

CITY OF LA VISTA
MAYOR AND CITY COUNCIL REPORT
AUGUST 21, 2012 AGENDA

Subject:	Type:	Submitted By:
AGREEMENT WITH MAPA — HEARTLAND 2050 REGIONAL VISIONING PROJECT	◆ RESOLUTION ORDINANCE RECEIVE/FILE	ANN BIRCH COMMUNITY DEVELOPMENT DIRECTOR

SYNOPSIS

A resolution has been prepared to approve and authorize the Mayor to sign a Consortium Agreement with the Metropolitan Area Planning Agency (MAPA) for the Heartland 2050 Regional Visioning Project.

FISCAL IMPACT

In-kind match through staff assistance to technical committees and working groups.

RECOMMENDATION

Approval.

BACKGROUND

As you may recall, MAPA applied for and received a \$2 million dollar grant from the U.S. Department of Housing and Urban Development to undertake Heartland 2050, a regional visioning project for the Omaha-Council Bluffs Metropolitan Area. At the time of application, MAPA asked for and received a memorandum of understanding supporting the project and declaring La Vista's intent to participate in the visioning and planning process. MAPA now asks that we formalize this understanding by signing a Consortium Agreement.

The Heartland 2050 Consortium Agreement delineates the rights, roles, and responsibilities of members of the core partnership directing the Heartland 2050 visioning project. It does not require a specific level or type of commitment of resources to the project, though it does call on signatories to contribute some level of in-kind resources – such as staff time – to help us meet our 20% local match requirement.

Jake Hansen, Community/Economic Development Manager for MAPA, be present at that meeting to discuss the project and agreement, and to answer any questions the Council might have.

Two documents are attached:

- 1) *Heartland 2050 Consortium Agreement* is an executive summary of the project goals and work plan, describes the Consortium, and spells out the terms and conditions accompanying membership in the Consortium;
- 2) *Memorandum of Understanding, Heartland 2050 Consortium Agreement Resolution* affirms La Vista's membership in the Consortium and spells out rights and responsibilities.

RESOLUTION NO. _____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING THE MAYOR TO SIGN A CONSORTIUM AGREEMENT WITH THE METROPOLITAN AREA PLANNING AGENCY (MAPA) FOR THE HEARTLAND 2050 REGIONAL VISIONING PROJECT.

WHEREAS, the Omaha-Council Bluffs Metropolitan Area Planning Agency (MAPA) submitted an application to the U.S. Department of Housing and Urban Development (HUD) Sustainable Communities Regional Planning Grant (hereafter "Grant") in October 2011 to support Heartland 2050, a regional visioning effort in the eight-county Omaha-Council Bluffs Metropolitan Statistical Area; and

WHEREAS, at time of application, 30 partners representing 95% of the region's population signed memoranda of understanding that pledged support of the application and Heartland 2050 initiative if funds were awarded, and committed in-kind and leveraged resources to count toward the local share of Federal funding; and

WHEREAS, MAPA was awarded a Grant in the amount of \$2,045,000 to develop the Heartland 2050 regional vision and plan for sustainable development and entered into a cooperative agreement with HUD on February 6, 2012; and

WHEREAS, a final Heartland 2050 Work plan (Exhibit A) has been prepared and approved by HUD that formalizes the project approach and goals outlined in the original Grant application; and

WHEREAS, the goal of Heartland 2050 is to define a vision, based in shared community values, of how the region should grow and develop through the middle of the 21st century, along with sector-specific plans that help the region progress toward the vision; and

WHEREAS, the core attributes of the proposed approach are inclusion, collaboration, and data-driven decision-making; and

WHEREAS, the original partnership brought together at the time of application will heretofore be known as the Heartland 2050 Consortium, and stands invested with substantive leadership of the Heartland 2050 regional visioning and planning process; and

WHEREAS, any eligible government entity, non-profit or private sector organization, academic or research institution, philanthropic foundation, community organization, or specialized agency that bears responsibility for, or has an interest in, the sustainable development of the Heartland region may apply to become a Heartland 2050 Consortium member and signatory to this Agreement;

NOW, THEREFORE BE IT RESOLVED, the City of La Vista agrees to the following by signing this Agreement:

1. Participate as a member of the Heartland 2050 Consortium in the development of a regional plan for sustainable development (hereafter RPSD) and the visioning process underpinning it;
2. Support the essential project goals, program of work, and participatory and functional structure for accomplishing the work of Heartland 2050, identified in Exhibit A – Heartland 2050 Work plan and Exhibit B – Heartland 2050 Consortium and Partnership Agreement Packet, incorporated herein by reference;
3. Engage in meaningful review of strategy and report documents, data, scenarios, major recommendations, and other classes of work product, and provide timely

feedback to MAPA project management staff, other Consortium members, and the project Steering Committee;

4. Work collaboratively with fellow Consortium members and MAPA project management staff to resolve differences and work toward compromise if or when conflict arises within the Consortium;
5. Designate a policy-level liaison and named alternate(s) to the Heartland 2050 Consortium, one of whom shall be present at all meetings of the Consortium, with no more than four (4) organizational absences permitted before membership is suspended;
6. Participate in project governance bodies, including but not limited to: Heartland 2050 Steering Committee, the Equity and Engagement Committee, one or more technical working groups, and one or more communities of practice advisory group appropriate to the City of La Vista's capacity and mission, and to ensure that the City of La Vista's interests, perspectives, and needs, and plans are represented at appropriate levels of decision-making;
7. Communicate the work of the Consortium to staff, stakeholders, and the public at large;
8. Assist the Consortium, MAPA project management staff, and consultants with outreach and engagement of the public as well as groups who are traditionally marginalized or underrepresented in community planning processes, to ensure maximum reach and inclusion in the visioning and planning work of Heartland 2050;
9. Share relevant data, maps, plans, and lessons learned with other Consortium members to promote mutual understanding of issues and opportunities within the region and build capacity to address and/or capitalize on them;
10. Provide staff support, meeting space, or any other in-kind or leveraged resources to be counted toward local match of the Grant funds, as outlined in original letters of intent and confirmed in a final letter of commitment addressed to MAPA from the City of La Vista within 90 days of the execution of this agreement;
11. Recognize MAPA as lead project manager and fiscal agent solely as a benefit and convenience to the City of La Vista and not to hold MAPA liable in any manner in this capacity.

BE IT FURTHER RESOLVED, MAPA agrees to confer directly the following benefits of participation in the Heartland 2050 Consortium:

1. As a Heartland 2050 Consortium member, the City of La Vista will have full voice at all Consortium meetings;
2. The City of La Vista will have a direct role in developing and seating the project Steering Committee, Equity and Engagement Committee, and subsidiary technical working groups and communities of practice advisory groups constituting the project's governance structure, including first right of consideration for seats on all such committees and working groups;
3. Provide the City of La Vista with access to information and data collected by MAPA, consultants, subgrantees, and Consortium members pursuant to the project;
4. Notify the City of La Vista of capacity-building opportunities, including webinars, conferences, and other national best-practice learning opportunities through the National Sustainable Communities Learning Network;

5. Provide additional premium educational and informational opportunities to the City of La Vista that support and assist its participation in development of the vision and RPSD, or build capacity for ongoing regional work;
6. Recognize the City of La Vista's Consortium membership as a notable prerequisite to eligibility for Preferred Sustainability Status (PSS) points on applications for HUD funding, or other special future consideration by Federal funding agencies, which may assist the City of La Vista in obtaining funding support for planning or implementation projects aligned with the goals of the Heartland 2050 initiative.

THIS AGREEMENT may be suspended or terminated by either party upon 30 days' written notice to the other party's Chief Executive Officer. If the City of La Vista opts to leave the Heartland 2050 Consortium, the City of La Vista will be held accountable for any work items or deliverables promised or due prior to the effective date of withdrawal. The only conditions under which the City of La Vista will be suspended or terminated from Consortium membership by MAPA are:

1. If the City of La Vista fails to attend more than 4 meetings of the Heartland 2050 Consortium over the course of the project;
2. If the City of La Vista fails to deliver in-kind or leverage commitments within the timeframe specified in the letter of commitment provided to MAPA by the City prior to submittal of the HUD application by MAPA;
3. If the City of La Vista is the subject of a fair housing complaint found by HUD to have merit, per the reasons identified in Section 9 of Exhibit B – Heartland 2050 Consortium and Partnership Agreement Packet.

THIS AGREEMENT stands executed from the date of signature by both parties to the agreement, and shall remain in effect until March 1, 2015. Upon mutual written agreement among the parties, this agreement may either be amended or extended, provided that approval for such is given as to form.

