Notice is hereby given that the above Board of Directors will hold a Regular Meeting on Tuesday, September 27, 2016 at 5:30 p.m. at City Hall, Town Hall, 2nd floor, 118 East Tyler Avenue, Harlingen, Texas.

The Development Corporation of Harlingen, Inc. reserves the right to meet in Executive Session on any agenda item should the need arise, and if applicable, pursuant to authorization by Title 5, Chapter 551 of the Texas Government Code. Development Corporation meetings are available to all persons regardless of disability. If you require special assistance, please contact the HEDC office at (956) 216-5081 or e-mail us at info@harlingenedc.com at least 24 hours in advance of the meeting.

AGENDA ITEMS

Call Meeting to Order

Roll Call

Pledge of Allegiance

Public Comment

1. Consent Agenda.

The following items are of a routine or administrative nature. The Board has been furnished with background material on each item and/or it has been discussed at a previous meeting. All items will be acted upon by one vote, without being discussed separately, unless separate discussion of any item is requested by a Board Member. Items withdrawn from the Consent Agenda for individual consideration will be heard in their normal sequence after the remainder of the Consent Agenda has been acted upon.

   a) Consider and take action to approve the minutes of September 8, 2016
   b) Consider and take action to approve the Financial Reports of August 30, 2016

2. Consider funding request from Texas A&M Engineering Extension Service (TEEX) for a local match of $30,000 for a workforce and workforce training study.

3. Consider and discuss staff reports:
   a) Report on industrial development activities over the past few months including, but not limited to:
      1) Industrial recruitment
      2) Industrial retention activities
      3) Update on HMA and HIFI activities
   b) Consider CEO’s report on recent and upcoming economic development activities:
      1) Regional partnerships update
      2) Current and future marketing activities

4. Executive Session pursuant to Chapter 551, Subchapter D., V.T.C.A. Government Code (Section 551.074), personnel, involving the appointments, employment, evaluations, reassignments, or duties of the positions of Manager/CEO, Office Manager, Manager Industrial Development, Manager Commercial Development, and Administrative Assistant.

5. Executive Session pursuant to Chapter 551, Subchapter D., V.T.C.A. Government Code (Section 551.072), regarding the purchase, lease or value of real estate, if the deliberation in an open meeting would have a detrimental effect on the position of the Development Corporation of Harlingen Inc. in negotiations with a third person regarding some of the following projects; and/or pursuant to Chapter 551, Subchapter D., V.T.C.A. Government Code (Section 551.087) regarding commercial and financial information from business prospects with which the Board is conducting economic
development negotiations and/or to discuss or deliberate financial or other incentives to business prospects known as:
   a) Project Liberty
   b) Project Wilson
   c) Project Lodging 2
   d) Project Polar

6. Consider, discussion, and possible action, if any, on the following projects.
   a) Project Liberty
   b) Project Wilson
   c) Project Lodging 2
   d) Project Polar

7. Adjourn.

The Board may meet in closed executive session on any of the above agenda items if the discussion of any of the above agenda items concerns one of the following:

1. Contemplated or pending litigation, or matters where legal advice is requested of the Attorney on a matter in which the duty of the attorney to the Board under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Act. Section 551.071 of the Texas Open Meetings Act.

2. The purchase, exchange, lease, or value of real property, if the deliberation in an open meeting would have a detrimental effect on the position of the Harlingen Economic Development Corporation, Inc. in negotiations with a third person. Section 551.072 of the Texas Open Meetings Act.

3. A contract for a prospective gift or donation to the Development Corporation of Harlingen, Inc., if the deliberation in an open meeting would have a detrimental effect on the position of the Development Corporation of Harlingen, Inc. in negotiations with a third person. Section 551.073 of the Texas Open Meetings Act.

4. Personnel matters involving the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or to hear a complaint against an officer or employee. Section 551.074 of the Texas Open Meetings Act.

5. The deployment, or specific occasions for implementation of security personnel or devices. Section 551.076 of the Texas Open Meetings Act.


