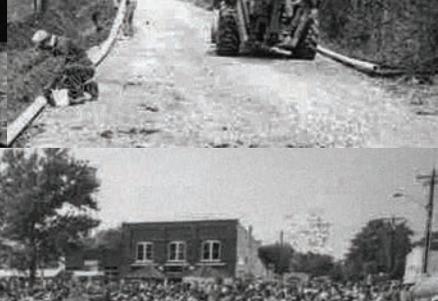




Upper Cumberland Development District  
1969-2019



# Annual Report FY 2018-2019 Upper Cumberland Development District



## UPPER CUMBERLAND DEVELOPMENT DISTRICT

The Upper Cumberland Development District was created by the Tennessee General Assembly in 1969 to provide regional planning and assistance to the following counties: Cannon, Clay, Cumberland, DeKalb, Fentress, Jackson, Macon, Overton, Pickett, Putnam, Smith, Van Buren, Warren and White.

It is our belief that the fourteen counties, along with the many municipalities contained within, are made stronger through regional cooperation and shared resources.

## OUR MISSION & VISION

The Upper Cumberland Development District will provide superior assistance to local governments, independently or in conjunction with other local, state and federal agencies that operate with the same intent as ours, to improve the quality of life for all our citizens.

Our vision is to make sustainable economic and community development a priority in all the communities of the Upper Cumberland region by providing professional assistance through existing programs, as well as providing new, innovative techniques and programs which assist these communities in an ever-changing environment.

## CELEBRATING OUR PAST, ANTICIPATING OUR FUTURE

As we celebrate our 50th anniversary, we would like to thank our local officials, legislators, partners, clients and many others who have enabled us to serve the Upper Cumberland region. Our agency exists to support our fourteen counties and to help people. As we look forward, we will continue to strive that our communities see the Upper Cumberland Development District as an extension of themselves.

# TENNESSEE'S UPPER CUMBERLAND



# BOARD OF DIRECTORS FY 2018-2019

---

## CHAIRMAN

Ben Danner  
Overton County Executive

## VICE CHAIRMAN

Steve Jones  
Macon County Mayor

## SECRETARY

Denny Wayne Robinson  
White County Executive

## TREASURER

Randy Porter  
Putnam County Executive

## LEGISLATIVE MEMBERS

\*Representative Cameron  
Sexton  
\*Senator Paul Bailey

\*Denotes Executive  
Committee Members

\*\*Denotes Minority  
Member-At-Large &  
Executive Committee  
Member

\*\*\*Denotes Members  
of General Assembly &  
Executive Committee  
Member

## CANNON COUNTY

\*Brent Bush , County Executive  
\*Andy Duggin, Mayor of Woodbury  
Roger Turney, Mayor of Auburntown  
Fred Howell, Industrial Representative

## CLAY COUNTY

\*Dale Reagan, County Mayor  
\*Tonya Spears, Mayor of Celina  
Kevin Donaldson, Industrial Representative

## CUMBERLAND COUNTY

\*Allen Foster, County Mayor  
Emmett Sherrill, Mayor of Crab Orchard  
\*James Mayberry, Mayor of Crossville  
Lisa Patrick, Mayor of Pleasant Hill  
J. Bradley Allamong, Industrial  
Representative

## DEKALB COUNTY

\*Tim Stribling, County Executive  
\*Josh Miller, Mayor of Smithville  
Bennett Armstrong, Mayor of Alexandria  
Pam Redmon, Mayor of Dowelltown  
Dwight Mathis, Mayor of Liberty  
Suzanne Williams, Industrial Representative

## FENTRESS COUNTY

\*Jimmy Johnson, County Executive  
\*Lyndon Baines, Mayor of Jamestown  
Pat Clark, Mayor of Allardt  
Scott Sandman, Industrial Representative

## JACKSON COUNTY

\*Randy Heady, County Mayor  
\*Lloyd Williams, Mayor of Gainesboro  
Troy York, Industrial Representative

## MACON COUNTY

\*Steve Jones, County Mayor  
\*Richard Driver, Mayor of Lafayette  
Kenneth Hollis, Mayor of Red Boiling Springs  
Richard Thomas, Industrial Representative

## OVERTON COUNTY

\*Ben Danner, County Executive  
\*Curtis Hayes, Mayor of Livingston  
Greg McDonald, Industrial Representative

## PICKETT COUNTY

\*Carey Garner, County Executive  
\*Sam Gibson, Mayor of Byrdstown  
Bruce Elder, Industrial Representative

## PUTNAM COUNTY

\*Randy Porter, County Executive  
John Martin, Mayor of Baxter  
Lisa Chapman-Fowler, Mayor of Algood  
Bill Wiggins, Mayor of Monterey  
\*Ricky Shelton, Mayor of Cookeville  
George Halford, Industrial Representative

## SMITH COUNTY

\*Jeff Mason, County Mayor  
\*Sarah Marie Smith, Mayor of Carthage  
Hollis Mullinax, Mayor of South Carthage  
James Gibbs, Mayor of Gordonsville  
Patrick Geho, Industrial Representative

## VAN BUREN COUNTY

\*Greg Wilson, County Executive  
\*Mickey Robinson, Mayor of Spencer  
Stacy Mills, Industrial Representative

## WARREN COUNTY

\*Jimmy Haley, County Executive  
\*Ben Newman, Mayor of McMinnville  
Joel Akers, Mayor of Centertown  
William Ramsey, Mayor of Viola  
Sue Anderson, Mayor of Morrison  
\*\*Marvin Lusk, Minority Representative  
Don Alexander, Industrial Representative

## WHITE COUNTY

\*Denny Wayne Robinson, County Executive  
\*Jeff Young, Mayor of Sparta  
Ray Spivey, Mayor of Doyle  
Rodger McCann, Industrial Representative

# UCDD

## UCDD Staff

---

Mark Farley | Executive Director  
Tommy Lee | Deputy Director

### ADMINISTRATIVE SERVICES

Sherry Thurman | Administrative Services Director  
Terry Alley | Maintenance Technician  
Amye Anderson | Communications & Administrative Assistant  
Lewis Betterton | IT Director  
Chad Blair | Maintenance Technician  
Gary Bumbalough | Maintenance Technician  
Sarah Cunningham | Legislative & Communications Coordinator  
Rhonda Fielder | Receptionist  
Mary Harris | Receptionist  
Tena Howard | Administrative Services Support  
Betty Jenkins | Receptionist, Jackson County  
Macey Korth | Special Projects  
Chassidy Denney-Lancaster | Human Resource Assistant  
Florence Redmon | Receptionist, DeKalb County  
Barbara Sells | Receptionist, Overton County  
Colby Wheeler | MIS Systems Analyst  
Brenda White | Receptionist, Macon County

### FINANCE

Ginger Stout | Finance Director  
Larry Rector | Deputy Finance Director  
Stacy Cummings | Finance Assistance Director  
Susie Allen | Financial Specialist  
Linda Lynn | Accounts Receivable Clerk  
Robin Mayberry | Financial Assistant  
Rachel Medley | Accounts Payable Clerk  
Ann Pangle | Finance File Clerk  
Kathy Weaver | Accounts Receivable Clerk

### AREA AGENCY ON AGING AND DISABILITY

Patty Ray | Area Agency on Aging and Disability Director  
Holly Williams | Long Term Services & Supports Assistant Director  
Kelly Clarkson | Community Services Assistant Director  
Deborah Austin | District Public Conservator  
Ingrid Bertmeyer | Administrative Assistant  
Jennifer Birdwell | OAA Quality Assurance Coordinator  
Christal Boswell | SHIP Outreach & Volunteer Coordinator  
Nestor Chavez | SNAP Coordinator  
Clare Farless | Family Caregiver Coordinator  
Makenzie Fowler | CREVAA Advocate  
Olivia Gallagher | I & A Specialist  
CJ Gerndt | Nutrition Coordinator  
Loni Hitchcock | SMP Statewide Manager  
Jeff Hodges | CHOICES Program Manager  
Alana Huddleston | Options Counselor

## Serving the Upper Cumberland Region of Tennessee

Linda Maggart | Options Counselor  
Miranda Malin | Options Counselor  
Jim McCaleb | Options Counselor  
Tyler McCullar | SHIP Coordinator  
Meghian Moore | Management Information Specialist  
Kellie Nash | CHOICES HCBS Qualified Assessor  
Holly Oakley | CHOICES HCBS Qualified Assessor  
Christopher Phillips | District Public Conservator  
Jessica Pruet | I&A Specialist  
Judy Roberson | CHOICES Outreach & CHOICES CLS Ombudsman Support Staff  
Betty Scruggs | CHOICES HCBS Qualified Assessor  
Sonny Sexton | CHOICES Support Assistant  
Melissa Sliger | Public Guardian Finance Specialist  
Cynthia Spivey | CHOICES HCBS Qualified Assessor  
Connie Vassilev | CHOICES/ Eligibility & Services Support  
Gertha Walker | Options Counselor  
Lisha Wiley | CREVVA Advocate  
Barbara Williams | Senior Center Support Staff  
Nathan York | Finance Specialist

### CUMBERLAND AREA INVESTMENT CORPORATION

Megan Choate | Director of Lending and Economic Development  
Leah Bane | Economic Development Planner

### ECONOMIC & COMMUNITY DEVELOPMENT

Tommy Lee | Deputy Director  
Virginia Alexander | ECD Assistant Director/Center Hill RPO Coordinator  
Henry Bowman | Research Analyst  
Mark Dudney | Dale Hollow RPO Coordinator/Historic Preservation Planner  
Allison Fox | Community Development Planner  
Lisa Luck | Solid Waste Planner  
Lindsay Mills | Community Development Planner

### INFORMATICS & GEOGRAPHIC INFORMATION SYSTEMS (GIS)

Chuck Sutherland | Director of Informatics

### HOUSING & FAMILY SERVICES

Myra Walker | Housing & Family Services Director  
Vickie Reels | Relative Caregiver Program Director  
Marcie Ackerman | Project Manager  
Melissa Allison | Data Intake/Activities Facilitator  
Vicki Beck | Relative Caregiver Senior Advocate/RCP Case Management  
Micah Davis | Housing Service Coordinator  
Alicia Eldridge | Project Manager  
Andy Meadows | Project Manager  
Ladelle Randolph | Project Manager  
Amy Reels | Project Manager  
Marcia Riddle | RCP Family Advocate/ Case Manager  
Tasha Schwenn | Service Coordinator/ ABC Grant Coordinator

# COMMUNITY OF THE YEAR

The Upper Cumberland Development District is honored to name the City of Sparta as the 2019 Community of the Year. The city's leadership works tirelessly on behalf of its citizens to improve the quality of life for residents and businesses in the community. They strategically apply for grant opportunities in all areas of economic and community development including but not limited to tourism, industrial development, infrastructure management, transportation and public safety. In the past 12 months, Sparta has been awarded a \$600,000 Community Development Block Grant to address sewer system overflows, a \$343,500 Appalachian Regional Commission Grant to replace a pump station that serves the White County Industrial Park and a \$46,750 Tourism Enhancement grant to install a kayak launch point at South Carter Street Park.

