal has considered the current context, strengths, challenges, and the significance of this initiative including anticipated outcomes and goals and usage of relevant data.</p>			

Evaluation Criteria	Maximum Points	Reviewer Score	Comments/Recommendations
<p align="center">Leveraging Community Partnerships & Collaborations</p>	<p align="center">30</p>		
<ul style="list-style-type: none"> - Does the proposal address list existing and potential partnerships which will be leveraged and identify champions and partners? - Does the proposal include rationale for selecting the lead organization and a brief description of its current functions? - Does the proposal discuss how it will leverage partnerships to develop a cross-sector approach? - Does the proposal identify any current formal economic development agendas that include strategies for adult postsecondary completion initiatives? - Does the proposal include a brief summary and proof of collaboration in the form of signed letters? <p><u>Scoring Range</u></p> <p>30-Proposal includes a significant list of existing and potential partnerships, includes rationale, how it will leverage partnerships and have strong letters of commitment to collaboration.</p> <p>15-Proposal includes a list of existing and potential partnerships, includes rationale, how it will leverage partnerships and have letters of commitment to collaboration however the strength of these partnerships lack depth.</p> <p>1-The proposal does not include a list of partnerships and lacks letters of commitment to collaboration from external partners.</p>			

Sustainability Plan	20		
<p>The proposal provides a detailed explanation of how the Tennessee Reconnect Community grant services and activities will be sustained at the community beyond the life of the grant. The proposal shows evidence of integrating the project and associated long-term goals into the community.</p> <p><u>Scoring Range</u></p> <p>20- Proposal includes a detailed explanation of how Tennessee Reconnect Community grant services and activities will be sustained beyond the life of the mini-grant and integrated into the community.</p> <p>10- Proposal includes intention for grant services and activities to be sustained beyond life of the grant and integrated into the community but lacks complexity.</p> <p>1- Proposal does not include sustainability plan.</p>			
Budget Narrative	20		
<p>The budget narrative is detailed and summarizes various funding opportunities which can be leveraged within the community. The community has identified diverse sources of funds and has justified these sources throughout the budget narrative.</p> <p><u>Scoring Range</u></p> <p>20 – Budget narrative is complete with diverse sources of funding, sufficient justifications and detail.</p> <p>10 – Budget narrative lacks diverse sources of funding and lacks detail but is reasonable given the scope of the work.</p> <p>1 – Budget narrative does not identify sources of funding and is incomplete.</p>			
Total:	100		

**Educational Attainment by County:
Getting to 55 Percent with Adults**

**Educational Attainment by County, Population 25 -64
(Associate's or Above)**

County	Total Population 25-64	Educational Attainment Rate (% with a Degree 25-64)	Additional Degrees Needed to Reach 55%	% Some College No Degree (25-64)	Population 25-64 with Some College No Degree	If every adult with some college no degree earned a credential, this would be the county's educational attainment rate
Anderson	39,671	30.5%	9,735	21.7%	8,613	52%
Bedford	23,233	18.6%	8,458	18.7%	4,335	37%
Benton	8,593	15.7%	3,377	21.3%	1,832	37%
Bledsoe	7,141	14.8%	2,870	20.1%	1,436	35%
Blount	65,906	30.3%	16,249	22.6%	14,907	53%
Bradley	52,044	29.2%	13,426	23.2%	12,068	52%
Campbell	21,455	14.5%	8,694	16.4%	3,524	31%
Cannon	7,388	18.1%	2,728	18.8%	1,389	37%
Carroll	14,319	21.0%	4,870	22.0%	3,146	43%
Carter	30,348	24.2%	9,346	20.2%	6,144	44%
Cheatham	22,044	28.1%	5,927	20.1%	4,424	48%
Chester	8,258	25.0%	2,476	24.4%	2,013	49%
Claiborne	17,071	21.3%	5,751	16.4%	2,805	38%
Clay	3,927	18.0%	1,453	14.3%	561	32%
Cocke	19,188	16.5%	7,385	16.3%	3,128	33%
Coffee	27,378	25.6%	8,044	21.1%	5,786	47%
Crockett	7,455	18.4%	2,728	18.4%	1,373	37%
Cumberland	26,928	23.4%	8,520	18.2%	4,892	42%
Davidson	360,867	44.0%	39,667	20.5%	74,057	65%
Decatur	5,872	21.8%	1,950	19.5%	1,143	41%
DeKalb	9,995	17.9%	3,709	19.3%	1,934	37%
Dickson	26,756	21.1%	9,061	21.7%	5,798	43%
Dyer	19,988	26.5%	5,699	20.0%	4,000	46%
Fayette	21,076	29.6%	5,357	22.4%	4,714	52%
Fentress	9,326	16.5%	3,588	13.3%	1,243	30%
Franklin	20,418	26.0%	5,924	20.4%	4,166	46%
Gibson	25,317	24.2%	7,805	25.4%	6,429	50%
Giles	15,258	21.5%	5,119	20.7%	3,157	42%
Grainger	12,250	16.4%	4,728	17.5%	2,139	34%
Greene	36,375	23.4%	11,500	17.7%	6,439	41%
Grundy	6,971	13.4%	2,902	16.0%	1,114	29%
Hamblen	32,823	23.8%	10,242	21.3%	6,985	45%
Hamilton	182,690	37.3%	32,292	24.8%	45,241	62%
Hancock	3,661	12.8%	1,544	19.6%	716	32%
Hardeman	14,832	13.9%	6,097	19.5%	2,886	33%
Hardin	13,422	16.9%	5,118	18.3%	2,454	35%
Hawkins	30,395	21.5%	10,197	20.5%	6,225	42%
Haywood	9,698	15.2%	3,856	21.3%	2,070	37%
Henderson	14,778	20.9%	5,043	22.8%	3,364	44%
Henry	16,532	20.2%	5,758	21.0%	3,478	41%
Hickman	13,488	16.6%	5,181	18.1%	2,444	35%
Houston	4,261	14.5%	1,725	20.0%	852	35%
Humphreys	9,562	18.9%	3,455	23.9%	2,288	43%
Jackson	6,243	16.7%	2,389	15.9%	994	33%
Jefferson	26,757	21.8%	8,884	22.9%	6,124	45%
Johnson	10,068	16.0%	3,926	17.5%	1,758	33%
Knox	231,215	47.0%	18,530	20.8%	48,144	68%
Lake	4,621	8.4%	2,154	19.5%	901	28%
Lauderdale	14,953	15.5%	5,903	17.1%	2,561	33%
Lawrence	21,175	19.3%	7,558	21.1%	4,474	40%
Lewis	6,230	20.4%	2,155	20.4%	1,274	41%
Lincoln	17,266	24.2%	5,312	20.0%	3,452	44%
Loudon	24,857	30.5%	6,100	22.3%	5,540	53%

**Educational Attainment by County:
Getting to 55 Percent with Adults**

County	Total Population 25-64	Educational Attainment Rate (% with a Degree 25-64)	Additional Degrees Needed to Reach 55%	% Some College No Degree (25-64)	Population 25-64 with Some College No Degree	If every adult with some college no degree earned a credential, this would be the county's educational attainment rate
Macon	27,133	24.3%	8,331	18.9%	5,131	43%
Madison	13,431	18.4%	4,910	20.2%	2,711	39%
Marion	11,774	17.1%	4,467	17.0%	2,007	34%
Marshall	50,642	32.2%	11,522	22.4%	11,319	55%
Mauzy	15,153	20.2%	5,269	22.4%	3,397	43%
McMinn	16,615	21.2%	5,612	22.2%	3,682	43%
McNairy	44,415	27.3%	12,290	24.0%	10,673	51%
Meigs	6,388	13.8%	2,633	20.9%	1,336	35%
Monroe	23,541	17.7%	8,785	19.8%	4,671	38%
Montgomery	92,401	33.8%	19,575	28.7%	26,546	63%
Moore	3,248	21.5%	1,088	25.9%	842	47%
Morgan	12,473	12.8%	5,264	16.2%	2,023	29%
Obion	16,466	19.4%	5,856	23.2%	3,823	43%
Overton	11,389	17.9%	4,221	18.5%	2,112	36%
Perry	4,051	19.0%	1,458	16.6%	671	36%
Pickett	2,597	23.2%	826	24.1%	627	47%
Polk	8,872	18.6%	3,234	21.0%	1,866	40%
Putnam	35,254	29.1%	9,126	20.5%	7,234	50%
Rhea	16,376	16.9%	6,235	21.6%	3,532	38%
Roane	28,515	27.5%	7,849	22.4%	6,383	50%
Robertson	36,124	25.6%	10,636	22.6%	8,165	48%
Rutherford	142,442	37.4%	25,035	25.0%	35,639	62%
Scott	11,628	18.7%	4,220	16.2%	1,885	35%
Sequatchie	7,474	21.6%	2,495	20.3%	1,514	42%
Sevier	49,030	23.0%	15,666	24.0%	11,746	47%
Shelby	494,815	37.0%	89,185	24.6%	121,959	62%
Smith	10,379	17.8%	3,858	18.6%	1,926	36%
Stewart	6,919	20.9%	2,361	26.2%	1,810	47%
Sullivan	82,904	29.9%	20,789	22.4%	18,573	52%
Sumner	88,281	33.9%	18,588	24.9%	22,003	59%
Tipton	32,313	25.4%	9,565	26.6%	8,610	52%
Trousdale	4,171	18.6%	1,520	19.3%	807	38%
Unicoi	9,662	21.6%	3,230	18.6%	1,794	40%
Union	10,327	14.0%	4,235	14.0%	1,445	28%
Van Buren	3,018	14.4%	1,226	13.6%	410	28%
Warren	20,989	19.3%	7,483	17.4%	3,654	37%
Washington	64,946	38.3%	10,849	23.1%	14,974	61%
Wayne	9,490	15.4%	3,763	17.6%	1,674	33%
Weakley	16,538	27.5%	4,549	22.4%	3,700	50%
White	13,416	18.0%	4,961	16.5%	2,212	35%
Williamson	102,863	63.0%	(8,210)	17.8%	18,300	81%
Wilson	63,976	37.1%	11,425	21.8%	13,937	59%

Source: American Community Survey, 2009-2013 five year estimates

Tennessee’s Adult Learning Focused Institutions

The Tennessee colleges and universities listed below have completed the Adult Learning Focused Institution assessment, administered by the Council for Adult and Experiential Learning (CAEL). The have committed time and resources to pinpointing ways to improve the way they serve adult learners.