I, the undersigned authority, do hereby certify that the above Notice of Meeting of the Board of Directors of the above named Corporation is a true and correct copy of said notice posted on the bulletin board at City Hall of said City of Harlingen, Texas in a place convenient and readily accessible to the general public at all times and on the Corporation’s Internet Website and said Notice was posted on Friday, September 23, 2016 at or before 5:00 p.m. and remained so posted for at least 72 hours preceding the time of said meeting.

Raudel Garza, Manager and Chief Executive Officer
Development Corporation of Harlingen, Inc.
Regular Meeting
September 8, 2016

On this 8th day of September, 2016 at 5:30 p.m. the Development Corporation of Harlingen, Inc., Board of Directors convened at the University Center, 2424 Boxwood Street, Room 136 (Auditorium), Harlingen, Texas. The following board members were present.

Present
Lupita Gutierrez-Garza
Dr. Gilbert Leal
Robert B. Dunkin
Mickey Boland

Absent
Michael Lamon

Staff
Raudel Garza, Manager and CEO
Brendan Hall, EDC Attorney
Ramiro Aleman, Jr., and MaryAnn Villarreal

Also Present: Mayor Chris Boswell, Assistant City Manager Gabe Gonzales, and Senior Accountant Raul Sanchez.

Call to Order
President Lupita Gutierrez-Garza called the meeting to order; a quorum was established and the following proceedings were held.

Roll Call
President Gutierrez-Garza announced Dr. Leal, Mr. Dunkin, and Mr. Boland were present. Mr. Lamon was absent. President Gutierrez-Garza welcomed Mr. Boland to the board.

Public Comment
None.

1. Consent Agenda.

The following items are of a routine or administrative nature. The Board has been furnished with background material on each item and/or it has been discussed at a previous meeting. All items will be acted upon by one vote, without being discussed separately, unless separate discussion of any item is requested by a Board Member. Items withdrawn from the Consent Agenda for individual consideration will be heard in their normal sequence after the remainder of the Consent Agenda has been acted upon.

a) Consider and take action to approve the minutes of August 5, 2016 special meeting and August 5, 2016 & August 6, 2016 special meeting (workshop)

b) Consider and take action to approve the Financial Reports of July 31, 2016
Development Corporation of Harlingen, Inc.
Interim Financial Statements
For Month Ending July 31, 2016

Balance Sheet
Cash & Investments $4,217,518
Receivables $1,286,523
Prepaid Expense $1,545
Assets (Land, Building & Parking Lot)
Less Depreciation $36,107,375
Total Assets $41,614,961

Liabilities & Payables $1,444,430
BPS Land Payable $1,417,866
Frost Bank Loan $2,225,000
Bonds Payable & Issue Discount $27,745,365
Total Liabilities $32,832,770

Designated Reserve $2,000,000
Unencumbered Fund Balance $2,622,468
Non-Cash Fund Balance $4,169,723
Total Fund Balance $8,782,191

Total Liabilities & Fund Balance $41,614,961

STATEMENT OF REVENUES AND EXPENDITURES

<table>
<thead>
<tr>
<th></th>
<th>Current Month</th>
<th>Year to Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Revenues</td>
<td>$538,510</td>
<td>$4,465,704</td>
</tr>
<tr>
<td>Expenditures</td>
<td></td>
<td></td>
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<tr>
<td>Operations</td>
<td>$51,468</td>
<td>$651,500</td>
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<tr>
<td>Contracts</td>
<td>$20,000</td>
<td>$206,120</td>
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<tr>
<td>Projects</td>
<td>$10,704</td>
<td>$2,867,786</td>
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<tr>
<td>Total Expenditures</td>
<td>$82,172</td>
<td>$3,725,405</td>
</tr>
<tr>
<td>Revenues Less Expenditures</td>
<td>$456,348</td>
<td>$740,299</td>
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</table>

Motion was made by Dr. Leal and seconded by Mr. Dunkin to approve consent agenda #1. Motion carried unanimously.