Congratulations to the leadership of the City of Sparta for your many accomplishments and for being named the 2019 Community of the Year.

The featured photo of the historic Oldham Theater in downtown Sparta was taken by Chuck Sutherland.





# Oldham

WELCOME  
TO  
SPARTA

A  
M





2019 LEGISLATOR OF THE YEAR

Presented to

**HON. PAUL**

TENNESSEE GENERAL ASSEMBLY

By

Upper Cumberland Development

# LEGISLATOR OF THE YEAR

Senator Paul Bailey received the 2019 “Legislator of the Year” Award from the Tennessee Development District Association (TDDA) and the Upper Cumberland Development District (UCDD). Senator Bailey was presented the award on June 7th at the 2019 Grants Conference and Legislative Update held in Cookeville, Tenn.

The awards are given on the basis of nominations from each of the nine development districts to those legislators who have shown leadership and put forth considerable effort on behalf of their cities and counties. Senator Bailey understands the needs of our region and continues to advocate, sponsor and support needed changes in economic development to bring success to the people and businesses of the Upper Cumberland. We appreciate the support Senator Bailey has given our local governments in the legislature.

#### PICTURED

Mark Farley, executive director of UCDD, presents Senator Paul Bailey with the 2019 Legislator of the Year award.



# 2019 REBUILD TENNESSEE AWARD

## WARREN COUNTY



Warren County Executive Jimmy Haley accepts the 2019 John S. Wilder Rebuild Tennessee Award presented by Mark Farley, UCDD & UCHRA Executive Director, and Tommy Lee, UCDD Deputy Director.

Warren County and the Warren County Industrial Development Board were chosen as recipients of the 2019 John S. Wilder Rebuild Tennessee Award by the Upper Cumberland Development District. The award was presented to the community in recognition of their partnership and contribution to the planning and development of the Automation and Robotics Training Center at Motlow State Community College McMinnville Campus.

Warren County Executive Jimmy Haley accepted the award on March 4, 2019, during the Tennessee Development District Association's Rebuild Awards Luncheon in Nashville.

Each year the TDDA recognizes local government and other agencies for special contributions to the improvement of infrastructure systems by presenting the Rebuild Tennessee Awards. These awards highlight and recognize projects from across the State of Tennessee that have had a significant impact on the jurisdictions in which they are located. In recognition of the memory of Lt. Governor and Senate

Emeritus John S. Wilder, the award has been renamed the John S. Wilder Rebuild Tennessee Award.

The Automation and Robotics Training Center (ARTC) is located adjacent to the Motlow McMinnville campus on 4.5 acres of land donated by the Warren County Commission. The facility is the first of its kind in Tennessee and is designed to support the specialized needs of business and industry, providing training for the top three robot manufacturers in the country.

The new facility offers six teaching laboratories including industrial robots from ABB, FANUC and Motoman and provides the capability to teach robotic welding, material handling and work cell design, in addition to an expanding array of automation and PLC equipment to meet the training needs of industry partners.

The programs offered through ARTC also connect individuals to manufacturing specific education and certification, including a direct educational pathway for Motlow students seeking an Associate of Applied Science degree or certification in robotics.

Motlow State Community College, state representatives, Warren County leadership and industry leaders celebrated ARTC's grand opening on April 26, 2019 followed by an open house for the public held on May 8, 2019.

Warren County leadership and the Warren County Industrial Board aggressively sought funding to create the facility and successfully secured \$5.5 million through a Drive to 55 grant through the assistance of the Upper Cumberland Development District. With grant funding and land donation, the community turned their dream of offering a state-of-the-art robotics training facility to visitors from across the Southeast and beyond into a reality.

We are proud to recognize the community as this year's Rebuild Tennessee Award recipient.

Automation and Robotics Training Center at Motlow State Community College McMinnville Campus: Motlow State Community College, state representatives, Warren County leadership and industry leaders celebrated ARTC's grand opening on April 26, 2019 followed by an open house held on May 8, 2019.



Viola Fire Department CDBG - The Town of Viola received a \$166,430 Community Development Grant to purchase a new pumper tanker truck on a used chassis for their fire department. This project was successfully completed in under a year's time.



Built Environment Grant Public Workshop for Celina Bike/Ped Plan- Celina has taken action on their Comprehensive Plan in the downtown area through many grants. The Access to Health through Healthy Places grant from the Tennessee Department of Health has helped to create a bike and pedestrian plan for the downtown called CELINA WALKS. This plan will create a road map for improvements in the downtown area with connection to the soon-to-be- acquired Donaldson Park.

## UCDD DEPARTMENT OVERVIEW

# ECONOMIC & COMMUNITY DEVELOPMENT

---

### » ECONOMIC DEVELOPMENT

We recognize successful economic development takes the right team of individuals working together to strategically plan for the future. To facilitate strategic planning conversations between all state and regional partners with local government officials and community leaders, UCDD coordinates Economic Development Strategy Sessions in each Upper Cumberland county annually. Additional economic development assistance includes the preparation of Requests for Information (RFI) and industrial grant proposals including Tennessee Department of Economic and Community Development's Site Development Grant, TNECD's Fast Track and Tennessee Valley Authority's InvestPrep.

### » GRANT WRITING AND ADMINISTRATION

The UCDD has several experienced and specialized project managers on staff who have assisted in the writing and administering of grants across a wide spectrum of projects. We have extensive application experience in the following: Community Development Block Grants (CDBGs), Appalachian Regional Commission (ARCs), Economic Development Administration (EDA), Fast-track Infrastructure Development Program (FIDPs), TN Department of Environment and Conservation (TDEC), TN Department of Transportation (TDOT), HOME Housing Rehabilitation Grants, CDBG Facade Grants and Tennessee Arts Commission Grants.

### » HISTORIC PLANNING SERVICES

The UCDD's mission to preserve, protect and promote the cultural resources of the Upper Cumberland region is accomplished through an agreement with the Tennessee Historical Commission which receives federal funds from the National Park Service, Department of the Interior. This mission leverages the unique character of the region to help foster economic development. The Historic Preservation Planner, in conjunction with the Tennessee Historical Commission, offers technical assistance with the following federal and state programs: Federal Historic Preservation Grants, National Register of Historic Places, Investment Tax Credit Program, Section 106 of the National Historic Preservation Act, Certified Local Government Program and Historical Markers Program.

### » LOCAL PLANNING SERVICES

Community Planners provide assistance to fifteen municipal and regional planning commissions in several areas including, but not limited to, the following: approval of subdivision plats, technical assistance with regards to Historic Zoning Code, enforcement of the Flood Damage Prevention Ordinance, adoption and amending of local subdivision regulations and zoning ordinances, compliance with the National Flood Insurance Program, Long Range Planning, Land Use and Transportation Policy Planning, Major Thoroughfare Planning, the adoption and closure of county roads, four hours of continuing education of Planning Commission members required by Tennessee Code annotated, technical assistance to the local Board of Zoning Appeals, the adoption of the yearly county road list, certification of special censuses and annexations and Plans of Services.

### » REGIONAL MARKETING

The UCDD recognizes cities and counties stand stronger when they stand together. The Upper Cumberland Development District provides regional support in economic and community development marketing by offering a unified approach on behalf of the Upper Cumberland. In collaboration with state and regional partners, the Upper Cumberland Tourism Association and others, the Development District continues to strengthen and expand a marketing alliance dedicated to promoting the Upper Cumberland. UCDD has developed a stand alone regional brand to promote the area's great tourism and business assets. Our staff currently promotes the region at local, state, national and international economic development conferences and trade shows while continually seeking new opportunities to market the Upper Cumberland.



Livingston WWTP Rehabilitation - In 2017, Livingston received a \$525,000 Community Development Block Grant to rehabilitate their existing wastewater treatment plant. Livingston continues to plan for future development by providing updated infrastructure.

# \$16,644,059

## IN TOTAL PROJECTS AWARDED TO OR ADMINISTERED BY UCDD'S ECD TEAM IN CALENDAR YEAR 2018

---

### » **RURAL PLANNING ORGANIZATIONS (RPO)**

The UCDD contracted with the Tennessee Department of Transportation to establish two Rural Planning Organizations (RPOs) in the Upper Cumberland region. The Center Hill RPO includes Cannon, Cumberland, DeKalb, Putnam, Van Buren, Warren and White counties. The Dale Hollow RPO includes Clay, Fentress, Jackson, Macon, Overton, Pickett, Smith and Trousdale counties. The organizations' purpose is to facilitate input from rural counties to TDOT for transportation planning. RPOs work with TDOT to identify the Upper Cumberland region's needs regarding highways, transit, bike/pedestrian issues, aviation and waterways. RPOs are partners with Tennessee's development districts because economic and community development drive many of the transportation improvements in rural counties.

### » **SOLID WASTE ASSISTANCE (TDEC)**

Through a contract with the Tennessee Department of Environment and Conservation (TDEC), our staff provides solid waste management assistance to the Upper Cumberland. Services include support in compiling county Annual Progress Reports (APRs), filing a Regional Needs Assessment (NA) as requested, and helping counties find and apply for grants to update county solid waste equipment and facilities. Additional services include: participation in county solid waste planning – updating goals and measuring progress, providing education on sufficient and environmentally sound disposal, management of Household Hazardous Waste (HHW), encouraging increased access and participation in recycling, increasing the diversion of organics from the waste stream, research on waste reduction and recycling technology, education on landfill disposal, and assistance in updating county Disaster Debris Management Plans.

### » **STATISTICAL INFORMATION**

The UCDD has been the depository of regional statistics for over 40 years. The staff maintains information relating to retail sales, personal income, traffic counts, labor force data, population characteristics, housing data, area wages and various other economic and demographic indicators.

» **TACIR**

In order to accurately portray the infrastructure needs across Tennessee to the General Assembly, the Tennessee Advisory Commission on Intergovernmental Relations (TACIR) developed the Infrastructure Needs Inventory. TACIR has partnered with the nine development districts across the state to gather this information. UCDD staff conduct interviews with local and state agencies each year to compile an inventory of governmental and school system infrastructure needs. TACIR staff analyze the data and prepare an annual report for the General Assembly which assists in their budgeting process. Each project listed on the inventory is either in the conceptual, planning and design, or construction phase. The TACIR inventory process proves beneficial not only to the state of Tennessee and the general assembly, but to the local communities. The process involves a variety of local leaders including but not limited to school superintendents, road superintendents, elected officials and public works directors. TACIR provides an avenue for long-range planning across the region and close to home.

» **TENNESSEE DOWNTOWNS/TENNESSEE MAIN STREET**

TN Downtowns is a program under the umbrella of TN Main Street. As revitalization surges through small downtowns, this program has become more popular. Towns apply for the program with a committee of volunteers, and if chosen, are awarded a \$15,000 grant to jump start the revitalization. The first year of the grant award is primarily education for the committee allowing them to attend numerous seminars. Representatives from the program (both local and national) visit the town and work with committees to create a plan for the grant money and build a vision for the community. In the second year, the grant money is awarded. Allowable projects include signage, streetscapes, facades, awnings, landscape, lighting, windows, doors, way-finding signs, benches, crosswalks and other projects that improve the look and feel of a downtown area. UCDD has also collaborated with TTU, coordinating interns from the College of Human Ecology to work with downtowns on design and merchandising. This program opens doors for other grant awards for downtown revitalization.

