

FY 26 REGIONAL SERVICE GRANTS STATEMENT OF WORK AND GRANT AWARD BUDGET

PART I

NAME OF GRANTEE: Capitol Region Council of Governments (CRCOG)

GRANT PROGRAM NAME: Regional Services Grant (RSG)

GRANT PROGRAM SUMMARY (PURPOSE/INTENT/MISSION): Provides annual grant-in-aid to regional councils of governments (COGs).

OPM GRANT NUMBER: (CRCOG): RSG-026-01

GRANT AWARD AMOUNT: (CRCOG): \$1,356,407.09

INTRODUCTION:

This Statement of Work and Grant Award Budget relates to the requirements of Connecticut General Statutes (CGS) Sections 4-66k and 4-66r and Section 8-31b. The Office of Policy and Management (OPM) is responsible for administering funds deposited to the Regional Planning Incentive Account, which is the source of RSG grant awards. Individual grant awards are calculated through a statutory formula that is valid for five years. Funds shall be used for planning purposes and to achieve efficiencies in the delivery of municipal services, without diminishing the quality of such services.

Each COG shall complete its Statement of Work and Grant Award Budget following the format and budget categories prescribed in Part II below. The total dollar amount for each budget category shall be provided to the right of the drop-down box. Each budget category shall be followed by a listing of typical activities expected to be performed by COG staff and/or contractors, including administrative activities.

[Type here]

PART II – FY 26 RSG Budget Categories

(Note: The sum of **Budget Amounts** listed below must add up to the total **Grant Award Amount** shown in Part I)

Capitol Region Council of Governments (CRCOG) shall complete a selection or all of the work activities outlined below under the categories of I. Comprehensive Planning, II. Regional Services, and III. Municipal Technical Support.

I. Comprehensive Planning

Budget Amount: \$ 651,642.23

Expected work activities include: (Expand list as necessary.)

1. Initiate a solicitation for 2026 LOTCIP projects, anticipated to include roadway reconstruction, bridge and culvert construction, pavement rehabilitation, stand-alone sidewalk, and bicycle-pedestrian projects, totaling approximately \$40 million.
2. Continue to work to advance new projects under IIJA funding sources including competitive grant programs.
3. Complete the update to Regional Transportation Safety Plan and conduct Vision Zero Task Force meetings using SS4A Action Grant funds.
4. With CTDOT, Plainville, and New Britain, work to progress the awarded "CTtrail Connections" RAISE Grant project through design and construction, which will complete the Farmington Canal Heritage Trail through Plainville, and to link that trail to the CT**fastrak** trail in New Britain.
5. Continue to work with CTDOT to fully integrate E-STIP processes.
6. Continue to program LOTCIP funding, minimizing carryover amounts, and monitor legislation related to future LOTCIP bonding authorizations.
7. Continue to work with CTDOT and CRCOG municipalities to help streamline LOTCIP program guidelines. Manage on-call consultants to assist CRCOG with LOTCIP project submission reviews and program management.
8. Continue to program and obligate federal STBG funding for municipally initiated projects. Work with CTDOT to ensure projects of regional significance are advanced through the STBG program and coordinated with the CTDOT Capital Plan.
9. Work with municipalities, CTDOT, and FHWA to advance TAP and CMAQ projects within the Capitol Region. Work with CTDOT on related solicitations as needed.

[Type here]

10. Provide technical assistance to towns to solve traffic problems, resolve project funding problems, and/or mediate transportation related design issues with CTDOT.
11. Continue to monitor regional traffic and congestion as part of a continuous Congestion Management Process. Complete a 2025 Congestion Management Process Report.
12. Work in coordination with CRCOG's GIS Department to utilize mapping and data analysis to visualize, assess, and communicate data for member municipalities.
13. Continue to work with the City of Hartford, CTDOT, and other stakeholders to advance the Greater Hartford Mobility Program outcomes, including participation in various project related public/stakeholder involvement efforts, especially related to the GHMP's major transformative projects.
14. Continue to support CTDOT and affected communities as it relates to the **CTrail** Hartford Line Rail and **CTfastrak**.
15. With SCRCOG, continue organizing and hosting **CTrail** Hartford Line and **CTfastrak** Corridor Advisory Committee Fall, Winter, and Spring meetings.
16. In partnership with CTDOT and **CTtransit**, continue to advocate for implementation of recommendations from the Capitol Region Transit Priority Corridors Study and support the statewide Comprehensive Operations Analysis.
17. Continue to work with CTDOT to select and prioritize projects for funding under the FTA 5310 program (Enhanced Mobility of Seniors and Individuals with Disabilities Program).
18. Coordinate with CTDOT and recipients to ensure completion of necessary maintenance paperwork for Demand Responsive Transportation (Municipal Grant Program).
19. Continue to conduct biannual utilization counts at the Region's commuter park and ride lots. Update related data summaries.
20. Continue to work with municipalities and emergency responders to improve traffic incident management within the Hartford Urbanized Area, while exploring funding for and feasibility of a new statewide TIM Coalition framework that coordinates regular TIM Coalition meetings in each region of the state.
21. Support Vision Zero and regional transportation safety strategies to reduce fatalities and serious injuries.
22. Complete the East Coast Greenway Gap Closure Study.
23. Continue work on Regional Bicycle/Pedestrian Priority Network Plan (Priority Pathways) and Regional Warehousing Land Use and Traffic Study.
24. Coordinating with Public Safety, continue to work to improve transportation-related response to emergencies.

[Type here]

25. Continue to work with UConn's Traffic Signal Circuit Rider Program to advance traffic signal management initiatives throughout the region.
26. Continue to participate in regional and project-specific traffic management discussions related to construction activities in the Greater Hartford Area.
27. Continue statutory planning responsibilities related to municipal referrals, regional POCD maintenance, and provide input on other CRCOG "core" plans to ensure alignment with State and regional POCDs.
28. Develop a POCD implementation matrix to guide staff workplan priorities in combination with CRCOG's Strategic Plan.
29. Improve upon the statutory municipal referral process by establishing an interactive, searchable referral log (i.e. search by topic such as "ADU").
30. **Offer land use commissioner training opportunities** in partnership with UConn CLEAR or other organizations and proactively share other opportunities across the state to help ensure local commissioners can obtain their required training hours.
31. Increase participation from local planning and economic development professionals in CRCOG's quarterly **Planning and Development Forum** by improving promotion, curating topics and presenters on relevant planning issues, and fostering roundtable discussions to provide opportunities for peer-to-peer learning.
32. Complete municipal outreach visits with the remaining 10 communities.
33. Support complete streets, safe streets, vision zero, and the expansion of the regional pedestrian and bicycle network through:
 - a. Hosting CRCOG Bike/Ped Subcommittee meetings
 - b. Expanding walk audits to new communities
 - c. Increase municipal staff knowledge and comfort related to "quick-build" projects that produce and/or test traffic calming results faster and cheaper than traditional construction processes.
34. Promote and work with interested communities and Veo, CRCOG's provider, to expand the use of CRCOG's shared **Regional Micromobility** program. Any member of CRCOG's Capitol Region Purchasing Council may utilize CRCOG's contract and framework. Continue to explore the potential for a Micromobility Collective per the 2023 Feasibility Study.
35. Working with the CEDS Implementation Committee, create a priority action workplan that aligns with the goals and actions from the **CEDS**. Build capacity by working together/creating working groups and identifying new partnerships. Identify potential financial resources to accomplish the actions identified in the workplan.

