



## Program Overview

### Program Purpose:

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The Governor's ThreeStar Program, administered by the Tennessee Department of Economic and Community Development (ECD), is designed to help communities build a healthy and educated workforce supported by a strong and stable local government that provides security and safety and promotes county progress in the areas of economic development, responsible fiscal management, public safety, health and education.

### ThreeStar Program Pillars:

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The ThreeStar program is designed to focus on these areas, identified as critical to ensuring the success of Tennessee communities:

1. Jobs & Economic Development
2. Fiscal Strength & Efficient Government
3. Public Safety
4. Education & Workforce Development
5. Health & Welfare

### Program Design

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1. To participate in the ThreeStar program all counties, regardless of grant eligibility, must complete an annual activity plan and report.
  - a. To allow for the review and contracting process in the upcoming year, the annual activity plan (and grant application if eligible) must be submitted in April 2015.
  - b. This annual activity plan and report will document your community's current ThreeStar activities for each of the 5 program pillars and report on the progress and benefits realized since July (through three quarters of the program year).
2. The county's ThreeStar program must be administered by the county Joint Economic and Community Development Board (JECDB) or designated administrator. Letter designating administrator must be submitted with the Activity Plan by JECDB chairman.
3. ThreeStar program activities occur on a fiscal year to allow activities to coincide with the school year and the state's fiscal cycle; however, required annual activities, such as participation in ECD sponsored events and JECDB meetings, must be completed during the calendar year prior to application submission in the spring. This enables a community to report on annual activities accomplished between January and December of 2014 when applying to the ThreeStar program in April of 2015.
4. Progress indicators (scorecards) will be incorporated into the annual report and activity planning process by allowing applicants to address/explain activities or events during the year that impacted the annual indicator in either a positive or negative way.

### Program Requirements for Eligibility

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Eligibility for program participation—and for the renewal of the grant—will be based on the completion of required annual activities, implementation of program and grant funded activities, and submission of an annual activity plan and report.

1. **Submission of completed Activity Plan** assessing and planning for activities in each of the five program pillars.

2. **Complete requirements for the Jobs and Economic Development pillar.** Documented in the activity plan (calendar basis):
  - Annually participate in two of the following events or programs:
    - ECD sponsored conference, workshop or training;
    - ECD Community and Rural Development programs, including: *Tennessee Main Street*, *Tennessee Downtowns*, *SelectTennessee*, or *Retire Tennessee*; or
    - Submit a CDBG or FastTrack application.
  - Joint Economic Development Board meets statute requirements. JECDB meeting minutes must be submitted for documentation.
3. **Complete requirements for the Fiscal Strength and Efficient Government pillar.** Documented in the activity plan (calendar basis):
  - Annual budget adopted on time and filed with the Comptroller’s Office by October 15.
  - Create/maintain County Audit Committee.
  - Review and sign the “Fiscal Strength & Efficient Government Annual Confirmation” letter. Letter must be submitted for documentation with the annual activity plan and report.
    - County commission and county mayor annual review of the debt management policy.
    - Annual acknowledgement by county mayor and county commission that an annual cash flow forecast must be prepared and submitted to the Comptroller prior to issuance of debt.

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#### **Incentives and Associations with other ECD programs**

1. **FastTrack Program Incentive:** Participating counties (and cities in these counties) will be eligible for a four percent discount (for eligible projects) on the business development ability-to-pay calculation each year the county fulfills the requirements of the ThreeStar program.
2. **CDBG Program Incentive:** Participating counties (and cities in these counties) will be eligible for a 4% discount on a community’s ability to pay. This discount may increase the grant award amount above the \$500,000 maximum grant amount (above \$300,000 for community livability projects) but the grant may not exceed \$525,000 (or \$315,000 for community livability projects).
3. **Tennessee Downtowns Program Incentive:** To be eligible to apply to the **Tennessee Downtowns program**, cities must be located in a county that is an active participant in the ThreeStar program.
4. **ThreeStar Grant:** A \$10,000 annual grant is available for Tier 2 and Tier 3 counties to serve as seed money for activities (not to offset general operating expenses) focused on improving one or more of the program pillars. Grant funded projects should focus on activities with the greatest opportunity to impact the community in the areas of public safety, education and workforce development, and health and welfare.

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#### **ThreeStar Grant (Tier 2 and Tier 3 counties)**

1. ThreeStar Grant applications must be submitted with the annual Activity Plan and Report.
2. The ThreeStar grant is designed to operate on a three year cycle. During each of the three years, eligible counties (Tier 2 and Tier 3) may apply for a \$10,000 grant to serve as seed money for activities (not to offset general operating expenses) focused on improving at least one focus area of the program. Grant funded projects should focus on activities with the greatest opportunity to impact the community in the areas of public safety, education and workforce development, and health and welfare.
3. ThreeStar grants are for 12 months and may be renewed each July 1<sup>st</sup>, if program requirements are met.