Community Colleges: Public, 2-Year
Chattanooga State Community College
Cleveland State Community College
Columbia State Community College
Dyersburg State Community College
Jackson State Community College
Motlow State Community College
Nashville State Community College
Pellissippi State Community College
Roane State Community College
Southwest Tennessee Community College
Volunteer State Community College
Walters State Community College
Universities: Public, 4-Year
Austin Peay State University
Middle Tennessee State University
Tennessee State University
University of Memphis
University of Tennessee, Chattanooga
Tennessee Colleges of Applied Technology
TCAT Dickson
TCAT Shelbyville
Private Not-for-Profit, 4-Year
Baptist College of Health Sciences
Belmont University
Christian Brothers University
Lee University
Lipscomb University
Tusculum College



Tennessee Reconnect Community Grant
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Applying Community: Blount County	
Lead Organization: Blount County Chamber Foundation	
Primary Contact Name: Tammi Ford	
Title: Vice President	
Address (Include County): 201 S. Washington St, (Blount County) Maryville, TN 37804	
Telephone: 865.983.2241	Fax: 865.984.1386
E-Mail: tford@blountpartnership.com	

Certification by Primary Contact:

The designee certifies that, to the best of his/her knowledge, the information in this application is correct and that the filing of this application is duly authorized by the applicant organization specified above.

Tammi Ford, VP of Operations
Name and Title of Primary Contact

Tammi Ford
Signature of Primary Contact

9-23-15
Date

B. Illustration of Current Context

The Blount County Chamber Foundation is applying for the TN Reconnect Grant on behalf of Blount County and the communities of Innovation Valley in East Tennessee which include the following counties and cities:

- Blount: Maryville, Alcoa, Louisville, Friendsville, Townsend, Walland, Rockford, Happy Valley and Wildwood
- Knox: Knoxville, Farragut, Powell, Karns, Corryton, Concord, Solway and New Hopewell
- Roane: Harriman, Kingston, Rockwood, Oak Ridge, Oliver Springs and Midtown
- Loudon: Lenoir City, Tellico Village, Greenback and Philadelphia
- Monroe: Madisonville, Sweetwater, Tellico Plains and Vonore
- Anderson: Clinton, Lake City, Oliver Springs, Norris, Claxton, Marlow, Fraterville, Devonia, Fork Mountain
- Jefferson: Jefferson City, Strawberry Plains, Chestnut Hill, Dandridge, White Pine, New Market and Baneberry

According to the U.S. Census, Blount County has a population of 126,339. Of that, there are 22.6% or 14,907 of adults, ages 25 to 64 that have some college but no degree or credentials. The East TN region has a population of 851,940, however there are 94,000 East Tennesseeseans that have some college but no degree or credentials.

East Tennessee is known for its regionalism and this effort would be no different. The Blount Chamber/Chamber Foundation has a strong alliance with Innovation Valley, a regional economic development initiative centered on the corridor linking the Oak Ridge National Laboratory and McGhee Tyson Airport. Innovation Valley is inclusive of the above mentioned counties and communities and invests significant resources on talent retention and regional economic development.

Likewise, the Blount Chamber/Chamber Foundation and the Economic Development Board of Blount County have been working in the area of workforce development for many years. Discussions and focus groups with area business and industry leaders have indicated the lack of qualified workers are their greatest challenge. In response to this, a workforce development committee comprised of community and government leaders, representatives from local business and industry, workforce development agencies, nonprofit agencies and educational institutions was established to identify workforce deficiencies and to develop a plan for addressing these deficiencies. This group is currently focusing efforts on the following community workforce areas: healthcare, advanced manufacturing, construction and soft skills development.

Over the last year, East TN has enjoyed many new business locations and expansions. The following are announcements by communities in the Innovation Valley:

- Innovate Manufacturing, Inc. to locate in Knoxville creating 50 new jobs.
- Hicks Plastics to open new facility creating 220 new jobs in Knoxville

- Total Quality Logistics to expand current operations, open new location and create 100 new jobs in Knoxville
- CVMR to establish global headquarters in Oak Ridge resulting in 620 new jobs for Roane County
- Yamaha Jet Boat Manufacturing USA, Inc. to expand Vonore Operations and create 150 new jobs in Monroe County
- Global Innovation Company to create 100 new jobs in Clinton

In the last five years, Blount County alone has created 3,356 new jobs and many of these are in advanced manufacturing. With three large company investments thus far in 2015, projects for future announcements look promising over the next 12 to 18 months. “While we’re proud of our successes, we understand how critical a qualified workforce is to the success of our area/region,” says Bryan Daniels, President and CEO of Blount Partnership.

The following are recent announcements made in Blount County in the past year:

- Denso Manufacturing Tennessee, Inc., to expand Maryville Operations to create 500 new jobs.
- ProNova opens in Pellissippi Place in Alcoa. By year end, employment expected be up to 190. Ultimately, ProNova could generate 5,000 new jobs for the region.
- Cirrus Aircraft to establish a new customer experience center at McGhee Tyson Airport adding 170 new jobs.
- TeamHealth expands billing operations in Blount County and will create 450 full-time jobs in the areas of management, accounting, and medical coding.
- K-12 to create more jobs for a total of 330.
- Alcoa, Inc., announced 200 new jobs in advanced manufacturing.

Two of Blount County’s major employers, Alcoa, Inc., and DENSO, both state that they will each need 100 electrical and mechanical engineering technicians over the next five years due to retirements, attrition and growth.

Jeff Wingard, the Central Services Manager at Alcoa Tennessee Operations, said, “Alcoa Tennessee Operations struggles now to find qualified candidates for technical roles in manufacturing. We see this problem only getting worse over the next five years as we struggle to replace significant attrition in our technical jobs, as well as add jobs for our automotive expansion. All efforts to increase the number of qualified candidates for technical positions will be critical to the success at Tennessee Operations....Without this effort, Blount County businesses we will struggle even more to fill the growing list of expected job openings.”

Jack Helmbolt, the President and CEO of DENSO Manufacturing of Tennessee, said, “A future workforce with excellent technical skills is absolutely essential to DENSO’s continued success in Tennessee.” With a workforce of more than 3,100 employees, DENSO is Blount County’s largest employer. The company recently announced that they will create 500 new jobs and invest \$400 million to expand its manufacturing capabilities.

This grant proposal, identified as CYCLE: Completing Your College Learning Experience, focuses on four overarching goals: **1) Building stronger connections between adult learners, local higher educational institutions and local businesses;** **2) Developing a detailed profile of local industry and job projections to help**

adult learners make smart career decisions; 3) Matching adult learners with degree programs and support services that meet their individual needs to ensure academic success and degree attainment; and 4) Working with local higher educational institutions to develop/promote innovative course content.

The proposed TRC would be located in the Blount County Public Library (BCPL), a state-of-the-art 60,000 square-foot library which employs a highly educated staff (49% hold a bachelor's degree or higher) who are available to provide support to adult learners. Additionally, the BCPL will open a Learning Lab for adults in November 2015. The 1,500 square foot lab will provide classroom space and equipment for adults to work on STEM skills needed for jobs in advanced industries including coding, application development and robotics. Classes offered through the learning lab will be developed in partnership with local colleges and businesses. Locating a TRC in the BCPL would ensure that services will be available to all of the above mentioned Innovation Valley partners and others in the region who need to access the services. **Initially, as a TRC, we anticipate being able to serve 400 to 500 adults annually.**

Workforce development organizations and businesses in Blount County have worked closely over the past three years to develop programs that advance adult learner skill sets, increase employability, and encourage continuing education. These partnerships, along with the resulting programs, support the Drive to 55 initiative by addressing barriers to continuing education that exist for adults in Blount County. Additionally, the community workforce development committee established by the Blount Chamber in 2013 identified having a competitive workforce as being vital to building a sustainable community.

Blount County postsecondary attainment institutions, which are represented in the chamber workforce development committee, provide three types of support for adult learners: referral/remediation, information and informal non-credit support, and formal tertiary education. The major organizations outside of area colleges that provide access to classes and individualized support for adult learners as well as informal non-credit support include Blount County Adult Education, the Blount County Public Library and the Blount County Career Center. All three provide workforce development training as well as continuing education support for residents. These three organizations have a strong partnership and work closely together to support adult learning and economic development in Blount County.

Blount County Adult Education Department

The Blount County Adult Education Department, located in the Everett Learning Center, provides HiSET completion classes, tutoring services and English as a second language classes. According to the Tennessee state student management system, The Blount County Adult Education Department has served 742 under-educated adults in the last two program years (July 2013 - June 2015). Additionally, 279 adults have attained their High School Equivalency in that time period.

While these numbers reflect in-house services, Blount County Adult Education has partnered with other community organizations including the Blount County Public Library, the Tennessee Small Business Center, Pellissippi State Community College and the Blount Chamber to offer adult education opportunities in other locations. These outreach classes and training opportunities, which were developed to be sustainable, include the following: 1) *GAINS*:

Employment through Technology Training in Blount County (30 hrs.) program; 2) *It's Your Career* soft skills program (17.5 hrs.); 3) the ALCOA Manufacturing Internship Program; and 4) the *Re-Entry Readiness for Success* program (goal of 75 successful clients per year).

The Blount County Public Library

The Blount County Public Library, located in the heart of Maryville, Tennessee, serves as an amplifying institution for existing educational and workforce development programs in Blount County as well as developing curriculum and providing instruction by professional library staff. Weekly visitors average between 8,000 and 10,000 per week. BCPL provides access to classroom/training space for workforce development classes (99 classes in 2014-15 with approximately 1000 attendees), and is open to the public seventy-hours per week across a seven day work-week. These expanded hours of operation provide daily access to information professionals for research, job search, resume development, skills remediation, test prep and information technology support (691 information support sessions per week on average). Additionally, BCPL provides Internet access, Wi-Fi and online remotely-accessible information databases for continuing education, test-prep, skills remediation and research (10,000 technology users per week).

In November 2015, the Learning Lab @ BCPL, a discovery learning and public education laboratory for use by the adult community, will open. The Learning Lab is designed to enhance workforce development and continuing education opportunities in Blount County by responding directly to the needs of the local business community as well as keeping up with national trends in science, technology, engineering and Math (STEM) fields. The Learning Lab will also expand entrepreneurship opportunities that would be otherwise inaccessible, particularly in terms of access to expensive fabrication and design equipment, and provide local secondary and post-secondary educational institutions a space for hands-on STEM experimentation and learning. The overarching goal is to create and incubate a community of Makers in Blount County by providing access to a facility that encourages collaboration and discovery learning for adults.