[Type here]

36. Advance CRCOG's role as the **EDD** for the region by cultivating CRCOG's relationship with EDA, identifying potential projects suitable for EDA funding, and promoting EDA funding opportunities to member municipalities.
37. Conduct evaluation of actions and recommendations from recent past studies to follow up and/or assess viability of implementation of such recommendations, such as **Next Steps in Engaging Anchor Institutions and Neighborhoods in Transit Oriented Development** and the **Sustainable Knowledge Corridor Action Plan**.
38. Consider next steps for TOD planning in the region including potential strategies from the **TOD Roles, Visioning, Viability, and Tools Analysis Study** for the region and/or assisting communities who are interested in opting into the CT Municipal Development Authority program.
39. Continue to develop and carry out the **Capitol Region Brownfields Program**. Contingent on funding from EPA, continue to manage both the Assessment and Revolving Loan Fund grants. Continue to implement this program to proactively seek out and prioritize projects in coordination with the Steering Committee.
40. Work to engage member municipalities to implement mitigation activities identified in the Capitol Region **Natural Hazards Mitigation and Climate Adaption Plan** (NHMCAP) and conduct annual reviews and evaluations of local progress.
41. Complete the next phase of the EPA's **CPRG**, the Comprehensive Climate Action Plan (CCAP) due December 2025 and evaluate funding opportunities to implement actions.
42. Complete the Regional **Stormwater Authority Feasibility Study** and share findings with municipalities, DEEP, stakeholders and the public.
43. Continue work on the **Regional Housing Strategy** and aim to host a minimum of one webinar or workshop on a specific topic or resource and publish a minimum of one "toolkit".
44. Substantially complete the **Regional Warehousing Land Use and Traffic Study** and present information/solicit feedback to the Regional Planning Commission.
45. Continue fostering interest in the planning profession by continuing to offer internship opportunities and hosting Sustainable CT Fellows (including 2 more in Summer 2025).
46. Identify topics of interest and/or concern within member communities and publish easily digestible research papers on these issues (i.e. waste, stormwater gardens, inclusive public engagement, large solar installations etc.).
 - a. Publish research paper on "third places" and their social and economic contribution to communities.

[Type here]

- b. Publish a summary document for local planning staff and land use commissioners with relevant legislation changes/requirements and guidance or best practices, as applicable and available.
 - c. Create a guide for municipalities to best integrate their Natural Hazard Plans into their local POCD, per state statutes.
- 47. Continue to help member municipalities seek funds and support municipal grant applications that advance regional plans and policies.
- 48. Continue to provide planning and implementation assistance to municipal staff and explore how publications, other research, and/or services for CRCOG towns can bring additional value to member communities.
- 49. Continue representing CRCOG at various state and local committees and/or relevant meetings

II. Regional Services

Budget Amount: \$ 501,573.90

Expected work activities include: (Expand list as necessary.)

- 1. Continue to seek out new opportunities for inter-municipal service sharing and help identify funding sources to implement these programs and services for cost-savings and municipal efficiency, cooperative purchasing, and increased member participation.
- 2. Through CRCOG's Municipal Services Committee, provide member municipalities opportunities to learn about topics critical to effective local government operations through presentations and sharing of information among municipalities. Undertake periodic surveys, workshops, and research projects on behalf of member municipalities. Attend conferences and workshops to educate staff on topics of importance.
- 3. Develop additional offerings through CRCOG Municipal Services to include, but not limited to, additional software offerings. Respond to partnership opportunities as is consistent with the goals and objectives of the Municipal Services Department.
- 4. Continue outreach to CRCOG member municipal staff through in-person site visits to assess municipal needs and encourage collaboration on programs and services.
- 5. Continue to convene and encourage collaborative partnerships with and through CRCOG's HSCC, such as CLASS, Amplify, Attorney General and State of CT, and other human and/or social service organizations, on issues of

[Type here]

importance to municipal leadership and Health and Human Services Directors (e.g., opioid and fentanyl epidemic, food insecurity, Fair Rent Commissions, and affordable housing).

6. Continue support of the CCM Salary Survey
7. Migrate the current nutmeghr.org site to a more user friendly and accessible web page integrated with other Municipal Services content
8. Continue to work on Shared Services and Regional Performance Incentive Program (RPIP) Grants
9. Continue administrative and technical support and program and service implementation of Shared Building and Code Enforcement.
10. Continue implementation with 4 towns and Riverfront Recapture of the DEEP Shared Grant for Shared Trail Equipment.
11. Work with various towns to apply for and implement Shared Animal Control Officer grant.
12. Work with Hartford and East Hartford to explore service sharing opportunities.
13. Work with member towns for additional RPIP grants or service sharing opportunities.
14. Expand on SCRCOG, WestCOG, MetroCOG, NECCOG, NVCOG, and SECCOG collaborative partnerships to promote CRCOG's statewide regional fee-for-service programs.
15. Continue to administer the Governor's testing program for crumbling foundations.
16. Continue to support municipalities affected by crumbling foundations as directed by the Ad-Hoc Working Committee and the Municipal Services Committee.
17. Continue to advance the HUD remediation program and publicize about homes that have been remediated.
18. Administer and implement the DEEP Regional Waste Authority Grant, including quarterly Grant Reports and Financial Updates
19. Staff and administer CCSWA
20. Seek effective and sustainable opportunities and strategies to advance regional waste management and diversion programs, services, and education and outreach.
21. Continue to explore viable and sustainable medium-and long-term opportunities and strategies, regarding waste management and diversion in the region.

[Type here]

22. Continue to explore, support, fund, implement, promote, and/or administer additional waste management and diversion opportunities and strategies in the region, including textile recycling, extended producer responsibility, food waste/organic materials, and other viable and sustainable waste-related programs and services.
23. Continue to expand and administer VOIP program services.
24. Work with Novus Insight, LLC to offer additional services over the Nutmeg Network that fit into the overall service sharing strategic plan developed by the Municipal Services Department.
25. Continue to administer and expand program and service offerings through CRCOG's Regional Online Permitting System program.
26. Promote Cybersecurity Services available through Novus Insight, LLC and the Cybersecurity Model Polices, training opportunities, and IRP development. Continue to support the Cybersecurity Task Force and other vested interests to stay ahead of Cybersecurity risks and expand the offering of the Cybersecurity Program.
27. Continue administration of the Capitol Region Purchasing Council (CRPC) Program, and expand program offerings, as directed by the CRPC executive committee and other interested members.
28. Promote membership with the CRPC to all municipalities and public agencies in the state. Attend professional procurement meetings to inform of CRPC activities and acquire knowledge to enhance cooperative opportunities through CRPC.
29. Promote and administer the job order contracting program.
30. Continue pursuit of state agency partnerships with CRCOG's cooperative purchasing programs.
31. Continue to monitor opportunities within the Natural Gas marketplace and evaluate potential opportunities for the consortium and if marketplace conditions are favorable, revitalize the consortium.