Celebrating the rich heritage of Clay County at the historic courthouse. The UCDD, local leaders and the MTSU Center for Historic Preservation collaborated on the interpretive history project entitled “Flowing Through Time in the Upper Cumberland: Life in Clay County.” This emphasis on successful partnerships led to Clay County’s inclusion in the Tennessee Department of Economic and Community Development’s new Best Practices series.



## UCDD DEPARTMENT OVERVIEW

# INFORMATICS & GEOGRAPHIC INFORMATION SYSTEMS (GIS)

### » INFORMATICS

Data tells a story. Let us tell that story for you. Whether it's analysis, collection, classification, manipulation, storage, retrieval, or dissemination we can provide you with the focused information you need to make informed decisions.

### » GEOGRAPHICAL INFORMATION SYSTEMS (GIS)

A geographic information system (GIS) is a framework for gathering, managing, and analyzing data. Rooted in the science of geography, GIS integrates many types of data. It analyzes spatial location and organizes layers of information into visualizations using maps and 3D scenes. With this unique capability, GIS reveals deeper insights into data, such as patterns, relationships, and situations—helping communities make smarter decisions.

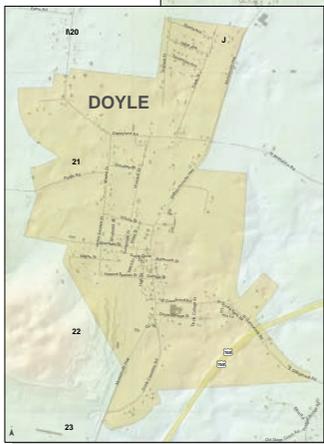
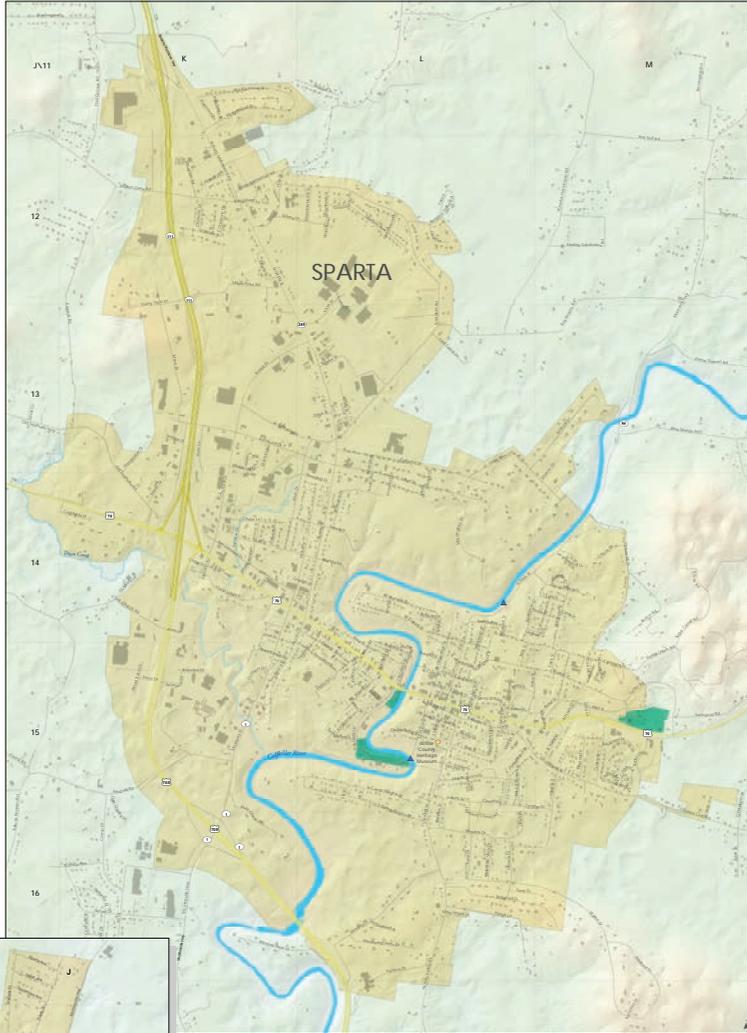
Here's what we can do to help you and your community:

- Make maps (Cartography)
- Tell you where things are (Location)
- Tell you what areas meet criteria (Condition)
- Tell you about temporal changes at a location (Trends)
- Tell you about spatial patterns that exist (Patterns)
- Tell you what happens if you do something on the landscape (Modeling)
- Data management: collection, recovery, storage, retrieval, and cloud access.

Our services are helpful for planning, grant writing, presentations, publications, graphic design, and much more.

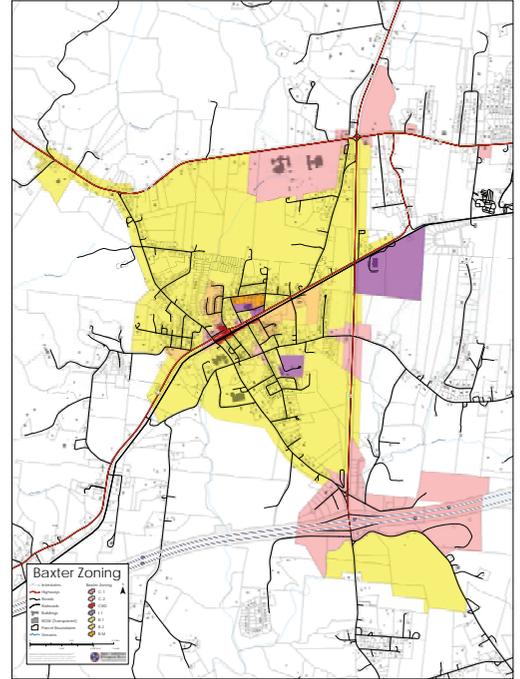


Example A: Trog Sink Watershed, an analysis of karst and flooding in northern Cookeville.

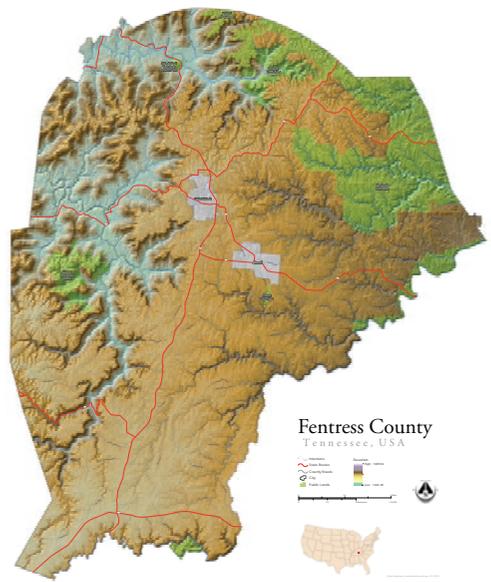


**Road Index**

Route	Start	End	Route	Start	End
101	101.000	101.000	101	101.000	101.000
102	102.000	102.000	102	102.000	102.000
103	103.000	103.000	103	103.000	103.000
104	104.000	104.000	104	104.000	104.000
105	105.000	105.000	105	105.000	105.000
106	106.000	106.000	106	106.000	106.000
107	107.000	107.000	107	107.000	107.000
108	108.000	108.000	108	108.000	108.000
109	109.000	109.000	109	109.000	109.000
110	110.000	110.000	110	110.000	110.000
111	111.000	111.000	111	111.000	111.000
112	112.000	112.000	112	112.000	112.000
113	113.000	113.000	113	113.000	113.000
114	114.000	114.000	114	114.000	114.000
115	115.000	115.000	115	115.000	115.000
116	116.000	116.000	116	116.000	116.000
117	117.000	117.000	117	117.000	117.000
118	118.000	118.000	118	118.000	118.000
119	119.000	119.000	119	119.000	119.000
120	120.000	120.000	120	120.000	120.000
121	121.000	121.000	121	121.000	121.000
122	122.000	122.000	122	122.000	122.000
123	123.000	123.000	123	123.000	123.000
124	124.000	124.000	124	124.000	124.000
125	125.000	125.000	125	125.000	125.000
126	126.000	126.000	126	126.000	126.000
127	127.000	127.000	127	127.000	127.000
128	128.000	128.000	128	128.000	128.000
129	129.000	129.000	129	129.000	129.000
130	130.000	130.000	130	130.000	130.000
131	131.000	131.000	131	131.000	131.000
132	132.000	132.000	132	132.000	132.000
133	133.000	133.000	133	133.000	133.000
134	134.000	134.000	134	134.000	134.000
135	135.000	135.000	135	135.000	135.000
136	136.000	136.000	136	136.000	136.000
137	137.000	137.000	137	137.000	137.000
138	138.000	138.000	138	138.000	138.000
139	139.000	139.000	139	139.000	139.000
140	140.000	140.000	140	140.000	140.000
141	141.000	141.000	141	141.000	141.000
142	142.000	142.000	142	142.000	142.000
143	143.000	143.000	143	143.000	143.000
144	144.000	144.000	144	144.000	144.000
145	145.000	145.000	145	145.000	145.000
146	146.000	146.000	146	146.000	146.000
147	147.000	147.000	147	147.000	147.000
148	148.000	148.000	148	148.000	148.000
149	149.000	149.000	149	149.000	149.000
150	150.000	150.000	150	150.000	150.000
151	151.000	151.000	151	151.000	151.000
152	152.000	152.000	152	152.000	152.000
153	153.000	153.000	153	153.000	153.000
154	154.000	154.000	154	154.000	154.000
155	155.000	155.000	155	155.000	155.000
156	156.000	156.000	156	156.000	156.000
157	157.000	157.000	157	157.000	157.000
158	158.000	158.000	158	158.000	158.000
159	159.000	159.000	159	159.000	159.000
160	160.000	160.000	160	160.000	160.000
161	161.000	161.000	161	161.000	161.000
162	162.000	162.000	162	162.000	162.000
163	163.000	163.000	163	163.000	163.000
164	164.000	164.000	164	164.000	164.000
165	165.000	165.000	165	165.000	165.000
166	166.000	166.000	166	166.000	166.000
167	167.000	167.000	167	167.000	167.000
168	168.000	168.000	168	168.000	168.000
169	169.000	169.000	169	169.000	169.000
170	170.000	170.000	170	170.000	170.000
171	171.000	171.000	171	171.000	171.000
172	172.000	172.000	172	172.000	172.000
173	173.000	173.000	173	173.000	173.000
174	174.000	174.000	174	174.000	174.000
175	175.000	175.000	175	175.000	175.000
176	176.000	176.000	176	176.000	176.000
177	177.000	177.000	177	177.000	177.000
178	178.000	178.000	178	178.000	178.000
179	179.000	179.000	179	179.000	179.000
180	180.000	180.000	180	180.000	180.000
181	181.000	181.000	181	181.000	181.000
182	182.000	182.000	182	182.000	182.000
183	183.000	183.000	183	183.000	183.000
184	184.000	184.000	184	184.000	184.000
185	185.000	185.000	185	185.000	185.000
186	186.000	186.000	186	186.000	186.000
187	187.000	187.000	187	187.000	187.000
188	188.000	188.000	188	188.000	188.000
189	189.000	189.000	189	189.000	189.000
190	190.000	190.000	190	190.000	190.000
191	191.000	191.000	191	191.000	191.000
192	192.000	192.000	192	192.000	192.000
193	193.000	193.000	193	193.000	193.000
194	194.000	194.000	194	194.000	194.000
195	195.000	195.000	195	195.000	195.000
196	196.000	196.000	196	196.000	196.000
197	197.000	197.000	197	197.000	197.000
198	198.000	198.000	198	198.000	198.000
199	199.000	199.000	199	199.000	199.000
200	200.000	200.000	200	200.000	200.000



Example C: Baxter Zoning, the City of Baxter's zoning map.



