

Northeastern Pennsylvania Alliance

NEPA

Business Development



Community & Economic Development



Nonprofit & Community Assistance Center



Transportation



November 2, 2022

NEPA's Board of Directors 2022-2023

CARBON COUNTY

Kathy Henderson	610-379-5000	khenderson@carboncountychamber.org
Wayne Nothstein (County Commissioner)	570-325-3611	waynenothstein@carboncounty.net
Harold Pudliner	570 427-8640	weatherlyboro@gmail.com
Joseph Sebelin (Executive Committee-Past Board Chairperson)	570-657-8205	jsebelin@ptd.net
Garry Wentz	570-325-2462	gawentz@ptd.net

LACKAWANNA COUNTY

Philip Condron	570-344-6888	phil.condron@condronandcompany.com
Tom Donohue	570-347-2056	tdonohue@lamar.com
Dr. Katie Leonard	570-702-8903	kleonard@johnson.edu
John McNulty	570-561-6961	jackie6741@gmail.com
Jerry Notarianni (County Commissioner)	570-963-6800	notariannij@lackawannacounty.org
(Brenda Sacco - Alternate)	570-963-6830	saccob@lackawannacounty.org
Alex Stark (Executive Committee-Assistant Secretary)	570-558-5112	alex.stark@kanelogistics.com

LUZERNE COUNTY

Stephen Barrouk (Executive Committee-1st Vice-Board Chairperson)	570-814-9114	stevebarrouk@gmail.com
Joseph Lettiere	570-455-1508	jlettieri@hazletoncando.com
Mary Malone	570-455-1509	mmalone@hazletonchamber.org
Tim McGinley (County Council)	570-825-1500	tim.mcginley@luzernecounty.org
Michelle Mikitish	570-655-1424	mmikitish@pittstonchamber.org
Kerry Miscavage	570-704-3953	kmiscavage@timesleader.com

MONROE COUNTY

Christopher Barrett	570-421-5791	cbarrett@poconos.org
John Christy (County Commissioner)	570-517-3102	jchristy@monroecountypa.gov
Charles Leonard	570-839-1992	cleonard@pmedc.com
Mary Frances Postupack (Executive Committee-Secretary)	570-422-7920	mpostupack@esu.edu
Marynell Strunk	570-460-4772	read4fun@ptd.net

PIKE COUNTY

Cynthia DeFebo	570-296-2909	cdefebo@pikepa.org
William Kerstetter (Executive Committee-Treasurer)	570-832-1578	cobk@ptd.net
Juliette Mckerrell	570-832-4260	jmcckerrell@thedimebank.com
Matthew Osterberg (County Commissioner)	570-296-7613	mosterberg@pikepa.org
Peter Wulforth	570-296-3405	ptw3@psu.edu

SCHUYLKILL COUNTY

Robert Carl	570-622-1942	rcarl@schuylkillchamber.com
Courtney Fasnacht	570-622-0992	cfasnacht@nepamaec.com
Micah Gursky	570-645-8118	micah.gursky@sluhn.org
George Halcovage (County Commissioner)	570-628-1202	ghalcovage@co.schuylkill.pa.us
(Executive Committee-2nd Vice-Board Chairperson)		
Bud Quandt	570-544-4775	bquandt@quandt.com

WAYNE COUNTY

Joseph Adams (County Commissioner)	570-253-5970	jwadams@waynecountypa.gov
James Hockenbury	570-251-6680	hockenbury@wmh.org
Craig Rickard	570-253-5970	crickard@waynecountypa.gov
Michael Rollison	570-253-8571	mike.rollison@waynebank.com
Mary Beth Wood (Executive Committee-Board Chairperson)	570-253-2537	mbw@wedcorp.org

AT-LARGE

Carl Beardsley	570-602-2000	cbeardsley@flyavp.com
Christopher Doherty	570-815-4918	chrisdoherty250@gmail.com
Ricky Durst	570-646-2300	rdurst@poconoraceway.com
Vincent Galko	570-751-3798	vgalko@mercuryllc.com
Larry Malski	570-963-6676	lmalski@pnrra.org
Kit Pappas	570-629-1665	kpappas@kslresorts.com
Alana Roberts	570-348-1622	aroberts@pplweb.com
Vacant		

EX-OFFICIO

Jeffrey Box	570-655-5581	jbox@nepa-alliance.org
Maria Montoro Edwards (NCAC Board Chair)	570-826-1777	mmedwards@mfhs.org
Andy Reilly (PNE Board Chair)	570-824-7214	andy.reilly@luzernecounty.org
(John Augustine - Alternate)	570-883-0504	jaugustine@pennsnortheast.com

EMERITUS

David Donlin	570-624-1796	dadmatd515p@comcast.net
Ernest Preate	570-558-5970	epreate@comcast.net

BOARD OF DIRECTORS REPORT
NOVEMBER 2, 2022



AGENDA

- I. **Call to Order** – *Mary Beth Wood, Board Chairperson*
- II. **Pledge of Allegiance** - *Mary Beth Wood, Board Chairperson*
- III. **Roll Call** – *Donna Hritz*
- IV. **Board Discussion & Action Items**
 - * October 7, 2022 Meeting Minutes - *Mary Beth Wood, Board Chairperson* 1-2
 - * Approval of the Financial Report - *Wendi Holena, VP & CFO* 3-4
 - * **Affiliate/Committee/Division Reports**
 - Business Development Services - *Steve Ursich*
 - Community & Economic Development Services - *Kurt Bauman*
 - Communications & Membership - *Alex Stark/Donna Hritz*
 - Transportation Services - *Alan Baranski*
- V. **President & CEO Report** – *Jeffrey Box* 5-24
- VI. **Presentation** - *PA State Small Business Credit Initiative (PA-SSBCI) Program – Steve Ursich*
- VII. **Open Discussion** - *Mary Beth Wood, Board Chairperson*

**Board of Directors Report
Minutes of
Thursday, October 6, 2022
Radisson Station Hotel**

OFFICERS

Mary Beth Wood, Board Chairperson
Commissioner George Halcovage, 2nd Vice Board Chairperson
Mary Frances Postupack, Assistant Treasurer

CARBON

Garry Wentz

LACKAWANNA

Phil Condron
Brenda Sacco

LUZERNE

Michelle Mikitish
Kerry Miscavage

MONROE

Chris Barrett

PIKE

Cynthia DeFebo

SCHUYLKILL

No Attendees

WAYNE

No Attendees

AT-LARGE

Carl Beardsley
Chris Doherty
Ricky Durst
Vince Galko
Alana Roberts

EX-OFFICIO

Jeffrey Box
Maria Montoro Edwards

STAFF

Wendi Holena

**Board of Directors Report
Minutes of
Thursday, October 6, 2022
Radisson Station Hotel**

The NEPA Alliance held a Board of Directors Meeting on Thursday, October 6, 2022, at Radisson Station Hotel, Scranton, PA. Board Chairperson Mary Beth Wood called the meeting to order at 4:00pm.

Board Chairperson Mary Beth Wood asked the Board of Directors to join her in reciting the Pledge of Allegiance.

ACTION ITEMS

Minutes - A motion was made by Chris Barrett and seconded by Vince Galko to accept the minutes from the Board of Directors Meeting of June 15, 2022, as presented. **Motion carried**

Financial Report – Wendi reported that on the Statement of Activities as of August 31, 2022, NEPA has total revenues and total expenses of approximately \$827,000. She further reported that there is a small increase in net assets of \$616. Wendi noted that NEPA is two months into the new fiscal year. She reported that staff is still finalizing the year end numbers and the auditors are expected to be at NEPA at the end of October.