III. Municipal Technical Support

Budget Amount: \$ 203,190.96

Expected work activities include: (Expand list as necessary.)

1. Continue to work through the Capitol Region Emergency Planning Council to help member municipalities with public safety and homeland security planning, training and exercising.

[Type here]

2. Complete work on the FFY 2022 and FY 2023 Homeland Security, MMRS, and HAZMAT projects.
3. Commence work on the FY 2023 and 2024 Homeland Security, MMRS, and HAZMAT projects.
4. Continue to facilitate all Emergency Support Functions (ESF's).
5. Continue to submit grant applications for the Capitol Region Medical Reserve Corps and Capitol Region Metropolitan Medical Response System.
6. Continue to manage Public Health Emergency Preparedness (PHEP) funding to include planning, training and exercising.
7. Continue to enhance the Regional Emergency Support Plan and work with the State Department of Emergency Management and Homeland Security to standardize across all regions.
8. Continue to maintain the Get Ready Capitol Region citizen preparedness social media channels and website.
9. Continue to add Community Emergency Response Teams in member communities and conduct regional training sessions.
10. Continue work on the public safety centered service sharing projects.
11. Continue to hold training sessions (particularly ICS 30 and 400, FEMA 402) and conduct exercises.
12. Review and update of regional plans (including the Regional Emergency Support Plan, Blue Plan, Training and Exercise Plan and Tactical Interoperable Communications Plan)



FY 26 REGIONAL SERVICE GRANTS STATEMENT OF WORK AND GRANT AWARD BUDGET

PART I

NAME OF GRANTEE: **Metropolitan Council of Governments (MetroCOG)**

GRANT PROGRAM NAME: Regional Services Grant (RSG)

GRANT PROGRAM SUMMARY (PURPOSE/INTENT/MISSION): Provides annual grant-in-aid to regional councils of governments (COGs).

OPM GRANT NUMBER: **(MetroCOG): RSG-26-02**

GRANT AWARD AMOUNT: **(MetroCOG): \$702,499.61**

INTRODUCTION:

This Statement of Work and Grant Award Budget relates to the requirements of Connecticut General Statutes (CGS) Sections 4-66k and 4-66r and Section 8-31b. The Office of Policy and Management (OPM) is responsible for administering funds deposited to the Regional Planning Incentive Account, which is the source of RSG grant awards. Individual grant awards are calculated through a statutory formula that is valid for five years. Funds shall be used for planning purposes and to achieve efficiencies in the delivery of municipal services, without diminishing the quality of such services.

Each COG shall complete its Statement of Work and Grant Award Budget following the format and budget categories prescribed in Part II below. The total dollar amount for each budget category shall be provided to the right of the drop-down box. Each budget category shall be followed by a listing of typical activities expected to be performed by COG staff and/or contractors, including administrative activities.

PART II – FY 26 RSG Budget Categories

(Note: The sum of **Budget Amounts** listed below must add up to the total **Grant Award Amount** shown in Part I)

Metropolitan Council of Governments (MetroCOG) shall complete a selection or all of the work activities outlined below under the categories of I. Comprehensive Planning, II. Regional Services, and III. Municipal Technical Support.

I. Comprehensive Planning **Budget Amount: \$ 255,000**

Expected work activities include: (Expand list as necessary.)

1. Regional Plan of Conservation and Development – 2025 update;
2. Natural Hazard Mitigation Plan – maintain 2024 update
3. Regional Zoning referrals;
4. Technical Advisory Committee (Conservation, Geospatial, Economic Development) coordination;
5. Coordination on Plans of Conservation and Development (Regional/Municipal);
6. Municipal Transportation and Transit Planning Assistance;
7. Regional Environmental Planning, including resilience, brownfields, and green infrastructure;
8. Support professional development, education and training; OR
9. Regional Land Use, economic development, and infrastructure planning.

II. Regional Services **Budget Amount: \$ 272,499.61**

Expected work activities include: (Expand list as necessary.)

1. Continue development of the regional electronic content management system, document management, and municipal digital business process creation;

2. Regional GIS program – including web parcel viewers, municipal viewers, data collection and analysis, continued maintenance/support, and oblique imagery collection;
3. Regional Economic Development website;
4. Solid Waste Coordination/Assistance/Planning;
5. Household Hazardous Waste Collection ; OR
6. Small Business Services and Support.

III. Municipal Technical Support

Budget Amount: \$ 175,000

Expected work activities include: (Expand list as necessary.)

1. State and federal grant identification, coordination, writing, and administration/management;
2. Mapping, data analysis, and web-based application development for municipal projects/programs;
3. Land use training;
4. Regional Sanitary Sewer Evaluation Study; OR
5. Assist with municipal planning efforts including zoning (re-zoning), affordable housing plans, and future development.



FY 26 Regional Service Grant Statement of Work and Grant Award Budget

PART I

NAME OF GRANTEE: Northeastern Connecticut Council of Governments

GRANT PROGRAM NAME: Regional Services Grant (RSG)

CONCISE GRANT PROGRAM SUMMARY (PROGRAM PURPOSE/INTENT/MISSION):

The RSG Program provides annual grant-in-aid to regional councils of governments (COGs).

OPM GRANT NUMBER: NECCOG Grant #: RSG 02605

GRANT AWARD AMOUNT: \$470,851.88

INTRODUCTION:

This Statement of Work and Grant Award Budget relates to the requirements of Connecticut General Statutes (CGS) Sections 4-66k and 4-66r and Section 8-31b. The Office of Policy and Management (OPM) is responsible for administering funds deposited to the Regional Planning Incentive Account, which is the source of RSG grant awards. Individual grant awards are calculated through a statutory formula that is valid for five years. Funds shall be used for planning purposes and to achieve efficiencies in the delivery of municipal services, without diminishing the quality of such services.

Each COG shall complete its Statement of Work and Grant Award Budget following the format prescribed in Part II below. Drop-down boxes are provided to reflect allowable budget category options. The total dollar amount for each budget category shall be provided to the right of the drop-down box. Each budget category shall be followed by a listing of typical activities expected to be performed by COG staff and/or contractors, including administrative activities.

PART II – FY 26 RSG Budget Categories

A. Comprehensive Planning (\$70,000)

1. Natural Hazard Mitigation Regional Plan Update - complete the regional plan update as required by FEMA - including the approval process with the State and FEMA, and;
2. Statutory Referrals - review and address referrals as required by statute, or;
3. **Transportation Planning and Technical Assistance** - to be used on one or all of the activities as delineated in the NECCOG FY 26 approved UPWP Work Plan - RSG will supplement work not covered by our primary transportation planning and project assistance funds.