Example D: Fentress County Lidar, a lidar topographic map of Fentress County.

Example B: Sparta White County Tourism, an updated tourism and road map distributed by the Sparta Chamber of Commerce.

UCDD DEPARTMENT OVERVIEW

# HOUSING & FAMILY SERVICES

» **CUMBERLAND REGIONAL DEVELOPMENT CORPORATION**  
 CRDC works with U.S. Department of Housing and Urban Development, Tennessee Housing Development Agency, Federal Home Loan Bank, Tennessee Department of Economic and Community Development and U.S. Department of Agriculture Rural Development to create affordable housing.

- The HUD 202 housing units are for senior citizens 62 years of age or older and are funded by HUD through the Section 202 program.
- The HUD 811 housing units are for individuals with verifiable disabilities and are funded by HUD through Section 811 program.
- Neighborhood Stabilization Program (NSP), Macon County Rentals and Estes Duplex units are available for low income housing.
- Farm Labor housing units are for individuals who are employed in the agricultural sector.

CRDC's most recent addition is Maplewood Apartments in Athens which are designed for low income individuals.

We currently have complexes in the following Tennessee counties: Anderson, Cannon, DeKalb, Fentress, Macon, McMinn, Monroe, Morgan, Pickett, Putnam, Smith, Warren, White and Wilson.

# 491

**THE NUMBER OF RESIDENTS CURRENTLY HOUSED IN CRDC HOUSING UNITS**

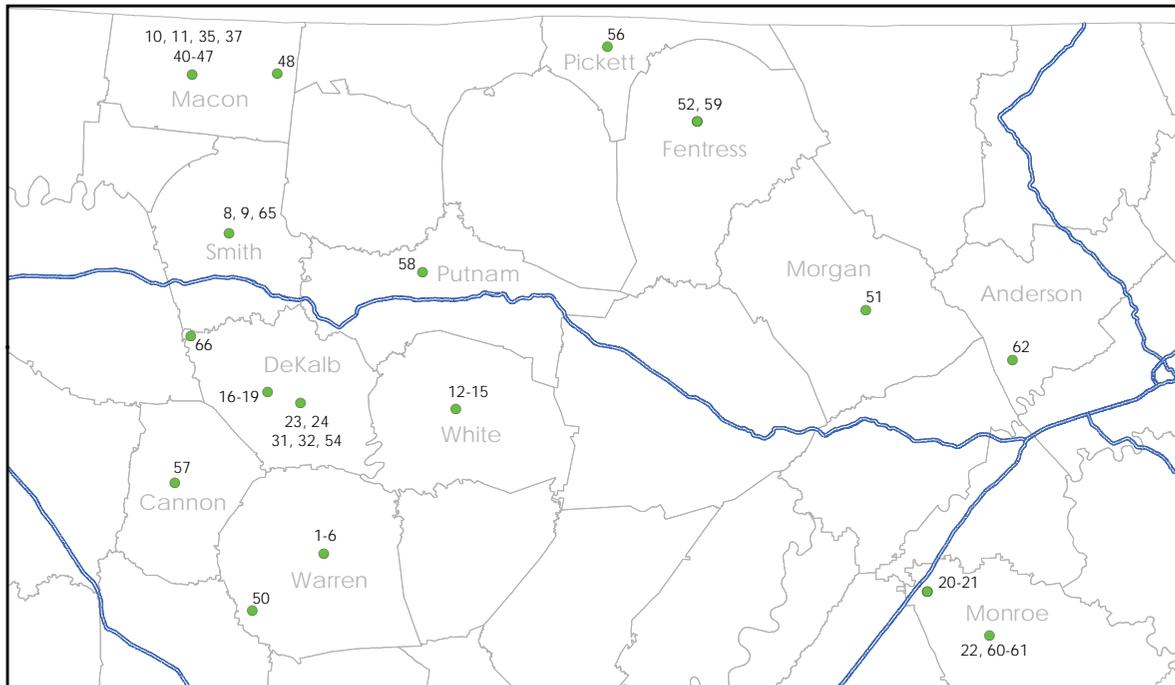


Laurel Creek Apartments located at 580 Cora Road in Cookeville is a HUD 202 unit offering 19 housing units for senior citizens 62 years of age or older.



Pictured: Cumberland Regional Development Corporation staff celebrated Christmas with residents from Golden Oaks, Hillcrest and South Carthage in December 2018.

## Housing Complexes •



ID	Name	Address	ID	Name	Address
1	NSP	119 Poplar St., McMinnville, TN	34	Dekalb 4 Plex	D 1103 Vaughn Lane Smithville, TN 37166
2	NSP	214 Walker St., McMinnville, TN	35	Macon County Rentals	11 Kristen Dr., Lafayette, TN
3	NSP	110 Swann St., McMinnville, TN	36	Macon County Rentals	48 Kristen Dr., Lafayette, TN
4	NSP	1123 Red Rd., McMinnville, TN	37	Macon County Rentals	73 Kristen Dr., Lafayette, TN
5	NSP	124 Warren St., McMinnville, TN	38	Macon County Rentals	159 Kristen, Lafayette, TN
6	NSP	201 Center St, McMinnville, TN	39	Macon County Rentals	528 Galen Rd., Lafayette, TN
7	NSP	Clearview (lot), McMinnville, TN	40	Macon County Rentals	388 Fishburn, Lafayette, TN
8	NSP	220 Fite Ave. W, Carthage, TN	41	Macon County Rentals	44 Webb Ln., Lafayette, TN
9	NSP	508 Water Str., Carthage, TN	42	Macon County Rentals	986 Spring Creek Rd, Lafayette, TN
10	NSP	311 Browns, Lafayette, TN	43	Macon County Rentals	606 Tuck Rd, Lafayette, TN
11	NSP	702 Elm Street, Lafayette, TN	44	Macon County Rentals	31 Kelly Ct., Lafayette, TN
12	NSP	589 Franklin, Sparta, TN	45	Macon County Rentals	100 Eve St., Lafayette, TN
13	NSP	591 Franklin, Sparta, TN	46	Macon County Rentals	302 Kay Circle, Lafayette, TN
14	NSP	132 N. Main, Sparta, TN	47	Macon County Rentals	380 Kay Circle, Lafayette, TN
15	NSP	241 Roberts, Sparta, TN	48	Macon County Rentals	145 Gamaliel Rd. RBS, Lafayette, TN
16	NSP	811 Evins, Smithville, TN	49	Macon County Rentals	26 Kellie Court, Lafayette, TN
17	NSP	576 Shady Dr., Smithville, TN	50	Beacon Light Farm Labor	86 Deimer Drive Morrison, TN 37357
18	NSP	583 E. Main St., Smithville, TN	51	Clinch River 811	940 Main Street Wartburg, TN 37887
19	NSP	400 Talpha, Smithville, TN	52	Fairgrounds 811	400 Hill Road Jamestown, TN 38556
20	NSP	263 Oakland, Sweetwater, TN	53	Fiddlers Annex 202/children	125 Fiddlers Drive Smithville, TN 37166
21	NSP	716 Fair Street, Sweetwater, TN	54	Fiddlers Manor	712 Walker Drive Smithville, TN 37166
22	NSP	519 Sunset Dr, Madisonville, tn	55	Golden Oaks 202	111 Woodmont Drive McMinnville, TN 37110
23	Estes Duplexes	612 Estes Street Smithville, TN 37166	56	Hillcrest 202/811	115 Hillcrest Drive Byrdstown, TN 38549
24	Estes Duplexes	614 Estes Street Smithville, TN 37166	57	Hilltop Manor 202	147 Sunny Slope Road Woodbury, TN 37190
25	Estes Duplexes	618 Estes Street Smithville, TN 37166	58	Laurel Creek 202	580 Cora Drive, Cookeville, TN 38501
26	Estes Duplexes	620 Estes Street Smithville, TN 37166	59	Mace 811	518 Mace Ave, Jamestown, TN 38556
27	Estes Duplexes	624 Estes Street Smithville, TN 37166	60	Pedigo I 811	301 Willow Creek Drive Madisonville, TN 37354
28	Estes Duplexes	626 Estes Street Smithville, TN 37166	61	Pedigo II 202	310 Willow Creek Drive Madisonville, TN 37354
29	Estes Duplexes	630 Estes Street Smithville, TN 37166	62	Robertsville 811	306 Jefferson Terminal Rd, Oak Ridge, TN 37830
30	Estes Duplexes	632 Estes Street Smithville, TN 37166	63	Shenandoah 202	100 Shenandoah Dr Lafayette, TN 37083
31	Dekalb 4 Plex	A 1097 Vaughn Lane Smithville, TN 37166	64	Shenandoah Haven 811	400 Shenandoah Dr Lafayette, TN 37083
32	Dekalb 4 Plex	B 1099 Vaughn Lane Smithville, TN 37166	65	South Carthage 202	116 Old Lebanon Road South Carthage, TN 37030
33	Dekalb 4 Plex	C 1101 Vaughn Lane Smithville, TN 37166	68	Maplewood Apts.	36653 Nashville Hwy, Alexandria TN 37012



» **EMERGENCY REPAIR PROGRAM FOR THE ELDERLY**

The UCDD administers the Emergency Repair Program for the Elderly (ERP) through a grant under the Housing Trust Fund provided by Tennessee Housing Development Agency. The program provides housing repairs for individuals who are 60 years of age or older or disabled as declared by Social Security, have homeownership and meet the 60% income guidelines. The ERP enables eligible participants to receive repairs or replacement of structural problems to their home allowing them to remain in their home. As we see so often, many elderly and disabled individuals do not have the funds or means to replace/repair. There is no lien placed on the property. The ERP is available to all 14 counties within the Upper Cumberland region.

