

Scope of Work and Plan for 301 Corridor Needs Assessment

Project Board Motion: to develop a scope of work for developing a needs assessment for the 301 corridor and bring back during budget cycle with a focus on attracting grant funding that could address immediate social service needs for Eastern County as well as economic development needs.

Project Components

1. Project kick-off meeting and brainstorming session
 - a. Define area
 - b. Define areas of concern: housing, climate issues – heating and cooling spaces, social services, food access, jobs, broadband, others
 - c. Define roles and responsibilities/Consultant
 - d. Initial identification of area/stakeholder groups
 - e. Alachua County Strategic Guide
2. Data
 - a. Collect existing and trend data related to: housing, social services, food, jobs, broadband, income levels, employment rates, education, mortality, climate action plan and vulnerability analysis, prison rates, youth or other violence, transportation issues, environmental justice issues...
 - b. Identify current social services, social determinants of health, economic conditions and challenges
 - c. Identify areas of missing/needed data and determine how to obtain
3. Stakeholder Engagement
 - a. Further identify key stakeholders (to include residents, community organizations, local governments, businesses)
 - b. Conduct interviews, surveys, focus groups to gather information to understand community needs, challenges and aspirations.
 - c. Host community forum – kickoff meeting in Hawthorne in October
4. Analyze Data and Information Gathered
 - a. Complete a SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis
 - b. Identify gaps in existing services and economic development
 - c. Identify internal and external factors influencing needed services and economic development
 - d. Prioritize gaps based on need and urgency using disaggregated data to identify specific barriers faced by different populations
5. Report
 - a. Develop a comprehensive report outlining the findings of the needs assessment

- b. Include recommendations for addressing the needs based on data and evidence-based rationale including alternative means of addressing issues/phases.
- 6. Grant Funding
 - a. Identify potential grants opportunities to address the recommended actions
 - b. Identify community-based organizations that can serve as partners
- 7. Board and Community Presentation
 - a. Share the results of the study
 - b. Get feedback on recommendations and priorities
- 8. Grant Applications
 - Prepare and submit grant applications based on the priorities
- 9. Monitoring
 - a. Create a system for monitoring and evaluating the impact of the funded actions
 - b. Create a mechanism to regularly update the stakeholders on the progress

Deliverables:

Data review and documentation

Stakeholder engagement summary

Comprehensive needs assessment report

Grant funding strategy document

Community presentation materials

Completed grant applications

Budget:

Consultants- estimated \$400,000 studies and reports social needs/economic development

Data acquisition – tools and resources

Community engagement events and materials - \$110,000 for materials and consultant

Grant application and submission costs (if using consultant, after report issued and actions determined)