4. For grant eligible counties, the annual activity plan and report must document the progress of grant funded activities for the first three-quarters of the current grant period. The purpose is to ensure successful activities are continued or enhanced and unsuccessful activities are altered or discontinued in the upcoming year.
  - Note 1: It is possible for a tier 2 or 3 county to be reclassified in the second or third year of the grant cycle to a tier 1 county. If this were to occur, the county would be eligible for continued participation during the remaining years of the three-year grant cycle.
  - Note 2: It is possible for a tier 1 county to be reclassified to tier 2 or 3 designation in the second or third year. If this were to occur, the county would be eligible for participation during the remaining years of the three-year grant cycle.
5. **Categories:** Grant funded projects should focus on activities with the greatest opportunity to impact the community in the measured areas. Grant funded activities must correspond with one or more of the following categories.
  - a. Program supplies and materials,
  - b. Equipment and technology tools,
  - c. Professional consultation / presentations,
  - d. Professional development activities / conferences,
  - e. Professional services and expenses for STEM and workforce development programs,
  - f. Program development and strategic planning for community activities/organizations,
  - g. Sponsorship of program related events and seminars,
  - h. County fiscal/accounting improvements.
6. **Examples:** The activities below are examples of the types of activities that are eligible.
  - School to work internships, mentorships or employment programs (as early as 7<sup>th</sup>/8<sup>th</sup> grades)
  - Math tutoring programs - type determined by the community's need
  - Continuing education for local elected and appointed officials including fiscal responsibility, community development and economic development
  - School and/or community nutrition programs that emphasize fresh vegetables and fruits through buy local produce or farmers market outlets
  - Partnerships between local education and business identifying employment needs and skill requirements
  - Entrepreneur program development like junior achievement or small business incubators
  - Community wellness addressing walkable communities, exercise programs, and other access to healthy lifestyles
  - Technology access (hardware or software) programs that are not designed to replace existing capacity but may be used to upgrade to a higher level of technology
7. Grant activity restrictions:
  - a. Grant funds may be used for two scholarships per county to the Tennessee Basic Economic Development Course (TBEDC) during the course of the three year grant cycle, four Tennessee Certified Economic Developer (TCED) core (1 ½ day) courses, or a combination of one TBEDC course and two TCED core 1 ½ day courses.
  - b. Grant funds may be used for the enhancement of county websites which benefit one or more of the focus areas of the program but **may not exceed \$5,000 in total over the course of the three year grant program cycle.**
  - c. Registration to the ECD Governor's Conference is **not** an eligible expense of the grant.
  - d. Salaries, operational cost and travel expenses are **not** eligible expenses.

For more information, please visit the ThreeStar web page at <http://tn.gov/e cd/threestar/>.



## 2015 Program Calendar

NOTE: Applicants are encouraged to submit materials earlier than the deadlines below if possible. Feel free to upload the information and attachments to the ThreeStar system as they are ready. Once everything is complete, please submit to ECD.

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**April 10**      **Tier 2 and Tier 3 Counties** - Deadline for submission of:

- Activity plans & grant applications
  - JECDB minutes for calendar year 2014
  - Annual Fiscal Confirmation document
- (Due to contracting requirements, all items above must be submitted by April 10<sup>th</sup>)

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**April 30**      **Tier 1 Counties** - Deadline for submission of:

- Activity plans
- JECDB minutes for calendar year 2014
- Annual Fiscal Confirmation document

**April 10 –May 30**      ECD and partner agency staff review of activity plans and grant applications  
Results of review provided to applicants  
Opportunity to adjust activity plans based on result of review if necessary

**ThreeStar grant timeline (Tier 2 & 3)**  
**May 1 – June 19**

- Review of grant application by ECD and partner agency staff
- Review and approval by ECD Grant & Loan Committee
- Preparation and distribution of final contracts to grantee
- Deadline for signed contracts to be returned to ECD

**June 1**      **2014 Grant contracts closeout, final invoice reimbursement and final report**

**July 1**      Activities outlined in 2015-2016 activity plans begin  
Tier 2 & 3 - Grant contracts become effective

**October 1, 2015**      Distribution of 2014 performance indicators

**October 15, 2015**      Submit annual budget to the Comptroller’s Office of State and Local Finance

**December 30, 2015**      Complete required annual activities for continued participation in ThreeStar:

- Participation in at least two ECD programs or events for the calendar year
- JECDB must meet statutory requirements for calendar year
- Annual review of the county’s debt management policy and acknowledgement of the Comptroller’s cash flow forecast requirements

For more information, visit <http://tn.gov/ecd/threestar/>.

Tennessee Department of Economic and Community Development

Printed: November 24, 2014



Program Update  
November 24, 2014

**Why participate?** Economic development for Tennessee communities is about more than recruitment and incentives. Our communities must be making constant strides in improving their quality of life to be globally competitive for jobs. The ThreeStar program can guide Tennessee communities on that journey.

In 2013, we aligned the Three Star program with Governor Haslam’s “Five Pillars” – his priorities for public policy.

- Jobs & Economic Development
- Fiscal Strength and Efficient Government
- Public Safety
- Education & Workforce Development
- Health & Welfare

**Annual participation** in the ThreeStar program helps communities develop a strategy and a plan to address these important goals. The program encourages local community leaders, representing the 5 program areas, and Joint Economic and Community Development Boards (JECDB) to implement activities that will impact these quality of life issues – and therefore their global competitiveness.

#### 2013 Participation (FY14: July 1, 2013 – June 30, 2014)

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- 85 ThreeStar Certified Counties
- 66 Grants totaling \$772,500 awarded to Tier 2 and Tier 3 counties

Tier	Participating Counties	Grant Applications	Grant \$ per county	Grant total in tier level
Tier 1	17		-	
Tier 2	29	29	\$7,500	\$217,500
Tier 3	39	37	\$15,000	\$555,000
Totals	85	66		\$772,500

#### 2014 Participation (FY15: July 1, 2014 – June 30, 2015)

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- 85 ThreeStar Certified Counties
- 64 Grants totaling \$640,000 awarded to Tier 2 and Tier 3 counties

Tier	Participating Counties	Grant Applications	Grant \$ per county	Grant total in tier level
Tier 1	16		-	
Tier 2	35	32	\$10,000	\$320,000
Tier 3	34	32	\$10,000	\$320,000
Totals	85	64		\$640,000



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### 2014 Participation Requirements