PASSED AND APPROVED THIS 21ST DAY OF AUGUST, 2012.

CITY OF LA VISTA

Douglas Kindig
Mayor

OMAHA-COUNCIL BLUFFS
METROPOLITAN AREA PLANNING
AGENCY (MAPA)

Ron Kohn
President, Board of Directors

WITNESS:

Pamela A. Buethe, CMC
City Clerk
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Greg Youell
Executive Director

HEARTLAND 2050

CONSORTIUM AGREEMENT

July 2012

Omaha-Council Bluffs Metropolitan Area Planning Agency [MAPA]



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SECTION 1: HEARTLAND 2050 PROJECT OVERVIEW

HEARTLAND 2050 is a three-year, multimillion dollar regional planning effort for the Omaha-Council Bluffs metropolitan area. The project will examine regional growth and development futures for the full eight counties of the metropolitan statistical area (MSA), taking as its focus the core infrastructural systems and services that the public sector provides. Because these systems generate substantial externalities – positive and negative – that affect various dimensions of sustainability and livability, scenarios will be developed that visualize different ways of configuring these systems and thus balancing sometimes competing values related to social equity, environmental impact, and economic growth and development. Heartland 2050 will culminate in a regionally preferred vision for future growth and development, and a regional plan for sustainable development that highlights specific strategies and actions for the region's core infrastructural systems.

Heartland 2050 is supported by a \$2.045 million grant awarded to the Omaha-Council Bluffs Metropolitan Area Planning Agency (MAPA) and its partners by the U.S. Department of Housing and Urban Development (HUD), Office of Sustainable Housing and Communities. The grant program is a product of the Partnership for Sustainable Communities (PSC), a unique interagency consortium of HUD, the U.S. Environmental Protection Agency (EPA), and the U.S. Department of Transportation (DOT). The PSC organized in 2009 to promote alignment and reduce duplication in Federal investments in the nation's metropolitan regions, and to encourage collaborative approaches to infrastructure planning and investment within these regions. Six "Livability Principles" guide the activities of the PSC, including:

- + *Provide more transportation choices*
- + *Promote equitable, affordable housing*
- + *Enhance economic competitiveness*
- + *Support existing communities*
- + *Coordinate and leverage Federal policies and investment*
- + *Value communities and neighborhoods*

SECTION 2: MISSION AND GOALS

At the time of application, MAPA and its partners identified a mission for the project and a basic outline of goals of the project. These elements became binding upon award of the HUD/Sustainable Communities Regional Planning Grant (HUD/SCRPG) to MAPA, and signature of the cooperative agreement between MAPA and HUD. MAPA and Heartland 2050 partners may expand upon and provide greater resolution to the below items, but the integrity of the mission and goals must not be compromised by any such modification.

HEARTLAND 2050 MISSION STATEMENT

Develop a vision, based in shared community values, of how the region should grow and develop over the next 40 years.

HEARTLAND 2050 GOALS

1. Define a vision for the region's future that strikes a balance between the three key dimensions of sustainability – environment, social equity, and economic development;
2. Develop a strategic framework for delivery and maintenance of vital public services and infrastructure in specific sectors, including transportation, housing, utilities, and land use;

3. Identify the consequences of and synergies between investments in physical infrastructure and socioeconomic outcomes, including education, job accessibility, and public health
4. Improve legibility, resolution, and availability of data collected regionally to foster collaborative, evidence-based policy-making
5. Engage and involve all segments of the population, particularly those marginalized from traditional planning processes, including minorities and residents of rural communities.

SECTION 3: PROGRAM OF WORK

In the application, MAPA laid out a project approach and identified general expected outcomes of the planning process. The project approach was refined in the Heartland 2050 Work plan, which was approved by HUD in April 2012. MAPA, and by extension any partners, commit to delivering the work elements identified in the approved work plan.

HEARTLAND 2050 WORKPLAN

From the mission statement and the goals outlined in the previous section, MAPA identified four “work streams,” thematic groupings of activities and tasks that advance a narrative of regional collaboration on a common future. These work streams delineate the scope of work of the Heartland 2050 initiative and form the basis of the project work plan (attached as Exhibit A).

1. ORGANIZING FOR SUCCESS

Organizing for Success lays the foundation for a successful and meaningful planning process by setting up the necessary management systems and tools. Capacity-building and relationship-building will be key foci of this work stream, as will be institutional and programmatic strategies for ensuring equitable and diverse engagement.

