

DATE: December 15th, 2022

TIME: 2:00pm To 4:00pm

LOCATION: Virtual—Microsoft Teams

What: United States Department of Agriculture (USDA) Rural Placemaking and Innovation Challenge Grant (RPIC) — Fort Jones and RCAC Community Kick Off Call

Attachments:

- Community Assessment Form
- SOW Draft
- Sample Two-Year Work Plan Template

Time	What	Description	Notes
5 Min.	Introductions		
10 Min	What is “Placemaking”	• Planning Support, Technical Assistance & Training • Improving social, physical, and economic well-being. • Economic Vitality	
30 Min	Review of RPIC Scope and Initiatives	• Purpose • Timeline • Goals	
15 Min	Review Key Tasks	• Community Engagement Sessions • Plan Development • What are your goals?	
15 Min	Review existing initiatives	• Main Street Project • Pedestrian Safety • Branding • CalTrans Transportation Concept Report	
15 Min	Next Steps	• Complete Community Assessment • Complete Two-Year Work Plan • Identify Time Frame for Planning Visit	
	Additional Questions		

This Task Order details the responsibilities of the Town of Fort Jones and the Rural Community Assistance Corporation to provide visioning and planning support, technical assistance and training to foster and implement Placemaking Activities that will create greater social and cultural vitality aimed at improving Town Residents' social, physical, and economic well-being.

Scope of Agreement:

Town of Fort Jones Responsibilities:

- Designate one or more individuals to fulfill the role of Community Coordinator (CC) to facilitate and implement the Town of Fort Jones work related to the Placemaking Plan.
- Work with RCAC to compile information for Performance Progress Reports in accordance with the grant contract parameters. These reports will be completed prior to June 30th and December 31st, and include a narrative description of progress toward responsibilities, outputs and outcomes.

Community Coordinator Responsibilities:

- Work with RCAC to prepare a detailed annual work plan that will be reviewed and updated quarterly and complete the Community Assessment.
- Work with RCAC to create and disseminate outreach materials for all community engagement sessions
- Work with RCAC to continue identifying local gaps that can be served through catalytic community economic development projects, identify action items for placemaking activities and participate in the development of a placemaking plan.
- Participate in all RCAC-sponsored phone calls and on-line trainings as well as on-line and/or on-site technical assistance visits as practicable to support development and implementation of the placemaking plan.

RCAC Partnership Responsibilities:

- Work with Town of Fort Jones to organize, conduct outreach for, and facilitate community engagement sessions focused on the development of the placemaking plan and placemaking projects.
- Work with the Town and Town Council to evaluate opportunities to access additional USDA programs to improve local infrastructure, finance a new Fire Station, and increase affordability and access to broadband.
- RCAC will work with the Town of Fort Jones in developing a completed Placemaking Plan that addresses a continuation of the Community Branding Initiative, Main Street Revitalization Projects, Housing, and Disaster Mitigation Strategies.

- RCAC will provide technical assistance and facilitation of community engagement sessions meant to identify action items for the placemaking plan through conference calls or virtual meetings, on-site visits, email and phone meetings as needed in order to build local capacity to execute placemaking projects.
- RCAC will work with the Town of Fort Jones to develop an action plan for implementation of catalytic community projects and identification of resources, financial and other, to support implementation.



**Rural Community Assistance Corporation
Building Rural Economies
Internal Three-Year Work Plan**

Sponsoring Organization or Agency: Town of Fort Jones _____

RCAC Point of Contact: Aaron Reimler, Rural Development Specialist – Economic Development _____

Date: _____

Proposed Outcomes: Development of a Placemaking Plan focused on Main Street Revalorization, Branding, Tourism, and Housing Needs

Funding (Per Unanet)

Federal or Primary Funder(s) (i.e. RCDI18, RCBG18etc.)	Rural Place Making and Innovation Challenge Grant
Bank Fund Match	N/A
Federal Funds Match (i.e. Tech, HHS, HUD, EPA, etc.) <i>applicable for RCDI only</i>	N/A

Year 1 Work Plan:

Task	Work Product (Outcome)	Milestone or Objective	RCAC Staff Assigned	Site Visits (Planned/Expected)	Start Dates	End Dates
Task 1 Assessment and Orientation	Assessment Completed	Conduct introductory calls with new council members and local leadership.	Aaron	Call Held on 12/15/2022	9/1/2022	12/31/2022
Task 2						
Task 3						
Task 4						

Task 5						
Task 6						

Year 2 Work Plan:

Task	Work Product (Outcome)	Milestone or Objective	RCAC Staff Assigned	Site Visits (Planned/Expected)	Start Dates	End Dates
Task 1						
Task 2						
Task 3						
Task 4						