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1. Submit annual activity plan & report;
2. Implement the activities;
3. Assess progress indicators in Annual ThreeStar Scorecard and propose adjustments to activity plans;
4. Complete required annual activities listed on scorecard.
  - a. Annually participate in two of the following events or programs:
    - i. ECD sponsored conference, workshop or training;
    - ii. ECD Community and Rural Development programs, including: Tennessee Main Street, Tennessee Downtowns, Select Tennessee, or Retire Tennessee; or
    - iii. Submit a CDBG or FastTrack application.
  - b. Joint Economic and Community Development Board meets statute requirements.
  - c. County budget must be adopted and filled with the Comptroller's Office by October 15. All 95 Counties met this requirement in October of 2013.
  - d. Create/maintain County Audit Committee. **Since this ThreeStar requirement was presented in January 2013, the number of counties with Audit Committees has increased from 28 to 93.**
  - e. County Mayor and Commission must review and sign the "Fiscal Strength & Efficient Government Annual Confirmation" letter referring to the debt management policy and annual cash flow forecast must be prepared and submitted to the Comptroller prior to issuance of debt.

### Incentives and Associations with other ECD programs

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3. **Tennessee Downtowns Program Incentive:** To be eligible to apply to the **Tennessee Downtowns program**, cities must be located in a county that is an active participant in the ThreeStar program.
4. **ThreeStar Grant:** A \$10,000 annual grant is available for Tier 2 and Tier 3 counties to serve as seed money for activities (not to offset general operating expenses) focused on improving one or more of the ThreeStar program pillars. Grant funded projects should focus on activities with the greatest opportunity to impact the community in the areas of economic development, fiscal strength, public safety, education and workforce development, and health and welfare. To be eligible for a ThreeStar grant, counties must annually meet the ThreeStar requirements listed on the scorecard and submit an activity plan addressing all 5 program pillars.
  - Review Team: ThreeStar Advisory Council (list attached) - Each grant application was reviewed and approved by the ThreeStar Advisory Council. Each partner agency reviewed proposed projects/programs within the pillar relating to their agency, made recommendations for revisions if necessary and approved.



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- Counties could address more than one program pillar with their grant projects/programs. Once the JECDB (or designated organization) selected the pillar(s) to address, they were to describe in detail the activity and process their county will address and improve its pillar area(s). Below is the pillar breakdown with the number of projects and total grant dollars proposed for FY15.
    - **23** projects totaling **\$125,845** proposed in **Jobs & Economic Development**
    - **4** projects totaling **\$22,000** proposed in **Fiscal Strength & Efficient Government**
    - **16** projects totaling **\$63,850** proposed in **Public Safety**
    - **39** projects totaling **\$256,000** proposed in **Education & Workforce Development**
    - **29** projects totaling **\$172,305** proposed in **Health & Welfare**
5. **Advisory Council Technical Assistance:** outreach during review of the ThreeStar activity plans and grant. Not only do we rely on our state agencies for expertise and resources, but we encourage regional and local communication amongst the ThreeStar program areas in each county. This process encourages collaboration and identifies existing assets and resources to build upon.

Below are the state agencies represented on the ThreeStar Advisory Council:

- Department of Economic and Community
- Department of Safety & Homeland Security
- Department of Education
- Department of Health
- Department of Labor & Workforce Development
- The Comptroller of the Treasury



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### **ThreeStar Advisory Council Members (25 members, 6 state agencies)**

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#### **Tennessee Comptroller of the Treasury**

Jim Arnette, Division of Local Government Audit Director  
Jerry Durham, Division of Local Government Audit  
Sandi Thompson, Division of State and Local Government Director  
Steve Osborne, Division of State and Local Government

#### **Department of Safety and Homeland Security**

Linda H. Russell, Special Policy Advisor  
Lt. John W. Harmon, Tennessee Highway Patrol

#### **Department of Education**

Ken Green, Chief District Support Officer  
Meghan Curran, CORE C.O.O.  
Norma S. Gerrell, Executive Director, Northwest CORE  
Janice M. Fox, Executive Director, Upper Cumberland CORE  
Nicholas Hansen, Program Manager, Pathways Tennessee & Industry Partnerships

#### **Department of Labor and Workforce Development**

Sterling VanDerSpuy, Director of Division of Workforce Development  
Christy Montgomery, Director of Workforce Boards and Strategic Planning

#### **Department of Health (Reviewed/approved the Health Grants)**

Rick Long, Statewide Director of Regional and Local Health  
Janet Ridley, East Tennessee Regional Director  
Glenn Czarnecki, Southeast Regional Director  
Annette Haley, Mid Cumberland Regional Director  
Debbie Johnson, Upper Cumberland Regional Director  
Rebekah English, Northeast Regional Director  
Marilyn Barnes, West Regional Director  
Ami Mitchell, South Central Regional Director

#### **Department of Economic and Community Development**

Amy New, ThreeStar Director  
Ann Thompson, Workforce Development Director  
Ramay Winchester, Retire Tennessee Director  
Wisty Pender, BERO Director



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## ThreeStar Grant Projects FY15

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### **Bedford**

\$7,500 - Develop ED Strategy for current/future workforce/businesses. Assessment of current demographic data and economic trends, analysis of the existing economic base, and past strategies. Interviews with stakeholders will occur during this phase to help identify key needs and concerns.

\$2,500 - Tennessee Scholars Program- provides students with a strong and marketable academic foundation.

### **Benton**

\$10,000 - Grant would assist in the completion of a mobile command center. The Mobile Command Center would increase communications in the event of a disaster such as a tornado, earthquake, etc.

### **Bledsoe**

\$ 1,000 - The county will update the industrial recruitment video to show new renovations completed at 2 industrial buildings.

\$3,000 - County will contract to utilize a drug dog, specifically trained to find prescription drugs and narcotics, to conduct regular searches on Bledsoe County School grounds. The County will use funds to supplement the membership to LifeForce for emergency evacuations of trauma patients.