» **RELATIVE CAREGIVER PROGRAM (RCP)**

The Relative Caregiver Program is a comprehensive public/private collaboration funded by the Department of Children’s Services that provides support to children who are at risk of being placed in state custody. The Relative Caregiver Program is a voluntary program that provides support services and resources to relatives raising relative children whose parents are no longer able to do so. The Relative Caregiver Program was developed out of recognition that nurturing from a family member of a relative child provides a stronger support system that benefits both mentally and physically as opposed to being placed in state custody. Since many relative caregivers are aging and/or living on a fixed income, providing the basic necessities for their relative children can be a financial struggle. The RCP provides monthly support groups in all of the 14 counties in the Upper Cumberland as well as quarterly

► Pictured on left, from top to bottom:

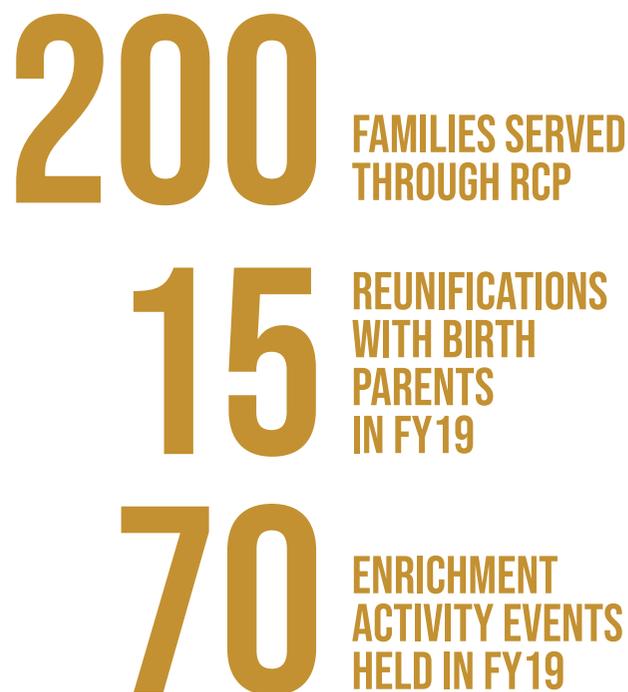
Cumberland Regional Development Corporation staff attended the 2019 Southeastern Affordable Housing Management Association (SAHMA) conference in Murfreesboro.

Housing and Family Services staff advertised services available through the Relative Caregiver Program and affordable housing available through Cumberland Regional Development Corporation at the 2018 Senior and Caregiver Expo held in Cookeville.

In June, the Relative Caregiver Program held a Summer Enrichment activity at Cane Creek Park in Cookeville for children in their program. With the help from Imagine Foundry, the children used their imaginations and energy to design and build forts using cardboard boxes. The activity required team work and strategy and resulted in an educational and fun day for all.

enrichment activities that include movie theaters, plays, park passes, bowling, year round camp, fun factory and trainings for both caregiver and child to include basic computer classes, cardiopulmonary resuscitation (cpr) training, emergency preparedness, home safety, Adverse Childhood Experience classes, and parent skill for training for grandparents who have become parents again. The program also provides emergency financial assistance as well as material assistance to relative caregiver families. Monthly case management is offered to the whole relative caregiver family, and caregivers are provided with a resource manual that lists available resources and services within their own community and statewide. With this program, families are encouraged and guided to empower and stabilize the whole family composition.

The Relative Caregiver Program is always working with families to stabilize and nurture to create a permanent foundation for these relative caregiver children. Many times the relative caregiver case managers are very instrumental in helping caregivers with adoption. This is not only a success for the relative caregiver family but also confirms how this program truly impacts the future of these children.



## RCP SUCCESS STORY

### JOE & LYNN FORD, SMITHVILLE, TENNESSEE

Mr. and Mrs. Ford are an elderly couple that received custody of their one year old granddaughter. The Fords were referred to the Relative Caregiver Program (RCP) by the Department of Human Services in DeKalb County. When the Fords first signed up for RCP, they were living in a one bedroom cabin behind the house that Mr Ford was building. It took every penny they had to build the house and many years to finish it.

They wanted their granddaughter to have the best environment that she could possibly have. The Fords did not have a stove and were cooking everything on a hotplate. RCP was able to purchase a stove and a hot water heater for the new house. This was the final touch that they needed to transition from the cabin to their new home.

The biological parents had little to no involvement with their child. Eventually the parents lost their rights to their daughter. RCP also assisted Mr. and Mrs. Ford with attorney fees for adoption. There was no hesitation on the decision to adopt their precious granddaughter.

Mr. and Mrs. Ford have become more health conscious and are improving their health so that they can keep up with their rambunctious granddaughter. The family has been granted permanent adoption of their granddaughter.

Without the assistance of the Relative Caregiver Program, these grandparents may not have been able to continue to raise their granddaughter.

The 2019 Senior & Caregiver Expo held at Life Church in Cookeville, Tennessee attracted more than 900 people in attendance. The event offered information and resources for seniors and caregivers from businesses and services providers across the region.



On September 21, 2018, the AAAD in conjunction with the Tennessee Commission on Aging and Disability held the Upper Cumberland Area Agency on Aging & Disability Legislative Breakfast at the Cookeville Higher Education Campus in Cookeville. The breakfast included an interactive discussion with legislators as well as state and regional aging program staff on topics important to the aging community.



The Upper Cumberland Adult Abuse Coalition held its 11th annual Upper Cumberland Vulnerable Adult Summit on Tuesday, April 30, 2019 at Trinity Assembly in Algood, Tenn.

# AREA AGENCY ON AGING & DISABILITY

---

### » **THE UPPER CUMBERLAND AREA AGENCY ON AGING & DISABILITY (AAAD)**

AAAD is supported through federal Older Americans Act funds as well as other state and federal funds. Each AAAD in Tennessee is designated and funded by the Tennessee Commission on Aging and Disability. The AAAD has three primary functions: advocacy services to those who lack the capacity to have their voice heard, information and assistance to guide individuals through a maze of support services and the provision of services through contracts with licensed providers in each county of the state. The UCAAAD also provides assistance to individuals through funding provided by the Bureau of TennCare and the Administration on Community Living.

### » **INFORMATION AND ASSISTANCE PROGRAM**

The AAAD serves as the Aging and Disability Resource Center (ADRC) for adults age 60 and over, adults with disabilities, caregivers and agencies or organizations seeking information on behalf of an individual regarding services and programs to meet their needs. The AAAD/ADRC maintains a resource database containing up-to-date information about community resources. Information and Assistance (I&A) includes: assessing the needs and capacities of the individual, providing current information on opportunities and services available within their community and linking the individual to available opportunities and services. An individual may contact the AAAD/ADRC for Information & Assistance through email at [cvassilev@ucdd.org](mailto:cvassilev@ucdd.org), by personal visit or by telephone at (1-866-836-6678).

### » **TENNCARE CHOICES**

The AAAD serves as the single point of entry for individuals and families seeking information about CHOICES including institutional and Home and Community-Based Services (HCBS). The AAAD provides: outreach and education about Options for Long Term Services and Supports (LTSS) for the community-at-large, consumers, caregivers and providers; information and referral for individuals or families; screening and assessment to assist individuals and families in determining possible eligibility; facilitate enrollment into the CHOICES LTSS system; and advocacy on behalf of individuals and families seeking access to and/or receiving Medicaid-reimbursed LTSS. The AAAD also provides Ombudsman services for CHOICES members receiving the Community Living Supports (CLS) benefit.

### » **HOME AND COMMUNITY-BASED SERVICES (HCBS)**

Home and Community-Based Services provide eligible adults age 60 and over and adults age 18 and over with physical disabilities who are at risk of entering long-term care facilities the option of receiving services in their homes or in a community setting. Home and Community-Based Services are state-funded (OPTIONS for Community Living) and federally-funded (Older Americans Act Title III) services. Priority of services is given to those with greatest economic and social need. The AAAD's Options Counselors provide ongoing case management by conducting an in-home assessment to determine the need for services, develop an Action Plan along with the client to determine current supports in place and identify unmet needs, arrange for the delivery of services either through an outside provider agency the AAAD contracts with or through the self-directed care option and provide on-going service coordination and re-assessments. In-home services may include home delivered meals, homemaker or personal care.

### » **FOR THE HOLIDAYS**

The AAAD has partners with Golden Corral and Stonecom Radio to raise funds providing holiday food bags to low-income, homebound seniors in the Upper Cumberland communities. The dollars raised allows the AAAD staff to assemble and deliver approximately 200 bags annually filled with holiday treats and food staples.

# 200

**AAAD DISTRIBUTES  
APPROXIMATELY 200 BAGS  
FILLED WITH FOOD & STAPLES  
TO SENIORS IN NEED EACH  
HOLIDAY SEASON**

---



» **FAMILY CAREGIVER PROGRAM**

The National Family Caregiver Support Program (NFCSP) provides assistance to family caregivers and grandparents or other relative caregivers. Family members are the primary providers of long-term care for older adults and adults with disabilities in the United States rather than social service agencies, nursing homes or government programs. These informal caregivers provide unpaid help to those who live in the community and have Activities of Daily Living (ADL) limitations such as bathing, transferring, eating, dressing and walking. NFCSP provides five basic services for family caregivers that include: information to caregivers about available services; assistance to caregivers in gaining access to services; individual counseling, support groups, and caregiver training to assist caregivers in making decisions and solving problems relating to their caregiving roles; respite care to enable caregivers to be temporarily relieved (ex: homemaker, adult day care, respite and personal care services); and supplemental services, on a limited basis, to complement the care provided by family caregivers (ex: home-delivered meals and medical supplies). Consumer directed service options are now available to family caregivers.

» **SENIOR EXPO**

The Senior Expo has historically drawn in hundreds of seniors, caregivers and healthcare professionals each year to obtain information and resources from sponsors and vendors from all across the Upper Cumberland. The Senior Expo is held in October each year and experiences an attendance of approximately 900 people. The expo offered attendees many opportunities to participate in hands-on educational activities such as EMA/EMS Live Demonstration, Virtual Dementia Training, obtain community resources and participate in free health screenings.

» **SENIOR CENTERS**

As per the Older American’s Act (OAA), the purpose of the senior center is to facilitate the social, emotional and physical well-being of Tennessee adults age 60 and over as part of a comprehensive and coordinated system of community-based services and activities. Senior centers provide access to community resources that maintain independence and wellness. The Upper

▶ Pictured to the left, from top to bottom:

Family Caregiver Program staff and interns attended the 2019 Social Work Day on the Hill in Nashville.

AAAD Family Caregiver Program is currently partnering with StoneCom to record podcasts for a caregiving series called Best Kept Secrets in Caregiving.

AAAD staff members partnered with UCHRA’s My Ride program in an outreach event.

AAAD staff distributed SNAP and program information at the Isha Care Health Fair outreach event.

Cumberland AAAD contracts with 19 senior centers throughout the 14 counties of the Upper Cumberland. Some of the services available through local senior centers are: resource information, health promotion, physical fitness, recreational activities, educational activities, telephone reassurance and Evidence-Based programs. Senior Centers provide programs which ensure the health and well-being of seniors and promote quality of life. Programs and services are encouraged to meet the needs of multiple generations of seniors.

An example of the fun and stimulating activities offered at local senior centers includes the annual Senior Brain Games competition. On August 22, 2018, six senior centers competed in the Upper Cumberland District Senior Brain Games held at the Baxter Senior Center. The Smith County Senior Center's team, known as the Whipper Snappers, won the local competition. In September, the Whipper Snappers competed and won in the regional semi-finals held at the Smith County Senior Center, they went on to the finals which were held in Jonesboro in October. Sponsored by the Tennessee Commission on Aging and Disability, in partnership with the Upper Cumberland Area Agency on Aging and Disability, the Senior Brain Games competition is designed to help keep seniors mentally active, provide an opportunity for social interaction and get some healthy competition going among the senior communities throughout the state.