B. Regional Services (\$330,000)

1. Intergovernmental Relations - NECCOG will continue to represent the region in a range of forums and organizations - as well as the actions/activities of the Legislature, Census, Workforce Development Board, Water Resources Board, Advisory Commission on Intergovernmental Relations, State Government, Congress and Federal Government Agencies that have impacts on the member towns of NECCOG, and;
2. Crumbling Foundations - NECCOG will continue work, in partnership with the Capital Region Council of Governments (CRCOG) Ad-Hoc Working Committee for Crumbling Foundations on this matter. Additionally, and the Executive Director serves as a board member of the Connecticut Foundation Solutions Indemnity Company, Inc. (CFSIC) to address this issue, and;
3. Regional Property Revaluation Program - NECCOG will continue to administer this regional program for participating towns, and;
4. Regional **GIS Services**:
 - a. Regional Viewer - Continue to maintain and expand as needed NECCOG's regional GIS Viewer, and;
 - b. Assessor Property Viewer/Updates - Continue performing parcel updates for participating towns which contains multiple feature types including state, town, property, and easement lines as well as parcel, ROW, and easement polygons, and;
 - c. General Mapping Services - Continue to utilize ArcGis, GPS and remote sensing, and spatial analysis software to create maps, plans and visualizations for municipal POCD, Build-Outs, Open Space, Trails, Transportation, Emergency Management and Economic Development Plans, and;

- d. Asset Management Pilot - NECCOG GIS and Engineering staff will work with a small member municipality in developing an asset management system for retaining an inventory of a variety of transportation/public works assets such as drainage structures, guard rails, and traffic signs - integrating this data into our regional GIS Viewer, and;
 - e. Tier II Viewer - The Environmental Protection Agency (EPA) requires annual submission of what is referred to as "Tier II forms" which are now manually (paper) maintained. This initiative will switch from manual information to e-based/enhanced with GIS to ensure quicker, safer response.
5. Regional Paramedic Intercept Program - Continue to support the administration and technical aspects of this regional program to provide ALS serve to the region, and;
6. DEMHS Region IV Emergency Planning - Assist DEMHS Region IV and member towns with non- pandemic emergency planning support, Executive Director is an active member of the Regional Emergency Management Steering Committee, and;
7. Regional Environmental Depot - Continue to seek feasibility funding and continue project research, and;
8. Regional **Animal Services Program**
 - a. Assist with the general administration of the program, and;
 - b. Fund initiative to enhance program services, and;
9. Regional Engineering Program - Continue program for NECCOG generally and for participating towns individual Needs, and;
10. Regional Grants Management - Assist towns in finding, writing, administrating, and compliance with state, federal, and private grant opportunities, and;
11. Eastern Connecticut Enterprise Corridor Administration
 - a. Continue to administer the EDD - serving as the primary contact for this program bring potential businesses to locate within the Corridor and assist existing businesses expand, and;
 - b. Develop and manage the regional Comprehensive Economic Development Strategy and the information portal, and;
12. Regional Town Administrator Program – Provide full direct administrative support for at least three towns including but not limited to; human resources, municipal finance, labor and contract negotiations, grants, meeting organization, budget preparation, policy review and updates, representation with various support organizations and any other tasks assigned by the First Selectmen.

C. Municipal Technical Support - (\$70,851.88)

1. Town Technical/Strategic Planning Assistance - NECCOG will continue to provide individualized assistance for its member towns with any question, problem or request for assistance. These will include, but not be limited to: FOI training; grant assistance; land use (see Land Use Section for details); assistance with state/federal agencies; town hall management assessment including job descriptions; economic development assistance; research; state or local road traffic counts; board/ commission training, by-law development, legislative proposals; smart growth workshops; census and other demographic data; planning and meeting facilitation, municipal finance and human resources.



FY 26 REGIONAL SERVICE GRANTS STATEMENT OF WORK AND GRANT AWARD BUDGET

PART I

NAME OF GRANTEE: Northwest Hills Council of Governments (NHCOC)

GRANT PROGRAM NAME: Regional Services Grant (RSG)

GRANT PROGRAM SUMMARY (PURPOSE/INTENT/MISSION): Provides annual grant-in-aid to regional councils of governments (COGs).

OPM GRANT NUMBER: (NHCOC): RSG-26-06

GRANT AWARD AMOUNT: (NHCOC): \$488,097.53

INTRODUCTION:

This Statement of Work and Grant Award Budget relates to the requirements of Connecticut General Statutes (CGS) Sections 4-66k and 4-66r and Section 8-31b. The Office of Policy and Management (OPM) is responsible for administering funds deposited to the Regional Planning Incentive Account, which is the source of RSG grant awards. Individual grant awards are calculated through a statutory formula that is valid for five years. Funds shall be used for planning purposes and to achieve efficiencies in the delivery of municipal services, without diminishing the quality of such services.

Each COG shall complete its Statement of Work and Grant Award Budget following the format and budget categories prescribed in Part II below. The total dollar amount for each budget category shall be provided to the right of the drop-down box. Each budget category shall be followed by a listing of typical activities expected to be performed by COG staff and/or contractors, including administrative activities.

PART II – FY 26 RSG Budget Categories

(Note: The sum of **Budget Amounts** listed below must add up to the total **Grant Award Amount** shown in Part I)

Select From Dropdown shall complete a selection or all of the work activities outlined below under the categories of I. Comprehensive Planning, II. Regional Services, and III. Municipal Technical Support.

I. Comprehensive Planning **Budget Amount: \$ \$195,239.02**

Expected work activities include: (Expand list as necessary.)

1. Comply with statutory planning responsibilities including review, update and implementation of the Regional Plan of Conservation and Development, review of zoning and subdivision proposals for intermunicipal impacts along town boundaries, and review of municipal plans of conservation and development;
2. Provide technical support, continuing education, and workshops for various local land use related entities and staff;
3. Maintain/update website and social media presence and information sharing;
4. Implement the region's 5-year Comprehensive Economic Development Strategy in support of the region's Economic Development District (EDD);
5. Provide staff support to conservation organizations including support for preservation initiatives involving land trusts, municipalities and other stewardship partners;
6. Support the Rural Health Resources Initiative to support the multi-faceted health resource network for municipal and constituent quality of life improvements region-wide;
7. Encourage municipal participation in the Sustainable CT municipal certification program and continue to host Sustainable CT Fellows to assist municipalities in gaining and maintaining sustainability improvements and recognition;
8. Continue ongoing outreach to members via in-person site visits to coordinate individual needs, provide assistance, and generate potential regional solutions, including RPIP;

9. Participate and coordinate with other COGs on an as-needed basis for planning and services including regional initiatives that may cross over boundaries of adjacent COG regions;
10. Implement other regional plans when necessary including the Regional Natural Hazard Mitigation Plan; OR
11. Administrative activities associated with Comprehensive Planning tasks.

II. Regional Services

Budget Amount: \$ \$195,239.02

Expected work activities include: (Expand list as necessary.)