\$1,000 - Develop science/math fair in Middle School and develop a ROTC program at the high school.

\$5,000 - Make improvements and expand the Bledsoe Recreation Center including the addition of new tennis courts.

### **Bradley**

\$10,000 - Purchase of portion of one "LUCAS II Mechanical CPR Device for use on our ambulance fleet to improve outcomes of cardiac event patients.

### **Campbell**

\$10,000 - Develop High School Dropout Program in partnership with Roane State Community College and Campbell County Community Foundation to operate an online secondary education program (for high school dropouts). Grant funds will be used to purchase online curriculum and hardware. This program will allow the student to be more job ready for the workforce and the opportunity to pursue a post-secondary education.

### **Cannon**

\$10,000 – Develop “We Care Cannon” nutritional program in Cannon County’s grammar schools; purchase educational materials/supplies for childhood obesity, exercise, good food choices, etc.

### **Chester**

\$3,000 - Purchase presentation equipment for industries and businesses, business education seminars, community events, educational seminars, and all Chamber sponsored events.

\$7,000 - Expand the ThreeStar Activity in Academics program. Purchase materials, games to reinforce academics in physical education.

### **Claiborne**

\$10,000 - Provide financial assistance for medical and dental supplies to Health Clinic in community.

### **Clay**

\$10,000 - Provide mini-grants to revitalize existing organizations, the formation of new organizations, and the resurrection of past organizations with a central mission being to promote community involvement in all 5 pillars (focusing heavily on retaining our high school graduates and the health of students).



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**Cocke**

\$10,000 - Develop dual enrollment program at the Tennessee Center for Applied Technology (TCAT) and a non-traditional student program being developed in conjunction with TCAT and the Cocke County School System (CCSS). The students enrolled in the dual enrollment program will be able to have most if not all of their credits necessary to graduate from the CCSS and TCAT at the same time.

**Coffee**

\$10,000 - Purchase STEM tools and teaching aids for every 3rd and 4th grade teacher at the elementary schools in the county. This would give every teacher a kit on the subject of "Energy and Motion".

**Crockett**

\$10,000 - Each senior will have access to one paid application fee to a college as well as program supplies and materials. Professional consultation and presentations will be provided and tutoring sessions will be available for junior and seniors.

**Cumberland**

\$5,000 - Add a Junior Achievement program for a 3rd grade class and one for a 7-8 grade class due to the success of the program last year. Will also add a 12 week entrepreneurial program in the high school.

\$5,000 - Contribute to the "Active Today-Healthy Tomorrow" program to specifically focus on the health needs of 8th grade students. Conduct annual health screenings of students in grades 2, 4, 6, 8 and students in high school Lifetime Wellness.

**Decatur**

\$10,000 - Purchase tablets for Grades 5-8 students/teachers to collect and utilize lesson planning and execution. Mental Knowledge & Reflexes, math problems solved mentally, science questions or writing assignments on given topics.

**DeKalb**

\$10,000 - Equipment for County Complex currently serving 1700 active members. Offer exercise activities and nutrition cooking and dance classes to encourage healthy lifestyle.

**Dyer**

\$10,000 - Expand "Project Gearhead" - provide students the tools, academic support and mentoring needed to pursue educational career opportunities related to science, technology, engineering and math subjects.

**Fentress**

\$9,000 - The JECDB will host a youth code camp in conjunctions with the TN Code Academy. Scholarships will be provided for up to 13 students. The Chamber will rebuild three existing websites to better serve tourists, relocations and local citizens.

\$1,000 - County Health Council will conduct a "Healthier Fentress County" campaign educating citizens of the importance of living healthy lifestyles

**Franklin**

\$10,000 - Grant will provide professional portfolios for every senior. It will also provide a Mock Interview Program for 500 8th grade students.

**Gibson**

\$10,000 - Grant will provide Work Ethic Certification for area high school students thru a partnership with the TN College of Applied Technology.



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**Giles**

\$4,000 - Establish Small Business Development Center under the direction of the EDC .

\$6,000 - Conduct a Career Fair for students. Through STEM education, they will add an additional grade to the Aspirnaut Program.

**Greene**

\$10,000 - A Technology Team comprised of local professionals representing each sector of the community was formed to process of certifying Greeneville as a Connected Community under the state's Connected Tennessee Program. Hire professional services to help obtain certification process to help the county plan future technology infrastructure projects.

**Grundy**

\$10,000 - Grant will be used for a feasibility plan for the renovation cost of the Tracy City High School. With the help of an ARC grant, the new renovated facility will address several of the Gov's pillars, but most prominently the education and workforce dev. and jobs and economic development pillars.

**Hamblen**

\$10,000 - Grant will be used for an educational program that emphasizes the significant contributions of the Farmers Market which started in 1979. The education & training that will be provided to the farmers/vendors will help them understand many aspects of marketing their products. The demonstrations will introduce and familiarize the public on selecting fresh produce and ways to prepare it. And lastly, this program will inform local students about the opportunities for selling products at the market and provide them a chance to do so.

**Hardeman**

\$10,000 - Develop and offer Instructional classes on proper diet choices, nutritional options to better manage or prevent the onset of Diabetes, intelligent exercise that improves fitness and flexibility while avoiding injury and monitoring of individual progress in weight loss.

**Hardin**

\$9,000 - Continue "Good Morning Hardin County" which conducts community educations workshops

\$1,000 - Historic Walking Tour -a brochure encouraging our community residents as well as visitors to physically explore the Savannah historic district -a tool to promote healthier lifestyles for all ages -the map and activities to foster the wellness of our residents and visitors to take a stroll, instilling a healthier community and a role to preserve and promote health.

**Hawkins**

\$10,000 - Purchase overhead projector and laptop computer for workshop seminar and presentation to train and assist business in promotion, expansion, and to use at events to attract business. Make available for trainers, speakers and to be able to present webinars training sessions to large groups.