2. Presentation and discussion on UTRGV on KauffMan FastTrac New Venture.

Mr. R. Garza introduced Linda Ufland, Manager of UTRGV’s Entrepreneurship and Commercialization Center, and she gave the board a presentation on the KauffMan FastTrac training for entrepreneurs. The cost for each participant is $700. Each class is a group of ten for a total of $7,000.00. Mrs. Ufland stated that the EDC Board could serve as the review group for the applicants or they could create a committee.

3. Presentation and discussion on TEEX proposal, manufacturing education.
Mr. R. Garza spoke about the TEEX proposal and the study for manufacturing education in our region. He mentioned the e-mail from Representative Eddie Lucio, III. Mr. R. Garza and the HEDC Board have further questions on the TEEX proposal.

4. Presentation of annual report by Texas State Technical College detailing the use of the University Articulation and Career Center and discussion and approval of the report.

Ms. Garza-Garcia gave the annual update on the University Articulation and Career Center’s last year’s activity. Motion was made by Mr. Dunkin and seconded by Dr. Leal to approve the annual report. Motion carried unanimously.

5. Executive Session pursuant to Chapter 551, Subchapter D., V.T.C.A. Government Code (Section 551.072), regarding the purchase, lease or value of real estate, if the deliberation in an open meeting would have a detrimental effect on the position of the Development Corporation of Harlingen Inc. in negotiations with a third person regarding some of the following projects; and/or pursuant to Chapter 551, Subchapter D., V.T.C.A. Government Code (Section 551.087) regarding commercial and financial information from business prospects with which the Board is conducting economic development negotiations and/or to discuss or deliberate financial or other incentives to business prospects known as:

1) Project Liberty
2) Project Lodging 2
3) Project Wilson
4) Project Antelope

At 6:30 p.m., motion was made by Dr. Leal and seconded by Mr. Boland to convene into executive session under Government Code (Section 551.072), and (Section 551.087). Motion carried unanimously.

At 6:59 p.m., President Gutierrez-Garza announced the board had completed its executive session under Government Code (Section 551.072), and (Section 551.087) declared the meeting open to the public.

6. Discussion of strategic plan and setting a date for workshop.

Mr. R. Garza gave some dates to the Board in mid-October for the upcoming strategic plan and workshop. We will poll the Board to set a date.

7. Discussion and approval of fiscal year 2016 – 2017 budget and program of work.

Mr. R. Garza gave a presentation on the fiscal year 2016-2017 budget. Motion was made by Dr. Leal and seconded by Mr. Dunkin to approve the fiscal year 2016 – 2017 budget and program of work. Motion carried unanimously.

8. Consider and discuss staff reports:
   a) Report on industrial development activities over the past few months including, but not limited to:
      1) Industrial recruitment
2) Industrial retention activities
3) Update on HMA and HIHI activities
4) Update on PACE

Mr. R. Aleman gave a verbal update on the industrial development activities.

b) Consider CEO’s report on recent and upcoming economic development activities:
   1) Regional partnerships update
   2) Logistics Development Forum update
   3) ICSC Texas
   4) IAMC Fall Forum
   5) TEDC Annual Conference
   6) TWC Talent Development Strategy Roundtable
   7) Legislative Trips

Mr. R. Garza spoke about BiNED and the upcoming meeting next week. He mentioned the partners on the southern side, the Mexican elections and transitions. They have created a good communication base.

Mr. R. Garza mentioned RSTEC and Matt Ruszczak attending ICSC along with Ramiro Aleman.

Mr. R. Garza stated his next trip is IAMC in Indianapolis. He talked about the good networking for Industrial at a corporate level.

Mr. R. Garza also mentioned the TEDC annual conference in San Antonio, which President Gutierrez Garza and Mr. Aleman will attend with him.

Mr. R. Garza said he attended the TWC Talent Development Strategy Roundtable along with Julian Alvarez. He spoke about opportunities for some grants for training and working through some of the issues.