1. Manage the program, equipment needs and finances of the regional Public Works Equipment Collaborative including semi-annual meetings of Road Supervisors, Town Engineers and Public Works Directors in the region;
2. Continue to provide regional cost sharing opportunities to achieve economies of scale for materials such as chip sealing, crack sealing, full depth reclamation, plow blades and road salt through competitive bidding pricing as needed;
3. Continue to provide for regional engineering services acquired through competitive bid pricing;
4. Assist the region with waste stream management, including MSW, organic waste diversion practices and other recycling opportunities as they develop and to find new shared approaches to achieve efficiencies;
5. Coordinate and staff multiple annual Household Hazardous Waste Collection Days within the region;
6. Conduct outreach to encourage private investment in CEDS initiatives including the Day Trips Guides and local business directory intended to support businesses that rely on tourism;
7. Support Regional Food Hub and other food sharing programs and regional social and health resource service programs;
8. Support the promotion and ongoing development of the region's events, destinations, and jobs website;
9. Facilitate and lead periodic Economic Development events in the region, including an annual Economic Development Forum;
10. Provide regional GIS services in-house with sufficient staffing and software/hardware support functions and/or consultant oversight;

11. Assess opportunities for additional regional services; OR
12. Administrative activities in support of Regional Service tasks.

III. Municipal Technical Support

Budget Amount: \$ \$97,619.49

Expected work activities include: (Expand list as necessary.)

1. Assist municipalities with requests for information and services, including affordable housing, planning and zoning, GIS services, and general policies and procedures;
2. Offer training workshops for municipal officials, particularly land use officials in partnership with allied organizations to fulfill state statutory requirements;
3. Development of a regional document sharing library for municipal assistance in goals and policy development at the local level (HR, Public Works, Town Management, etc.);
4. Engage with contractors to assist with regional shared services as needed;
5. Provide staff support for the NHCOC Legislative Committee and participate with partner organizations as needed;
6. Continue to provide research, support or services to members that can bring additional value or service capability to members and their constituents;
7. Encourage or assist members in the implementation of mitigation strategies and harden infrastructure as identified in the regional Natural Hazards Mitigation Plan;
8. Aid, if necessary, with Homeland Security and Emergency Support Functions beyond the basic service levels outlined in each funding package;
9. Provide other Local Technical Assistance at the request of municipal members; OR
10. Administrative activities associated with Municipal Technical Support functions.



FY 26 REGIONAL SERVICE GRANTS STATEMENT OF WORK AND GRANT AWARD BUDGET

PART I

NAME OF GRANTEE: **Naugatuck Valley Council of Governments (NVCOG)**

GRANT PROGRAM NAME: Regional Services Grant (RSG)

GRANT PROGRAM SUMMARY (PURPOSE/INTENT/MISSION): Provides annual grant-in-aid to regional councils of governments (COGs).

OPM GRANT NUMBER: **(NVCOG): RSG-26-04**

GRANT AWARD AMOUNT: **(NVCOG): \$827,756.06**

INTRODUCTION:

This Statement of Work and Grant Award Budget relates to the requirements of Connecticut General Statutes (CGS) Sections 4-66k and 4-66r and Section 8-31b. The Office of Policy and Management (OPM) is responsible for administering funds deposited to the Regional Planning Incentive Account, which is the source of RSG grant awards. Individual grant awards are calculated through a statutory formula that is valid for five years. Funds shall be used for planning purposes and to achieve efficiencies in the delivery of municipal services, without diminishing the quality of such services.

Each COG shall complete its Statement of Work and Grant Award Budget following the format and budget categories prescribed in Part II below. The total dollar amount for each budget category shall be provided to the right of the drop-down box. Each budget category shall be followed by a listing of typical activities expected to be performed by COG staff and/or contractors, including administrative activities.

PART II – FY 26 RSG Budget Categories

(Note: The sum of **Budget Amounts** listed below must add up to the total **Grant Award Amount** shown in Part I)

Naugatuck Valley Council of Governments (NVCOG) shall complete a selection or all of the work activities outlined below under the categories of I. Comprehensive Planning, II. Regional Services, and III. Municipal Technical Support.

I. Comprehensive Planning Budget Amount: \$ 496,000.00

Expected work activities include: (Expand list as necessary.)

1. Conduct Regional Studies and Plans.
 - a. Continue to develop and complete the NVCOG Regional Plan of Conservation and Development (RPOCD) as required by CGS 8-35a.
 - b. Assist municipalities with Transit Oriented Development.
 - c. Conduct Regional Housing Needs and Gap Assessment.
 - d. Prepare a Regional Housing Plan.
 - e. Conduct a Regional Blight Study.
 - f. Create a Regional Housing Typology Guidebook
 - g. Create a Regional Blight Guidebook
 - h. Work on the Kinneytown Dam Remediation & Removal Project.
 - i. Conduct Watershed Planning Studies.
 - j. Maintain Open Space Inventory.
 - k. Conduct Tree Canopy Assessment(s).
 - l. Stormwater & MS4 assistance to municipalities.
 - m. Natural Hazard Mitigation Planning.
 - n. Brownfield Stakeholder(s) Strategic Planning.
 - o. Expand NVCOG's Diversity, Equity and Inclusion (DEI) Program and Policies.
 - p. Complete Annual Reports.
 - q. Establish and update Environmental Justice Policies, Programs, and Studies.
 - r. Conduct Regional Land Use Identification and Analysis.
 - s. Develop a new Comprehensive Economic Development Strategy (CEDS) for the region.

- t. Comply with Connecticut General Statutes §7-100l.
 - u. Create & Maintain Brownfield Inventory
- 2. Perform and complete community-based comprehensive studies and plans.
 - a. Prepare Neighborhood Plans
 - b. Environmental Review Team Analyses
- 3. Support and promote professional development, education, and training within the region.
 - a. Organize and host Lunch and Learn sessions and coffee hours on relevant regional topics and issues, such as:
 - i. Land use
 - ii. Housing
 - iii. Geographic Information Systems
 - iv. Data
 - v. Environment
 - vi. Sustainability
 - b. Disseminate Land Use Brief(s).
 - c. Create and distribute Newsletter(s).
 - d. Offer Public Training Opportunities.
 - e. Offer Citizen Planner Training Opportunities.
 - f. Host Environmental Sustainability Forum(s)
 - g. Conduct Municipal Environmental Training(s).
 - h. Conduct Brownfield Training(s).
 - i. Host Regional Listening Sessions.
 - j. Conduct Internal Training Opportunities
- 4. Administration
 - a. Oversee Regional Brownfield Program
 - b. Create NVCOG Newsletter to disseminate information about RSG tasks.
 - c. Maintain NVCOG Website with pertinent information about RSG tasks.
 - d. Create and maintain GIS Data Management Plan
 - e. Respond to FOIA requests.
 - f. Attend internal NVCOG meetings to coordinate RSG tasks.
 - g. Manage projects undertaken by staff and/or consultants.
 - h. Manage and develop staff working on RSG tasks.
 - i. Build regional planning capacity through participation in conferences, events, and meetings.