A motion was made by Michelle Mikitish and seconded by Carl Beardsley to accept the Financial Report as presented. **Motion carried**

President & CEO Report

Jeff reported that the Networking Reception is coming together very nicely. He reported that the attendance numbers have been fluctuating with approximately 300 plus attendees. Jeff also reported that the sponsorship is approximately \$42,000. He thanked the Board for their sponsorship and attendance. Jeff stated tonight's program is very brief and we will be replaying NEPA's video from last year because the quality was so good and it tells the NEPA story very well. He noted that the staff is meeting all their metrics and the funding partners are pleased.

Jeff stated that NEPA partnered with Congressman Matt Cartwright and NASA to connect local businesses with the NASA supply chain. He also stated that the Bring the World to Pennsylvania was held (in person) at the Radisson on September 23rd with great attendance. Jeff reported that NEPA will be starting a new revolving loan fund program for small businesses after being awarded \$5 million from DCED. Jeff noted that ARC will be carrying over \$8 million dollars this year because of additional money. Jeff further noted that if anyone knows of any projects to reach out to Kurt.

Mary Beth thanked the Board for their sponsorship and for their attendance today.

There being no further business Board Chairman Mary Beth Wood adjourned the meeting at 4:20pm. She noted that the next meeting will be November 2, 2022.

Respectfully submitted:
Wendi Holena, Vice President/CFO
October 11, 2022

Statement of Activities

September 30, 2022

	Prior YTD	Current YTD	Budget	Percentage of Budget
Revenues:				
Grants/Projects	\$ 668,318	\$ 1,050,169	\$ 8,204,244	13%
Membership Fees	55,964	59,050	236,200	25%
Rental Income	8,176	7,230	28,921	25%
RLF Admin. Fees	4,079	3,550	15,000	24%
Match from Other Sources	30,254	51,879	42,000	124%
Other Receipts	3,351	4,738	3,500	135%
Contributed Services	5,512	-	20,000	0%
Total Revenues	<u>775,654</u>	<u>1,176,616</u>	<u>8,549,865</u>	<u>14%</u>
Expenses:				
Personnel	430,901	503,423	2,004,762	25%
Benefits	177,366	208,316	882,095	24%
Contractual	55,983	367,304	5,067,330	7%
Professional Fees	1,950	344	24,900	1%
Travel and Per Diem	452	9,576	35,414	27%
Meetings and Seminars	28,347	13,174	86,725	15%
Postage	1,522	1,967	3,300	60%
Supplies	3,884	5,779	76,300	8%
Publications and Memberships	10,538	8,263	52,320	16%
Printing	2,630	619	4,800	13%
Advertising	5,766	3,833	10,500	37%
Occupancy	13,322	11,663	65,300	18%
Equipment Rental & Maintenance	3,290	3,698	12,164	30%
Depreciation	14,404	14,204	59,816	24%
Telephone/Internet	5,121	6,472	28,780	22%
Insurance	-	-	32,042	0%
Interest	10,419	9,979	39,217	25%
Other Costs	3,607	6,554	42,741	15%
Contributed Services	5,512	-	20,000	0%
Total Expenses	<u>775,014</u>	<u>1,175,168</u>	<u>8,548,506</u>	<u>14%</u>
		-		
Increase (Decrease) in Net Assets	<u>\$ 640</u>	<u>\$ 1,448</u>	<u>\$ 1,359</u>	

Net Assets	
Beginning Balance	\$ 1,685,860
Increase (Decrease)	1,448
Current Balance	<u>\$ 1,687,308</u>

Statement of Financial Position

September 30, 2022

Assets	Prior Year	Current Year	Liabilities	Prior Year	Current Year
Unrestricted Cash Invested	\$ 790,813	\$ 714,140	Accounts Payable	53,813	316,997
Restricted Funds Invested	73,402	329,107	Deferred Project Funds	73,402	329,107
Membership Fees Receivable	14,275	69,575	Employee Benefits Payable	184,475	196,043
Advances/Deposits/Prepays	39,828	44,183	Payroll Withholdings	4,732	4,731
Accounts Receivable-Projects	886,370	1,428,068	Deferred Membership Fees	119,011	119,675
Depreciable Assets (Net)	668,817	611,399	Capital Lease Payable	567,024	542,611
			Total Liabilities	<u>1,002,457</u>	<u>1,509,164</u>
			Net Assets *	<u>1,471,048</u>	<u>1,687,308</u>
Total Assets	<u><u>\$ 2,473,505</u></u>	<u><u>\$ 3,196,472</u></u>	Total Liabilities & Net Assets	<u><u>\$ 2,473,505</u></u>	<u><u>\$ 3,196,472</u></u>

*Net Assets represents NEPA's equity. It is the surplus of Total Assets less Total Liabilities. Net Assets is not equivalent to cash.

Board of Directors Report November 2, 2022



Dear Board Members,

It is difficult to believe we are closing in on the end of 2022. We have had a very productive calendar year 2022, and first quarter of our 2023 Fiscal Year.

Please read through the following report as it chronicles our activities here at NEPA. The NEPA staff is working hard on all of our programming.

NEPA Annual Networking Reception

Thanks to all of you who sponsored, attended and/or supported the event!!! We had a great turnout, excellent sponsorship level and great networking. We will have a report on the event at the meeting.

LDD Metrics

Each year, NEPA collects data from our partners Local Development Districts (LDD's) across the Commonwealth. We aggregate the impacts for our legislators and funding agencies. We have good numbers here in NEPA and when combined with the other six (6) LDD's the numbers are impressive. The NEPA and the LDD reports are enclosed in the packet.

New Loan Program

We just recently received notice of approval of our application under the Pennsylvania State Small Business Credit Initiative (PA-SSBCI) loan program. We will receive \$5 million to provide low interest loans to regional businesses. Details will be presented at the Board meeting.

ARC Conference and Projects

Several of us attended the Annual ARC Conference this month. The conference was held in Western Maryland and hosted by ARC Federal Co-Chair Gayle Manchin and Maryland Governor Larry Hogan. We have had good success with ARC projects this year and we know there is more funding available. Please reach out to Kurt if you have any project ideas.

Blue Ribbon Task Force (BRTF)

We are working to revive our effort with the BRTF. The fundraising team is also starting work raising funds for the BRTF.

We continue to be very busy with our programming throughout the region. Please let me know if we can assist you with anything.

Respectfully,
Jeff

Federal Grant Assistance

NEPA serves as the Local Development District (LDD) for the Appalachian Regional Commission and the Pennsylvania Department of Community & Economic Development (DCED), NEPA provides technical assistance to organizations seeking federal grant assistance.

Assisted in Grants Totaling

\$1,622,477

Funds Leveraged

\$1,464,141

Business Financing

The NEPA Business Finance Center offers numerous loan programs with interest rates of 3% to 6%.

Jobs Supported

374

Businesses Assisted

84

Closed 53 Loans for

\$12,394,650

Funds Leveraged

\$24,267,130

Government Contracting Assistance

The NEPA Procurement Technical Assistance Center (PTAC) assisted active clients generating prime and sub contract awards.

Government Sales

\$303,980,291

Businesses Assisted

324**Jobs****452**

Supported

International Business Development

NEPA provides international business development assistance to businesses in Northeastern Pennsylvania with the goal of helping to generate international sales and increases in regional employment.