**Haywood**

\$2,000 - Equipment installed to upgrade the City Training facility that's used for Police Explorers, Citizens Police Academy, Alcohol Server Compliance Training, police department training, Youth and Adult Leadership.

\$2,000 - Provide the ALEKS Assessment and Learning in Knowledge Spaces online math tutoring program to 16 students.

\$6,000 - Develop health program "Down 5 HMS" fitness classes conducted through the Accelerated Academic Academy (AAA) program after school in partnership with Coordinated School Health

**Henderson**

\$10,000 - Computers for Public library to be used for soft skill and job training. The County Schools will also use the computers for summer tutoring.



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**Henry**

\$10,000 - Health Council will administer a quarterly food distribution program for working citizens who are unable to provide adequate food for their families due to poverty.

**Houston**

\$10,000 - Purchase and install outside security lighting at the Houston County Youth Center and Armory Park used by our local youth.

**Jackson**

\$500 - TBEDC, TVA and ECD Training to improve both basic skills and knowledge of available opportunities for the county to take advantage of to improve economic development

\$3,250 - Revitalizing and cleanup City Park - recognized strategy used by the Prevention Coalition to reduce drug use; by revitalizing areas used for illegal and/or illicit activities, individuals will be discouraged from continuing those activities in that location and a certain portion are expected to reduce or cease their activity as a result.

\$6,250 - Establish bike and walking trails at Dodson Branch Community Center (DBCC) DBCC and the Dodson Branch Community have committed land and labor to facilitate development of dual-use trails for biking and walking.

**Jefferson**

\$6,000 - purchase a drug lock-box and surveillance equipment (6-8 cameras) and monies will be used in the destruction of the prescription drugs that are dropped off. Purchasing materials for traffic safety campaign to bring awareness to the dangers of texting and/or talking while driving.

\$2,000 - Will provide last-dollar scholarships to any high school senior wanting to continue their education at Walter State or Pellissippi Community College. This focus is primarily on first generation, middle to low-income students.

\$2,000 - Health Council will administer a quarterly food distribution program for working citizens who are unable to provide adequate food for their families due to poverty.

**Johnson**

\$1,545 - purchase updated, upgraded, and relevant technologies to work in the areas of economic and business development, business retention, and local business-related agencies collaboration can be conducted through time and cost saving measures

\$8,455 - Purchase and installation of a "Fitness Trail" community park.

**Lake**

\$10,000 - Grant would enable the Strand Theatre to become a major asset to the county with improvements to the sound and projection equipment. This would allow these to show movies as there is no theater within a 30 mile radius. With the new Port project, it is believed that The Strand Theatre building could play a part in job growth if it is equipped for teleconferences, distance learning and presentations.

**Lauderdale**

\$1,375 - Training cost: Registration to USDA Conference (2), Main Street conference (1), TBEDC course (1)

\$7,700 - Purchase security cameras and laptops that will be used in high crime areas. The cameras do require a multimedia package which will be cover by the local Police Departments and the Sheriff's Dept.

\$925 - Market a new Literacy Council in order to educated community on this need. Continue promotion of Books from Birth program.

**Macon**

\$5,000 - Will purchase 10 Station Apple iPad Air Lab with 7 Survivor Cases at elementary school. This iPad Lab allows teachers to conduct whole group technology based instruction where students can work either individually or in pairs. Math App's are loaded into the iPads to increase math scores of grades 3-8 to proficient or advanced.

\$5,000 - Purchase and install two basketball goals and posts for outside use, ground preparation for Volleyball court and volleyball set, and installation of basketball goals and installation of volleyball court in the Downtown City Park



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**Madison**

\$10,000 - Expand "Farm to Tray" Nutrition Program production by using insulation board and bucket covers to conserve heat in the root zones of the plants. A vertical hydroponic micro greens system will allow for expansion by utilizing the current greenhouse space more efficiently.

**Marion**

\$3,000 - Upgrade of Technology in government offices, including a printer/scanner in the mayor's office. These upgrades will be used to keep an inventory of industrial sites and prospects and to communicate with existing industries more efficiently.

\$5,500 - Grant will provide marketing opportunities for local museums in Marion County so citizens can have a better awareness of the historical industrial base.

\$1,500 - Advertisement for Marion County Farmer's Market - funds will be used to advertise a new farmer's market in Marion County. Advertisement will be two-fold: 1) targeting prospective vendors (farmers) and 2) targeting customers.

**Marshall**

\$2,000 - C.A.M.P. (Children's Attitude Management Program) classes in hopes to persuade alternative students to develop a better attitude and behavior change.

\$8,000 - Grant will allow Career Technical Student Organization to improve learning in several key areas, such as: Advanced Mfg, Health Sciences, Engineering, Automotive Technology, Business Education, Ag, Cosmetology and Welding. .

**Maury**

\$1,125 - Maury County Chamber & Economic Alliance will lease retail recruiting software, Retail Lease Trac, for one year.

\$8,875 - Provide teacher training/professional development, equipment and supplies for the class projects, a field trip for educators and business leaders, and scholarships for Girls in STEM through Columbia State Community College. The project for the 2014-15 school year will also include two events to bring classroom teachers and business leaders together for project planning and implementation.

**McMinn**

\$10,000 - Inventory analysis of existing county retail and business assets. Strategic marketing collateral will be created promoting Shop Local to assist the current retail & tourism establishments.

**McNairy**

\$10,000 - Conduct two 1-day AIMS Staff Development workshops which will address major topics in Grades K-8 math and science content. Administrators will share teacher feedback about AIMS with district leadership team and the team will conduct a comparative data analysis to determine the impact of the program on student achievement.