The Blount County Career Center

The Tennessee Career Center in Alcoa, TN provides individuals who are seeking employment with all the latest tools (including computers, copy and fax machines) in order to find and keep that special job. Employers will find assistance in recruiting new employees including a state-wide job listing network (www.Jobs4TN.gov), applicant screening, and space in the centers to conduct testing and employment interviews. Tennessee Career Center – Blount County is a One-Stop Career Center, and as such, is designed to provide a full range of assistance to job seekers under one roof. Established under the Workforce Investment Act, the center offers training referrals, career counseling, digital job listings, and similar employment-related services: resume writing assistance, labor market information, financial aid counseling, and training assistance for in-demand occupations. Regularly scheduled recruiting events are held on a monthly basis. The Alcoa Career Center serves approximately 30,000 individual clients annually.

Re-Entry Government Departments

There are four other government departments that provide training and support to adults who fall into a re-entry type situation. The Blount County Veterans Affairs which serves 4,000 individuals annually, Blount County Probations Office, Blount County Community Probations, and Tennessee State Probations have specialized support programs for clients as well as coordinate with community organizations providing adult learning opportunities.

Additionally, one of United Way of Blount County's focus areas is in self-sufficiency. They collaborate with other organizations in Blount County to address issues surrounding homelessness and the working poor. The collaboration is multi-faceted stretching over all areas of health, education, and self-sufficiency.

Regionally, there are several others organization that provide information classes and individualized support for adult learners, they include:

East Tennessee Human Resource Agency (ETHRA)

The East Tennessee Human Resource Agency (ETHRA) is a public non-profit agency establish under Tennessee State Law and is charged with providing services that will help families and individuals remain independent and have opportunities to succeed. ETHRA primary service area is Knox County and the 15 surrounding counties. The Agency's Board is made up of County Mayors and representatives who are knowledgeable of humans service needs in the region. ETHRA operates approximately 50 programs with an annual budget of approximately \$35 million per year. These programs include aging programs, transportation, housing, summer feeding, correctional programs, and workforce investment, etc. Under the Workforce Investment and Opportunity Act, ETHRA serves as the administrative and fiscal agency for the Workforce program in nine counties (Anderson, Blount, Campbell, Cumberland, Loudon, Monroe, Morgan, Roane and Scott). As the Workforce provider, ETHRA provides services to ensure that the businesses and industries have a trained and talented workforce while attempting to ensure that the public have jobs and careers that will provide self-sufficiency.

Knox County Community Action Committee

Knoxville-Knox County Community Action Committee (CAC), Workforce Connections Division, is a public agency that administers federal workforce development funds in Local Workforce Development Area Three, Knox County. Through the Tennessee Career Center / American Job Center in Knoxville, Workforce Connections and the Tennessee Department of Labor and Workforce Development provide assistance to 20,000+ individuals each year. Services provided include linking individuals with training opportunities and post-secondary education as well as equipping job seekers with job search skills. Workforce Connections and Career Center staff will refer appropriate individuals to the TRC in Blount County. Workforce Connections will also coordinate with the Knoxville Chamber to capitalize on lessons learned in the Blount development so that similar opportunities may be created in Knox County.

Formal Tertiary Education

East Tennessee is fortunate to have many outstanding educational partners that serve adults ages 25 to 64. The below educational institutions recently met and all have offered to provide FASFA workshops, transitional computer

skills and soft skills training at the proposed TRC. These partnerships will be leveraged when implementing the TN Reconnect Grant. Additionally, the Blount Chamber/Foundation has met with the East Tennessee College Alliance (ETCA) to discuss the TN Reconnect Grant and how to further develop a partnership. **(See Appendix A: Educational Institutions, Programs and Drive to 55 Initiatives)**

Pellissippi State Community College

King University

Roane State Community College

Tennessee College of Applied Technology

Tusculum College

Maryville College

Lincoln Memorial University

University of Tennessee

Adults returning to tertiary education in Blount County face the same issues as adults across the U.S. According to a publication by Higher Ed Insight, *Adult College Completion in the 21st Century* (https://higheredinsight.files.wordpress.com/2015/06/adult_college_completion_20151.pdf), there are two main reasons adult students leave college without degree attainment: financial difficulties and family/work responsibilities. This publication goes on to identify career advancement, the need to retrain in a different field, and increased earnings as the primary motivators for re-enrolling in college. Other motivators identified include personal satisfaction and the desire to be better educated. Actions that support adult learners include the provision of support for admissions, advising, credit transfer, financial aid, classes scheduled outside the Monday through Friday work week, and other support services such as tutoring and child care. Additionally, educational institutions that structure learning based on the principles of andragogy increase adult student success rates. Community partnerships are identified as being crucial to adult student success.

The existing coordination and partnerships between learning institutions, service institutions, government and economic development agencies in Blount County provides a strong support network for adult learners. Additionally, the current and future employment opportunities in Blount County address the motivators identified by the Higher Ed Insight report. This grant proposal, if funded, will provide the staff dedicated to connecting adult learners, support agencies, educational institutions and employers as well as a central service location (TRC).

C. Leveraging Community Partnerships & Collaborations

The Blount County Chamber of Commerce and Chamber Foundation have a central role in community development by fostering partnerships across Blount County and East Tennessee organizations, businesses, government, and community leaders to accomplish common goals. The below table identifies the organizations that are a part of this initiative. **(See Appendix B letters of support for the TRC initiative from these organizations)**

Entity Name		Champion or Partner	How to Leverage	Existing or Potential
Local Government Agencies	Blount County Government	Partner (See Appendix B Letter of Support)	Direct access to the area workforce board. Serves as on Economic Development Board. Major funding partner of the Blount County Library. TRC promoter.	E
	Blount County Library	Partner (See Appendix B Letter of Support)	Home to proposed TRC physical location and long term operational expenses associated with operations. Provide potential clients.	E
	Blount County Probation & Driving School	Champion (See Appendix B Letter of Support)	Provide potential clients.	E
	City of Alcoa	Partner (See Appendix B Letter of Support)	Serves on the Economic Development Board. TRC promoter. Major funding partner of the Blount County Library.	E
	City of Maryville	Partner (See Appendix B Letter of Support)	Serves on the Economic Development Board. TRC promoter. Major funding partner of the Blount County Library.	E
Employers/Business Leadership	ALCOA	Champion (See Appendix B Letter of Support)	TRC promoter. Potential funder.	E
	Blount Memorial Hospital	Champion (See Appendix B Letter of Support)	TRC promoter.	E
	Cherokee Millwright & Mechanical	Champion (See Appendix B Letter of Support)	TRC promoter	E
	DENSO Manufacturing Tennessee, Inc.	Champion (See Appendix B Letter of Support)	TRC promoter	E
	Newell Rubbermaid	Champion (See Appendix B Letter of Support)	TRC promoter	E
	Promat, Inc.	Champion (See Appendix B Letter of Support)	TRC promoter	E

Entity Name	Champion or Partner	How to Leverage	Existing or Potential	
Higher Education Institutions/Leadership	King University	Champion (See Appendix B Letter of Support)	TRC Promoter. Open to providing expertise and workshops.	E
	Maryville College	Champion (See Appendix B Letter of Support)	TRC promoter. Recipient of Veteran's Reconnect Grant	E
	Pellissippi State Community College	Champion (See Appendix B Letter of Support)	Provide expertise. TRC promoter. Completed the Adult Learning Focused Institution assessment.	E
	Roane State Community College	Champion (See Appendix B Letter of Support)	TRC Promoter. Open to providing expertise and workshops.	E
	Tennessee College of Applied Technology	Champion	TRC Promoter. Open to providing expertise and workshops.	E
	Tusculum College	Champion (See Appendix B Letter of Support)	TRC Promoter. Open to providing expertise and workshops. Completed the Adult Learning Focused Institution assessment.	E
Community Based Organizations	United Way of Blount County	Champion (See Appendix B Letter of Support)	TRC promoter. Provide potential clients	E
	Friends of the Blount County Library	Partner (See Appendix B Letter of Support)	Volunteer Expertise.	E
	Blount County Library Foundation	Partner (See Appendix B Letter of Support)	Advocacy, Equipment/Capital Funding for TRC	E
	Adult Education of Blount County	Partner (See Appendix B Letter of Support)	Advocacy and Partnership; Provide potential clients and remediation	E
Workforce Agencies	American Job Centers/TN Career Center	Champion (See Appendix B Letter of Support)	Provide potential clients	E
	CAC - Knoxville Community Action Committee/ Workforce Connections	Champion (See Appendix B Letter of Support)	Provide potential clients	E
	LWDA4	Champion (See Appendix B Letter of Support)	Provide potential clients	E
	Staffing Solutions	Champion (See Appendix B Letter of Support)	Provide potential clients	E

Entity Name		Champion or Partner	How to Leverage	Existing or Potential
Workforce Agencies	Blount County Career Center	Partner (See Appendix B Letter of Support)	Provide potential clients	E
Economic Development Agencies	Economic Development Board of Blount County	Partner (See Appendix B Letter of Support)	Connection between new business and existing industry. Workforce development committee	E
	Innovation Valley	Champion (See Appendix B Letter of Support)	Supporter and regional workforce development agency. TRC promoter.	E
Funders	Blount County Chamber Foundation	Partner (See Appendix B Letter of Support)	Grant administrator. Funding for years 2018 and 2019 for Annual Graduate Network Membership	E
	Blount County Chamber of Commerce	Partner (See Appendix B Letter of Support)	Blount County workforce development connection with businesses and marketing assistance. TRC promoter. Coordinator of the workforce development committee	E
	Blount County Library	Partner (See Appendix B Letter of Support)	Physical location, operational expenses and staffing 2018 and 2019	E
Others				

The Blount County Chamber of Commerce (501 c 6) and Chamber Foundation (501 c 3) are taking the lead on this grant as administrator for several reasons. The Chamber/Foundation has a proven track record in administering two separate \$100,000 workforce grants from the Alcoa Foundation and the Institute of International Education. The Chamber/Foundation is accustomed to bringing similar organizations and the business community together to achieve a common goal such as the TRC. Additionally, workforce development is a top priority for the Blount Chamber and its sister organization, the Economic Development Board of Blount County, Maryville and Alcoa, Tennessee.