International Sales

\$113,007,920

Businesses Assisted

54**Jobs****1,017**

Supported

Transportation Planning

NEPA manages the four-county Metropolitan Planning Organization (MPO) program, which includes the Transportation Improvement Program (TIP), that includes funding for bridge, highway and transit projects over four years 2023-2026.

TIP 2023-2026

\$677,500,000

Nonprofit & Community Assistance Center

NCAC provides services to strengthen and support nonprofit organizations and grantmakers in our seven-county region.

Training & Assistance

462

NEPA Client Testimonials

"I just wanted to share some good news about how an ARC investment can make a huge difference in a community. In 2017, a \$50,000 ARC grant was approved for WEDCO/Wayne County, which would be used in part to develop a financial investment/sustainability model for our Wayne Tomorrow! initiative. In December 2018, Strengthening the Wayne County Community and Economic Development Ecosystem: An Assessment was completed by Dr. Erik R. Pages of EntreWorks Consulting and Deborah Markley of LOCUS Impact Investing. This study, and the work of the consultants, provided the road map for the Wayne County Community Foundation to expand their focus, transforming from being a small scholarship/grant-making foundation to an organization taking a much larger role in community development.

The Wayne County Community Foundation announced a \$2,000,000 grant from the Weinberg Foundation towards our Wayne County Recovery-to-Work project and a \$300,000 grant (\$100,000 for three years), also from the Weinberg Foundation, to hire a grant writer to assist Wayne and Pike Counties. This is a pilot program to increase grant writing capacity in rural communities. It is hoped that the ROI would support perpetuating the position through local investment.

This new and significant funding through philanthropic channels is a direct result of the ARC grant and is a gamechanger for our community. Thanks for all your administration and guidance of the ARC Area Development program, to all involved at the federal, state, and local level – it truly makes a difference in our communities!"

"Would highly recommend this company to anyone starting a business. Great people who helped us tremendously when we were just starting out."

"Our NEPA PTAC Team is very knowledgeable and prompt in assisting. They follow up and make sure that our questions and concerns are addressed. We love our team and we thank you so very much for the continued support to small businesses like us."

"We are extremely satisfied with the opportunities the NEPA Alliance has provided us! Through the GAP program we were able to significantly improve and grow our international offerings through externalizing our website. As our budget is tight, the grant money gave us a chance to film content we would not have been able to film otherwise, to work with production teams in the Latin market, and to market our products in a more effective manner!"

"We have been working with NEPA Alliance for many years. Services are very relevant, and we have made contact in global regions with the help of Debbie Langan and NEPA that we most likely would not have access to otherwise. We have participated in grant programs which have been a big benefit and look forward to our continued working relationship."

Funding Partners



NEPA Alliance Affiliates





ARC/EDA Assistance

The seven (7) Pennsylvania LDDs provide technical assistance to applicants within our regions seeking grant funding from the Appalachian Regional Commission (ARC) and the Economic Development Administration. The LDDs helped secure over \$23,980,410 in grant funding, which leveraged \$214,223,836.

Grant Funds Received

\$23,980,410

Funds Leveraged

\$214,223,836

58 Grants



Business Financing

Firms are expanding, new companies are forming, and jobs are being created/retained. Utilizing programs that work with banks and industrial development groups in Pennsylvania's Appalachian counties, LDDs are financing manufacturers, retailers, research and engineering firms, agricultural businesses and more.

Jobs

1,326

Supported

Value of Loans	\$30,670,501	Funds Leveraged	\$56,217,596
Number of Loans	135	Businesses Assisted	1,367



Government Contracting Assistance

The LDDs provide services such as individualized counseling, electronic bid matching, interpreting bid packages, identifying new market opportunities and assisting with the registrations necessary to procure government contracts and helping businesses to understand and comply with the terms of their contract awards.

Jobs

1,788

Supported

Government Sales	\$599,367,999	Businesses Assisted	2,013
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Regional Export Network

The LDDs serve as the coordinators for the Regional Export Network (REN), conducting export readiness assessments, identifying market expansion/development opportunities, providing trade leads and assisting with the preparation of global sales strategies.

Jobs

3,834

Supported

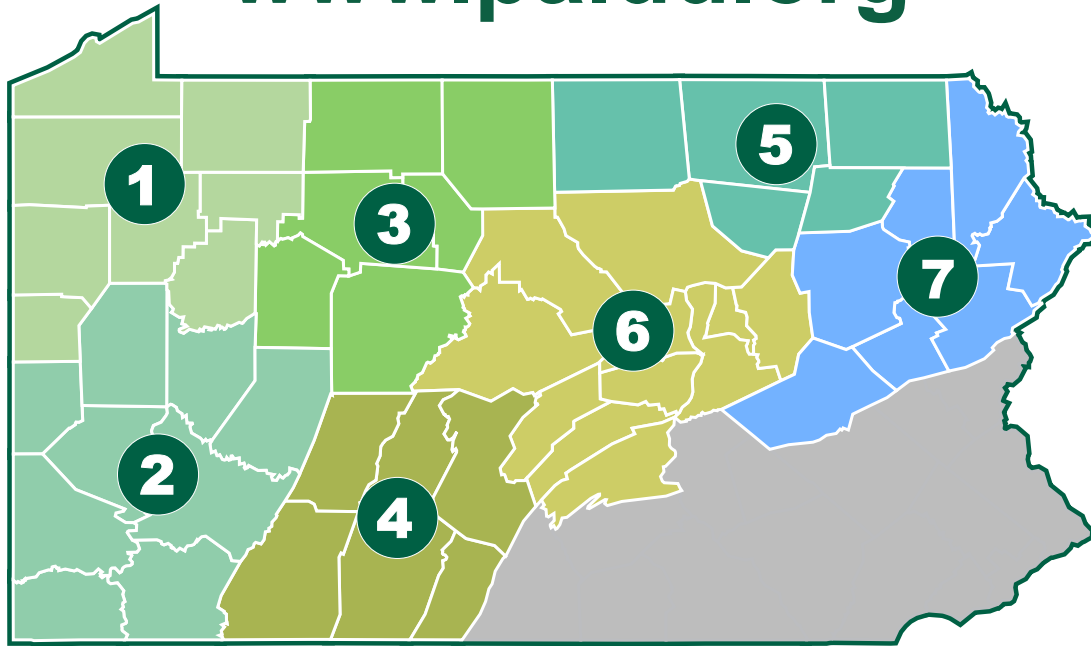
International Sales	\$706,765,474	Businesses Assisted	916
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Transportation Planning

As designated Rural Planning Organizations (RPO) and Metropolitan Planning Organizations (MPO), the LDDs work with counties, local governments and PennDOT to plan, program and establish transportation priorities. The LDDs also provide training through the Local Technical Assistance Program (LTAP), which provides technical information and proven technologies dealing with roadway maintenance and safety methods to meet the growing demands on municipal governments.