**Meigs**

\$5,000 - Develop a county website. The county does not have a website at this time. The purpose is to project our county in a positive way in order to attract industries, businesses, new residents and visitors.

\$5,000 - Provide nutrition classes and a walking program at Senior Center. Purchase exercise equipment. Fund walking contest for seniors that includes an odometer and a pair of walking or diabetic shoes. Develop nutrition classes for healthy eating, especially for food preparation for single seniors.

**Monroe**

\$10,000 - Expand the ThreeStar "Monroe on the Move" program to focus on three prevention areas of health and wellness. The area of Diabetes, Nutrition and Weights Status and Physical Activity and Fitness, all goals of Healthy People 2020. Hire speakers and purchase educational materials.



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**Morgan**

\$10,000 - Communication equipment with housing, installation, and FCC license fees to allow emergency services (police, fire, ambulance) to communicate in areas that have previously been non-communicable zones. This will serve a 6 county region.

**Obion**

\$5,000 - Purchase TipSoft Alerts service - informational text messaging and email alert service that allows Law Enforcement or Schools to communicate with the public regarding events in your area such as crime, fugitives, Amber Alerts, and emergencies. \$5,000 - Develop Backpack Program - Food items and necessary supplies will be purchased to provide meals and snacks for identified children on weekends and school breaks.

**Overton**

\$10,000 - Purchasing technology equipment to enhance recruitment efforts for industries/businesses with presentations, promotion, and further outreach efforts in the community including training programs for our citizens, hosting regional conferences, and increase our overall presence in the community, as well as the state/nation.

**Perry**

\$10,000 - Continue purchasing needed desktop computers for students at Linden Elementary School. This was implemented last year at Linden Middle School with great success.

**Pickett**

\$2,500 - An upgrade project for Computer System and a scanner/copier/printer unit to more efficiently process RFI and Economic Development projects, as well as, host training sessions for workforce training.

\$1,000 - A Drug Awareness Program (Red Ribbon) will be executed thru the area COPE organization.

\$1,500 - Purchase math education reinforcement programs.

\$5,000 - Develop program to promote nutrition in all schools. Purchase playground equipment for school. Develop program to implement a "Walk Across Tennessee" project for Pickett County. Pedometers will be purchased for team members and t-shirts for the winning team.

**Polk**

\$5,000 - Annual Strategic Planning Workshop to facilitate cohesiveness between officials and to work toward developing a County Land Use Plan and incentives package to attract new business.

\$5,000 - Create a Youth Leadership program and a Polk Alumni program to go along with existing Leadership Polk program.

**Putnam**

\$10,000 - Fund ED training and Pathways to Prosperity programs (professional consultation/presentations, market Business park, Main Street Conference, TBEDC Training) implemented under the Economic Development Committee of the highlands Initiative - a four county regional ED initiative.

**Rhea**

\$5,800 - Tourism focus: assist with the promotion and marketing of largest natural asset to drive retail sales dollars, add jobs, and attract visitors. Plan to market and promote Watts Bar Lake and its recreation opportunities.

\$1,400 - Partner with the Rhea County Domestic Violence council (501 C3) to promote, educate and increase awareness of their services and newly constructed women/children's shelters.

\$1,200 - ED and WD training for new Econ Dev person.

\$1,600 - develop a "Get Moving" healthy kids campaign with the City of Graysville and The City of Spring City. We will work through our YMCA to staff, execute and advertise the campaigns.



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**Scott**

\$5,500 - Educational Awareness Project - Monthly community education print campaign focusing on all 5 pillar areas

\$500 - Purchase of a Drug-take back box for the Winfield area.

\$4,000 - Grant will help with Leadership Scott, adding students with the adults. Class will tour area industries and businesses and meet with all county offices.

**Sequatchie**

\$7,500 - Develop marketing materials/strategies for the Sequatchie Valley ByWay - market & identify sites and assets of the ByWay.

\$2,500 - Grant will be used to upgrade technology and software at the Chamber of Commerce. This will allow for better management of resources and communication for newly developed Education Initiatives.

**Smith**

\$10,000 - By using the portable computer lab at the Chamber, they will provide many Workforce Education computer based trainings for area manufacturing firms. Will also work with Seniors, Principals and Teachers at both county high schools to ensure matriculation into continuing education at the Technology and undergraduate level for higher education skills.

**Stewart**

\$10,000 - Construction of a concrete walking track around existing football field of the Stewart County Middle School.

**Tipton**

\$10,000 - Training for local elected and appointed officials including fiscal responsibility, community and economic development.

**Trousdale**

\$10,000 - Conduct a community Health initiative called #1 for Life for county residents - classes that lead participants in physical activities such as walking, running, line dancing, cardio activities, Latin dance, strength and conditioning, and more

**Unicoi**

\$9,500 - The Joint EDB proposes to provide a second round of mini-grant funding to teachers to develop innovative, easily implemented, hands-on learning methods for students in grades 2nd through 8th to improve core math skills, and the TCAP test. Also a Mobile Learning and Entrepreneurship Lab would give citizens access to computers

\$500 - Community recreation app, program promotion and educational sessions. This will be leveraged with the ARC "The Regional Roadmap for a Healthier Appalachian Tennessee" funding.

**Van Buren**

\$3,500 - Purchase computers for County Mayor's office to improve the efficiency of the County government offices and the county commission. Purchase programs to promote job application process and economic development.

\$500 - Classes for 7th and 8th grade students teaching the dangers of Drugs and alcohol use.

\$3,000 - Award a scholarship to deserving college bound Senior and provide a training session for County Commission and City Aldermen.

\$3,000 - Walk-A-Thon on a monthly basis Nutrition classes for 7th and 8th graders

**Warren**

\$10,000 - Start a reading Program at City of Morrison Library using adult volunteers and older children to assist with enhanced reading opportunities during the summer.