D. Sustainability Plan

Funding and in-kind partners for the programs offered by these entities/organizations include the Blount County Chamber, Economic Development Board, Chamber Foundation, Blount Partnership, Adult Education Foundation of Blount County, Blount County Public Library, Foundation for the Blount County Public Library, and Blount County Friends of the Library.

The TN Reconnect grant will be used for all costs associated with personnel of the TRC in 2016 and 2017. The Blount County Library will provide the physical location and all expenses associated with operations. In years

2018 and 2019, the library, with support from the Blount County, City of Maryville and City of Alcoa governments, will absorb the personnel cost and costs associated with the CRM. Likewise, for years 2018 and 2019, the Blount Chamber/Chamber Foundation will pay the annual Graduate! Network Membership, website domain and cover all marketing associated costs. The Blount County Chamber/Chamber Foundation and Economic Development Board will lead the marketing efforts of this program to the community. Supporters of the initiative, as identified in Section C, will also serve in a marketing capacity.

By providing facilities, utilities, furniture and equipment, the Blount County Public Library will be providing upwards of \$100,000 in in-kind support for this TRC. Likewise, the Chamber Foundation will provide grant administrative support, website, marketing, communications expertise and annual membership in the Graduate Network. The Blount Chamber and Economic Development Board will serve as the convener and connector of the business, government, workforce and educational communities. Combined efforts of the Library and the Chamber/Foundation/Economic Development Board would be at least \$150,000 plus.

E. Budget Narrative

The Chamber Foundation intends to be the grant administrator. TRC grant funds for years 2016 and 2017 will be used for the following: Full-time director (\$50,000 plus benefits), lead advisor (as program grows), administrative support (\$26,000 plus benefits) and payroll expenses, annual Graduate Network membership, CRM and technology. Likewise, the Chamber Foundation and Blount Chamber will provide in-kind support in the areas of communications/marketing, website development/management and outreach/recruitment events. In 2016 and 2017, the Blount County Public Library will provide in-kind support in the areas of rent, utilities, furniture and equipment. The Chamber Foundation has identified a 15% grant administration fee in 2016 and 2017.

In years 2018 and 2019, the Blount County Library will absorb all personnel costs plus rent, utilities, furniture, equipment, technology, CRM, meetings, travel, office supplies and evaluation. Likewise, the Blount Chamber and Chamber Foundation will continue to provide in-kind funding for marketing, communications, outreach events, and annual Graduate Network membership fee.

All partners/champions identified in this proposal have agreed to market the TRC to their constituents. Additionally, the educational partners named in the proposal have agreed to offer programing at the TRC such as FASFA workshops, transitional computer skills and soft skills training.

If program is successful, potential funding sources could be the Alcoa Foundation, DENSO Foundation and others who have a vested interest in workforce development from the private sector.

<i>Expenditures</i>	2016			2017			2018			2019		
	TRC Grant Funds	In-Kind Support	Other Funds	TRC Grant Funds	In-Kind Support	Other Funds	TRC Grant Funds	In-Kind Support	Other Funds	TRC Grant Funds	In-Kind Support	Other Funds
<i>Personnel</i>												
Director (FT)*	X			X								
Lead Advisor Salary* (FT)	X			X								
Advisors (at least 1 FT, 2 PT)												
Communications/ Marketing Coordinator (PT)		X			X			X			X	
Administrative Support (PT)	X			X				X			X	
Intern (PT)												
Benefits	X			X				X			X	
Payroll Expenses	X			X				X			X	
<i>Programmatic Expenditures</i>												
Local Website Development & Management ⁶		X			X			X			X	
Marketing/Advertising ⁷		X			X			X			X	
Outreach/Recruitment Events		X			X			X			X	
Annual Graduate! Network Membership*	X			X		\$5,000		X			X	
CRM* ⁸	X	\$1,200		X		\$1,500		X			X	
Travel ⁹	X			X					X			X
Meetings		X			X			X			X	
Office Supplies		X			X			X			X	
Evaluation		X			X			X			X	
<i>Operations</i>												
Rent*		X			X			X			X	
Utilities*		X			X			X			X	
Technology ¹⁰	X				X			X			X	
Furniture/Equipment		X			X			X			X	
Grant Administration (15%)	X			X								
*Signify fixed costs that will be required.												

Appendix A (Educational Institutions, Programs and Drive to 55 Initiatives)

Pellissippi State Community College

Pellissippi State Community College is a five-campus comprehensive community college serving over 10,000 students in Knox and Blount Counties. The College offers career-path associate in applied science degrees and certificates as well as associate in arts and associate in science transfer degrees.

Pellissippi State is making strides to provide offer innovative instructional programs to all students, with a focus on adult students. The College offers accelerated cohort programs in Business Management, Accounting, Associate in Science in Teaching, Early Childhood Education, Health Records Specialist, Industrial Maintenance, Medical Insurance Coding and Reimbursement, and Welding. The College offers a variety of Prior Learning Assessment (PLA) options, including credit for life experience.

The College has implemented and continues to implement programs targeted to adult students. The Project Making Graduation Attainable (PMGA) program targets adult students enrolled at Pellissippi State who have some credit, but no degree. This project provides intensive academic advising and support to adult students, in addition to scholarship funds. The College has implemented the Pellissippi Adult Learners Scholarship (PALS), which is a last-dollar scholarship targeting to first-time in college adult learners. Finally, the College is participating in the Tennessee Higher Education Commission's (THEC) Reconnect + Complete program, targeting Tennessee adults who have attended a Tennessee community college or university but not completed a degree. Through this program, Pellissippi State will reach out to over 17,300 adults to encourage them to return to college and complete a degree.

Pellissippi State Community College's Strategic Plan 2020 focuses on initiatives that will expand access to its educational programs and improve the college completion rates of its students, thereby supporting the **Drive to 55 initiative**. A short summary of these strategic focus areas and initiatives is below.

Strategic Focus Area 1: Innovative Instructional Programs

Pellissippi State will expand its instructional programs, diversify delivery options and modes of instruction, and develop new programs for target populations in collaboration with business and industry to address workforce needs.

Initiatives:

- Expand Prior Learning Assessment (PLA) possibilities
- Create structured learning communities and cohorts
- Develop embedded remediation for underprepared students
- Expand and enhance Dual Enrollment

Strategic Focus Area 2: Exceptional Student Experiences

Pellissippi State will focus on the student experience by supporting students to program completion, redesigning academic engagement and other processes, and marketing success strategies to specific student populations.

Initiatives:

- Enhance student experience in the academic area: advising, academic counseling, tutoring, Early Alert, SSC/SSM, computing instruction
- Enhance student experience in the support area: transportation, childcare, job placement, personal counseling, financial aid, used college computers
- Enhance student experience in the community involvement area: Student Life, service corps, community partnerships, service hours recorded on transcript/diploma, internships

Strategic Focus Area 3: Resource Development

Pellissippi State will identify new revenue streams and increase the funds secured through external grants and gifts in support of its programs and services.

Initiatives:

- Adopt a strategic marketing approach
- Seek grant funding for new programs
- Create faculty and staff awareness
- Adopt an entrepreneurial attitude

Strategic Focus Area 4: Quality Teaching

Pellissippi State will invest in quality teaching and teaching support through an aggressive program of faculty and staff development to support pedagogical innovations throughout the curriculum and to enhance and integrate the use of technology where appropriate.

Initiatives:

- Establish a Faculty/Staff Development Center
 - Create a Faculty Academy (application required, 12 persons per year)
 - Enhance new faculty training
 - Create staff professional development programs
 - Create online instructor certification

Strategic Focus Area 5: Process Efficiency

Pellissippi State will redesign and restructure institutional processes to improve efficiency and communication.

Initiatives:

- Study all administrative processes
- Eliminate paper & simplify processes

- Improve communication

King University

King University has been providing baccalaureate degrees since 1867 in Bristol, TN. Almost 15 years ago, King expanded offerings to include Graduate & Professional Studies geared towards helping working adults complete a bachelor degree or pursue a master degree. In 2010, King opened a campus in Knoxville and now teaches at 4 community college partner locations in the area, including Pellissippi State Community College's Blount County campus. Additional locations span from Southwest Virginia to Nashville, TN as well as 100% online. King offers a wide range of programs including, but not limited to Bachelor of Business Administration, Bachelor of Science in Nursing, or Bachelor of Science in Criminal Justice, Master of Business Administration, Master of Education, and Doctorate of Nursing Practice. King is so committed to the continuing education of working adults the institution awards full-paid tuition to three non-traditional students each year.

KING UNIVERSITY & DRIVE TO 55:

- Articulation Agreements with seven community colleges in the state of TN.
- Reverse Transfer Agreements with six community colleges in the state of TN.
- Enhanced Prior Learning Assessment policy and partnership with the Council on Adult and Experiential Learning (CAEL) to support more non-traditional students in credit transfer.
- Bachelor's degree completion programs are offered on community college campuses to ensure students have access to quality education where they are.
- Partnerships with businesses and hospitals to offer degree programs onsite.
- Ranked among top recipient universities for transfer students from Tennessee Public Institutions.

U.S. News & World Report's 2014 edition of America's Best Colleges list ranking of lightest student debt load among Southern universities.

Roane State Community College

Campuses in Roane County, Oak Ridge, Campbell County, Cumberland County, Fentress County, Knox County, Loudon County, Morgan County and Scott County. Roane State offers Associate of Applied Science Degree Programs and Technical Certificate Programs.

Tennessee College of Applied Technology

Tennessee College of Applied Technology is located in Knoxville, TN. Tennessee College of Applied Technology is offers Associate of Applied Science Degree Programs and Technical Certificate Programs.

Tusculum College

Campuses in Greeneville, Morristown, Knoxville and Kingsport. Tusculum College offers The Gateway Program, Bachelor of Science, Bachelor of Arts, Masters of Arts and Masters of Business. A report from Tusculum indicates they have approximately 720 adults who have had some credit hours but never completed their degree.

Maryville College

Campus in Blount County. Maryville College offers Bachelor of Arts degree, Bachelor of Science and Bachelor of Music.

