



**Application form:
RTA Community Planning Program and
CMAP Local Technical Assistance Program**

DEADLINE: Noon on Thursday, June 29, 2017

This application form is online at www.rtachicago.org/applications. You may submit the form by email to applications@rtachicago.org.

Upon receipt of application, you will receive an e-mail verifying that your application has been received.

1. Name of Applicant

South Suburban Mayors and Managers Association _____

2. Main Contact for Application

Name: Kristi DeLaurentiis _____

Title: Executive Director _____

Phone number: 708-922-4670 _____

Email: kdelaurentiis@ssmma.org _____

3. Type of Applicant (please check any that apply)

Local government

Multijurisdictional group* →

Please list the members of the group (including government and nongovernmental organizations):
45 Municipal Members (see accompanying brochure with list) _____

Nongovernmental organization* →

Name of local government partner(s):

*Applications submitted by multijurisdictional groups and nongovernmental organizations must include a letter indicating support from each relevant local government. See the FAQs for more information.

Nongovernmental applicants are strongly encouraged to contact CMAP or the RTA prior to submitting their application to discuss their project and the demonstration of local support.

4. Project Type (please check any that apply)

Please check all statements below that describe characteristics of your project.

- My project involves preparation of a plan.
- My project involves updating an already existing plan.
- My project helps to implement a past plan.
- My project links land use, transportation, and housing.
- My project has direct relevance to public transit and supports the use of the existing transit system.
- My project implements GO TO 2040 in other ways.

5. Local Match Requirement (please initial to indicate you are aware of the local match requirements)

Yes, I understand that applicants will be required to contribute a local match.

6. Project Location

Located south of the City of Chicago, the South Suburban Mayors and Managers Association (SSMMA) is an intergovernmental agency providing technical assistance and joint services to 45 municipalities representing a population of nearly 700,000 in southern Cook and eastern Will Counties. SSMMA members work cooperatively on transportation, legislation, land use, economic development, recycling, purchasing, stormwater and open space planning, infrastructure, human resources, public safety, geographic information system (GIS) services, community development and housing issues. SSMMA has been professionally staffed since 1978.

7. Project Description

SSMMA Project: Circuit Rider Pilot Program

The intent of the South Suburban Mayors and Managers Association's (SSMMA) Circuit Rider Pilot Program is to design, develop and implement a short term, hands-on technical assistance and training program that bridges the gap between "willingness to act" and "capacity to act". Lessons learned from nearly 2 decades of local technical assistance programs indicate that in some communities with certain attributes that the primary obstacle is the ability to implement. Whether because of the lack of financial resources or knowledge base, the Circuit Rider Pilot Program aims to test the feasibility of providing in-house expertise in a manner that is replicable across the region with lessons learned and actual performance metrics. SSMMA's concept will deliver free on-site training and/or direct technical services to south suburban municipalities and local government decision makers based on a call for assistance for services, structured screening of requests, and responsive work scopes.

The Local Circuit Rider (LCR) Concept

The purpose of the Circuit Rider is to facilitate implementation through the engagement of local governments and stakeholders. The term circuit rider is being used to denote seasoned technical

assistance providers who travel or may be embedded in local municipalities to help support and increase municipal capacity and provide direct implementation assistance.

The SSMMA LCR initiative can bridge the gap that exists between local government goals, objectives, and strategies that are necessary to enhance the effectiveness of local program or project delivery. The studies are done, the plans are prepared, and the results are in—but what now? This is often the challenge for municipalities that may be unsure of what is an appropriate role with regards to larger agencies, what needs to be done to secure buy-in, how to get started, and what help and resources are available to them. While some resources may exist at the local, regional, state, and federal levels, in certain communities there is often insufficient resources or staff expertise available to guide and execute coordinated efforts from start to finish. As a result, implementation is often delayed, stalled, or even sometimes not even attempted. The lack of resources, technical expertise, and municipal staff capacity often means that good plans, unfortunately, just “sit on a shelf and collect dust”.

To assist with the implementation of beneficial objectives, projects and programs, SSMMA LCR will highlight the integration of proven and innovative Best Management Practices from many sources. Services can be either strategies, administrative or technical. Research and Development (RD) capabilities in a staff-planning role will be highlighted in a manner that either undertakes, supports or champions those best practices.

Examples of LCR services

Services are anticipated to include specialized deliverables such as transportation or community planning, grant writing, request for proposal preparation, grant administration, funding identification, project coordination, project management, and local priority setting.

- Municipal Administration – prepare draft public notices, municipal ordinances, amendments, and budgets.
- Liaison with other municipal staff, county, state, and federal government agencies and representatives.
- Loan/Grant Preparation/Administration—preparation of applications for federal and state loan/grant programs.
- Specialized project administration.
- Communication and Information—analyze specific problems and provide appropriate advice to municipal staff and to elected officials.
- Research and Briefings regarding federal and state program regulations.
- Advice regarding trends and policies in municipal finance, human resources management, general management and public administration
- Attend regional agency meetings and provide follow-up briefings for municipal staff and officials
- Facilitate local short/long term planning efforts as required
- Attend community planning and village board meetings, serve as a resource and “pro-bono” staff
- Provide ad hoc project assistance

Specific knowledge areas for LCR assistance may include any of the following:

- Regulatory compliance

- Problem identification
- Project administration/Project development/Administrative training
- Community surveys
- Operator assistance/training
- Planning/engineering reviews
- Community Involvement to support local efforts
- Project Development/Facilitation
- Report Generation

8. Previous Plan Implementation Efforts

SSMMA has a long history of providing planning assistance and GIS technical support to our member communities. We provide model ordinances and share information about best practices and assist in advancing municipal objectives where possible. The challenge has been to provide effective, sustained support to see projects through to fruition. SSMMA's proposed LCR pilot provides that opportunity.