Mr. R. Garza spoke about the Legislative Tour coming up early next year and invited the Board to attend RGV Day and Harlingen Day.


There being no further business to discuss, motion was made by Mr. Dunkin and seconded by Dr. Leal to adjourn the meeting at 7:28 p.m.

Development Corporation of Harlingen, Inc.

__________________________
Lupita Gutierrez-Garza, President

ATTEST:

__________________________
Raudel Garza, Manager and CEO
Development Corporation
Executive Summary

I. Agenda Item: Consider and take action to approve Financial Reports for period Ending August 31, 2016.

II. Brief Overview:

Reviewing the Balance Sheet (PAGE 1), an analysis of the fund balance indicates a designated reserve of $2,000,000, an unencumbered Fund Balance of $2,873,339 and a non cash Fund Balance of $4,066,615. Total assets are shown at $41,015,727 Liabilities are reported at $32,075,773. During the month the cash NOW Accounts and the TexPool Account earned 0.010% and 0.3737% interest respectively. From the Statement of Revenues, Expenditures, and Changes in Fund Balance (PAGE 2), revenues are reported at $4,869,199 and total expenditures (Page 3) at $4,658,743 generating revenues over expenditures in the amount of $210,456.

Development Corp. Sales tax receipts received from Texas State Comptrollers for the month of August was $325,188 a decrease of $10,522 or -3.13% (Page 4). In the month of August Brownsville experienced a 6.12% increase and McAllen a -6.54% decrease from the prior year.

III. Budget

   Item Budgeted ______Yes______No______X______N/A. If yes, fund (s) & Amount. If no, Sources ______of funding, amount requested & funds remaining.

IV. Finance Director Comments: ______Approved______Disapproved_________None

VI. Staff Recommendation:

   Staff recommends approval of financial reports as presented.

NAME: ELVIA TREVINO
TITLE: Finance Director

DEPARTMENT: Finance
DEVELOPMENT CORPORATION OF HARLINGEN, INC.

Interim Financial Statements

For Month Ending August 31, 2016
# Development Corporation of Harlingen, Inc.
## Summary- Interim Financial Statements
### For Month Ending August 31, 2016

### Balance Sheet

<table>
<thead>
<tr>
<th>Assets</th>
<th>Current Month</th>
<th>Year to Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash &amp; Investments</td>
<td>$3,770,644</td>
<td>$3,914,601</td>
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<tr>
<td>Receivables- Sales Tax</td>
<td>$325,188</td>
<td>$36,012</td>
</tr>
<tr>
<td>Receivables- Other &amp; TIFRZ No. 3</td>
<td>$581,262</td>
<td>$471,157</td>
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<tr>
<td>Receivables- Loans</td>
<td>$313,212</td>
<td>$387,429</td>
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<tr>
<td>Prepaid Expense</td>
<td>$6,154</td>
<td></td>
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<tr>
<td><strong>Total Assets</strong></td>
<td><strong>$41,015,727</strong></td>
<td><strong>$4,869,199</strong></td>
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</tbody>
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### Liabilities and Fund Balance

<table>
<thead>
<tr>
<th>Liabilities &amp; Payables</th>
<th>Current Month</th>
<th>Year to Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bonds Payable Less Issue Discount</td>
<td>$27,745,355</td>
<td>$39,123</td>
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<tr>
<td>Long Term Payable-BPS Land</td>
<td>$1,417,986</td>
<td>$53,167</td>
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<tr>
<td>Frost Bank Loan</td>
<td>$2,225,000</td>
<td>$48,525</td>
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<tr>
<td>Accrued Leave (Sick/Vacation)</td>
<td>$36,414</td>
<td>$14,687</td>
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<tr>
<td><strong>Total Liabilities</strong></td>
<td><strong>$32,075,773</strong></td>
<td><strong>$714,846</strong></td>
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### FUND BALANCE