Task 5						
Task 6						



**Rural Community Assistance Corporation
Building Rural Economies
Community Assessment Form**

Organization or Agency Name: Town of Fort Jones, California

Address: 11960 East St., Fort Jones, CA 96032

Primary Contact Name & Title: Rachel Agron; Deputy City Clerk _____

Phone & Email: (530) 468-2281; rachel.agron@fortjonesca.com _____

Area(s) to be Served: Fort Jones, CA _____

Population: 697 **Unemployment Rate:** 9.3% **Poverty Rate:** 23.36%

Is the service area part of an Opportunity Zone*? ☐ Yes ☒ No

Is the service area identified as a distressed area, disaster area, or persistent poverty area?

☐ Yes ☐ No If yes, describe: _____

What are the three most critical economic development needs in the service area?

1: _____

2: _____

3: _____

Does the service area have a Comprehensive Economic Development Strategy (CEDS) or other written economic planning strategy?

☐ Yes ☐ No If yes, who has a copy? _____

Does your organization have a current Strategic Plan? ☐ Yes ☐ No

Is economic development one of your organization's long-term goals? ☐ Yes ☐ No

If yes, do your organization's establishing documents (*Charter, Articles of Incorporation, Bylaws, Mission Statement, etc.*) reflect this goal? ☐ Yes ☐ No

Does your organization invite community members to participate in identifying economic development priorities and/or projects? ☐ Yes ☐ No

If yes, briefly describe how: _____

What are your organization's economic development goals for the service area? _____

List your organization's current economic development efforts (projects or programs): _____

What are the local and regional barriers to economic development? _____

Are there water/sewer or housing issues that hinder economic development efforts? _____

Has your organization worked with RCAC previously? ☐ Yes ☐ No

How can the BRE program help build your organization's capacity to meet the economic development needs and goals identified above?

- ☐ Training/TA for organization-wide strategic planning
- ☐ Training/TA to identify and/or implement community economic development projects
- ☐ Training/TA to work with individual entrepreneurs toward business startup or expansion
- ☐ Training/TA to identify and secure economic development project/program funding
- ☐ Training/TA to become a CDFI or establish a Revolving Loan Fund
- ☐ Training/TA to ensure the long-term sustainability of the organization
- ☐ Training/TA to identify and develop local or regional strategic partnerships

Are there other types of capacity building needed? ☐ Yes ☐ No If yes, please describe _____

What other economic development resources exist in the community and region? _____

Is your organization part of any economic development networks? ☐ Yes ☐ No

If yes, list: _____

Is your organization a CDFI or does it have a Revolving Loan Fund? ☐ Yes ☐ No

If yes, describe the organization's lending experience and capacity: _____

Describe your organization's current staffing or attach an organizational chart? _____

Does your Board of Directors include one or more individuals who are part of an underrepresented group (for example women, minorities, veterans, or persons with disabilities)?

☐ Yes ☐ No

Describe any staff positions responsible for economic or small business development activities? _____

Is there an existing employee who can serve as a Community Coordinator?** ☐ Yes ☐ No

If yes, does this individual have economic development experience? ☐ Yes ☐ No

If yes, does this individual have small business development experience? ☐ Yes ☐ No

Describe the individual's experience: _____

If your organization receives pass through funds, have funds been identified for match?

☐ Yes ☐ No ☐ Not Applicable

If yes, what is the source of that funding? _____

If yes, are the funds currently in place? ☐ Yes ☐ No

Estimate your organization's overall operating budget for this fiscal year? _____

Estimate the funding needed by your organization over the next 3-5 years to meet economic development goals and sustain economic development efforts?

What funding sources have been identified to meet this need? _____

Has your organization previously been a recipient of Federal funds?

☐ Yes ☐ No **If yes, give examples of the types of Federal funding received:** _____

Is TA needed to help ensure the long-term financial sustainability of your organization?

☐ Yes ☐ No **If yes, describe:** _____

Does your organization have written policies and procedures (i.e. employee, financial, procurement, conflict of interest, etc.)?

☐ Yes ☐ No If yes, describe which of the above or others: _____

Date : _____

* **Opportunity Zone:** Economically distressed communities where new investments, under certain conditions, may be eligible for preferential tax treatment. Opportunity Zone maps can be found by clicking the links below.

https://www.cims.cdfifund.gov/preparation/?config=config_nmtc.xml

<http://www.statsamerica.org/opportunity/map.aspx>

** **Community Coordinator:** Person responsible for facilitating and implementing an organization's community and economic development work with RCAC. The Community Coordinator is the focus of RCAC's capacity building efforts throughout the three-year partnership.