9. Additional Strategic Partnerships

The Executive Committee of the SSMMA, representing 12 of the 45 municipal members, supports this concept to provide direct technical assistance and municipal staffing support to south suburban communities in need. SSMMA staff has been in regular contact with CMAP and Cook County Bureau of Economic Development to discuss a proposed pilot initiative that could improve the economic viability and future success of some of the region's most resource-strapped communities. Both agencies have expressed support for increasing the capacity of south suburban municipalities and recognize the need to effect change if we're to achieve inclusive growth and reinvestment goals.

(Please include any additional information that is relevant, preferably by providing links to online documents.)

www.ssmma.org

<http://ssmma.org/program-areas/>



>> SSMMA'S CORE ACTIVITIES

Economic Growth: SSMMA's planning, transportation, housing and economic development efforts contribute to long-term vitality and regional growth.

Housing and Community

Development: SSMMA is a partner and a resource for local governments that work to improve housing and promote healthy communities.

Transportation: SSMMA is committed to plans and projects that enhance the region's transportation, infrastructure and mobility systems.

Technology: SSMMA helps leverage technologies in the region such as GIS and CSFN's high-speed broadband that support the demands of business, education and local government.

Regionalism and Quality of Life:

SSMMA creates, promotes and delivers consensus-backed, regional solutions that make our communities more livable and protect or enhance our natural environment.

A Proven Resource: SSMMA provides south suburban communities with resources and technical expertise that reduces costs and solves tough problems in planning, housing, economic development and transportation.

Input: SSMMA seeks consistent and in-depth input on what citizens want for the future of their region.

>> MEMBER COMMUNITIES

- VILLAGE OF ALSIP
- VILLAGE OF BEECHER
- CITY OF BLUE ISLAND
- VILLAGE OF BURNHAM
- CITY OF CALUMET CITY
- VILLAGE OF CALUMET PARK
- CITY OF CHICAGO HEIGHTS
- CITY OF COUNTRY CLUB HILLS
- VILLAGE OF CRESTWOOD
- VILLAGE OF CRETE
- VILLAGE OF DIXMOOR
- VILLAGE OF DOLTON
- VILLAGE OF EAST HAZEL CREST
- VILLAGE OF FLOSSMOOR
- VILLAGE OF FORD HEIGHTS
- VILLAGE OF GLENWOOD
- CITY OF HARVEY
- VILLAGE OF HAZEL CREST
- VILLAGE OF HOMEWOOD
- VILLAGE OF LANSING
- VILLAGE OF LYNWOOD
- CITY OF MARKHAM
- VILLAGE OF MATTESON
- VILLAGE OF MIDLOTHIAN
- VILLAGE OF OLYMPIA FIELDS
- CITY OF OAK FOREST
- VILLAGE OF MOKENA
- VILLAGE OF MONEE
- VILLAGE OF ORLAND HILLS
- VILLAGE OF ORLAND PARK
- VILLAGE OF PARK FOREST
- VILLAGE OF PEOTONE
- VILLAGE OF PHOENIX
- VILLAGE OF POSEN
- VILLAGE OF RICHTON PARK
- VILLAGE OF RIVERDALE
- VILLAGE OF ROBBINS
- VILLAGE OF SAUK VILLAGE
- VILLAGE OF SOUTH CHICAGO HEIGHTS
- VILLAGE OF SOUTH HOLLAND
- VILLAGE OF STEGER
- VILLAGE OF THORNTON
- VILLAGE OF TINLEY PARK
- VILLAGE OF UNIVERSITY PARK
- VILLAGE OF WORTH



1904 WEST 174TH STREET
 EAST HAZEL CREST, IL 60429
 (708) 206-1155
 WWW.SSMMA.ORG



MANY COMMUNITIES
ONE VISION
 ...FOR THE SOUTHERN SUBURBS





Located south of the City of Chicago, the **South Suburban Mayors and Managers Association** (SSMMA) is an intergovernmental agency providing technical assistance and joint services to 45 municipalities representing a population of nearly 700,000 in Cook and Will Counties.

>> THE SOUTH SUBURBAN MAYORS AND MANAGERS ASSOCIATION...

*Provides a means for geographically related municipalities in the region south of Chicago to **cooperate...***

*Explores and recommends **solutions to common municipal problems...***

*Develops and administers or fosters **intergovernmental programs** on a voluntary basis...*

*Develops a common voice on municipal positions in the southern suburbs and communicates these positions as **a single voice to state, county and federal governments**, as well as private organizations...*

*Cooperates with other municipalities and organizations towards **solutions to municipal, regional and statewide problems...***

*Provides **general governmental assistance** to member municipalities...*

The Green TIME Zone strategy drives many of SSMMA's programs and partnerships to help achieve a robust, sustainable southland region that attracts global investment and builds thriving communities.



SSMMA members work cooperatively on transportation, legislation, land use, economic development, recycling, purchasing, stormwater and open space planning, infrastructure, human resources, public safety, geographic information system (GIS) services and housing issues.



LEARN MORE AT SSMMA.ORG