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<tr>
<th>Designated Reserve</th>
<th>Current Month</th>
<th>Year to Date</th>
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<tbody>
<tr>
<td>$2,000,000</td>
<td>$2,000,000</td>
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<tr>
<td>Unencumbered Fund Balance</td>
<td>$2,873,339</td>
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<tr>
<td>Non-Cash Fund Balance</td>
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<td><strong>Total Fund Balance</strong></td>
<td><strong>$8,939,954</strong></td>
<td><strong>$220,636</strong></td>
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<table>
<thead>
<tr>
<th>Total Liabilities &amp; Fund Balance</th>
<th>Current Month</th>
<th>Year to Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>$41,015,727</td>
<td>$4,869,199</td>
<td></td>
</tr>
</tbody>
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### Statement of Revenues and Expenditures

<table>
<thead>
<tr>
<th>Revenues</th>
<th>Current Month</th>
<th>Year to Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sales Tax</td>
<td>$327,605</td>
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<tr>
<td>Investment &amp; Interest</td>
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<td>$36,012</td>
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<tr>
<td>Rentals</td>
<td>$33,867</td>
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<td>Inter-Fund Reimbursements</td>
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<td>Transfer From Fund Balance</td>
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<td>$0</td>
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<td><strong>Total Revenues</strong></td>
<td><strong>$403,496</strong></td>
<td><strong>$4,869,199</strong></td>
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<table>
<thead>
<tr>
<th>Expenditures</th>
<th>Current Month</th>
<th>Year to Date</th>
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</thead>
<tbody>
<tr>
<td>Salaries &amp; Employee Benefits</td>
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<td>City Reimbursement</td>
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<td>Services &amp; Charges</td>
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<tr>
<td>Marketing</td>
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<td>Other</td>
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<td><strong>Total Operations</strong></td>
<td><strong>$63,346</strong></td>
<td><strong>$714,846</strong></td>
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### Contracts

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<tr>
<th>Strategic Behavioral Health, LLC</th>
<th>Current Month</th>
<th>Year to Date</th>
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<tbody>
<tr>
<td>United Launch Alliance</td>
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<tr>
<td>BPS Bond Payment</td>
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<tr>
<td>BPS Land-380 Agreement</td>
<td>$5,696</td>
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<tr>
<td>Loan Debt Service-$4M</td>
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<tr>
<td>Other</td>
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<td><strong>Total Projects</strong></td>
<td><strong>$849,479</strong></td>
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<table>
<thead>
<tr>
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<td>$933,338</td>
<td>$4,658,74</td>
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</table>

<table>
<thead>
<tr>
<th>Revenues Less Expenditures</th>
<th>Current Month</th>
<th>Year to Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>($529,842)</td>
<td>($210,45)</td>
<td></td>
</tr>
</tbody>
</table>
Mr. Garza,

Attached please find the latest proposal for a regional assessment of our manufacturing education capabilities and needs. The goal of the study is to identify our current educational infrastructure, identify potential centers of excellence among the three junior college institutions, and identify future need to expand our existing programs to grow our offerings into a world class regional education model.

The study will be funded by a $500,000 EDA grant. The draw down of this grant requires a local match of $150,000. I meet with the three junior college presidents about this proposal and all three expressed their support. I will be contacting key municipalities and EDCs to request their support and assist with the local matching dollars.

I will try to reach you tomorrow by phone to discuss this in more detail and answer any questions you may have. Thank you so much for your time. I look forward to visiting with you tomorrow.

Eddie Lucio III

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Leaders throughout the Lower Rio Grande Valley are leveraging geographic location and industry innovation to fuel job creation throughout the region. Individually, Cameron, Hidalgo, Starr, and Willacy counties offer unique and valuable economic development assets. Collectively, they comprise a region rich with potential for expansive economic growth through international trade and foreign direct investment. Recognizing the potential for growth through regional collaboration, local leaders have identified the potential for growth in the advanced manufacturing industry. Now, they are seeking to understand the industry's skilled workforce needs and how best to develop and promote jobs-driven skills development capacity in order to attract major industry investment in the region.