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**Wayne**

\$2,000 - Participate in TVA InvestPrep program upon acceptance to hire a third party consultant to assist in a target market/ target industries/labor market study of the area

\$4,000 - Purchase utility billing software program to calculate residents' water usage, reducing errors, increasing efficiency and increasing customer (residents) satisfaction. At present, the county has no such software.

\$2,500 - Repairs and updating of recreational building's stage and dressing room to allow a local performing arts venue for afterschool programs. Several entities are in initial planning of developing an acting troupe and classes to enhance public speaking, debate and interpersonal skills of the youth.

\$1,500 - leverage funds for riverfront development and greenway multi-stage planning project.

**Weakley**

\$10,000 - Will contract with instructors to provide tutoring for at-risk student in grades 3-8 after school and during summer intercession. This will increase the % of student scoring proficient on state assessments.

**White**

\$4,000 - Registration for TBEDC Course, Rural Development, AARC Conference and TVA Summit. Assist in hosting job fairs and career fairs, as well as host the career coach in the county for local industry.

\$1,500 - A Citizens Academy School - utilizing law enforcement partners and local/state officials to improve the awareness of process to improve community safety.

\$2,000 - Software will be purchased to assist in the improvement of math and reading skills.

\$2,500 - Fund the physical education department with much needed equipment for circuit training stations. The concept of these type stations and exercises is to teach students lifelong exercise habits.

## Activity Plan Template

The information below must be populated in your online ThreeStar system.

<https://www.tnecdit.net/ThreeStar/>

### Step 1 General Info – Contact Information and File

#### County Information

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County:

Organization Name:

Administrator's Name:

Title:

Address:

City:

State:

Zip:

Phone:

Fax:

Email:

Current Tier Level:

JECDB Chair Name:

County Mayor/Executive Name:

County Mayor/Executive Email:

Is your county's JECDB a public body designated as sufficiently similar to the requirements of 6-58-114 by the Local Government Planning Advisory Committee (LGPAC)?

YES or NO

#### Files & Attachments

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*Files for Activity Plan submission include: JECDB Designation of Administrator letter (if applicable) and Fiscal Confirmation Letter (and meeting minutes documenting the letter).*

*Required files for Grant Application include: ACH, W-9, Title VI and Voided Check*

- (file name)

- (file name)

#### Administrator Contacts

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- Name, Title, Organization, Phone, Email (primary)

- Name, Title, Organization, Phone, Email

#### Joint Economic & Community Development Board Meeting Minutes

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- File names, descriptions, date

- File names, descriptions, date

## Activity Plan Template

The information below must be populated in your online ThreeStar system.

<https://www.tnecdit.net/ThreeStar/>

### Step 2 Activity Plan – General Questions

1. What are the main challenges your county faces in economic development?
2. What activities or steps can your leadership take to address these issues and overcome the challenges?
3. What local resources or advantages can be leveraged in your community?

## Activity Plan Template

The information below must be populated in your online ThreeStar system.

<https://www.tnecdit.net/ThreeStar/>

### Step 2 Activity Plan – Pillar 1: Jobs & Economic Development

1. Report on the progress and benefits of associated activities that took place in your county in the current fiscal year.
2. Did you implement a new program(s) or activity during this time to improve this pillar?
3. Was the new program identified through the ThreeStar activity planning process?
4. Describe Jobs & Economic Development success stories that took place in your county this current year fiscal year.
5. List tangible activities your county plans to accomplish during the upcoming fiscal year to improve your county in this area.
6. What is the expected outcome of each of these activities for the new year and how will you evaluate and report on their benefits?
7. Do you plan to use resources from other organizations, state agencies and/or federal agencies to support these activities?
8. ThreeStar Scorecard requirement: Annually participate in two (2) of the following events or programs: ECD sponsored conference, workshop or training; an ECD Community and Rural Development program (Tennessee Main Street, Tennessee Downtowns, Retire Tennessee and/or Select Tennessee); or Submit a CDBG or FastTrack application.

List ECD Sponsored events your county participated in this past calendar year:

- Event Name, Date
- Event Name, Date

List ECD programs (Tennessee Main Street, Tennessee Downtowns, Retire Tennessee, Select Tennessee, CDBG and/or FastTrack Application) your county or associated communities (as appropriate) participated in this past calendar year:

- Program Name, Community
- Program Name, Community

9. ThreeStar Scorecard requirement: Joint Economic and Community Development Board meets state statute requirements outlined in 6-58-114. List the dates (minimum of 4) in which your JECDB meet this past calendar year. The JECDB meeting minutes must be uploaded in Step 1, under the "Files & Attachment" area.
  - Meeting Date
  - Meeting Date
  - Meeting Date
  - Meeting Date

## Activity Plan Template

The information below must be populated in your online ThreeStar system.

<https://www.tnecdit.net/ThreeStar/>

### Step 2 Activity Plan – Pillar 2: Fiscal Strength & Efficient Government

1. Report on the progress and benefits of associated activities that took place in your county in the current fiscal year.
2. Did you implement a new program(s) or activity during this time to improve this pillar?
3. Was the new program identified through the ThreeStar activity planning process?
4. Describe Fiscal Strength & Efficient Government success stories that took place in your county this current year fiscal year.
5. List tangible activities your county plans to accomplish during the upcoming fiscal year to improve your county in this area.
6. What is the expected outcome of each of these activities for the new year and how will you evaluate and report on their benefits?
7. Do you plan to use resources from other organizations, state agencies and/or federal agencies to support these activities?
8. ThreeStar Scorecard requirement: Review and sign the Fiscal Confirmation Letter. Make sure to upload the signed “Fiscal Confirmation Letter” and county commission meeting minutes documenting the letter in Step 1, under the “Files & Attachment” area. Did the County Mayor/Executive and county commission review the Fiscal Strength and Efficient Government Annual Confirmation Letter?
9. What was the date of the county commission meeting when the letter was reviewed?
10. ThreeStar Scorecard requirement: Annual budget adopted on time and filed with the Comptroller’s Office by October. What date was the budget filed with the Comptroller’s Office?
11. ThreeStar Scorecard requirement: Create and maintain a county Audit Committee. Do you have an Audit Committee? (Yes or no)

If yes, list the names of the individuals who serve on the audit committee:

## Activity Plan Template

The information below must be populated in your online ThreeStar system.