Project Dollars Let	\$494,890,813	Projects Let	285	LTAP Sessions	104	Personnel Trained	918
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1. Northwest Pennsylvania Regional Planning & Development Commission

395 Seneca Street
Oil City, PA 16301
Website: www.northwestpa.org
Phone: 814.677.4800
Executive Director: Jill Foys

2. Southwestern Pennsylvania Commission

Two Chatham Center, Suite 500
112 Washington Place
Pittsburgh, PA 15219
Website: www.spcregion.org
Phone: 412.391.5590
Executive Director: Vincent Valdes

3. North Central Pennsylvania Regional Planning & Development Commission

49 Ridgmont Drive
Ridgway, PA 15853
Website: www.ncentral.com
Phone: 814.773.3162
Executive Director: Jim Chorney

4. Southern Alleghenies Planning & Development Commission

3 Sheraton Drive
Altoona, PA 16601
Website: www.sapdc.org
Phone: 814.949.6500
Executive Director: Steve Howsare

5. Northern Tier Regional Planning & Development Commission

312 Main Street
Towanda, PA 18848
Website: www.northerntier.org
Phone: 570.265.9103
Executive Director: Frank Thompson

6. SEDA - Council of Governments

201 Furnace Road
Lewisburg, PA 17837
Website: www.seda-cog.org
Phone: 570.524.4491
Executive Director: Kim Wheeler

7. Northeastern Pennsylvania Alliance

1151 Oak Street
Pittston, PA 18640-3726
Website: www.nepa-alliance.org
Phone: 570.891.4647
President & CEO: Jeffrey K. Box

Local Development District Network

Website: www.paldd.org

Federally designated by the Appalachian Regional Commission (ARC), the seven Local Development Districts (LDDs) serve all 52 of Pennsylvania's Appalachian counties.

Board of Directors Report

November 2, 2022



LDD CUSTOMER SATISFACTION SURVEY FORMS

Twenty-seven (27) out of thirty-two (32) LDD Customer Satisfaction Survey forms were completed by NEPA clients who received assistance through NEPA's Business Financing, Procurement Technical Assistance Center and International Business Programs for assistance received during the 1st quarter of 2022-2023 which represented an 84% response rate. Twenty-seven (27) clients indicated they were very satisfied/satisfied with the assistance they received through NEPA. **This gives an overall satisfaction rate of 100% from surveys received for the 1st quarter of 2022-2023.**

The following represents the number of responses from clients who indicated they were very satisfied / satisfied with the specific assistance they received:

	*Timeliness of Assistance	*Quality of Assistance	*Value of Assistance
Loans	8	8	8
PTAC	14	14	14
International	9	9	9

Procurement Technical Assistance Center

Counseling Activity (09-01-2022 to 09-30-2022)

New Active Clients for the Period	4
Active Clients for the Period	247
Initial Introductory Counseling Sessions for the Period	4
Follow-up Counseling Sessions for the Period	79

The Procurement Technical Assistance Center (PTAC) worked with new client registrations in the PA Supplier Portal to do business with the Commonwealth and System for Award Management to be able to sell to the Federal Government. Follow-up sessions support client registration updates, and new certification applications such as but not limited to: HUBZone, 8(a), SDVOSB/VOSB, and WOSB.

Contract Awards Activity (09-01-2022 to 09-30-2022)

Award Type	Number of Awards	Number of Clients	Total Value
Federal Prime	2,082	15	\$24,693,779.45
State & Local Prime	1	1	\$7,650.00
Sub-Contractor	0	0	\$0

Board of Directors Report November 2, 2022



During this period, Active PTAC clients received contract awards primarily from Federal Agencies acting as a prime contractor. Contract award reporting follows Defense Logistics Agency terms.

The PTAC worked with clients during this period on either SBA or CVE certifications for their business.

Certification Activity (09-01-2022 to 09-30-2022)		
Certification Type	Applications Submitted	Certifications Approved
SD/VOSB	0	0
WOSB	1	1
HUBZone	1	1

Business Finance Center

The Business Finance Center has been able to close 9 loans totaling \$1,278,000.00. Through these loan closings, the small businesses are expected to create 19 jobs and retain 39 jobs in the next 3 years within the 7-county region that NEPA Alliance serves. Loans closed since that last meeting include the following business sectors:

- Gymnastic Centers
- Dental Offices
- Retail
- Full-Service Restaurants

NEPA BFC continues to offer a menu of loan programs while also evaluating alternative loan programs that are available to offer. Strategies have shifted to informing bank lenders and the small business community of the benefits of the extended term and lower down payment in the increasing rate environment. The portfolio continues to perform as anticipated with one SBA 504 default that is wrapping up.

SBA 504		
	Number	Balance
Approved Loans	18	\$ 22,059,000.00
Closed Since Last Meeting	2	\$ 611,000.00
Outstanding Loans	35	\$ 29,480,603.09
Total	55	\$ 52,150,603.09
PIDA		
	Number	Balance
Approved Loans	1	\$ 2,000,000.00
Closed Since Last Meeting	0	\$ 0.00
Outstanding Loans	86	\$ 10,919,615.00

Board of Directors Report November 2, 2022



Total	87	\$ 12,919,615.00
Internal Funds		
	Number	Balance
Approved Loans	2	\$ 115,000.00
Closed Since Last Meeting	7	\$ 667,000.00
Outstanding Loans	131	\$ 6,482,707.38
Total	141	\$ 7,314,707.38

Other Items:

- Pennsylvania State Small Business Credit Initiative
- Community Advantage Application
- Community Development Block Grant Update

International Business Development Program

- The International Business Development staff recorded thirty-eight (38) Export Actions and generated six (6) International Projects to Pennsylvania's Authorized Trade Representatives from September 15, 2022, through October 21, 2022. Staff processed six (6) Global Access Program (GAP) application during this timeframe. GAP is an export promotion grant administered by the Pennsylvania Office of International Business Development (OIBD) under a State Trade Expansion Program (STEP) award from the U.S. Small Business Administration.
- In partnership with the Pennsylvania Department of Community & Economic Development Office of International Business Development (OIBD), staff hosted *Bringing the World to Northeastern Pennsylvania* on Friday, September 23, 2022, at the Radisson Lackawanna Station Hotel in Scranton, PA. This is the International Business Program's premier event, when NEPA, as the Regional Export Network partner for OIBD hosts Pennsylvania's Authorized Trade Representatives (ATRs) for one-on-one meetings with businesses interested in or currently exporting. Usually held annually, this was the first in-person event in three (3) years. Twenty-one (21) companies participated generating approximately one hundred (100) meetings.
- This year, NEPA also worked with OIBD, the Governor's Action Team and Wilke University to host a pre-event networking reception on Thursday, September 22, 2022, at Wilkes University. The goal of this event was to bring together international business students, local companies, and the ATRs to highlight the international footprint of the regional and state economy.

PA Office of International Business Development Performance Measurements FY 2022 -2023

Performance Measurement	Goal	YTD Totals
Active Clients	50	31
Export Actions	105	43

Board of Directors Report

November 2, 2022



Exporting Companies	13	0
Export Sales	\$22,609,296.90	\$0
Projects	101	17
ATR Attributed Sales	\$9,269,811.73	\$0
New Clients	7	8
Total (weighted and capped measure) <i>Calculated 10/21/22</i>		21.7%

Board of Directors Report November 2, 2022



COMMUNITY & ECONOMIC DEVELOPMENT SERVICES DIVISION

EDA

Development District (LDD) for the Economic Development Administration (EDA), NEPA provides technical assistance to those organizations seeking EDA grant assistance.

Organization	Project	CO	EDA Grant Request Amount	Funding Leveraged	Status
Downtown Shenandoah Inc.	Shenandoah Innovation Center	SC	\$2M	\$6M	Submitted in May 2022
City of Wilkes- Barre	Parking Garage	LU	\$3M	\$3M	In Progress

Appalachian Regional Commission

As the designated Local Development District (LDD) for the Appalachian Regional Commission (ARC) and the Pennsylvania Department of Community & Economic Development (DCED), NEPA provides technical assistance to those organizations seeking ARC grant assistance.