2. LEARNING TOGETHER

Learning Together sets into action the framework created in *Organizing for Success*. Through a subgrant and microgrant program, the Heartland 2050 Consortium will seek out community intermediaries to host “focus group”-style meetings with their stakeholders and constituents. These meetings will start the conversation on the region’s future in an appropriate context while generating a useful set of qualitative data from citizens throughout the region. Gathering, processing, and analysis of quantitative data will proceed in tandem with the focus group program, and data from both activities will provide a complete portrait of current conditions in the region; acquaint policymakers and citizens with different perspectives, needs, and desires; and yield valuable inputs for the process of developing and presenting scenarios.

3. CONSTRUCTING THE FUTURE

Constructing the Future is the pivot point in the project. It will take the data inputs and knowledge generated in *Learning Together* and apply it to the development of a range of alternative growth and development scenarios. The scenario planning process will culminate in a series of meetings from which a regionally preferred scenario for growth and development will emerge. Following this, technical working committees will set to work on preparing plans for specific infrastructural systems, including housing, transportation, utilities, as well as a policy framework for land use, that operationalizes the regional vision. All of this work will be compiled into a final regional plan for

sustainable development (RPSD) document, to be completed by the 36-month mark following signature of the contract.

4. ACHIEVING RESULTS

Achieving Results sets up the collaborative structures and tools that will ensure steady progress toward the regional vision. This will entail aligning existing regional planning documents to the RPSD, the creation of a special compact or protocol to which area jurisdictions can accede, as well as development of a web-based progress tracking platform accessible to a wide range of users. It will also require setting up structures for delivering technical assistance to partners aligning their policies and plans to the RPSD.

SECTION 4: TYPES OF PARTICIPATION

A core principal of the Heartland 2050 initiative is transparency and inclusion. This applies both to general public outreach as well as direct involvement of key organizational stakeholders in the planning process. We realize that the region contains many layers of local knowledge, technical expertise, and sensibilities that can add tremendous value to the process if properly harnessed. To facilitate this, MAPA and its original partners from the Sustainable Communities Regional Planning Grant application have created several ways in which local organizations and stakeholders can interface with the process.

Membership in the Heartland 2050 Consortium is the highest level of formal participation in the Heartland 2050 process. Consortium members sign a Heartland 2050 Consortium Agreement, included as Attachment 1, in which they commit to the same elements as identified above, as well as contribution of in-kind resources that help the region achieve its local match obligations to leverage Federal funding. These commitments may be specified at a later date in a supplementary protocol to the Consortium Agreement. Consortium members will be eligible to join the Heartland 2050 Steering Committee, the prime decision-making and policy advisory body of the planning process, as well as any of the subsidiary working and advisory groups. They will also be able to access all capacity-building and networking opportunities over the life of the grant.

In addition to Consortium membership, an additional layer of participation exists in **subgrantees**. A subset of Consortium members may be asked to directly undertake whole activities or tasks identified in the project work plan, the scale of which will require remuneration. In addition to the Consortium Agreement, such subgrantees will enter into a separate contract with MAPA that includes associated deliverables and time frames. Smaller grants (\$5,000 or less) will be available on a competitive basis to organizations interested in participating in the Heartland Community Focus Microgrant Program. Smaller grants will not require accession to the Heartland 2050 Consortium, though organizations wishing to affiliate will be welcome to do so.

Finally, local stakeholders and organizations will be welcome to serve on **advisory groups**, either technical working groups or communities of practice advisory groups, which are described in greater detail in *Section 6 – Roles and Governance*.

SECTION 5: HEARTLAND 2050 CONSORTIUM DESCRIPTION

The "Heartland 2050 Consortium" constitutes the core partnership guiding the Heartland 2050 initiative. Consortium members will work with MAPA on key elements of project planning and delivery, and will be expected to contribute substantively to the process, whether in the form of staff time and expertise, facilities and other in-kind resources, or funding. A list of core responsibilities as well as a "menu" of options for meeting the qualifications for membership in the Heartland 2050 Consortium are included in Attachment 1, the Heartland 2050 Consortium Agreement. Membership in the Consortium shall be open to any entity willing and able to commit to the qualifications outlined therein, and subject to general terms and conditions outlined in "General Terms and Conditions of Consortium Membership." The Consortium will meet monthly during the 6-month project ramp-up period, thereafter transitioning to quarterly meetings.