Lincoln Memorial University

Lincoln Memorial University's main campus is located in Harrogate, Tennessee; however, Lincoln Memorial extended learning sites are Alcoa, TN; Knoxville, TN; Chattanooga, TN; Morristown, TN; Kingsport, TN; Sevierville, TN; Corbin, KY; Middlesboro, KY and Ewing, VA

University of Tennessee

University of Tennessee is located in Knoxville, TN. The University of Tennessee offers Bachelor of Arts (BA)/Business Administration (BBA)/ Bachelor of Science (BS). Adult learning support is provided across multiple venues including: the Student Success Center which provides academic coaching, supplemental instruction, tutoring and the UT Lead program; Undergraduate Academic Advising; the Writing Center; and the Office of Instructional Technology (OIT) which provides customer driven IT support and ongoing IT training for students.

Appendix B: Letters of support for the TRC initiative from the following organizations are on the following pages.

Blount County Government

Blount County Public Library, Friends of the Blount County Library, Blount County Library Foundation

Blount County Probation & Driving School

City of Alcoa

City of Maryville

Alcoa, Inc.

Blount Memorial Hospital

Cherokee Millwright & Mechanical

DENSO Manufacturing Tennessee, Inc.

Newell Rubbermaid

Promat, Inc.

King University

Maryville College

Pellissippi State Community College

Roane State Community College

Tusculum College

United Way of Blount County

Adult Education of Blount County

American Job Centers/TN Career Center - ETHRA

CAC Knoxville Community Action Committee/Workforce Connections

LWDA4

Staffing Solutions

Blount County Career Center

Economic Development Board of Blount County, Maryville and Alcoa

Innovation Valley

Blount County Chamber Foundation

Blount County Chamber of Commerce



BLOUNT COUNTY MAYOR

Ed Mitchell

341 Court Street, Maryville, TN 37804-5906

Phone: (865) 273-5700

Fax: (865) 273-5705

Email: emitchell@blounttn.org



September 2, 2015

To Whom It May Concern:

The Blount County Chamber of Commerce/Chamber Foundation is applying for the \$2 million TN Reconnect Community Grant to serve adults ages 25 to 64 in the East Tennessee region. Receiving this grant would allow our area to have a mobile and/or place-based community center that would serve the needs of these adults interested in completing a post-secondary education or certification.

In Blount County alone, there are 14,907 adults that could benefit from this grant. Regionally, there are 94,000 East Tennesseans that could benefit from this grant.

On behalf of Blount County, we support the Blount Chamber/Chamber Foundation in their efforts and will gladly serve as a champion of this effort.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ed Mitchell".

Ed Mitchell, Blount County Mayor



**BLOUNT COUNTY
PUBLIC LIBRARY**

508 North Cusick Street
Maryville, TN 37804

Phone 865-982-0981
Fax 865-977-1142
www.blountlibrary.org

21 September 2015

Re: TN Reconnect Grant
Partner Support Letter

To Whom It May Concern:

The Blount County Public Library (BCPL), in conjunction with the Foundation for the Blount County Public Library and the Blount County Friends of the Library, supports this application for the TN Reconnect Community Grant to serve adults ages 25 to 64 in the East Tennessee region. The BCPL is currently in the process of opening a learning lab designed to provide workforce development and entrepreneurship opportunities for adults. The TN Reconnect Grant will allow these adult services to be expanded upon with a focus on degree attainment.

The BCPL is fortunate to be able to provide support for this initiative by providing space to house the program, as well as providing administrative, IT and facilities support. The Foundation for the Blount County Public Library provided the funding for the renovation, equipment and furnishings for the Learning Lab which is scheduled to open in November 2015. The Blount County Friends of the Library serves as a partner on all library programs and services through the provision of both financial and volunteer support.

On behalf of the BCPL, the Foundation for the Blount County Public Library and the Blount County Friends of the Library, we support the Blount Chamber/Chamber Foundation in their efforts and will gladly serve as a partner in this effort.

Warm regards,

K.C. Williams, Director

Bill Beaty, Chair, Library Board of Trustees

Kelly Love Manning, Chair, Foundation for the Blount County Public Library

Diane Martin, President, Blount County Friends of the Library



Blount County Probation
& Driving School
1006 E. Lamar Alexander Parkway
Maryville, TN 37804

August 31, 2015

To Whom it May Concern:

The Blount County Chamber of Commerce/Chamber Foundation is applying for the \$2 million TN Reconnect Community Grant to serve adults between the ages of 25 to 64 in the East Tennessee region. Receiving this grant would allow our area to have a mobile and/or place-based community center that would serve the needs of these adults interested in completing a post-secondary education or certification.

Blount County Probation serves approximately 1900+ Probationers each year. Many of our Probationers have a limited educational background. Most of our Probationers that do have some educational background have been unable to pursue higher education because they have not been financially capable of funding higher education and/or not understood the process for pursuing it. Most probationers are embarrassed by their lack of education and their criminal backgrounds to even pursue any kind of higher education degree or certification. A mobile and/or place-based community center would be far less intimidating to this population and they would be more apt to seek higher education options.

If this Grant was awarded to Blount Chamber/Chamber Foundation, there is no doubt that it would benefit a great number of people in Blount County. The benefits would not only affect the Probationers but the community as a whole. A higher education or a certification received by a probationer would more than likely be a turning point for them to transform into a productive citizen in our community. The opportunity for them to receive this educational avenue would open many doors for them that have often been shut because of their lack of higher education.

On behalf of Blount County Probation and Driving School, we support the Blount Chamber/Chamber Foundation in their efforts and will gladly serve as a champion of this effort.

Sincerely,

A handwritten signature in blue ink, appearing to read "Joni Seratt", is written over a horizontal line.

Joni Seratt
Director
Blount County Probation



223 Associates Boulevard, Alcoa, Tennessee 37701-1948

Office: (865) 380-4795 Fax: (865) 380-4797

August 26, 2015

To Whom It May Concern:

The Blount County Chamber of Commerce/Chamber Foundation is applying for the \$2 million TN Reconnect Community Grant to serve adults ages 25 to 64 in the East Tennessee region. Receiving this grant would allow our area to have a mobile and/or place-based community center that would serve the needs of these adults interested in completing a post-secondary education or certification.

In Blount County alone, there are 14,907 adults that could benefit from this grant. Regionally, there are 94,000 East Tennesseans that could benefit from this grant.

On behalf of the City of Alcoa, we support the Blount Chamber/Chamber Foundation in their efforts and will gladly serve as a champion of this effort.

Sincerely,

Donald R. Mull
Mayor

/bhs

EXCELLENCE IN SERVICE - QUALITY OF LIFE

www.cityofalcoa-tn.gov
mayor@cityofalcoa-tn.gov



September 11, 2015

To Whom It May Concern:

The Blount County Chamber of Commerce/Chamber Foundation is applying for a TN Reconnect Community Grant to serve adults ages 25 to 64 in the East Tennessee region. Receiving this grant would allow our area to have a mobile and/or place-based community center that would serve the needs of these adults interested in completing a post-secondary education or certification.

In Blount County alone, there are 14,907 adults that could benefit from this grant. Regionally, there are 94,000 East Tennesseans that could benefit from this grant.

On behalf of City of Maryville, we support the Blount Chamber/Chamber Foundation in their efforts and will gladly serve as a champion of this effort.

Sincerely,



Greg McClain

City Manager



Alcoa Inc. Tennessee Operations
Community Relations Manager
2300 North Wright Road
Alcoa, Tennessee 37701

August 25, 2015

To Whom It May Concern:

The Blount County Chamber of Commerce/Chamber Foundation is applying for the \$2 million Tennessee Reconnect Community Grant to serve adults ages 25 to 64 in the East Tennessee region.

Receiving this grant would allow our area to have a mobile and/or place-based community center that would serve the needs of these adults interested in completing a post-secondary education or certification.

In Blount County alone, there are 14,907 adults that could benefit from this grant. Regionally, there are 94,000 East Tennesseans that could benefit from this grant.

On behalf of Alcoa Tennessee Operations, we support the Blount Chamber/Chamber Foundation in their efforts and will gladly serve as a champion of this effort.

Sincerely,

A handwritten signature in blue ink that reads "Ken McMillen". The signature is fluid and cursive, with the first name "Ken" being particularly prominent.

Ken McMillen
Location Manager



907 East Lamar Alexander Parkway
Maryville, Tennessee 37804
865-983-7211

September 8, 2015

Robert Redwine
President of the Board

Dr. Ted Flickinger
Vice President of the Board

Don Heinemann
Chief Executive Officer

Medical Staff

Dr. Teresa Catron
Chief of Staff

Dr. J. Randy Reisser
Vice Chief of Staff

Dr. Britton Bishop
Secretary/Treasurer

Dr. John Niethammer
Immediate Past Chief of Staff

To Whom It May Concern:

The Blount County Chamber of Commerce/Chamber Foundation is applying for a TN Reconnect Community Grant to serve adults ages 25 to 64 in the East Tennessee region. Receiving this grant would allow our area to have a mobile and/or place-based community center that would serve the needs of these adults interested in completing a post-secondary education or certification.

In Blount County alone, there are 14,907 adults that could benefit from this grant. Regionally, there are 94,000 East Tennesseans that could benefit from this grant.

On behalf of Blount Memorial Hospital, we support the Blount Chamber/Chamber Foundation in their efforts and will gladly serve as a champion of this effort.

Regards,

A handwritten signature in blue ink, appearing to read "Don Heinemann", written over a horizontal line.

Don Heinemann
Chief Executive Officer

/kcj



August 26, 2015

To Whom It May Concern:

The Blount County Chamber of Commerce/Chamber Foundation is applying for the \$2 million TN Reconnect Community Grant to serve adults ages 25 to 64 in the East Tennessee region. Receiving this grant would allow our area to have a mobile and/or place-based community center that would serve the needs of these adults interested in completing a post-secondary education or certification.

In Blount County alone, there are 14,907 adults that could benefit from this grant. Regionally, there are 94,000 East Tennesseans that could benefit from this grant.

On behalf of Cherokee Millwright and Mechanical, we support the Blount Chamber/Chamber Foundation in their efforts and will gladly serve as a champion of this effort.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dave Bennett", is written over a faint, large watermark of a gear. The signature is fluid and cursive.