2022 – Current Projects

Organization	Project	CO	ARC Grant Request Amount	Funding Leveraged	Amount Approved
NEPA Alliance	New Market Tax Credit Launch Phase III	RE	\$86,000	\$86,000	TBD
Scranton-Lackawanna Human Development Agency (SLHDA)	Scranton Pre-K Center and Workforce Counseling Headquarters	RE	\$117,200	\$117,200	TBD
Keystone College	LEEP Project	LA	\$100,000	\$140,000	TBD
NeighborWorks NEPA	West Scranton Main Street Revitalization & Small Business Boost	LA	\$125,000	\$125,000	\$125,000
IBEW Local 163	Advanced Technology Center Expansion	LU	\$92,880	\$92,880	\$92,880
Oregon Township	Beardsley Road Widening and Safety Improvements	WA	\$300,000	\$600,000	TBD
The Institute	Regional Needs Assessment	LU	\$75,000	\$75,000	TBD

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2022-2023 Investment Package

Organization	Project	CO	ARC Grant Request Amount	Funding Leveraged	Status
NEPA Alliance	PREP	RE	\$400,00	\$400,000	Invited for Full Application
Johnson College	Flying High to New Careers in Aviation Technology	LA	\$126,186	\$126,186	Invited for Full Application
Lackawanna College	Montage Mountain Economic Development Plan	LA	\$100,000	\$100,00	Invited for Full Application
Maternal and Family Health Services	Circle of Care Maternity Medical Home	LA	\$200,00	\$200,000	Invited for Full Application
Scranton Cultural Center at the Masonic Temple	Sound Enhancements for the Weinberg Theater	LA	\$125,000	\$125,000	Invited for Full Application
Wayne County	Wayne County Food Locker Pilot Program	WA	\$239,223	\$239,223	Invited for Full Application
Downtown Shenandoah, Inc.	Shenandoah Innovation Center		\$136,000	\$136,000	Invited for Full Application

ENGAGE!

On behalf of the Northeast Pennsylvania Partnerships for Regional Economic Performance (PREP) partners, NEPA annually applies for the *Engage!* initiative. *Engage!* is a Pennsylvania statewide business retention and expansion (BRE) program designed to interact with targeted companies regularly and proactively. The overall goal of *Engage!* is to retain existing businesses and to help them grow and expand by building solid relationships with business owners or key decision makers and economic development partners. NEPA received \$195,000 for *Engage!* for FY 22-23 and has subcontracted with 13 partners to complete the project deliverables.

In response to the COVID-19 Pandemic, NEPA is offering, through the “Get Connected” initiative, e-commerce technical assistance to businesses. NEPA has contracted with three web development/tech firms to assist the launch of this initiative, which offers a free suite of services to develop an online sales platform that will assist in stabilizing the business and generate sales and clients during the pandemic. Thus far, NEPA has assisted over 70 businesses. Phase 4 business recipients are listed below. Clients in Phase 4 received \$3,500 in consulting support and training services from the University of Scranton SBDC and the Wilkes University SBDC for their business and e-commerce platform. Funding in the amount of \$141,500 was received from the Lackawanna County Department of Planning and Economic Development for Phase 4. This funding will allow us to assist 32 firms in Lackawanna County through the Get Connected program. **NEPA received an Impact Award from the National Association of Development Organizations (NADO) for its Get Connected program. This award was under its**

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Technology category.

Phase 4 Clients (Lackawanna County Businesses Are Eligible)

Business	Contact	Consultant Assigned	County
LMJ Shed Sales	Jenna Urban	Coal Creative	Lackawanna
Stately Pet Supply	Rebecca Martino	Coal Creative	Lackawanna
Electric City Solar Co.	William Notarianni	BlackOut Design	Lackawanna
Eastern Penn Supply Company	Rick Timchack, Sr.	Design Done Right	Lackawanna
Bloomin' Idiots Floral and Garden Center	Donna Jezorwski	Design Done Right	Lackawanna
Damon's Getaways	Damon Spady	Coal Creative	Lackawanna
TNT Professional Cleaning Services	Edward Ferraro	Design Done Right	Lackawanna
Blackwatch Café	Patrick Hinton	BlackOut Design	Lackawanna
National Bakery	William Fox	Coal Creative	Lackawanna
Northbranch Tackle and Fishing Guide Service	Ryan Alunni	Coal Creative	Lackawanna
S & S Pools & Spas, Inc.	Anthony Shamnoski	Design Done Right	Lackawanna
Lawn and Order Landscaping, LLC	Jenna Urban	Coal Creative	Lackawanna
S & S Snow & Ice Division	Anthony Shamnoski	Design Done Right	Lackawanna
Nina's Pizza	Maria McLaine	Design Done Right	Lackawanna
Vecina, LLC	Jamie Durkin	Design Done Right	Lackawanna

StartUp NEPA

NEPA has raised \$700,000 in support of our Angel Fund initiative. Official launch meeting was held in January 2022, and member meetings have been held monthly since April. To date, several businesses have pitched and one investment commitment has been made. Discover NEPA will be featuring this initiative on its website sometime before the end of the year.

NEPA Community Impact Fund

NEPA's new affiliate organization, the NEPA Community Impact Fund, was formally certified a Community Development Entity (CDE) and is actively seeking an allocation of New Markets Tax Credits (NMTC) from the U.S. Department of the Treasury. NEPA is actively seeking tax credits on behalf of three clients. We were unsuccessful in securing a NMTC allocation from the 2020 and 2021 rounds. NEPA is soliciting projects from the Commonwealth of PA with capital costs ranging from \$5M-\$60M that need NTMC subsidies to make the project viable. We will submit our next application for the 2023 round in January of 2023.

Capital Financing Services - Pennsylvania Redevelopment Assistance Capital Program (RACP)

NEPA has partnered with CBO Financial, our NMTC consultant, to offer RACP grant writing assistance and Financial Request Package support for the clients in the table below.

Client	Location	NMTC Request	RACP Request	Status
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2022 (Application August 19, 2022)				
Riverfront Sports Complex*	Scranton, PA	NA	\$2,000,000	Under State Review
Hyatt Place*	Scranton, PA	NA	\$3,000,000	Under State Review
NexUS-1*	Hazleton, PA	NA	\$3,000,000	Under State Review
2022 (Application March 13, 2021)				
Keystone Human Services	TBD, Luzerne County	NA	\$2,700,000	Awarded \$1.25M
Little Leaf Farms, LLC*	McAdoo, PA	NA	\$2,000,000	Awarded \$1.4M
2021 (Application August 13, 2020)				
Downtown Shenandoah, Inc.*	Shenandoah, PA	\$8,000,000	\$3,000,000	Awarded \$1.5M RACP

*NEPA is serving as the applicant.

NORTHEASTERN PENNSYLVANIA NONPROFIT & COMMUNITY ASSISTANCE CENTER

NCAC Membership: NCAC currently has 125 active members. Membership renewal notices were sent out in early October, and the membership fee increase went into effect on 10/1/22. With the expansion of the Economic Services team, NCAC is now offers more services to members including, access to Candid's Compensation Report, a list of local nonprofit consultants, our 25 page list of local funders, RFQ templates, and discounts to nonprofit conferences.

NCAC will be offering a grant writing working in Monroe County in November.

NEPA Grantmakers Forum: In collaboration with the Harry & Jeannette Weinberg Foundation, the McGowan Charitable Trust, The Luzerne Foundation, the Scranton Area Community Foundation, and the Margaret Briggs Foundation, NCAC launched the NEPA Grantmakers initiative. NCAC will hold a Grantmakers leadership meeting in January 2023.