Membership in the Heartland 2050 Consortium contains a number of benefits. First and foremost is the opportunity to play a leading role in an unprecedented and unique civic effort. It is the explicit goal of the Heartland 2050 process to articulate a shared vision for the future growth and development of the region, and to begin aligning investments in key infrastructure to that vision. Another benefit is the opportunity for networking and collaboration potential across key sectors in the region, not just in terms of the public-private distinctions, but in areas of focus and technical expertise as well. This will serve any participating entity well in pursuit of future funding opportunities through Federal agencies and local and national foundations. Last but certainly not least, membership in the Consortium will give organizations access to a wealth of primary and secondary data that can be used to shape future programming and better target areas of need and opportunity in the region.

The Heartland 2050 Consortium partnership already consists of the following organizations and entities:

COUNTIES

Douglas (NE)	Pottawattamie (IA)
Sarpy (NE)	Mills (IA)
Washington (NE)	Harrison (IA)
Saunders (NE)	

CITIES

Omaha	La Vista
Council Bluffs	Blair
Bellevue	Gretna
Papillion	

OTHER PUBLIC ENTITIES

Metro Transit	Douglas County Housing Authority
Omaha Housing Authority	Metropolitan Community College
Bellevue Housing Authority	University of Nebraska at Omaha
Council Bluffs Housing Authority	Iowa Western Community College

NON-PROFIT/CIVIC

African-American Empowerment Network	Iowa West Foundation
Family Housing Advisory Services	Latino Center of the Midlands
Greater Omaha Chamber of Commerce	Omaha by Design
Heartland Workforce Solutions	Golden Hills Recreation and Conservation District

SECTION 6: ROLES AND GOVERNANCE

In its application to the HUD Sustainable Communities Regional Planning Grant, MAPA proposed a layered organizational and governance structure for the Heartland 2050 process. This is necessary given the many constituencies and conditions present in our region, and the fact that the project geography is larger than MAPA's membership composition.

MAPA will act as the overall project manager and fiscal agent for Heartland 2050 and the HUD/SCRPG. As such, MAPA will manage the program of work and be responsible for the timely completion of all deliverables specified in the Cooperative Agreement. It will have ultimate right-of-review of work products and be the principal contracting agent with any consultants or subgrantees procured to deliver said work products. It will also be the primary gateway through which HUD funds are drawn down and disbursed, with all applicable HUD and internal requirements related to procurement and appropriations applying.

The **Heartland 2050 Steering Committee** will provide overall leadership of the Heartland 2050 visioning and planning process. Specifically, this will include, but not necessarily be limited to, the following roles:

- + Oversee and advise on critical matters of grant administration;
- + Establish subsidiary advisory and working groups, and confirm appointment of chairs of said committees;
- + Provide guidance to MAPA project management staff;
- + Provide policy direction for the Heartland 2050 regional visioning and planning process;
- + Ensure adherence to Heartland 2050 Outreach and Engagement Policy;
- + Identify and resolve in the first instance significant issues or disputes that arise over the course of the project;
- + Review and approve the regionally preferred development scenario;
- + Review and approve sector-specific plans and complete Heartland 2050 Regional Plan for Sustainable Development.

The Steering Committee will draw its membership from the Heartland 2050 Consortium, according to a formula to be determined by Consortium members prior to the seating of the committee in summer 2012. All meetings will be open to the public in accordance to Open Meetings Laws of both Nebraska and Iowa.

The **Equity and Engagement Committee** will serve two essential roles in the process: first, as a working committee developing and approving communications and outreach products; as well as an ombudsman ensuring the integrity and accessibility of the process to all constituents and stakeholders, including the general public and traditionally marginalized groups. Specifically, it will be able to recommend the regionally preferred development scenario and final RPSD for approval by the Steering Committee on the basis of the integrity of the outreach and engagement process around both products, as well as to formally track progress of the Heartland 2050 Outreach and Engagement Policy and issue recommendations to the Steering

Committee and subsidiary entities accordingly. The Equity and Engagement Committee will draw its membership partially from the Heartland 2050 Consortium, and partially from partners and interested stakeholders.