Dave Bennett
CEO

geared
for success

DENSO

DENSO MANUFACTURING TENNESSEE, INC.
1720 Robert C. Jackson Drive
Maryville, Tennessee 37801

Sept. 3, 2015

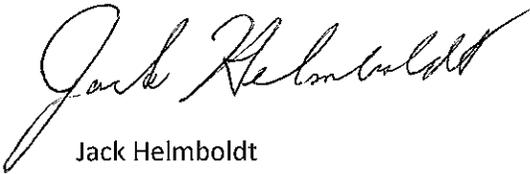
To Whom It May Concern:

The Blount County Chamber of Commerce/Chamber Foundation is applying for the \$2 million TN Reconnect Community Grant to serve adults ages 25 to 64 in the East Tennessee region. Receiving this grant would allow our area to have a mobile and/or place-based community center that would serve the needs of these adults interested in completing a post-secondary education or certification.

In Blount County alone, there are 14,907 adults that could benefit from this grant. Regionally, there are 94,000 East Tennesseans that could benefit from this grant.

On behalf of DENSO Manufacturing Tennessee, Inc., we support the Blount Chamber/Chamber Foundation in their efforts and will gladly serve as a champion of this effort.

Sincerely,

A handwritten signature in cursive script that reads "Jack Helmboldt". The signature is written in black ink and is positioned above the printed name and title.

Jack Helmboldt
President & CEO

September 8, 2015

To Whom It May Concern:

The Blount County Chamber of Commerce/Chamber Foundation is applying for a TN Reconnect Community Grant to serve adults ages 25 to 64 in the East Tennessee region. Receiving this grant would allow our area to have a mobile and/or place-based community center that would serve the needs of these adults interested in completing a post-secondary education or certification.

In Blount County alone, there are 14,907 adults that could benefit from this grant. Regionally, there are 94,000 East Tennesseans that could benefit from this grant.

On behalf of Newell Rubbermaid, we support the Blount Chamber/Chamber Foundation in their efforts and will gladly serve as a champion of this effort.

Sincerely,


Joy Johnson Eargle
Human Resources Manager
Maryville Operations



Champion letter for TN Reconnect

August 25, 2015

To Whom It May Concern:

The Blount County Chamber of Commerce/Chamber Foundation is applying for the \$2 million TN Reconnect Community Grant to serve adults ages 25 to 64 in the East Tennessee region. Receiving this grant would allow our area to have a mobile and/or place-based community center that would serve the needs of these adults interested in completing a post-secondary education or certification.

In Blount County alone, there are 14,907 adults that could benefit from this grant. Regionally, there are 94,000 East Tennesseans that could benefit from this grant.

On behalf of Promat Inc., we support the Blount Chamber/Chamber Foundation in their efforts and will gladly serve as a champion of this effort.

Sincerely,

Patricia Harding

Patricia Harding
HR Manager



September 15, 2015

To the Tennessee Higher Education Commission:

As avid supporters of the Drive to 55, we are pleased to learn The Blount County Chamber of Commerce/Chamber Foundation is applying for a TN Reconnect Community Grant. The plan to further serve adults ages 25 to 64 in the East Tennessee region is a critical one and we believe the Blount Chamber is capable of seeing it through successfully. Receiving this grant would allow our region to serve the needs of adults interested in completing a post-secondary education, or certification, through a mobile and/or place-based community center.

In Blount County alone, there are 14,907 adults that could benefit from this grant. Regionally, there are 94,000 East Tennesseans that could benefit from this grant. There is a need.

On behalf of King University, we support the Blount Chamber/Chamber Foundation in their efforts and will gladly serve as a partner of this effort.

Sincerely,



Dr. Richard Ray, Interim President
King University

September 3, 2015

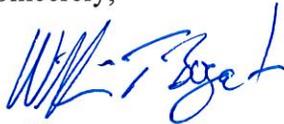
To Whom It May Concern:

The Blount County Chamber of Commerce/Chamber Foundation is applying for the \$2 million TN Reconnect Community Grant to serve adults ages 25 to 64 in the East Tennessee region. Receiving this grant would allow our area to have a mobile and/or place-based community center that would serve the needs of these adults interested in completing a post-secondary education or certification.

In Blount County alone, there are 14,907 adults that could benefit from this grant. Regionally, there are 94,000 East Tennesseans that could benefit from this grant.

On behalf of Maryville College, we support the Blount Chamber/Chamber Foundation in their efforts and will gladly serve as a champion of this effort.

Sincerely,



William T. Bogart
President



August 27, 2015

To Whom It May Concern:

The Blount County Chamber of Commerce/Chamber Foundation is applying for the \$2 million TN Reconnect Community Grant to serve adults ages 25 to 64 in the East Tennessee region. As you know, Governor Haslam has set the goal of having 55% of the Tennessee workforce with at least an associate degree by 2025. The people of Blount County and Blount County Chamber of Commerce/Chamber Foundation have been strong, reliable partners of Pellissippi State Community College for many years. They were largely responsible for the modern facility that Pellissippi State now has in that county. They truly believe that a trained workforce is the key to economic growth and Pellissippi State is happy to support all their efforts.

Now, with the recent announcement that DENSO Manufacturing Tennessee, already the largest employer in Blount County, will expand its facility and hire an additional 500 employees, it is even more important that Pellissippi State and the Blount Partnership work together to provide DENSO and other employers with the skilled workforce they require.

Receiving this grant will enable this region to have a mobile and/or place-based community center that would serve the needs of adults interested in completing a post-secondary education or obtaining an industry-recognized certification.

The demographics alone support the funding of this grant. In Blount County, there are 14,907 adults that could benefit from the project outlined in this grant application. Regionally, there are approximately 94,000 East Tennesseans that could benefit.

On behalf of Pellissippi State Community College, we support the Blount Chamber/Chamber Foundation in their efforts. We will gladly serve as a champion of this effort and we will assist the Chamber in making this project a success.

Sincerely,

L. Anthony Wise, Jr.
President



Office of the President
276 Patton Lane, Harriman, Tennessee 37748

September 17, 2015

To Whom It May Concern:

The Blount County Chamber of Commerce/Chamber Foundation is applying for a TN Reconnect Community Grant to serve adults ages 25 to 64 in the East Tennessee region. Receiving this grant would allow our area to have a mobile and/or place-based community center that would serve the needs of these adults interested in completing a post-secondary education or certification.

We estimate that, since 2007, there are over 2500 adults in the target group who have received Roane State college credits but have not yet completed a degree or received a certification. As part of our strategic plan, we are actively seeking ways to broaden opportunities for residents of our service area to access our educational programs and services and to increase participation of student populations, especially those that are under-represented and under-served. The proposed TN Reconnect Center will give us an additional avenue through which we may achieve our goals.

On behalf of Roane State Community College, we support the Blount Chamber/Chamber Foundation in their efforts and will gladly serve as a champion of this effort.

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Whaley", written over a white background.

Dr. Chris Whaley
President, Roane State Community College

Champion letter for TN Reconnect



Morristown Campus
420 West Morris Boulevard, Suite 120
Morristown, TN 37813

September 16, 2015

To Whom It May Concern:

The Blount County Chamber of Commerce/Chamber Foundation is applying for a TN Reconnect Community Grant to serve adults ages 25 to 64 in the East Tennessee region. Receiving this grant would allow our area to have a mobile and/or place-based community center that would serve the needs of these adults interested in completing a post-secondary education or certification. This demographic is exactly the type of student we work with.

In Blount County alone, there are 14,907 adults that could benefit from this grant. Regionally, there are 94,000 East Tennesseans that could benefit from this grant.

On behalf of Tusculum College Graduate and Professional Studies, we support the Blount Chamber/Chamber Foundation in their efforts and will gladly serve as a champion of this effort. Please feel free to contact me if any further information is needed.

Sincerely,

Jerry Sullivan

A handwritten signature in black ink, appearing to read "Jerry Sullivan", with a long horizontal flourish extending to the right.

Jerry Sullivan

Assistant Director of Enrollment

Graduate and Professional Studies

Tusculum College



United Way
of Blount County

August 26, 2015

To Whom It May Concern:

The Blount County Chamber of Commerce/Chamber Foundation is applying for the \$2 million TN Reconnect Community Grant to serve adults ages 25 to 64 in the East Tennessee region. Receiving this grant would allow our area to have a mobile and/or place-based community center that would serve the needs of these adults interested in completing a post-secondary education or certification.

In Blount County alone, there are 14,907 adults that could benefit from this grant. Regionally, there are 94,000 East Tennesseans that could benefit from this grant.

On behalf of United Way of Blount County, we support the Blount Chamber/Chamber Foundation in their efforts and will gladly serve as a champion of this effort.

Sincerely,

A handwritten signature in cursive script that reads "Jennifer Wackerhagen".

Jennifer Wackerhagen
President & CEO



BLOUNT COUNTY ADULT EDUCATION

September 8, 2015

To Whom It May Concern:

The Blount County Chamber of Commerce/Chamber Foundation is applying for the \$2 million TN Reconnect Community Grant to serve adults ages 25 to 64 in the East Tennessee region. Receiving this grant would allow our area to have a mobile and/or place-based community center that would serve the needs of these adults interested in completing a post-secondary education or certification.

Each year, our Adult Education Program enables approximately 150 adult students to complete High School Equivalency. Many of the graduates enthusiastically begin post-secondary education, but are unable to complete their degree due to financial constraints.

In Blount County alone, there are 14,907 adults that could benefit from this grant. Regionally, there are 94,000 East Tennesseans that could benefit from this grant. On behalf of the Blount County Adult Education Program, we support the Blount Chamber/Chamber Foundation in their efforts and will gladly serve as a champion of this effort.

Sincerely,

Carol Ergenbright, Coordinator
Blount County Adult Education



East Tennessee Human Resource Agency, Inc.

Administrative Office
9111 Cross Park Drive, Suite D-100
Knoxville, Tennessee 37923
Voice (865) 691-2551
Fax (865) 531-7216
TDD (865) 681-1990

www.cthra.org

September 3, 2015

To Whom It May Concern:

The Blount County Chamber of Commerce/Chamber Foundation is applying for the \$2 million TN Reconnect Community Grant to serve adults ages 25 to 64 in the East Tennessee region. Receiving this grant would allow our area to have a mobile and/or place-based community center that would serve the needs of these adults interested in completing a post-secondary education or certification.

In Blount County alone, there are 14,907 adults that could benefit from this grant. Regionally, there are 94,000 East Tennesseans that could benefit from this grant. On behalf of East Tennessee Human Resource Agency – Blount County Community Corrections Program, we support the Blount Chamber/Chamber Foundation in their efforts and will gladly serve as a champion of this effort.