Monroe County Community Foundation: Community Foundation board meetings have been held monthly since May. After completing a search for a marketing firm, a contract was signed with Condrion Media in September to assist the Foundation in developing its logo, mission, vision, and values. The Foundation has also chosen a part-time Executive Director whose contract is being prepared for signing.

BLUE RIBBON TASK FORCE (BRTF) / TOBYHANNA ARMY DEPOT

NEPA manages the Blue Ribbon Task Force (BRTF), which was organized in 1992 to provide regional community support for the preservation and protection of Tobyhanna Army Depot from the base closure process known as Base Realignment and Closure (BRAC).

NEPA received several grants from the Pennsylvania Military Community Enhancement Commission to support the Depot. The funding was used to develop a SWOT Analysis of TYAD as compared to other installations. NEPA is currently collaborating with a consultant, Edwards+Strunk, Inc., a consulting firm based in Madison Township, Lackawanna County, to develop and implement a fundraising plan. The

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newest grant received was for \$49,750 and announced in January 2022.

NEPA annually prepares an Economic Impact Analysis of the Depot. In the last update, which is for FY 2021, it was established that the total impact of the Depot is an estimated \$3.3 billion in economic activity, an estimated 8,744 jobs, and an estimated \$715.5 million in labor income within an eleven (11) county region in Northeast Pennsylvania.

NEPA team members, along with the BRTF consulting team Edwards and Strunk, toured TYAD in April. Biweekly touchpoints are taking place to continue the establishment of a fundraising plan, and the next BRTF meeting will be held on December 20, 2022.

RESEARCH & INFORMATION CENTER

NEPA provided several economic impact modeling reports summarized in the table below. Note: In the Studies Column, O is for Operations, C is for Construction and V is for Visitation.

Fiscal Year 2022 – 2023						
#	Client	Project Title	Purpose	CO	Month - Year	Studies
1	Lehigh Valley Underground, LLC	The Economic Impact of a Warehouse and Distribution Facility in Coolbaugh Township	Presented before decision makers	MO	August 2022	O/C/V
2	Northern Tier RP&DC	Regional Export Network - Annually	Annual Report of Export Program to PA Office of Int'l Bus. Dev.		Aug-21	
3	North Central RP&DC	Regional Export Network - Annually	Annual Report of Export Program to PA Office of Int'l Bus. Dev.		Aug-22	
4	Northwest RP&PC	Regional Export Network - Annually	Annual Report of Export Program to PA Office of Int'l Bus. Dev.		Aug-22	
5	Northern Tier RP&DC	Quarterly Report	Quarterly Report of Jobs Created and Retained for ARC Reporting		Jul-22	
6	North Central RP&DC	Quarterly Report	Quarterly Report of Jobs Created and Retained for ARC Reporting		Jul and Sep-22	
7	Northwest RP&PC	Quarterly Report	Quarterly Report of Jobs Created and Retained for ARC Reporting		Jul and Sep-22	

Featured Article: This month's article presents the not seasonally adjusted unemployment rates for the nation, state, region, and each of the seven counties within the NEPA service area.

Not Seasonally Adjusted Unemployment Rates

According to the first chart, the not seasonally adjusted unemployment rates, as provided by the PA

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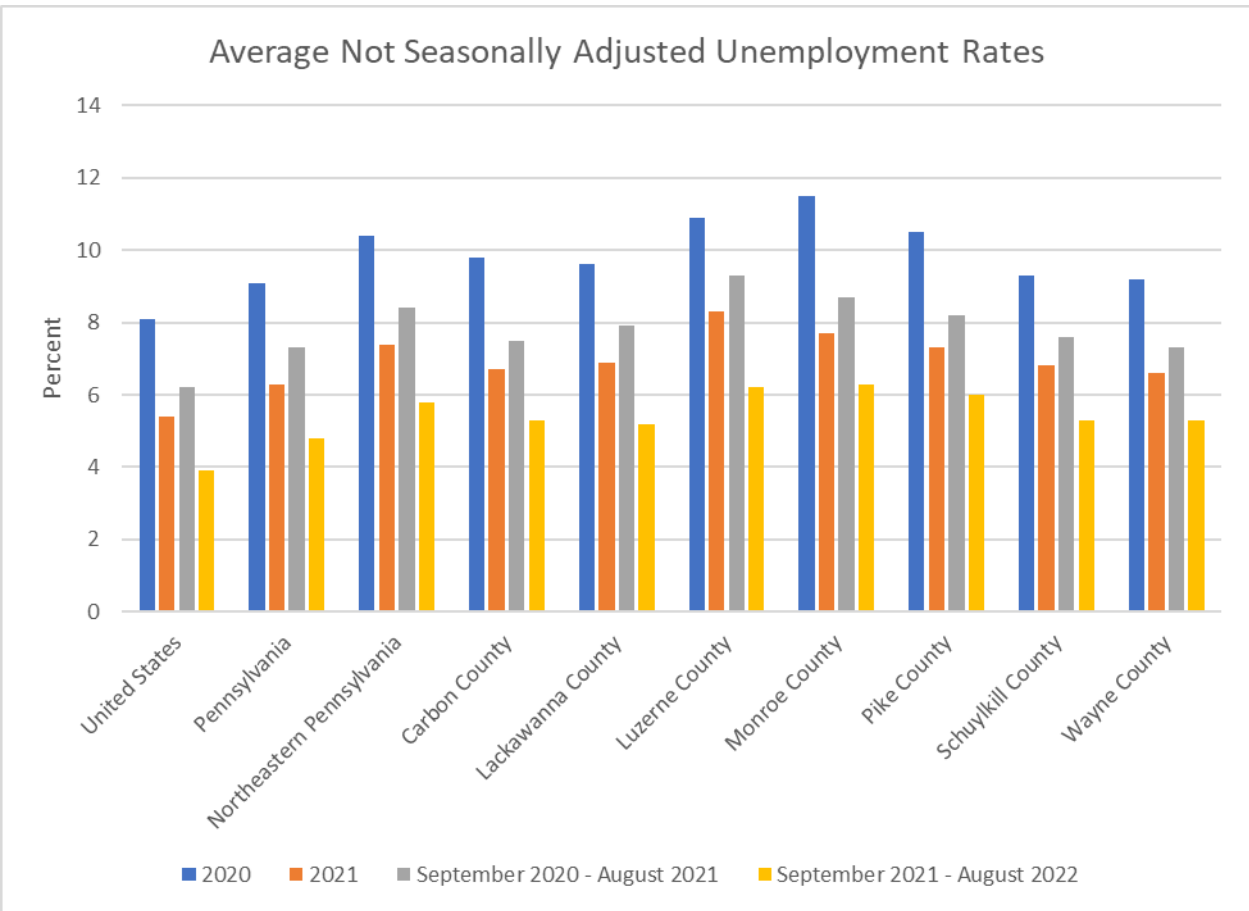


WorkStats Program of the Center for Workforce Information & Analysis at the PA Department of Labor & Industry, indicate that the average regional unemployment rate was 8.4 percent from September 2020 to August 2021 and 5.8 percent from September 2021 to August 2022. The average national unemployment rate from September 2020 to August 2021 was 6.2 percent and it was 3.9 percent from September 2021 to August 2022. The average state unemployment rate from September 2020 to August 2021 was 7.3 percent and it was 4.8 percent from September 2021 to August 2022.