MANUFACTURING WORKFORCE - A COMMON NEED ACROSS TARGET INDUSTRIES

Manufacturing is a major sector of industrial development throughout the region, including advanced manufacturing and heavy manufacturing. Industries such as Space & Aviation, Automotive, Energy and Heavy Industry require a manufacturing workforce trained in such demand occupations as welder, machinist, industrial mechanic, and computer numeric controlled machine tool operators.

The four counties are home to three community colleges with campuses throughout the region: South Texas College, Texas Southmost College and Texas State Technical College. The colleges offer programs in support of manufacturing operations today but see potential for enhancing their individual programs by identifying individual areas of focus for each campus in order to create a world-class education and training competencies that contribute and distinguish the region in the global market.

REGIONAL PARTNERSHIP TO ADVANCE MANUFACTURING WORKFORCE DEVELOPMENT

The proposed project will evaluate the needs for jobs-driven skills in support of advanced manufacturing in the Lower Rio Grande Valley. TEEX will engage existing and prospective industry in the region in order to discern workforce needs. In addition, TEEX will work with the region's community colleges to assess existing programs and identify focus areas for each college, thus creating a complete workforce development eco-system in support of the broad training and
education needs of advanced manufacturing. The goal is to establish a workforce pipeline for existing and prospective manufacturing employers by creating complementary concentrations across colleges and promoting careers and academic programs to the region’s youth workforce population. The result will be a workforce pipeline ready with the skills and certifications sought after by the region’s emerging advanced manufacturing industries.

Industries such as Space & Aviation, Automotive, Energy and Heavy Industry require a manufacturing workforce trained in such demand occupations as welder, machinist, industrial mechanic, and computer numeric controlled machine tool operators.

Poised to invest in the region, international players in the aerospace, automotive and other advanced manufacturing industries are expressing interest in the region. By engaging these prospects and those already located in the region, the proposed job-driven skills development needs assessment and promotion program will empower industry to work with local leaders to ensure that the workforce is ready to support regional expansion.

Phases of the proposed project include:

**Phase I – Jobs-Driven Skills Development Gap Analysis**

TEEX will provide research and analysis of the region's current and future skilled workforce needs. The project will identify the strengths of each of the region’s three community colleges and, comparing that with the workforce development needs of target industries, recommend concentrations for each institution that will create focused excellence at each institution while establishing the region as a world class destination for industry site selectors seeking assurance of a skilled manufacturing workforce pipeline. The community colleges will be providing world class training and education in the advanced manufacturing arena to supply a steady pipeline of employees.

**FEDERAL FUNDING OPPORTUNITY**

The Economic Development Administration offers Economic Adjustment Assistance grants for regions with high rates of poverty and unemployment. These funds are generally granted to support assessment and planning and are thus an ideal source of resources to leverage against state/local funding to plan and pilot an innovative program that will bolster long-term economic development through a near-term jobs-driven skills development program. Cameron County qualifies for federal funding up to 70% of the total project cost.

**Phase II – Outreach and Promotion Program Design and Development**

Based on Phase I findings, design and develop a regional outreach and promotion program marketing careers and associated advanced manufacturing education and training programs to counselors, teachers and students in K-12 schools.

**Phase III – Implement Outreach and Promotion Pilot Program**

Implement outreach and promotion program designed in Phase II in order to garner interest in advanced manufacturing as a career among the future workforce and promote education and training opportunities within the region. The pilot will entail training school counselors one-on-one and assisting them in their role of providing insight to students considering advanced manufacturing as a career. The resulting promotional campaign would include linking students to the appropriate community colleges based on desired discipline of focus.

**BUDGET**

Together with local leaders, TEEX is pursuing Economic Adjustment Assistance funding through the Economic Development Administration (EDA) to fund the proposed project. An estimated $500,000 total two-year budget is required to cover the three phases of the project. TEEX is seeking approximately $550,000 in federal funds and will require an additional $150,000 in local or state funds to complete the project.