The **Project Working Committee** will be the formal point of interface between project management staff, essential committee chairs or members, consultants, and subgrantees. This group will meet most frequently of all of Heartland 2050's governance bodies, in person and, if necessary, via conference call. The purpose of these meetings will be to track progress on work plan elements, discuss technical and project management issues, ensure mutual cognizance among the various entities involved in the visioning and planning process, and provide a first-order consultative decision-making point on tactical matters that are deemed not to require broader Steering Committee action.

The **Heartland 2050 Technical Working Groups** will be the working reservoirs of technical and subject matter expertise that assist in data collection, analysis, and quality control in technical products from consultants in earlier phases of the project; and drafting of plans and recommendations for Steering Committee approval in later phases. The Heartland 2050 Consortium and Steering Committee will establish the Technical Working Groups and recruit members, ensuring adequate representation across sectors, community types, and tiers of affiliation with the Heartland 2050 process.

It is anticipated that technical working groups in the following subject areas will be established:

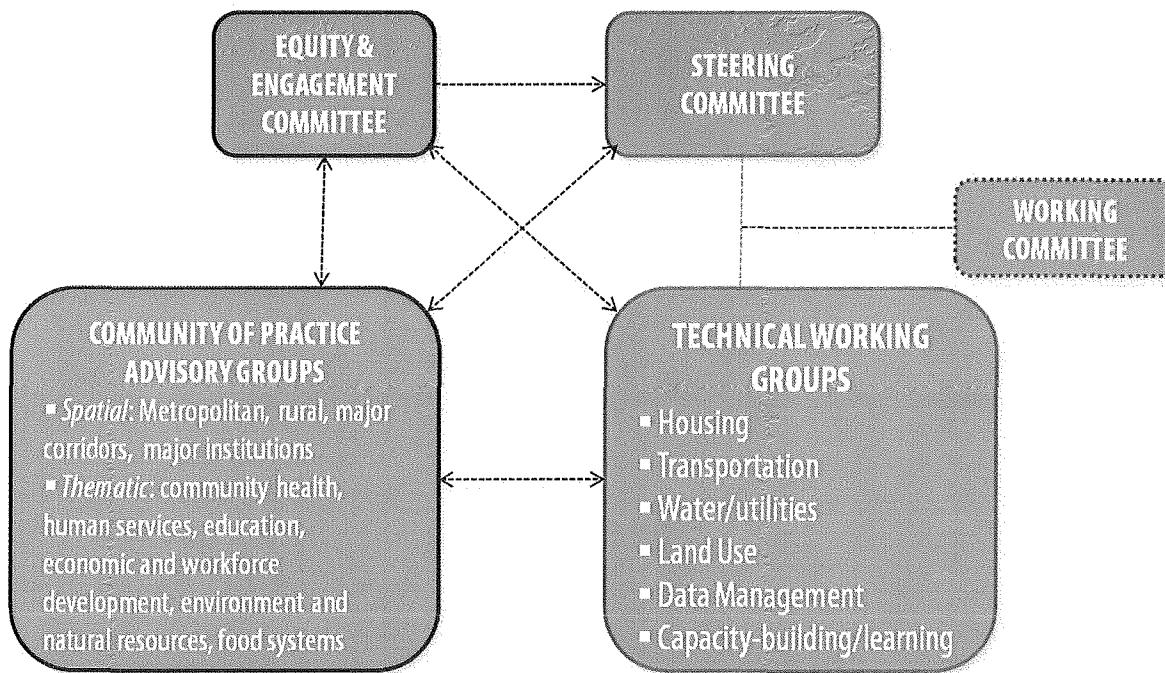
- + Transportation
- + Housing
- + Water and utilities infrastructure
- + Land Use
- + Data management
- + Capacity-building and learning

Community of Practice Advisory Groups will comprise the most loosely constituted stratum of Heartland 2050 governing bodies. They will provide the forums for discussion and advising on cross-cutting and community-specific interests and issues. They will also act as a tertiary ombudsman for the process, advising the Equity and Engagement and Steering Committees on how well various community interests are being considered in the visioning and planning phases of the Heartland 2050 project. In this sense, the Communities of Practice Advisory Groups will function much like formal caucuses, to which partners and Consortium members can affiliate based on individual or institutional interests. Unlike the technical working groups, these groups will not be formally established by the Steering Committee, and will be able to self-determine meeting frequency and agendas.