<https://www.tnecdit.net/ThreeStar/>

### Step 2 Activity Plan – Pillar 3: Public Safety

1. Report on the progress and benefits of associated activities that took place in your county in the current fiscal year.
2. Did you implement a new program(s) or activity during this time to improve this pillar?
3. Was the new program identified through the ThreeStar activity planning process?
4. Describe Public Safety success stories that took place in your county this current year fiscal year.
5. List tangible activities your county plans to accomplish during the upcoming fiscal year to improve your county in this area.
6. What is the expected outcome of each of these activities for the new year and how will you evaluate and report on their benefits?
7. Do you plan to use resources from other organizations, state agencies and/or federal agencies to support these activities?
8. What public safety resources is your county lacking where the state may be able to assist? (Prescription take-back boxes, METH resources, criminal facilities, police/public safety training opportunities, etc.)
9. What can the Department of Public Safety do better to get their message across on services they provide for making communities safer?

## Activity Plan Template

The information below must be populated in your online ThreeStar system.

<https://www.tnecdit.net/ThreeStar/>

### Step 2 Activity Plan – Pillar 4: Education & Workforce Development

1. Report on the progress and benefits of associated activities that took place in your county in the current fiscal year.
2. Did you implement a new program(s) or activity during this time to improve this pillar?
3. Was the new program identified through the ThreeStar activity planning process?
4. Describe Education & Workforce Development success stories that took place in your county this current year fiscal year.
5. List tangible activities your county plans to accomplish during the upcoming fiscal year to improve your county in this area.
6. What is the expected outcome of each of these activities for the new year and how will you evaluate and report on their benefits?
7. Do you plan to use resources from other organizations, state agencies and/or federal agencies to support these activities?
8. Does your county government provide financial and/or volunteer support to its Tennessee Imagination Library program?

## Activity Plan Template

The information below must be populated in your online ThreeStar system.

<https://www.tnecdit.net/ThreeStar/>

### Step 2 Activity Plan – Pillar 5: Health & Welfare

1. Report on the progress and benefits of associated activities that took place in your county in the current fiscal year.
2. Did you implement a new program or activity related to improving this area in the past year?
3. Was the new program/project identified through the ThreeStar activity planning process?
4. Describe Health & Welfare success stories that took place in your county this current year fiscal year.
5. For the coming year, which primary prevention initiative(s) does your plan address?
  - Obesity
  - Tobacco
  - Substance abuse
  - Infant mortality
  - Immunizations
  - Other
6. List the goals, objectives and proposed activities for the project(s) and how you expect to evaluate them.
7. Describe the process you followed that resulted in the selection of your health and welfare project(s).
8. List the partners involved in this collaboration.
9. List the names of the individuals who serve on your county's Health Council:
10. Does your county have a Board of Health?  
Yes or No.  
If no, contact your county's Public Health Director for more information.
11. Do you plan to use resources from other organizations, state agencies and/or federal agencies to support these activities?



## Grant Application Template

The information below must be populated in your online ThreeStar system.

<https://www.tnecdit.net/ThreeStar/>

### General Information

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Grantee Organization Name:

Grant Administrator's Name:

Grant Administrator's Title:

Address:

City:

State:

Zip:

Phone:

Fax:

Email:

### The remittance information below shall match your ACH and Federal W-9

Remittance Organization Name:

Remittance Address:

Remittance City:

Remittance State:

Remittance Zip:

Remittance Phone:

Remittance Fax:

Remittance Email:

Federal Employer Identification # (FEIN):

### Files & Attachments

---

*Required files for Grant Application include: ACH, W-9, Title VI and Voided Check*

- (file name)

- (file name)

- (file name)

- (file name)

### Proposed Grant Pillars Addressed

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*Check the pillar(s) you plan to address with your ThreeStar Grant dollars and complete the information for the pillar project(s) attached.*

*(Vu, take out gray colors and boxes – add a return/enter before and after this section)*

\_\_\_ Jobs & Economic Development

\_\_\_ Fiscal Strength & Efficient Government

\_\_\_ Public Safety

\_\_\_ Education & Workforce Development

\_\_\_ Health & Welfare

## Grant Application Template

The information below must be populated in your online ThreeStar system.

<https://www.tnecdit.net/ThreeStar/>

### Who will oversee this program or project?

Name:

Organization:

**Describe the proposed grant funded activity/activities your county plans to address with the ThreeStar funds.**

**How does this grant project improve one or more of the Governor's Pillars?**

**Explain how this will benefit your county and impact the Progress Indicator listed on the Scorecard.**

**Is this a new program or project?**

**What is the grant budget breakdown for this project or program? (Amount cannot exceed \$10,000 per year)**

**Below is a list of delegated grant line item areas. Please provide a budget breakdown and description for your grant activity (activities) according to the areas below.**

Program Supplies and Materials

Equipment and Technology Tools

Professional Consultation & Presentations

Professional Development Activities & Conferences

Professional Services and Expenses for STEM and Workforce Development Programs

Program Development and Strategic Planning for Community Activities & Organizations

Sponsorship of Program Related Events & Seminars

County Fiscal & Accounting Improvements

**What additional funds will be leveraged for this project?**