- j. Prepare the RSG Statement of Work and Annual Report.
- 5. Support RSG work products with data and GIS analyses.
- 6. Support RSG work products with community engagement and communication.
- 7. Conduct environmental studies, analyses, and projects to understand current environmental opportunities and challenges.
- 8. Conduct land use studies, analyses, and projects to understand current land use opportunities and challenges.
- 9. Conduct Housing Studies, analyses, and projects to understand current housing opportunities and challenges.
- 10. Safe Streets for All Planning

II. Regional Services

Budget Amount: \$ 165,000.00

Expected work activities include: (Expand list as necessary.)

- 1. Assess potential regional and intermunicipal impact of land use decisions through the statutory referral processes.
- 2. Offer an on-call certified Floodplain Manager.
- 3. Participate in state, regional, and local decision making as members and representatives of the region in various settings, including, but not limited to meetings for:
 - a. Connecticut Chapter of the American Planning Association
 - b. NARC Housing Committee
 - c. NARC Diversity & Equity Officers Working Group
 - d. State, Regional, and Local working groups
 - e. Local Outreach to NVCOG's member municipalities and participation in their associated events
 - f. Community Based Organizations
 - g. Western CT Water Utility Coordinating Committee
 - h. Water Planning Council Advisory Group
 - i. Governor's Climate Change Council
 - j. CEJAC
 - k. Climate Pollution Reduction Grant
 - l. CT Trail Census
 - m. SolSmart

- n. Community Based Organizations such as Save the Sound, Housatonic Valley Association, etc.
- o. Key stakeholder and shareholder engagement, including community-based organizations, academic institutions, etc.
- p. NARC Communications Committee
- q. MPO Diversity Committee
- r. Steering Committee for CTGIS Network
- s. Intrastate working groups in GIS and Data science based in New England or nationally
- t. Work with CT OPM GIS Office
- u. Provide feedback on products and programs from the U.S. Census Bureau
- v. Cumulative Impacts Mapping Advisory Committee (DEEP/CIRCA)
- w. CTCOG
- x. CCM
- y. COST
- z. CEDAS
- aa. Chambers of Commerce
- bb. AdvanceCT
- cc. CT Main Street
- dd. Capitol Region Purchasing Council
- ee. Statewide Citizen Corps Advisory Council
- ff. Regional Emergency Planning Teams (REPTs)

4. Regional Shared Services Program

- a. Identify new opportunities for intermunicipal coordination.
- b. Work to develop, implement, and create a regional waste authority.
- c. Develop the scope of a Comprehensive Materials Management Strategy.
- d. Investigate regional Unit-Based Pricing for MSW.
- e. Conduct surveys and outreach to municipalities to determine unmet needs.
- f. Work with the Office of Telecommunications and Broadband to incorporate incentives for regional broadband projects and work with municipalities to pursue this funding.

- g. Research opportunities for sharing law enforcement resources and capital facilities.
 - h. Investigate new shared capital construction, major equipment, and mutual aid agreements.
 - i. Investigate opportunities for consolidation of wastewater treatment facilities and/or operations.
 - j. Work with municipalities on regional efforts related to Opioid Settlement funds.
 - k. Assist in drafting Intermunicipal Agreements for shared services between 2 or more municipalities.
 - l. Administer the Regional Performance Incentive Program (RPIP).
5. Staff and support regional committees that are advancing regional efforts, including, but not limited to:
- a. Regional Land Use Technical Advisory Committee
 - b. Regional Housing Committee
 - c. Naugatuck River Greenway Steering Committee
 - d. Open Space Group
 - e. Regional Brownfield Partnership (RBP)
 - f. Civic Engagement Committees
 - g. CEDS Strategic Advisory Board
 - h. Regional Fire Training School Committee
6. Regional Brownfields Partnership Program & Management
- a. Municipal Brownfield Support
 - b. Brownfield Data Collection
 - c. Grant Writing
 - d. Project Administration/Oversight
 - e. Community Outreach
 - f. Brownfield Data Online Viewer
7. Provide regional shared service planning activities.
8. Track, analyze and disseminate relevant legislation.
9. Coordinate a Regional Geographic Information Services (GIS) Program.
- a. Support regional data sharing and information exchange and serve as central GIS data warehouse.
 - b. Maintain and update municipal parcel map.
 - c. Provide demographic data for municipalities.
 - d. Prepare maps for municipalities as requested.

- e. Share data via the NVCOG website.
 - f. Create updated information on sidewalks, pedestrian facilities, and trails in the region.
 - g. Provide access to regional economic conditions, including tourist locations and places of mass congregation.
 - h. Maintain a regional open space database.
 - i. Maintain locations for emergency management and climate resiliency.
 - j. Maintain and update regional land use data.
 - k. Annual Collection of Digital Parcel layers and CAMA reports for all municipalities in the region to submit to OPM.
- 10. Conduct semi-annual composter and rain barrel sales.
 - 11. Oversee, manage and staff the regional Household Hazardous Waste Program, with multiple events planned through SFY 2026.
 - 12. Emergency Management Operations and Management

III. Municipal Technical Support

Budget Amount: \$166,756.06

Expected work activities include: (Expand list as necessary.)

- 1. Provide technical support to member municipalities with local plans, studies, initiatives, grant applications, and inquiries, including but not limited to:
 - a. Land Use
 - b. Housing
 - c. Comprehensive Planning
 - d. Environmental
 - e. Brownfields
 - f. MS4
 - g. Community Engagement
 - h. Communications, Plan Design, and Dissemination
 - i. Mapping & GIS
 - j. Data
 - k. Economic Development
 - l. Grant Support
 - m. Municipal efforts
 - n. Regional Performance Incentive Program (RPIP)

2. Offer technical support for municipal implementation and compliance with various state and federal requirements, including MS4, Aquifer Protection Areas, and the NFIP.
3. Develop and maintain planning libraries.
4. Update and publish the Regional Profile and Economic Profile.
5. Offer technical support with municipal Plans of Conservation and Development.
6. Offer technical support with municipal Affordable Housing Plans.



Lower Connecticut River Valley Council of Governments

145 Dennison Road Essex, CT 06426 | +1 860 581 8554 | www.rivercog.org

FY 26 REGIONAL SERVICE GRANTS STATEMENT OF WORK AND GRANT AWARD BUDGET

PART I

NAME OF GRANTEE: [Lower Connecticut River Valley Council of Governments \(RiverCOG\)](#)

GRANT PROGRAM NAME: Regional Services Grant (RSG)

GRANT PROGRAM SUMMARY (PURPOSE/INTENT/MISSION): Provides annual grant-in-aid to regional councils of governments (COGs).