» **CONGREGATE NUTRITION**

The Congregate Nutrition Program provides a nutritious lunch to older adults in each of the fourteen counties. There are 18 congregate meal sites throughout the Upper Cumberland, most of which are co-located at the senior centers. The goals of the Congregate Nutrition Program

are to: promote, maintain and improve the health and well-being of eligible consumers aged 60 years and older; reduce nutritional risk among consumers through the provision of nutritious meals, nutrition screening, and nutrition counseling; reduce social isolation; provide planned nutrition education in the congregate and home-delivered meals programs; and link eligible consumers to available community services.

» **SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP)**

SNAP, formerly known as Food Stamps, is the nation's largest entitlement food security program. In Tennessee, there are a large percentage of older adults who are eligible for SNAP and either are not receiving it at all or not receiving the maximum benefit amount for which they are entitled. The AAAD's SNAP Coordinator's focus is on expanding SNAP outreach, education and application assistance for older adults age 60 and above and those with disabilities in an effort to maximize the amount of benefits being received for Upper Cumberland residents.

# 145

**SNAP OUTREACH EVENTS  
CONDUCTED THROUGHOUT THE  
UPPER CUMBERLAND IN FY 2019**

---

## SNAP SUCCESS STORIES

### WARREN COUNTY

A 57 year old, disabled client in Warren County heard about SNAP through a newspaper article. She called to inquire about SNAP, thinking that she was over the income limit. The SNAP Coordinator reviewed her situation discovering the client had several large medical bills. The SNAP Coordinator sent her application along with her medical bills to the Department of Human Services and she was approved for \$118 of benefits per month.

### MACON COUNTY

A 70 year old client in Macon County was referred to the SNAP Coordinator by a CREVVA Advocate needing assistance with a SNAP application. The application was filed and all documentation, including a large volume of medical bills, was submitted to the Department of Human Services. The client was approved for the maximum rate of \$192 per month in benefits.

» **TRANSPORTATION**

The AAAD contracts with the Upper Cumberland Human Resource Agency (UCHRA) to coordinate and provide public transportation services for adults age 60 and over with priority given to those of greatest economic and social need. Transportation vouchers are disseminated at each senior center to those needing transportation services for activities of daily living such as, but not limited to, shopping for groceries and other needs, non-TennCare medical and other health care related appointments, pharmacies, congregate meal sites, etc. The transportation voucher is redeemed through the UCARTS public transit system throughout the fourteen county region. With the goal being to prevent isolation in our rural counties, many success stories have been shared by senior center directors across the region. As part of a statewide initiative, the AAAD partners with UCHRA to develop and expand a volunteer transportation program to serve seniors in the region.

» **SENIOR MEDICARE PATROL (SMP) PROGRAM**

The mission of the Senior Medicare Patrol (SMP) program is to empower and assist Medicare beneficiaries, their families, and caregivers to prevent, detect and report healthcare fraud, errors and abuse. Through outreach, counseling and education; the Tennessee SMP program increases awareness and understanding of health care programs to protect Medicare beneficiaries from the economic and health-related consequences associated with Medicare fraud, errors and abuse.

» **THE STATE HEALTH INSURANCE ASSISTANCE PROGRAM (SHIP)**

SHIP provides free and objective one-on-one counseling and education to individuals and groups in regards to Medicare and other related insurances. The SHIP program assists Medicare beneficiaries in comparing and enrolling in Medicare Prescription Drug Plans, applying for Medicare Savings Programs and the Low Income Subsidy (Extra Help) and answers general questions about original Medicare and Medicare Advantage. The SHIP program provides assistance to thousands of seniors each year that saves them large amounts of money on a monthly basis. During the annual enrollment period, October 15 through December 7, Upper Cumberland SHIP counselors and volunteers held 30 events in the region.

» **PUBLIC GUARDIANSHIP PROGRAM**

The Public Guardianship for the Elderly Program is designed to aid persons 60 years of age and older who are unable to make financial or medical decisions and have no family member, friend, bank or corporation willing and able to act for them. The District Public Conservator may, through court appointment, legally make decisions for the client and manage the person's care and/or property. An individual may request the District Conservator to serve as attorney-in-fact under a Durable Power of Attorney for finances and/or health care. This instrument should specify the powers of the attorney-in-fact and should always be "durable," allowing it to remain in effect in case of disability.

72

**CLIENTS CURRENTLY SERVED THROUGH THE PUBLIC GUARDIANSHIP PROGRAM**

**VOLUNTEER SUCCESS**

The Public Guardianship Program has increased the number of volunteers to 13 in the past year. They provided a total of 262 volunteer hours visiting with clients.



On June 25, 2019, the Upper Cumberland Area Agency on Aging and Disability recognized volunteers who serve with the State Health Insurance Assistance Program /Senior Medicare Patrol, Guardianship and Legal/ Ombudsman programs.

» **COLLABORATIVE RESPONSE TO ELDER AND VULNERABLE ADULT ABUSE (CREVAA)**

The mission of the CREVAA program is to provide emergency services and coordinate the provision of long-term services and supports for elder and vulnerable adult victims of crime in a trauma-informed, person-centered manner. The CREVAA Advocates will ensure the provision of direct services to victims. Local CREVAA Advocates will also work with the following stakeholders to receive referrals: Adult Protective Services, local law enforcement, District Attorneys and other members of the VAPIT.

» **LEGAL ASSISTANCE**

This program is delivered through a subcontract with Aging Services for the Upper Cumberland, Inc., a non-profit corporation which provides free legal assistance in specified areas of law for persons age 60 and over. The legal assistance program utilizes senior centers as contact points in each county and visits at least once a quarter. The attorney is mandated to give priority to older persons who are minority individuals, those with the greatest economic or social need, and those who are frail/disabled. The staff attorney can provide legal assistance which may include advice, counseling, and representation, in areas of law including, but not limited to, Social Security, Supplemental Security Income (SSI), insurance problems, Medicare, Medicaid, TennCare, elder abuse, and other legal matters.

» **OMBUDSMAN**

The Ombudsman Program is also delivered through a contract with Aging Services for the Upper Cumberland, Inc., which provides advocacy services to persons residing in long-term care facilities such as nursing homes, assisted care living facilities and homes for the aged. The district long-term care Ombudsman can assist with questions about long-term care facilities, investigate complaints against facilities and assist in the resolution of problems. The Ombudsman also recruits and trains Volunteer Ombudsman Representatives (VOR) who make quarterly visits to long-term care facilities in the service area. The VOR's receive ongoing training and refer clients with problems to the attorney and the district Ombudsman.

» **QUALITY ASSURANCE**

The Quality Assurance (QA) program ensures contractual compliance and customer satisfaction of all AAAD programs. QA staff complete on-site and desk review monitoring of all subcontractors as well as programs administered directly by the AAAD. Each year, clients complete satisfaction surveys. The survey results are summarized and analyzed in order for the AAAD staff and subcontractors to improve services, as needed.

## UCDD DEPARTMENT OVERVIEW

# CUMBERLAND AREA INVESTMENT CORPORATION

Cumberland Area Investment Corporation (CAIC), in cooperation with private lenders, USDA Rural Development and U.S. Department of Commerce-Economic Development Administration (EDA) offers loans to small businesses in the Upper Cumberland region working to expand or retain jobs.

A new microloan program has been established to spur entrepreneurship in the Upper Cumberland. With the microloan pilot program, CAIC hopes to ease the difficulty in securing financing for entrepreneurs with little or no credit history encouraging additional economic growth in the Upper Cumberland.

Through the program, clients can apply for up to \$30,000 and will be eligible for approval with less than full collateral coverage. Clients can also expect a more streamlined and simple approval process than previously available.

Clients of the microloan program will be paired with a mentor organization to promote successful business launch/growth. The Biz Foundry and the Tennessee Small Business Development Center are partnering with the Development District to guide clients through the start-up or growth process with their vast programs and technical services for entrepreneurs.

Clients will also be asked to actively work with a traditional lender as a goal of the pilot program is to help small businesses achieve a level of financial strength to transition to a traditional lender as they grow.

Individuals interested in the program should contact Megan Choate for more information.



UCDD staff, microloan committee members, and the Biz Foundry met with the first round of microloan clients. Clients pictured include HW Assembly & Finish, All About You Salon, Bee's Coffee, and Welcome Home.

# \$100,000

## AWARDED IN THE FIRST ROUND OF MICROLOAN LENDING

# BEE'S COFFEE

## OPENING SOON IN GAINESBORO, TENNESSEE



Gainesboro will soon be getting a new coffee shop that will offer not only drinks but delicious treats and a unique, creative vibe meant to inspire its clients. Bee's Coffee owner Brooke Boss hopes her shop will serve as a stop for the Gainesboro community to get a high quality cup of coffee/espresso and a Belgian liege waffle on the commute to work, as a midday pick me up, an after school bite to eat, etc. Bee's Coffee will offer a wide variety of coffee/espresso drinks, lemonades, sun tea, soda, Belgian liege waffles topped with fruits, cereals, ice cream and even savory options like chicken and waffles, bacon, egg and cheese and a maple bacon waffle. Their mission is to bring the community together; support local farmers, artists, and schools; and serve as a meeting place offering event space for birthdays, wedding showers, book clubs, craft nights and many other events. Ms. Boss wants it to be more than just a coffee shop, but a space that provokes mental growth, creativity, and inspiration, using interactive feedback and exhibits to create conversation.