We regularly refer our clients to the services already being provided through the library, and additional funding for services would certainly be utilized. We would be happy to answer any further questions you may have. Thank you for your time and consideration!

Sincerely,

Robin Turnmire, Ph.D., LMFT (TN#0789)

Treatment Specialist Blount County Community Corrections

2008 E. Lamar Alexander Pkwy.

Maryville, TN 37804

(865) 705-8496



September 18, 2015

Tammi Ford
Vice President
Blount Partnership
201 S. Washington St.
Maryville, TN 37804

Dear Ms. Ford:

Workforce Connections and the Workforce Development Board for Local Workforce Development Area 3 (LWDA 3) are pleased to partner with the Blount County Chamber of Commerce/Chamber Foundation in applying for the \$2 million TN Reconnect Community Grant to serve adults ages 25 to 64 in the East Tennessee region. Receiving this grant would allow our area to have a mobile and/or place-based community center that would serve the needs of adults interested in completing a post-secondary education or certification. Estimates show there are 94,000 East Tennesseans in our region that could benefit from this grant.

We are happy to collaborate with the Blount Chamber and other partners in the development of the program, in referring appropriate individuals for services, and in learning best practices from implementation that might be applied here locally in our workforce development area.

On behalf of Workforce Connections and LWDA 3, we support the Blount Chamber/Chamber Foundation in this effort and will gladly serve as a partner of this effort.

Sincerely,

A handwritten signature in blue ink that reads "Windie Wilson".

Windie Wilson
Director



East Tennessee Human Resource Agency, Inc.

Administrative Office
9111 Cross Park Drive, Suite D-100
Knoxville, Tennessee 37923
Voice (865) 691-2551
Fax (865)531-7216
TDD (865) 681-1990

www.ethra.org

Workforce Development
728E Emory Valley Road
Oak Ridge, Tennessee 37830
Voice (865) 590-1052
Fax (865) 590-1081

August 26, 2015

To Whom It May Concern:

The Blount County Chamber of Commerce/Chamber Foundation is applying for the \$2 million TN Reconnect Community Grant to serve adults ages 25 to 64 in the East Tennessee region. Receiving this grant would allow our area to have a mobile and/or place-based community center that would serve the needs of these adults interested in completing a post-secondary education or certification.

In Blount County alone, there are 14,907 adults that could benefit from this grant. Regionally, there are 94,000 East Tennesseans that could benefit from this grant.

On behalf of ETHRA Local Workforce Development Area 4, we support the Blount Chamber/Chamber Foundation in their efforts to lead this effort in East Tennessee and will gladly serve as a champion and partner of this effort.

Sincerely,

Chris Tiller
Director
LWDA 4



August 25, 2015

To Whom It May Concern:

The Blount County Chamber of Commerce/Chamber Foundation is applying for the \$2 million TN Reconnect Community Grant to serve adults ages 25 to 64 in the East Tennessee region. Receiving this grant would allow our area to have a mobile and/or place-based community center that would serve the needs of these adults interested in completing a post-secondary education or certification.

In Blount County alone, there are 14,907 adults that could benefit from this grant. Regionally, there are 94,000 East Tennesseans that could benefit from this grant.

On behalf of Staffing Solutions, we support the Blount Chamber/Chamber Foundation in their efforts and will gladly serve as a champion of this effort.

Sincerely,

A handwritten signature in cursive script that reads "Virginia Hardwick".

Virginia Hardwick

Market Development Manager for Staffing Solutions



366 Glascock Street, Suite 100, Alcoa, TN 37701

September 9, 2015

To Whom It May Concern:

The Blount County Chamber of Commerce/Chamber Foundation is applying for the \$2 million TN Reconnect Community Grant to serve adults ages 25 to 64 in the East Tennessee region. Receiving this grant would allow our area to have a mobile and/or place-based community center that would serve the needs of these adults interested in completing a post-secondary education or certification.

In Blount County alone, there are 14,907 adults that could benefit from this grant. Regionally, there are 94,000 East Tennesseans that could benefit from this grant.

On behalf of Workforce Development (WIOA) at the Tennessee Career Center – Alcoa (Blount County), we support the Blount Chamber/Chamber Foundation in their efforts and will gladly serve as a champion of this effort.

Sincerely,

Cheryl A. Flowers

Cheryl Flowers, GCDF
WIOA Manager
Tennessee Career Center - Blount County
366 Glascock St., Suite 100
Alcoa, TN 37701
(865) 379-5525 ext. 117
(865) 981-5686-Fax



Blount Partnership
Economic Development

201 S. Washington Street
Maryville, TN 37804-5728
Telephone: 865.983.2241; 865.983.7715
Fax: 865.984.1386

September 10, 2015

To Whom It May Concern:

The Blount County Chamber of Commerce/Chamber Foundation is applying for a TN Reconnect Community Grant to serve adults ages 25 to 64 in the East Tennessee region. Receiving this grant would allow our area to have a mobile and/or place-based community center that would serve the needs of these adults interested in completing a post-secondary education or certification.

In Blount County alone, there are 14,907 adults that could benefit from this grant. Regionally, there are 94,000 East Tennesseans that could benefit from this grant.

On behalf of the Economic Development Board of Blount County, we support the Blount Chamber/Chamber Foundation in their efforts and will gladly serve as a champion of this effort.

Sincerely,

A handwritten signature in cursive script that reads "Fred R. Lawson".

Fred Lawson
Board Chair



Champion letter for TN Reconnect

August 31, 2015

To Whom It May Concern:

The Blount County Chamber of Commerce/Chamber Foundation is applying for the \$2 million TN Reconnect Community Grant to serve adults ages 25 to 64 in the East Tennessee region. Receiving this grant would allow our area to have a mobile and/or place-based community center that would serve the needs of these adults interested in completing a post-secondary education or certification.

In Blount County alone, there are 14,907 adults that could benefit from this grant. Regionally, there are 94,000 East Tennesseans that could benefit from this grant.

On behalf of the Knoxville Chamber and Knoxville-Oak Ridge Innovation Valley, we support the Blount Chamber/Chamber Foundation in its efforts and will gladly serve as a champion of this effort.

Sincerely,

A handwritten signature in black ink that reads "Sharon Shanks".

Sharon Shanks

Workforce Development Manager, Knoxville Chamber



Blount Partnership
Chamber Foundation

201 S. Washington Street
Maryville, TN 37804-5728
Telephone: 865.983.2241; 865.983.7715
Fax: 865.984.1386

September 11, 2015

To Whom It May Concern:

The Blount County Chamber Foundation, a 501c3, is applying for a TN Reconnect Community Grant to serve adults ages 25 to 64 in the East Tennessee region. Receiving this grant would allow our area to have a mobile and/or place-based community center that would serve the needs of these adults interested in completing a post-secondary education or certification.

In Blount County alone, there are 14,907 adults that could benefit from this grant. Regionally, there are 94,000 East Tennesseans that could benefit from this grant.

On behalf of Blount County Chamber Foundation, we appreciate the opportunity to apply for the TN Reconnect Grant.

Sincerely,

A handwritten signature in blue ink that reads "Virginia Hardwick".

Virginia Hardwick
Board Chair



Blount Partnership
Chamber of Commerce

201 S. Washington Street
Maryville, TN 37804-5728
Telephone: 865.983.2241; 865.983.7715
Fax: 865.984.1386

September 11, 2015

To Whom It May Concern:

The Blount County Chamber Foundation is applying for a TN Reconnect Community Grant to serve adults ages 25 to 64 in the East Tennessee region. Receiving this grant would allow our area to have a mobile and/or place-based community center that would serve the needs of these adults interested in completing a post-secondary education or certification.

In Blount County alone, there are 14,907 adults that could benefit from this grant. Regionally, there are 94,000 East Tennesseans that could benefit from this grant.

On behalf of the Blount County Chamber, a 501c6, we support the Blount County Chamber Foundation in their efforts and will gladly serve as a champion of this effort.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Dave Bennett', with a long horizontal flourish extending to the right.

Dave Bennett
Board Chair

Other Budget Items Info Only

Item	Budget	Vote
FY 15-16 Budget Approval Letter from the State	Info Only	NA



STATE OF TENNESSEE
COMPTROLLER OF THE TREASURY
OFFICE OF STATE AND LOCAL FINANCE
SUITE 1600 JAMES K. POLK STATE OFFICE BUILDING
505 DEADERICK STREET
NASHVILLE, TENNESSEE 37243-1402
PHONE (615) 401-7872
FAX (615) 741-5986

September 24, 2015

Honorable County Mayor
and Board of County Commissioners of Blount County
341 Court Street
Maryville, TN 37804

Dear Mayor Mitchell and Commissioners:

This letter should be included in the minutes of the next meeting of the County Commission with a copy provided to each Commissioner.

This letter acknowledges receipt of a certified copy of the 2016 fiscal year budget.

We have reviewed the budget and have determined that projected revenues and other available funds are sufficient to meet anticipated expenditures. Our review of the budget is based solely on the information we have received and is for determining that the budget appears to be balanced. With regard to programs included in the budget such as education, roads, and corrections, we have not attempted to determine that the local government has complied with specific program statutes or guidelines, or with any financing requirements prescribed by any state or federal agency. A property tax rate may be included in this budget, and we would recommend that local government officials be certain that all program requirements have been met before initiating the tax collection process.

This letter constitutes approval, by this office, for the County's 2016 fiscal year budget as adopted by the County Commission.

Considerations Concerning the Budget

The Office of State and Local Finance has determined that the County's budget meets basic statutory requirements, but we have detected deficiencies, outlined below, that could possibly lead to financial problems in the future.

As part of the annual budget submission process required by T.C.A. § 9-21-408, the County provided detailed budget information for the School Federal Projects Fund (the "Fund") that indicates that the Fund's year-end cash balance is projected to be less than one month of its average monthly expenditures. The Fund appears to have sufficient cash to remain balanced on an annualized basis, however, to insure it has adequate working capital on a monthly basis, the

County's finance staff should provide the following information to its Governing Body, if it does not already do so:

- A monthly cash flow statement for each Fund that shows actual data from the prior month and any changes to forecasted data,
- A budget-to-actual report for each Fund that includes both revenue collections and expenditures.

We recommend that these reports be presented to the Governing Body for all funds at each monthly meeting.