OPM GRANT NUMBER: [\(RiverCOG\): RSG-26-03](#)

GRANT AWARD AMOUNT: [\(RiverCOG\): \\$550,145.71](#)

INTRODUCTION:

This Statement of Work and Grant Award Budget relates to the requirements of Connecticut General Statutes (CGS) Sections 4-66k and 4-66r and Section 8-31b. The Office of Policy and Management (OPM) is responsible for administering funds deposited to the Regional Planning Incentive Account, which is the source of RSG grant awards. Individual grant awards are calculated through a statutory formula that is valid for five years. Funds shall be used for planning purposes and to achieve efficiencies in the delivery of municipal services, without diminishing the quality of such services.

Each COG shall complete its Statement of Work and Grant Award Budget following the format and budget categories prescribed in Part II below. The total dollar amount for each budget category shall be provided to the right of the drop-down box. Each budget category shall be followed by a listing of typical activities expected to be performed by COG staff and/or contractors, including administrative activities.

PART II - FY 26 RSG Budget Categories

(Note: The sum of **Budget Amounts** listed below must add up to the total **Grant Award Amount** shown in Part I)

Lower Connecticut River Valley Council of Governments (RiverCOG) shall complete a selection or all of the work activities outlined below under the categories of I. Comprehensive Planning, II. Regional Services, and III. Municipal Technical Support.

I. Comprehensive Planning Budget Amount: \$ 260,000.00

Expected work activities include:

1. Implement adopted Regional Plan of Conservation and Development and State Plan of Conservation and Development. Amend / update the Regional Plan of Conservation and Development, if necessary
2. Review of zoning and subdivision proposals for intermunicipal impacts and review of municipal plans of conservation and development
3. Staff the Regional Planning Committee, and provide technical, professional, and administrative services while responding to referral requests.
4. Staff the Regional Economic Development Committee (REDC) and provide economic and community development technical assistance to member towns
5. Implement the Comprehensive Economic Development Strategy (CEDS)
6. Continue pursuit of a federally recognized Economic Development District from US EDA
7. Staff the Regional Housing Committee and provide member municipalities with technical assistance and resources to better understand and address housing needs
8. Work on implementing housing strategies identified in the Regional Housing Plan, municipal CGS 8-30j plans, and other housing work required by statute

9. Continue environmental planning work with our regional land trusts and municipalities, including the update of the Regional Conservation Plan and support work to implement plan recommendations
10. Support efforts to steward and protect natural resources and functions, agricultural production, and improve energy efficiency and adoption of clean energy
11. Provide contract services to regional organizations with mutual goals, such as working with the Connecticut River Gateway Commission on viewshed protections and preservation of the cultural, ecological, and scenic resources of the Connecticut River
12. Work on updates and implementation of regional Natural Hazard Mitigation Plans, and work with CIRCA and CT DEEP and others on other mitigation efforts as we respond to the effects of climate change
13. Maintain and expand regional and municipal GIS data and capabilities
14. Create maps to inform, support, and illustrate planning efforts
15. Create charts, graphics, and online tools (like data dashboards), that support planning efforts.
16. Partner with OPM state GIO and others to address GIS data issues
17. Supporting regional transportation planning work, in coordination with other planning, outside of the MPO's Unified Planning Work Program or LoTCIP program, or
18. Engage contractors to assist with comprehensive planning, if needed

II. Regional Services

Budget Amount: \$ 250,000.00

Expected work activities include:

1. Work on regional document digitization to support shared staffing and departments
 - a. Continue to work with municipalities to digitize document and workflows
 - b. Participate in other regional and state efforts to create standards for digital building records and shared building officials
 - c. Establish a common document management system that will support shared municipal functions
2. Staff and support the Regional Agriculture Council (RAC)
 - a. Continue and expand RAC projects to support the region's farmers
 - b. Support farmers selling more products online, at farmers markets, at farm stores and farm stands
 - c. Support farmers seeking to initiate new regional projects or services, such as composting
3. Support efforts of local Sustainability Councils/ Committees
 - a. Provide guidance, and technical assistance
 - b. Coordinate with state and local partners such as the CT Green Bank, DEEP, Eversource, etc.
4. Shared approaches to waste disposal and recycling
 - a. Work with CT DEEP on approaches to address regional and state solid waste and recycling issues
 - b. Continue the regional Household Hazardous Waste collections and paper shredding events
 - c. Work on solid waste issues, including studying regional solutions for solid waste, and organic waste diversion.
 - d. Work statewide on new and emerging product stewardship programs

- e. Continue programs like the compost bin and rain barrel sales to preserve and protect natural resources
5. Support Social / Human Services Coordination
 - a. Including supporting the work of the Shore Line Basic Needs Taskforce
 - b. Continue to support environmental justice for all residents
 - c. Include equal opportunities in all contracts
 6. Support Regional and Municipal Land Trusts
 - a. Hold meetings of the Lower Connecticut River Land Trust and Land Trust Exchange on shared services between land trusts to ensure the resiliency of our conservation organizations and promote large landscape scale conservation.
 - b. Work with private forest landowners on forest stewardship education and conservation projects.
 - c. Support CT Resource Conservation and Development Council.
 7. Operate a regional aquatic invasive surveillance and removal project on the Connecticut River and other freshwater bodies in the region
 8. Emergency / Disaster Preparedness or
 - a. Support DEMHS Regions 2, 3, and 4, as needed, on the behalf of member municipalities
 - b. Support regional natural hazard mitigation planning and plan implementation
 - c. Assist with municipal applications for hazard mitigation funds
 9. Support municipal and regional storm water management, or
 10. Engage contractors to assist with regional shared services, if needed

III. **Municipal Technical Support** **Budget Amount: \$ 40,145.71**

Expected work activities include:

1. Provide technical support on comprehensive planning, shared service projects, and statutory mandates to member municipalities; transit districts; state agencies, committees, and commissions; federal agencies; local, regional, and state non-profits; land trusts; federal and state legislative delegations; municipal legislative bodies; municipal land use commissions; and other statewide partners: including CTCOG, CT RC&D, CIRCA, Sustainable CT, and others
2. Provide training to RiverCOG and municipal officials and staff on relevant topics such as planning best practices, new state mandates and statutes, and regional services
3. Advance programs to support new planners and increase diversity in the planning professionals
4. Provide expert assistance, such as IT technical support or legal fees to cover legal opinions for use by all member municipalities
5. Engage consultants for assistance with municipal technical support, if needed
6. Administer the RSG grant, provide reporting to OPM and the General Assembly, and work with OPM on the FY27 RSG grant and FY27 Statement of Work
7. Research grant opportunities for municipal projects, and facilitate coordination with local partners to pursue federal, state, and local grant funding that supports regional initiatives, or
8. Engage contractors to assist with municipal technical support, if needed

FY 26 REGIONAL SERVICE GRANTS STATEMENT OF WORK AND GRANT AWARD BUDGET

PART I

NAME OF GRANTEE: South Central Regional Council of Governments (SCRCOG)

GRANT PROGRAM NAME: Regional Services Grant (RSG)

GRANT PROGRAM SUMMARY (PURPOSE/INTENT/MISSION): Provides annual grant-in-aid to regional councils of governments (COGs).