### **“THE MICROLOAN PROGRAM MADE EVERYTHING POSSIBLE...”**

*“To say that it “helped” my business would be an extreme understatement. Before I received the loan, I had hope that I would find a loan that would bring life to my idea of Bee's Coffee but after many “no's” by traditional banks, I started to doubt the possibility. The microloan program was that hope for me and my business. I still feel truly amazed that this program exists and will be forever thankful because without this program, Bee's wouldn't exist.”*

*- Brooke Boss, Owner of Bee's Coffee*

## MEET OUR CLIENT

UPPER CUMBERLAND DEVELOPMENT DISTRICT

**BUDGET JULY 1, 2019 - JUNE 30, 2020**

**Total Agency Grant Related Expenditures**

**Revenues**

Federal Grantor Revenue	\$ 3,890,848
State Grantor Revenue	\$ 1,163,495
Contract Revenues	\$ 625,721
Fares	\$ -
Other Revenue	\$ 232,943
In-kind	\$ 73,951
<b>TOTAL REVENUE</b>	<b>\$ 5,986,958</b>

**Program/Matching Revenues**

CDBG Revenue	\$ 40,000
State Match	\$ 210,000
Dues	\$ 64,050
Interest	\$ 3,000
Other	\$ 100
<b>TOTAL REVENUE</b>	<b>\$ 317,150</b>

## Total Agency Grant Related Expenditures, Continued

Expenditures		Non Grant Related Expenditures	
Salaries and Wages	\$ 2,147,143	Supplies	\$ 7,000
Employee Benefits & Taxes	<u>\$ 662,242</u>	Travel	\$ 17,000
Total Personnel Expenses	\$ 2,809,385	Other	<u>\$ 32,000</u>
Professional Fees	\$ 51,000	<b>TOTAL EXPENSES</b>	<b>\$ 56,000</b>
Supplies	\$ 123,093		
Communication & Advertising	\$ 63,451	Revenue Over (Under) Exp	\$ 261,150
Postage & Shipping	\$ 17,623	Match Requirement	<u>\$ (254,718)</u>
Occupancy	\$ 155,152	Projected Increase to Fund Balance	\$ 6,432
Equipment Rental & Maintenance	\$ -		
Travel/Fuel	\$ 155,484		
Training	\$ 6,536		
Vehicle Maintenance	\$ -		
Transportation Trips	\$ -		
Insurance	\$ -		
Assistance to Individuals	\$ 147,543		
Printing	\$ 18,725		
Contracted Services	\$ 1,936,094		
Food	\$ -		
Miscellaneous	\$ 149,014		
RTAP-Training	\$ -		
Job Access Trips	\$ -		
Fundraising Costs	\$ -		
Capital-Preventive Maintenance	\$ -		
Capital-Mobility Management	\$ -		
Reimbursable Capital Exp.	\$ -		
In-kind / CPE	\$ 73,951		
Total Non-Personnel Expenses	\$ 2,897,666		
Total Direct Program Expenses	\$ 5,707,051		
Administrative Expenses	<u>\$ 534,625</u>		
<b>TOTAL EXPENSES</b>	<b>\$ 6,241,676</b>		
<b>Program Match</b>	<b>\$ (254,718)</b>		



# Work Program FY 2020 (2019-2020)

Pursuant to Section 13-1406, Paragraph B-2, Tennessee Code Annotated, the following depicts the work program of the Upper Cumberland Development District for FY-2020.

## **100 REGIONAL COMPREHENSIVE PLANNING**

### **101 General Development Planning/Comprehensive Economic Development Strategy (CEDS)**

The Comprehensive Economic Development Strategy serves as a regional road map for economic and community development. A CEDS committee containing public and private representation from a variety of business and service sectors conducts a SWOT analysis of the region identifying strengths, weaknesses, opportunities and threats. Additionally, economic development strategy sessions are conducted in each of the fourteen counties where goals and objectives are established. The information is compiled and analyzed to identify the greatest needs of the region. The five-year CEDS is reviewed and updated annually and serves as a work plan for each community and partner of economic development. A new CEDS was completed in the fall of 2017 for 2017-2022.

### **102 Land Use**

The UCDD can provide, as part of its local planning contracts, a Land Use and Transportation Policy Plan for the future development of land use and transportation facilities designed to formulate a coordinated, long-term development program. UCDD staff will study historic events, governmental structure, natural factors, and socio-economic characteristics of a community to determine how these have affected and will affect land uses and transportation facilities. Existing land uses and transportation facilities will be analyzed to identify important characteristics, relationships, patterns and trends. From this information and analysis, relevant problems, needs and issues concerning land will be identified. The plans usually cover a planning period of about twenty years. The development goals, objectives, and policies and the implementation strategies in this plan will be periodically reviewed and, when necessary, updated to reflect unanticipated occurrences or trends after adoption.

### **103 Data Analysis**

The staff Research Analysis will continue to collect and analyze data used in planning documents, special studies, and project applications, as well as, answer requests from the public and private sector. The UCDD is an official Sub-State Data Center for the U.S. Bureau of Census.

### **104 Infrastructure Needs Assessment**

The Upper Cumberland Development District will pursue funds to conduct a regional infrastructure study which will identify the existing system in addition to future needs and service gaps. The completed study will be periodically updated to reflect changes across the region and will be an integral part of strategic planning for economic and community development. This will be done in conjunction with the TACIR report as referenced on page nineteen of the Annual Report.

### **105 Growth Plan (Public Act 1101)**

The UCDD staff has been working with a number of Upper Cumberland cities and counties in fulfilling the requirements of Public Act 1101. This activity will continue as needed.

### **106 Community Comprehensive Planning**

The UCDD staff will continue to assist communities in comprehensive planning on an as requested basis.

## **200 HOUSING DEVELOPMENT**

### **201 Housing Planning**

The UCDD will coordinate housing related activities as follows: contract with cities and counties to administer

and implement housing grants; develop and write housing rehabilitation grants and grants for new construction of housing for low-income families for cities, counties, and non-profits; work with the Cumberland Regional Development Corporation to maintain access to affordable rental property and homeownership opportunities for low and very low income households; conduct public hearings on housing related issues; and perform Fair Housing activities for cities and counties. It is estimated that the elderly population will double during the next 20 years.

**202 Private Housing Development Industry**

Pursuant to a contract with the Tennessee Housing Development Agency, the UCDD will continue to provide technical assistance to the private sector.

**203 Public Sector Housing Development**

Pursuant to a contract with the Tennessee Housing Development Agency, the UCDD will continue to provide technical assistance to the public sector.

**204 Regional Housing Facilitation**

Pursuant to a contract with the Bureau of TennCare, the AAAD will facilitate the increased availability of affordable, accessible, safe and stable community based homes for TennCare LTSS members by developing local partnerships and resources.

**300 TRANSPORTATION DEVELOPMENT**

**301 Transportation Planning**

The UCDD working in conjunction with the Tennessee Department of Transportation, will serve as a focal point for the following Rural Planning Organization's (RPO): (1) Dale Hollow RPO; serving Clay, Fentress, Jackson, Macon, Overton, Pickett, Smith and Trousdale counties (2) Center Hill RPO; serving Cannon, Cumberland, DeKalb, Putnam, Van Buren, Warren, and White counties. These groups provide a permanent mechanism for local official's input into the transportation decision-making process. The RPO's consider multi-modal transportation needs as well as short term funding priorities; and make recommendations to TDOT. The UCDD will provide, as part of its local planning contracts, a Land Use and Transportation Policy Plan for the future development of land use and transportation facilities designed to formulate a coordinated, long-term development program. UCDD staff will study historic events, governmental structure, natural factors, and socio-economic characteristics of a community to determine how these have affected and will affect land uses and transportation facilities. Existing land uses and transportation facilities will be analyzed to identify important characteristics, relationships, patterns, and trends. From this information and analysis, relevant problems, needs, and issues concerning land will be identified. The plans usually cover a planning period of about twenty years. The development goals, objectives, and policies and the implementation strategies in this plan will be periodically reviewed, and, when necessary, updated to reflect unanticipated occurrences or trends after adoption.

**302 Highways**

Through the RPO's, the Economic and Community Development staff will seek to implement construction of industrial access roads for new or expanding industry.

**303 Airports**

Through the RPO process, technical assistance will be given in efforts to upgrade all regional airports.

**304 Railroads**

Through the RPO process, technical assistance will be given in efforts to upgrade all rail service within the Upper Cumberland.

**305 Waterways**

Through the RPO process, technical assistance will be given in efforts to assist with planning and grant applications to those communities desiring port development on the Cumberland River. The staff will seek opportunities to promote economic development requiring waterways as a criterion for location in the Upper Cumberland area.

**306 Pipeline**

No activities are planned under this sub-category.

**308 Transit**

Through the RPO process, technical assistance will be given in efforts to upgrade all transit services within the

Upper Cumberland. The Area Agency on Aging will continue to monitor the activities of and provide technical assistance to the Upper Cumberland Area Regional Transportation System (UCARTS).

**309 Personal Transportation**

The AAAD participates in the development and implementation of the strategic plan of the Tennessee Commission on Aging and Disability for the purpose of addressing transportation needs of the elderly and adults with disabilities. The AAAD also provides requested information to the Upper Cumberland Human Resource Agency to assist with the strategic planning process for the provision of regional public transportation. The AAAD provides transportation services to low income seniors by contracting with UCARTS public transportation utilizing a transportation voucher system. As part of a statewide initiative, the AAAD partners with UCHRA to develop and expand a volunteer transportation program to serve seniors in the region.

**400 ECONOMIC DEVELOPMENT**

**401 Economic Development Planning**

Economic Development Planning will include coordination with other development organizations and technical assistance to on-going economic development projects. Staff will coordinate an annual economic development strategy, involving multiple regional partners and local representatives to establish a work plan each year. The District staff will seek opportunities to implement new economic development programs.

**402 Industrial Development**

The Economic Development staff will provide technical assistance in the development and improvements of industrial parks to all cities and counties in the District as needed. Assistance will also be provided by the District staff for industrial location and expansion projects including requests for information, site visits, familiarization tours, announcements and other services as needed.

**403 Agriculture and Silviculture**

The UCDD will participate with Rural Area Development Committees in addressing problems of farmers and rural residents of the region.

**404 Commercial and Tourism Development**

The UCDD will provide data and technical assistance to the Upper Cumberland Tourism Association as requested, but will not have a contract for FY-19.

**405 Business Loans and Job Creation**

The UCDD will assist small businesses in obtaining fixed rate financing and the creation of new jobs through the Cumberland Area Investment Corporation, EDA Revolving Loan Fund, and USDA/ Rural Development IRP Program.

**406 Business Incubator/Accelerator Development**

The UCDD will work with Tennessee Technological University and Roane State Community College in the implementation of the Business Incubator/Technology Center in the Upper Cumberland. UCDD will also work with the Biz Foundry to promote its accelerator program.

**407 Overall Economic Development Planning**

The UCDD will use the Comprehensive Economic Development Strategy as a guide to assist local entities in implementing proposed plans and projects throughout the 14-county area.

**408 Economic Development Marketing**

District staff will coordinate regional marketing of local assets through a presence at appropriate trade shows such as Select USA Investment Summit. Other trade shows will be researched and a regional representative will attend as deemed appropriate. The newly developed regional brand and economic development version of the logo "Made Strong in the UC" will be utilized to brand the region as a whole.

**409 Exports**

The UCDD will act as a liaison between local companies/communities and state/federal export partners. Services are available to current & prospective exporters. UCDD may coordinate trainings & introductions to state and federal providers.

**410 Workforce**

Through the Upper Cumberland Workforce program, the UCDD will continue to support workforce development efforts in the region. District staff will continue to partner with Upper Cumberland Tennessee Reconnect Community as they seek to increase the education level of adults in the Upper Cumberland.

**411 Retail**

The UCDD will continue to work and coordinate efforts with Retail Strategies through their program Retail Academy. The program will provide a way to bridge the gap between communities and retailers by offering access to the tools and knowledge-base necessary to pro-actively recruit sustainable retailers, while maintaining local businesses. Retail Academy will assist communities with effective marketing techniques and educate them on how to most efficiently enhance their retail landscape. UCDD staff will help navigate the data received and translate to local assets for marketing.

**500 HUMAN RESOURCE DEVELOPMENT**

**501 Human Resource Planning**

(See Paragraphs 502-506)

**502 Education**

No activities are planned under this sub-category.

