



Chicago Metropolitan Agency for Planning

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MEMORANDUM

To: Council of Mayors Executive Committee

Date: April 12, 2016

From: Patrick C. Day, CMAP Staff

Re: 2016 Municipal Plans, Programs, and Operations Survey

To inform agency work and track the progress of GO TO 2040 implementation, CMAP conducts a biennial survey of municipal governments. CMAP staff use survey results to help identify the types of technical assistance projects that are provided through the [Local Technical Assistance](#) program; inform policy analysis of such topics as freight and infrastructure development; track the implementation of GO TO 2040 by updating indicators of progress, and help inform the ON TO 2050 plan.

Mayors and managers were emailed links to the 2016 survey and mailed hard copies on **April 1, 2016**. CMAP is requesting that completed responses be submitted by **April 29**. It is recommended that one individual be assigned the role of Survey Shepard to ensure responses are gathered from relevant staff and successfully submitted, as it is not expected that one person will necessarily know the answers to all questions.

Surveys may be completed and submitted in the following formats:

- Completed on-line at <https://www.surveymonkey.com/r/2016CMAPMuniSurvey>
- U.S. Mail, using the provided self-addressed, stamped envelope
- Fax to 312-454-0411
- Scanned and emailed to survey@cmap.illinois.gov

An analysis of survey responses will be distributed by CMAP in Winter 2016. As with all previous surveys, staff will not use survey data to create municipal scorecards or rank municipalities.

Members are encouraged to contact Patrick Day (pday@cmap.illinois.gov) with any questions or concerns that arise outside of the meeting. Planning Liaisons for each subregional council may also be contacted with questions regarding the survey and will assist with periodic reminders.

Additional copies of the survey are available in .pdf format on the project webpage: <http://www.cmap.illinois.gov/programs-and-resources/municipal-survey>