It is anticipated that Communities of Practice Advisory Groups will take shape around the following thematic areas:

- + Urban/Suburban
- + Rural
- + Major institutions
- + Major corridors/logistics
- + Community health and human services
- + Economic and workforce development
- + Education
- + Food Systems
- + Environment and natural resources

The relationship between these various governance entities is represented graphically in Figure 1, on the following page.

FIGURE 1: Heartland 2050 Governance Structure

SECTION 7: DECISION-MAKING PROTOCOLS

The Heartland 2050 Consortium and governance structure described in the previous section will be guided by the project goals and mission statement identified in *Section 2*. Formal decision-making power related to the project shall rest with the **Steering Committee**, **Project Working Committee**, **Technical Working Groups**, and **Equity and Engagement Committee**. Of these, the **Steering Committee** shall be the highest-level policy making body, with purview over core elements of project strategy and management; and ultimate right of approval, approval with condition, or rejection of the major project deliverables. Other committees or working groups will be empowered to make decisions provided they do not impinge on **Steering Committee** competencies, though, in most cases, the work of these committees will be oriented to developing recommendations for substantive **Steering Committee** action.

Both the Consortium and governance structure of Heartland 2050 will operate by consensus of membership, defined as general agreement of the members present. It is anticipated that formal voting protocols will be developed for cases in which (a) there is considerable divergence of opinion among members; and (b) a substantive vote is appropriate, such as approval of formal recommendations or deliverables. In latter instances, it will be the duty of chairs/co-chairs to give sufficient prior notice to Committee members so that a quorum is present when action on key milestones or decision points is taken. Chairs and co-chairs will be responsible for bringing questions to formal vote, and entering outcomes into the record.

If a committee or working group takes a vote but fails to reach consensus, the question shall be referred to the **Steering Committee** for consideration and resolution. Failure to reach consensus on a substantive matter within the **Steering Committee** shall result in referral of the question to the **MAPA Board of Directors**, which shall be the dispute resolution body of final resort.

All committees will be expected to develop a charter that will specify a set of meeting norms and guidelines once they are seated. Provisional chairs or co-chairs for subsidiary committees and

working groups will be designated by the Steering Committee, which will oversee development of the charter; permanent chairs or co-chairs will then be advanced and voted in by a majority vote of a quorum of members present. Meeting schedules will also be set upon seating of the committee and chairs/co-chairs.

SECTION 8: ACCOUNTABILITY

To help ensure successful completion of project activities and reasonable progress on the program of work, Heartland 2050 Consortium members will be expected to designate a primary delegate/point of contact and an alternate, one of whom shall be present at all meetings of the Consortium. Members will also provide leverage and in-kind reporting forms to MAPA as requested to meet local match requirements for HUD funding. Guidance regarding such reporting, along with templates, will be provided by MAPA project management staff once guidance and approval are received from HUD. Consortium members who fail to meet commitments specified in the Consortium Agreement and subsequent protocols may be suspended or terminated from membership in the Consortium.

Committee and working group members will also have their time in meetings counted as in-kind/leverage, with sign-in sheets at each meeting being the primary tracking mechanism.

Partners and Consortium members who receive subgrant funds will be held to a higher level of accountability through generally accepted accounting practices such as invoicing, reporting, and auditing, which will be specified in a separate contract or agreement. Failure to meet the terms specified in the contract may result in MAPA, as lead agency, taking corrective actions such as disallowing funds, cancelling the contract, or suspending or terminating the Consortium member or partner.

SECTION 9: COMPLIANCE WITH HUD REQUIREMENTS

As lead agency and prime grantee, MAPA is directly accountable to the HUD/SCRP Grant Terms and Conditions, which governs the cooperative agreement between HUD and MAPA. These requirements flow down to subgrantees, and will be specified in subgrant contracts.

Some of the HUD requirements apply to members of Heartland 2050 Consortium indirectly. Of these, the item of principal concern is the provision regarding handling of fair housing complaints and litigation. If such complaints are found by HUD to have merit, whether or not they are related to this project, the ability of MAPA and the broader Consortium to draw funds can be suspended. As such, any Consortium member with an open fair housing complaint that is found to have merit shall be placed on probationary status, and any finding of substantive violation of fair housing laws will result in immediate suspension from Consortium membership.

ATTACHMENT 1:

MEMORANDUM OF UNDERSTANDING

HEARTLAND 2050 CONSORTIUM AGREEMENT

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