If you should have any questions or if we may be of assistance, please feel free to call us.

Sincerely,

A handwritten signature in cursive script that reads "Sandra Thompson".

Sandra Thompson
Director of the Office of State and Local Finance

Cc: Mr. Jim Arnette, Director of Local Government Audit, COT

RESOLUTION NO. 15-10-003

Sponsored By Commissioners: Grady Caskey and Brad Bowers

**A RESOLUTION TO APPROVE INTERLOCAL COOPERATION AGREEMENT
FOR HIGHWAY MAINTENANCE WITH THE CITY OF TOWNSEND**

WHEREAS, the City of Townsend, Tennessee, has requested that Blount County, Tennessee, through its Highway Department, do a certain highway maintenance project in the City of Townsend; and

WHEREAS, the Highway Superintendent has reviewed the work requested and discussed the same with officials from the City of Townsend and expressed an agreement to conduct the work requested; and

WHEREAS, an Interlocal Agreement for Highway Maintenance has been prepared which provides for the subject highway maintenance work to be done pursuant to said Interlocal Agreement prepared pursuant to T.C.A. §12-9-101 ; and

WHEREAS, the City of Townsend has obtained appropriate liability insurance to protect the County from any potential liability as a result of said project; and

WHEREAS, the City of Townsend has agreed to pay for the work to be performed; and

WHEREAS, the work to be performed would be of economic benefit to the City of Townsend and to Blount County, Tennessee, to better serve the needs, health and safety of the citizens of Townsend and Blount County; and

WHEREAS, the Interlocal Cooperation Agreement which is attached hereto as Exhibit A, specifies the terms of the agreement.

NOW, THEREFORE BE IT RESOLVED by the Board of County Commissioners of Blount County, Tennessee, meeting in special session assembled this 13th day of October, 2015, that approval is hereby given for Blount County to enter into the Interlocal Agreement for Highway Maintenance attached hereto as Exhibit A (which copy is hereby incorporated herein by reference).

BE IT FURTHER RESOLVED that the Blount County Commissioners, by their actions, authorize the Blount County Mayor to execute said Interlocal Agreement for Highway Maintenance on behalf of Blount County, Tennessee.

BE IT FURTHER RESOLVED THAT THIS RESOLUTION SHALL TAKE EFFECT IMMEDIATELY, THE PUBLIC WELFARE REQUIRING IT.

Duly authorized and approved this 13th day of October, 2015.

CERTIFICATION OF ACTION

ATTEST

Commission Chairman

County Clerk

Approved: _____
Vetoed: _____

County Mayor

Date

INTERLOCAL AGREEMENT FOR HIGHWAY MAINTENANCE

WHEREAS, the City of Townsend, Tennessee, is a municipal corporation of the State of Tennessee; and

WHEREAS, Blount County, Tennessee, is a political subdivision of the State of Tennessee; and

WHEREAS, pursuant to Tennessee Code Annotated §12-9-104 the City of Townsend, Tennessee, and Blount County, Tennessee, have the power to enter into a joint powers agreement with one or more other public agencies for joint or cooperative action; and

WHEREAS, it would be to the economic benefit of the City of Townsend, Tennessee, to utilize Blount County, Tennessee for highway maintenance in order to better serve its present and future needs, and the health, safety and well-being of the citizens and residents of the City of Townsend, Tennessee; and,

WHEREAS, Blount County, Tennessee has personnel, equipment and resources available to perform highway maintenance within the City of Townsend, Tennessee.

NOW, THEREFORE, this agreement is made and entered into as of the ____ day of _____, 2015, by and between the Blount County, Tennessee, hereinafter referred to as "County", and the City of Townsend, Tennessee, hereinafter referred to as "Townsend".

1. **PURPOSE.** This Agreement is for the purpose of authorizing County to provide highway maintenance services to Townsend in exchange for consideration under the following terms.
2. **CONSIDERATION.** For and in consideration of the services to be provided hereunder by County to Townsend, Townsend, said services being more particularly described as Old Highway 73 roadway repairs, the City of Townsend, Tennessee agrees to pay the following rates: (a) Stone – Grade D - \$9.00 / ton (6" thick); (b) Asphalt – B Modified "B-M" - \$62.00 / ton (4" thick); (c) Topping – "CW" - \$68.00 / ton (1.5" thick); and (d) reasonable labor cost at an hourly rate and other necessary expenses.
3. **PAYMENT.** Townsend shall pay County for this work upon receipt of the appropriate invoices consistent with state and local laws.
4. **SERVICES.** County shall cause the provision of highway maintenance services to be employed in a reasonable and workmanlike manner consistent with all local, state, and federal statutes, rules, and regulations.
5. **OVERSIGHT AND EVALUATION.** County will coordinate with Townsend so that County and Townsend may evaluate the planning assistance necessary to complete this work. County will take reasonable care to ensure that highway maintenance services meet Townsend's satisfaction.
6. **RECORDS and FILES.** County shall maintain all records and files relating to its highway maintenance efforts and the administration thereof and Townsend shall not be responsible for the retention of same beyond the normal scope of ongoing operations.
7. **DISPUTE RESOLUTION.** Should any dispute arise between Townsend and County with respect to the quality of the work and services being offered by the County under this Agreement which is not resolved by routine meetings or communications, the disputing parties agree to seek

resolution of such dispute in good faith by meeting as soon as feasible. The meeting should include a representative from each party involved in the dispute, their counsel, and an agreed upon mediator.

8. LIABILITY. County shall provide workers compensation insurance for each worker or employee utilized to perform highway maintenance and other related work under the terms of this Agreement. Subject to the limitations of the Tennessee Governmental Tort Liability Act and other applicable law, each party hereto agrees to waive any and all claims, costs, causes, actions, and expenses, including, but not limited to, attorney's fees, against all other parties hereto for any loss, damage, personal injury or death occurring in consequence of the performance or non-performance of this Agreement; provided, however, that such claim is not a result of gross negligence or willful misconduct by a party hereto or its personnel.

Each party requesting aid pursuant to this Agreement hereby expressly agrees to hold harmless the party rendering aid and its personnel from any and all claims, demands, liability, losses, suits in law or in equity which are made by a third party; provided, however, that such claims made by a third party are not the result of gross negligence or willful misconduct on the part of the party rendering aid. This indemnity shall include, but is not limited to, attorney's fees and costs that may arise from providing aid pursuant to this Agreement to the maximum extent allowable by law. All employee benefits, wage and disability payments, pensions, worker's compensation claims, damage to or destruction of equipment and clothing, and medical expenses of the party rendering aid shall be the sole and exclusive responsibility of the respective party for its employees.

IN WITNESS WHEREOF, the parties have executed this agreement as of the day and year first above written.

CITY OF TOWNSEND, TENNESSEE

By: _____
Michael Talley, Mayor

Attest:

Danny Williamson, City Recorder

BLOUNT COUNTY , TENNESSEE

By: _____
Ed Mitchell, Mayor

Attest:

County Clerk

RESOLUTION NO. 15-10-014

Sponsored by Commissioners Grady Caskey and Brad Bowers

RESOLUTION TO PARTNER WITH THE APPALACHIAN BEAR RESCUE, THE TENNESSEE WILDLIFE RESOURCES AGENCY, AT&T TENNESSEE, AND THE CITY OF TOWNSEND IN PURCHASING BEAR PROOF WASTE CONTAINERS

WHEREAS, the Appalachian Bear Rescue Center has requested that Blount County join in a partnership with the Appalachian Bear Rescue, the City of Townsend, AT&T Tennessee, and the TWRA, to purchase bear proof waste containers to be placed in areas of public use along the Walland/Townsend corridor; and

WHEREAS, the Blount County Commissioners representing District 8 have reviewed the proposed partnership in consultation with Appalachian Bear Rescue officials and determined that the partnership would be of long-term benefit for the black bear population that frequents those public areas by discouraging bear traffic in those public areas; and

WHEREAS, in consultation with the Finance Director, it is recommended that Blount County appropriate the proposed funds to account 101-51900-500399. (General County–Other General Admin.–Other Contracted Services)

NOW THEREFORE BE IT RESOLVED by the Blount County Legislative Body, meeting for this special session on this 13th day of October, 2015, that the Blount County Legislative Body hereby agrees to the proposed partnership and provide \$2,000.00 to the Appalachian Bear Rescue to be added to like funds from the other partners to purchase five (5) bear proof waste containers.

Adopted this 13th day of October, 2015.

CERTIFICATION OF ACTION:

ATTEST:

Commission Chairman

County Clerk

Approved: _____

Vetoed: _____

County Mayor

Date

Blount County, Tennessee Grant (Contract) Worksheet

(adopted February 21, 2013)

Please provide the information below for any Grant being applied for or recently awarded.

Once completed, return the worksheet via e-mail to the Grant Accountant at accounting@blounttn.org.

Requesting Department: General County
Contact Person's Name, email, phone # (person applying for grant): Mayor Ed Mitchell
Financial Reporting Person's information (if different than contact): Randy Vineyard

Project/Program Director's Name, email, phone # Kinzel Springs Covered Bridge

Name of Granting Agency: TDOT

Grant Name: Transportation Alternatives Program (TAP)

Is a grant application required? YES NO

Is this a one-time grant? YES NO If no, is the grant recurring?

Grant Funds Requested: 80% of Total = \$279,872.52

Are County Funds Required (Match)? If so when approved, a budget amendment for match will need to be included with this form
Yes - 20% of Total = \$69,968

Total Amount of Grant: \$349,840.52

Brief Description for Use of Grant Funds: (Equipment, Gear, Personnel, etc.)

Resubmission of a grant application to TDOT for the FY16 Funding Cycle
--

If the grant is in the application processes, what is the submission deadline? Nov. 4, 2015

Worksheet reviewed by -
Grant Accountant and/or Finance Director: 

Date of Commission approval: _____

Please provide the remaining information once the Grant is approved.

Grant CFDA# (Catalog of Federal Domestic Assistance): _____

Date of Grant Award: _____

Grant Period: (such as: Oct 1 - Sept 30) _____

Expiration Date of Grant, as established by the Granting Agency: _____

Anticipated Closing Date of Grant Project: _____

How will we receive the Grant Funds? (direct deposit, check, other) _____

How often will the Grant Funds be sent? (monthly, quarterly, one payment, other) _____

**** Attach Budget Amendment(s) to this form when grant approved ****