**503 Health**

The Area Agency on Aging and Disability will provide technical assistance for county and regional health fairs that provide screenings and health education to seniors and other adults with disabilities. Staff members will serve on health councils and will encourage senior center directors to participate in their counties. The AAAD funds programs in each county through the local senior centers, along with other social and educational activities, to improve the health and well-being of seniors. The AAAD is researching opportunities to participate in health care integration as well as opioid and other substance abuse initiatives in order to improve health care outcomes by providing social service support.

**504 Children's Services**

The UCDD Relative Caregiver Program will work with other agencies responsible for targeting the needs of children in the Upper Cumberland area who are at risk of being placed in state custody. The staff will work with individuals who are "parents again" or those who have the responsibility of caring for children without a biological parent living in the household. UCDD staff will provide support groups available in both day and evening settings, evening groups for adults and children, groups for children and teens, information and referral, emergency assistance for unmet needs upon availability of program funds, short term case management, recreational activities, educational and nutritional health awareness training/workshops. This program is funded by the Department of Children's Services/Department of Human Services as well as private donations and public funding organizations. Kinship Support Network Programs Training: The Relative Caregiver Program staff will be providing quarterly training to the Tennessee Department of Children's Services staff.

The Families First Kinship Care (FFKC) payment began as pilot program on April 1, 2005. The program is a collaborative effort between the Department of Children's Services (DCS), the Department of Human Services (DHS) and the Relative Caregiver Program (RCP). The goal of the program is to encourage placements with relatives for children who are at risk of removal from their home and placement in state custody. The FFKC pilot program allows DCS to prevent children from entering or re-entering state custody by offering eligible relative families an additional payment to supplement the Families First Child-Only grant offered by DHS. Eligibility for the payment is determined by DCS staff and referred to the Relative Caregiver Program (RCP) for issuance of payments and supportive services such as case management. The program started in three regions: Davidson, Shelby and Upper Cumberland.

**505 Aging**

The AAAD has three primary functions: advocacy for those who lack the opportunity to have their voice heard; information and assistance to guide individuals through a maze of support services; and to contract with licensed providers for the provision of direct services. Multiple services are made possible by funding through the Older American's Act and facilitated by the Upper Cumberland Area Agency on Aging and Disability through a contract with the Tennessee Commission on Aging and Disability. In addition to the contract with TCAD, the AAAD provides assistance to individuals needing long term care through funding provided by the Bureau of TennCare. The Upper Cumberland AAAD also administers the statewide contract for the Administration on Community Living to provide the Senior Medicare Patrol program. In compliance with the Tennessee Commission on Aging and Disability expectations, quality assurance for all programs is a priority. The Public Guardianship program will expand service capabilities with the addition of a third full time public conservator and a part-time administrative support person. The AAAD will implement an aggressive educational program to increase awareness of the Public Guardianship program. The Upper Cumberland AAAD will continue administering the statewide Senior Medicare Patrol program and contracting with the seven other AAAD's across the state as well as Family and Children Services in order to provide statewide fraud, abuse and error detection services.

**506 Handicapped/Accessibility**

The Area Agency on Aging and Disability staff will provide technical assistance concerning public facilities and the 504 regulations, as well as the Americans with Disabilities Act.

**600 PUBLIC SAFETY**

**601 Public Safety Planning**

The UCDD will provide technical assistance and assist local governments on grant applications for funds for the Federal Emergency Management Agency.

**602 Criminal Justice**

The UCDD will assist local law enforcement agencies in development of applications for funding for U.S. Department of Justice, Community Oriented Policies Program.

**603 Highway Safety**

UCDD will assist the Tennessee Department of Transportation with their RSAR's (Road Safety Audit Review).

**604 Fire Services**

The UCDD will provide technical assistance and grant applications for funds for fire protection equipment from the U.S. Forestry Service, the Tennessee Department of Economic and Community Development, and the Federal Emergency Management Agency as appropriate.

**605 Emergency Service System**

The UCDD will provide technical assistance and grant applications for funds for emergency service systems through any available funding source.

**606 Hazardous Materials**

No activities are planned under this sub-category.

**700 RECREATION AND CULTURAL DEVELOPMENT**

**701 Recreation and Cultural Development Planning**

As part of its local planning contracts, the UCDD can provide a Community Facilities Plan that will serve as a general guide for "accomplishing a coordinated, adjusted and harmonious development of the municipality which will, in accordance with existing and future needs, best promote public health, safety, order, convenience, prosperity, and general welfare as well as efficiency and economy in the process of development." The Community Facilities Plan is intended to provide cities/counties with an inventory and analysis of the existing community facilities and services currently available to local residents. The plan also provides recommendations and suggested

policies to assist municipal decision making with respect to the continued provision and enhancement of public facilities and services within the planning area for a planning period of approximately ten years.

**702 Parks and Recreation**

The UCDD will continue to offer technical assistance to communities seeking grants from the Tennessee Department of Environment and Conservation under the Local Parks and Recreation Fund Program for city and county applications and the Recreational Trails Program for public/private partnership applications.

**703 Libraries**

The UCDD will offer technical assistance to communities interested in applying for Direct Service Grants.

**704 Historic Preservation/Cultural Resources Management**

The UCDD will continue to work in conjunction with the Tennessee Historical Commission to assist communities in submitting applications for inclusion of sites in the National Register of Historic Places and other relevant projects, along with preservation grant applications. The Historic Planner undertakes Federal Section 106 reviews of sites on behalf of the Tennessee Historical Commission. The UCDD will promote awareness of the importance of Historic Preservation in enhancing economic development. This will be accomplished by public awareness programs, educational programs, community presentations, scenic byways programs and collaboration with other groups and agencies. In addition, UCDD will be involved in various aspects of Cultural Resources Management, assisting local communities and governments with ongoing projects, and the development of new projects and initiatives.

**705 Arts Build Communities (ABC) Grants**

The UCDD is a designated agency trained to assist applicants with Arts Build Communities (ABC) grants available through the Tennessee Arts Commission. The ABC grant program is designed to provide support for arts projects that broaden access to arts experiences, address community quality of life issues through the arts or enhance the sustainability of asset-based cultural enterprises. UCDD staff will continue to assist applicants with identifying eligible activities, providing feedback on draft applications, administering local grant review panels and assisting grant recipients with tracking the success of funded activities.

**800 ENVIRONMENTAL MANAGEMENT**

**801 Environmental Planning**

The Economic and Community Development staff will continue the preparation of Environmental Assessments as needed. The Community Development staff will conduct environmental reviews for CDBG projects on a contractual basis. The UCDD Environmental Committee will discuss issues of interest with local elected officials on a regular basis. UCDD will continue to explore potential brownfields sites and will apply for assessment and clean-up grants as appropriate.

**802 Soil Resources**

No activities are planned under this sub-category.

**803 Water Resources**

The UCDD will work with the Tennessee Department of Environment and Conservation to improve water quality by coordinating the 604b grant program.

**804 Geologic Resources**

No activities are planned under this sub-category.

**805 Flora Resources**

No activities are planned under this sub-category.

**806 Fauna Resources**

No activities are planned under this sub-category.

**807 Air Resources**

No activities are planned under this sub-category.

**808 Noise**

No activities are planned under this sub-category.

## **900 UTILITIES**

### **901 Utility Planning**

(See Paragraphs 902-906)

### **902 Solid Waste Management**

UCDD staff offers technical assistance in preparation of Annual Reports (ARPs) in the Upper Cumberland region, including counties, cities and towns in accordance with the Solid Waste Management Act of 1991. UCDD staff prepares solid waste Needs Assessment every five years for each county in the region. Staff assists the UCDD Environmental Committee in preparing plans which are in compliance with the latest federal, state and local regulations.

### **903 Sewer Service**

The District staff will provide technical assistance to Upper Cumberland municipalities regarding sewer expansions and improvements, and will prepare grant/loan applications to CDBG, ARC, and USDA/Rural Development.

### **904 Water Service**

The District staff along with the consulting engineers will offer technical assistance to local governments in the improvements of water systems. Grant applications for rural water lines will be made to CDBG, ARC, and USDA/Rural Economic and Community Development funding sources.

### **905 Electric Service**

No activities are planned under this sub-category.

### **906 Natural Gas Service**

The District staff will continue to provide technical assistance to local governments wishing to apply for grants and loans for gas pipelines.

## **1000 ENERGY DEVELOPMENT**

### **1001 Energy Planning**

The UCDD will coordinate with TVA to provide expertise in energy planning.

### **1002 Energy Development and Production**

No activities are planned under this sub-category.

### **1003 Energy Management and Conservation**

The UCDD staff will continue to offer technical assistance to any community which requests assistance. The UCDD will promote the State of Tennessee Energy Conservation Program and the U.S. Department of Energy Conservation Programs, for public buildings, and private buildings.

## **1100 GOVERNMENTAL SERVICES AND COORDINATION**

### **1101 Local Government**

The entire District staff will continue to offer technical assistance under each category in this work program as requested. Grantsmanship services will be offered under available State and Federal Programs. The UCDD will offer Community Development Block Grant administration services on a contract basis.

### **1102 Clearinghouse Functions**

The District will continue to serve as Regional Clearinghouse for federal agencies when requested. Currently, the USDA and the Department of Commerce have requested the service be continued.

### **1103 Information Services**

The District will continue to publish an Annual Report, UCDD Quarterly Newsletter, other brochures, news releases, handbooks and various data tabulations as needed. Workshops will be held on timely subjects and programs. The UCDD will host video conferencing meetings and training sessions. The UCDD maintains a website detailing many of our activities and services.

**1104 Communications**

The UCDD will maintain an internet website about the District. The UCDD will host video conferences that address topics of interest to public officials, community leaders, agencies, organizations and interested citizens. The UCDD has implemented a GIS System to better accommodate local governments.

**1200 GENERAL ADMINISTRATION**

**1201 Administrative Management**

The District will continue the development of an Annual Work Program to define total program management, staff assignments, and overall policies and procedures.

**1202 Personnel Management**

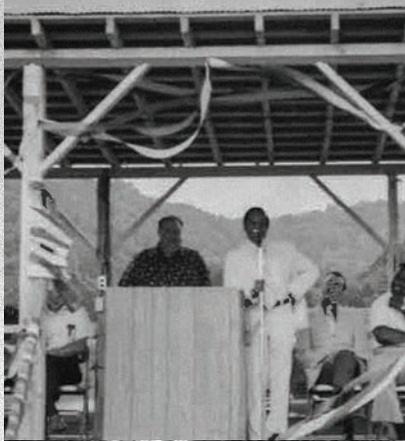
The District will continue to maintain an Equal Employment Opportunity Officer, the Affirmative Action Plan, as well as both in-house and external training programs. We will provide services as needed to implement the Americans with Disabilities Act.

**1203 Financial Management**

The District's Director of Finance will continue to maintain complete financial records and costs control measures, prepare budgets and financial reports, as well as serve as liaison with various auditors and program monitors.

**1204 Board of Directors' Activity**

The Executive Committee of the Board of Directors will continue to meet on a bi-monthly or on call basis. The Board of Directors will continue to meet annually or on call.



**UC**  **DD** Upper Cumberland  
Development District

Upper Cumberland Development District | 1104 England Drive, Cookeville, TN 38501  
P: (931) 432-4111 | [www.ucdd.org](http://www.ucdd.org)