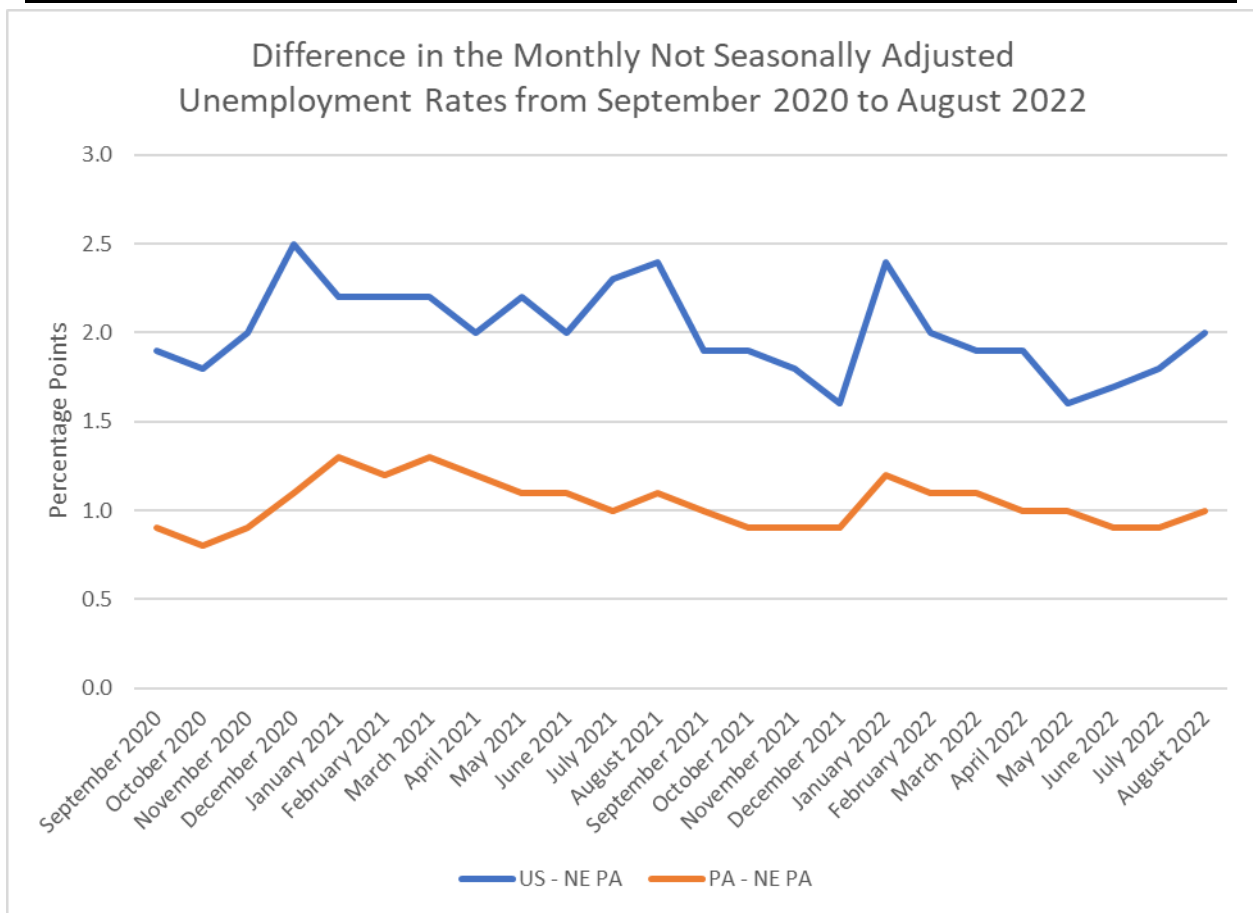
According to the second chart, the difference in the monthly not seasonally adjusted unemployment rates between the region and nation was 1.9 percentage points in September 2020 before fluctuating to its maximum of 2.5 percentage points in December 2020. It then fluctuated to its minimum of 1.6 percentage points in December 2021 and May 2022 before increasing to 2.0 percentage points in August 2022. During the 24-month period, the average not seasonally adjusted unemployment rate was 5.1 percent in the nation and 7.1 percent in the region.

In September 2020, the difference in the monthly not seasonally adjusted unemployment rates between the region and state was 0.9 percentage points before decreasing to its minimum of 0.8 percentage points in October 2020. It then increased to its maximum of 1.3 percentage points in January and March 2021 before fluctuating to 1.0 percentage points in August 2022. During the 24-month period, the average not seasonally adjusted unemployment rate in Pennsylvania was 6.1 percent.

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TRANSPORTATION PLANNING SERVICES DIVISION

2023 Transportation Improvement Program (TIP) Development

- The [NEPA MPO 2023 Transportation Improvement Program](#) development is complete. The NEPA MPO Committees approved the 2023 TIP and related documents in June. Staff sent the TIP package to PennDOT Central Office in July and it was approved by the State Transportation Commission in August. The Statewide Transportation Improvement Program was then submitted to the federal agencies for approval which was received from USDOT by letter dated 9/29/2022. The 2023 TIP went into effect on October 1, 2022.
- The NEPA 2023 TIP totals \$677.5 million and includes:
 - ❖ 96 Bridge and Highway projects, totaling \$250.7 million.
 - ❖ 22 Transit projects, totaling \$11.3 million.
 - ❖ 11 Interstate projects, totaling \$415.5 million.

Long Range Transportation Plan Update

- The NEPA MPO kicked off the update of the Long Range Transportation Plan in April. Due to our Air Quality Conformity status, our LRTP is required to be updated every four years. The LRTP consultant, Michael Baker International, has developed a Scope of Services for the plan. It was shared at the September 20th Technical Committee meeting. A work order has been executed with Michael Baker International and work on the LRTP began in October.
- In order to fund the LRTP development, the NEPA MPO applied for and received \$100,000 in Supplemental Planning funds from Central Office. This amount will be matched by \$25,000 in local funds. The Supplemental Planning Funds will also be used for updates to other NEPA MPO plans including the Public Involvement Plan, Title VI Plan, Limited English Proficiency Plan and Coordinated Transit Plan. We anticipate discussions about the update of those plans will occur during the 2nd year of our current work program.

Eastern PA Regional Freight Study

- The development of a regional freight study has been identified as a task in the current UPWP. Given the regional nature of freight movements, particularly due to the warehousing and distribution growth in the NEPA MPO and the adjoining Lehigh Valley and Scranton/Wilkes-Barre MPOs, staff has been in discussions with neighboring Planning Partners about developing a collaborative regional freight plan.
- Five MPOs have agreed to conduct a joint freight plan as the Eastern Pennsylvania Freight Alliance – NEPA MPO, Lehigh Valley MPO, Lackawanna-Luzerne MPO, Reading MPO and Lebanon MPO. The group has developed a framework and submitted an application to Central Office for supplemental planning funds for the initiative and was awarded \$280,000 in supplemental planning funds to be leveraged by a \$70,000 match provided by the participating MPOs.
- WSP USA, Inc. was selected as the consultant for the plan. Contracting with WSP has been completed and a kickoff meeting was held on October 6th. Development of the plan is expected over the next year, with completion by September 2023.

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Transportation Funding Opportunities

- The IIJA Bipartisan Infrastructure Legislation (BIL) created several new discretionary grant programs. Staff has regularly shared information about the grant opportunities with the NEPA MPO committee members and through NEPA's newsletters. The Department of Transportation (US DOT) has recently launched the [DOT Navigator](#) website as a resource for programs funded through the IIJA/BIL. In addition, US DOT has developed a Competitive Grant Funding Matrix which includes information about the funding programs including program descriptions, eligible applicants and notices of funding opportunities (NOFOs). Click [here](#) to learn more.
- PennDOT is currently accepting applications for funding through its [Multimodal Transportation Fund](#). Applications are due by November 14, 2022. Funding can be used for projects related to streetscapes, lighting, sidewalk enhancement and pedestrian safety; for projects improving connectivity or utilization of existing transportation assets; and for projects related to transit-oriented development. Municipalities, counties, school districts, economic development organizations, public transportation agencies, ports, rail freight and passenger rail entities are eligible to apply. A local match of 30% is required. The NEPA MPO will have the opportunity to review and provide comments to PennDOT Central Office about project applications submitted in the region.

National Electric Vehicle Infrastructure State Plan

- The National Electric Vehicle Infrastructure (NEVI) Formula Program was created by the Bipartisan Infrastructure Law. In order to receive funding through the NEVI program, each state must draft and submit a state plan for EV infrastructure. [Pennsylvania's NEVI Plan](#) has been approved and outlines Pennsylvania's approach to the strategic deployment of a convenient, reliable, affordable, and equitable EV charging network to support range confidence for Pennsylvanians and visitors over the course of the NEVI Formula Program.
- PennDOT will be rolling out information about engaging the public and businesses and how the discretionary funds will be allocated in the coming weeks. A stakeholder information session is scheduled for October 25th at the Lackawanna County Center for Public Safety. A PennDOT webinar on electric vehicle infrastructure is also scheduled for November 1st.

Geographic Information Systems (GIS)

- GIS staff is continuing to complete mapping activities for the transportation program. Staff recently developed a map of the bridge and highway projects on the 2023 TIP-
<https://arcg.is/4WHz50>
- Staff has created a HUB site for the transportation program and the 2023 TIP and Environmental Justice-
<https://nepa-gis-nepa-alliance.hub.arcgis.com/pages/transportation>
<https://nepa-gis-nepa-alliance.hub.arcgis.com/pages/tip-ej>
- GIS staff created several online resources for the COVID-19 Response Effort and Resources.
<https://nepa-coronavirus-response-nepa-alliance.hub.arcgis.com>
<https://arcg.is/1KfSOe>

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- Staff developed a NEPA Membership Hub with statistics about NEPA Members and the benefits of membership. <https://arcg.is/1vHW5z>

Regional Meetings

Staff attended the following regional meetings and conferences-

- Pennsylvania Planning Association Conference- October 2-4
- Lackawanna-Luzerne MPO Meeting- October 5
- PennDOT Planning Partners Meeting- October 18-20

Highway Performance Monitoring System (HPMS)

- NEPA is responsible for the collection of data for the Highway Performance Monitoring System (HPMS). The HPMS is a national level highway information system that includes data on the extent, condition, performance, use and operating characteristics of the nation's highways. MPOs are required to update and confirm data included in the HPMS on an annual basis. The collection involves field work at over 90 locations within the NEPA MPO region identified by PennDOT Central Office.
- Staff attended an online HPMS workshop conducted by Central Office on July 26-27. Data collection efforts for this year are well underway and will be completed by the beginning of December.

Local Technical Assistance Program (LTAP)

- NEPA has partnered with PennDOT to deliver the LTAP training series in the Lackawanna-Luzerne Metropolitan Planning Organization (MPO) region, the NEPA MPO region and Wayne County. In fiscal year 2021-2022, 15 LTAP classes were held, with 218 attendees. Six classes are currently scheduled for Fall 2022 <https://www.nepa-alliance.org/additional-plans-and-programs/> LTAP will also continue to offer courses in an online format.

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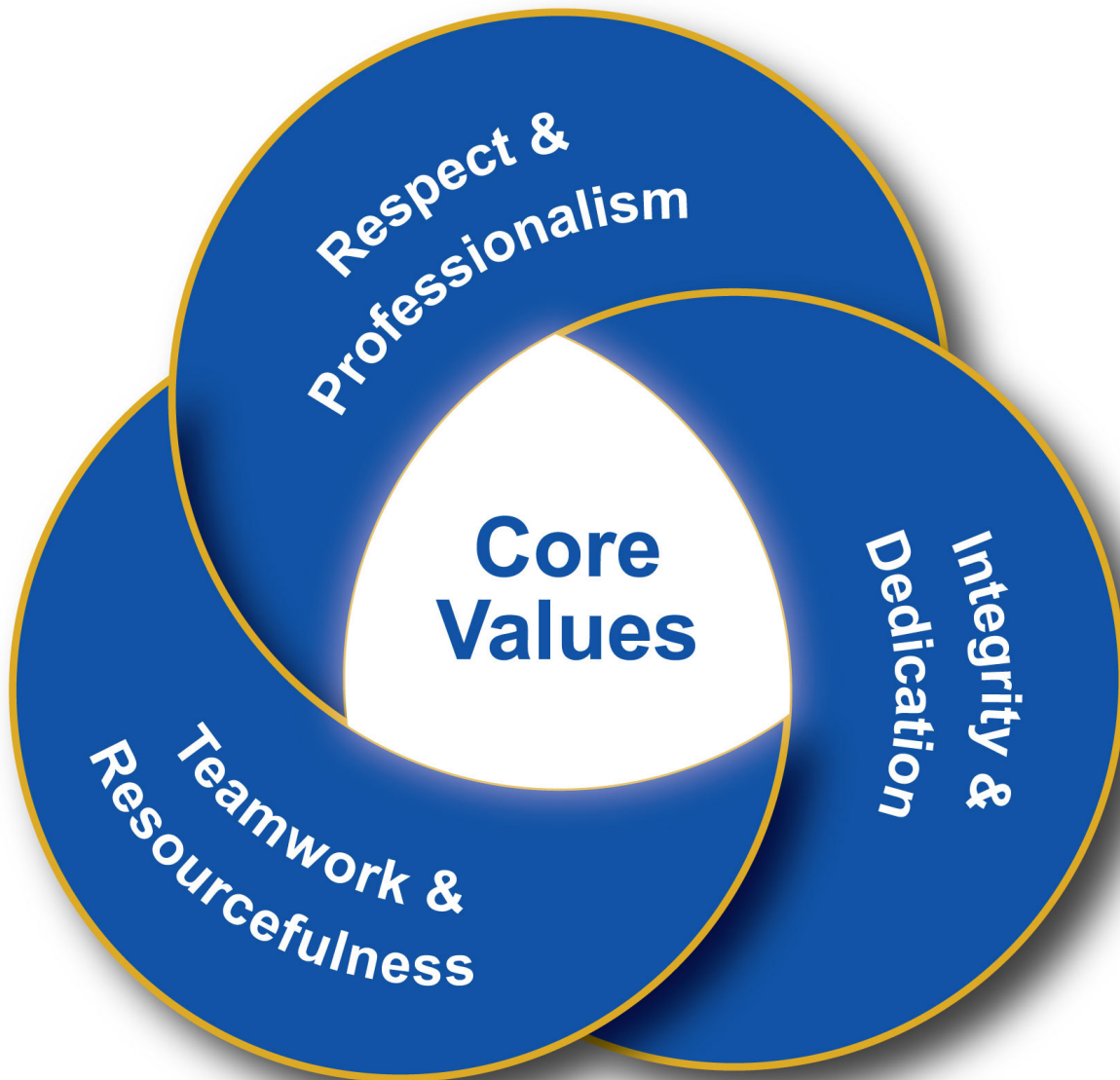
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NEPA's Mission

The Northeastern Pennsylvania Alliance (NEPA) is a regional, multi-county, community and economic development agency providing leadership, planning, and services to businesses, communities, entrepreneurs and institutions lacking adequate access to capital and financial resources that enhance and revitalize distressed communities within the region.



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