OPM GRANT NUMBER: (SCRCOG): RSG-26-07

GRANT AWARD AMOUNT: (SCRCOG): \$948,501.80

INTRODUCTION:

This Statement of Work and Grant Award Budget relates to the requirements of Connecticut General Statutes (CGS) Sections 4-66k and 4-66r and Section 8-31b. The Office of Policy and Management (OPM) is responsible for administering funds deposited to the Regional Planning Incentive Account, which is the source of RSG grant awards. Individual grant awards are calculated through a statutory formula that is valid for five years. Funds shall be used for planning purposes and to achieve efficiencies in the delivery of municipal services, without diminishing the quality of such services.

Each COG shall complete its Statement of Work and Grant Award Budget following the format and budget categories prescribed in Part II below. The total dollar amount for each budget category shall be provided to the right of the drop-down box. Each budget category shall be followed by a listing of typical activities expected to be performed by COG staff and/or contractors, including administrative activities.

PART II – FY 26 RSG Budget Categories

(Note: The sum of **Budget Amounts** listed below must add up to the total **Grant Award Amount** shown in Part I)

Select From Dropdown shall complete a selection or all of the work activities outlined below under the categories of I. Comprehensive Planning, II. Regional Services, and III. Municipal Technical Support.

I. Comprehensive Planning Budget Amount: \$ 291,342.48

Expected work activities include: (Expand list as necessary.)

1. Provide comprehensive support to the region's municipalities in the areas of land use, transportation, economic development, environment, historic preservation, and housing planning;
2. Collaborate with other CT Councils of Governments (COGs) and participate in CTCOG meetings;
3. Review land use referrals and provide support to the South Central Regional Planning Commission (RPC);
4. Continue to track and disseminate legislation that promotes SCRCOG's Legislative Agenda as it pertains to comprehensive planning programs and services in our region;
5. Create a series of workshops and trainings dedicated to tools and techniques for furthering the development of housing throughout the region and engage the region's community members in discussions and educational forums. FY26's programing will be designed to offer regional and local support to member municipalities based on the regional strategies that were developed in SCRCOG's Regional Housing Strategy, 2024;
6. Attend local and regional stakeholder meetings to foster collaboration and build relationships to better support municipalities;
7. Study the feasibility of expanding hard infrastructure to support additional housing development;

8. Create and maintain a housing centered Regional Dashboard to assist municipalities with monitoring existing and new affordable housing units;
9. Promote regular updates to the regional open spaces inventory to include the most recent information on connections, related amenities, and any new acquisitions, and to help identify potential areas for conservation;
10. Build expertise and gather data to integrate historic preservation into the next regional POCD, with a goal of publishing an interactive regional historical resources inventory & developing technical assistance resources;
11. Assist interested municipalities with enrolling in the AARP network, conducting a community needs assessment, and developing an action plan for the Age-Friendly Program;
12. Provide GIS mapping support to the region's municipalities;
13. Maintain Regional Recreational Trails Mapping Program;
14. Attend local, regional, and/or federal conferences, workshops, and/or trainings for continued learning and professional development, including but not limited to the National Planning Conference and the Southern New England American Planning Association Conference;
15. Host and facilitate bi-annual Regional Hazard Mitigation Advisory Committee Meetings;
16. Continue the update of the SCRCOG 2018 Tree Canopy Study;
17. Compile Certified Asset Management Assessor (CAMA) data and submit to OPM;
18. Participate in UConn MPP Intern Program;
19. Collaborate and support the initiatives of Sustainable CT;
20. Provide support and/or serve as the lead agency for state and federal grants;
21. SCRCOG staff time to implement, support, and/or manage the above tasks;
22. Purchase furniture and/or equipment to support the above tasks; or

II. Regional Services

Budget Amount: \$ 657,159.32

Expected work activities include: (Expand list as necessary.)

1. Provide comprehensive support to the region's municipalities in the areas of grant writing/administration, information technology/cybersecurity, economic development, solid waste and recycling, and energy;
2. Provide grant writing/administration resources, including trainings and workshops, maintain an updated list of relevant municipal grant opportunities, and offer individualized grant writing and application review support to member municipalities;
3. Participate in the Capitol Region Purchasing Council (CRPC) and facilitate the SCRCOG Regional Purchasing Consortium to seek out new opportunities for regional collaboration to respond to the identified needs of the region;
4. Continue to track and disseminate legislation that promotes SCRCOG's Legislative Agenda as it pertains to municipal programs and services in our region.
5. Attend local and regional stakeholder meetings to foster collaboration and build relationships to better support municipalities;
6. Support economic development by offering peer-to-peer coaching or direct services to municipalities based on the market and organizational needs of the community, etc.;
7. Provide support to the region's municipalities that were recipients of the CT DEEP Sustainable Materials Management (SMM) Round 2;
8. Continue site assessments of municipal transfer stations;
9. Conduct a municipal shared services study;
10. Participate in UConn MPP Intern Program;
11. SCRCOG staff time to implement, support, and/or manage the above tasks;
12. Purchase furniture and/or equipment to support the above tasks

III. Municipal Technical Support **Budget Amount: \$ 0**

Expected work activities include: (Expand list as necessary.)

1. N/A



**SOUTHEASTERN
CONNECTICUT
COUNCIL OF
GOVERNMENTS**

5 Connecticut Avenue
Norwich, CT 06360
(860)889-2324
secogct.gov

Representing 22 towns, cities, and
boroughs in Southeastern Connecticut.

FY 26 REGIONAL SERVICE GRANTS STATEMENT OF WORK AND GRANT AWARD BUDGET

PART I

NAME OF GRANTEE: **Southeastern Connecticut Council of Governments
(SECCOG)**

GRANT PROGRAM NAME: Regional Services Grant (RSG)

GRANT PROGRAM SUMMARY (PURPOSE/INTENT/MISSION): Provides annual grant-in-aid to regional councils of governments (COGs).

OPM GRANT NUMBER: **(SECCOG): RSG-26-08**

GRANT AWARD AMOUNT: **(SECCOG): \$656,911.96**

INTRODUCTION:

This Statement of Work and Grant Award Budget relates to the requirements of Connecticut General Statutes (CGS) Sections 4-66k and 4-66r and Section 8-31b. The Office of Policy and Management (OPM) is responsible for administering funds deposited to the Regional Planning Incentive Account, which is the source of RSG grant awards. Individual grant awards are calculated through a statutory formula that is valid for five years. Funds shall be used for planning purposes and to achieve efficiencies in the delivery of municipal services, without diminishing the quality of such services.

Each COG shall complete its Statement of Work and Grant Award Budget following the format and budget categories prescribed in Part II below. The total dollar amount for each budget category shall be provided to the right of the drop-down box. Each budget category shall be followed by a listing of typical activities expected to be performed by COG staff and/or contractors, including administrative activities.

PART II – FY 26 RSG Budget Categories

(Note: The sum of **Budget Amounts** listed below must add up to the total **Grant Award Amount** shown in Part I)

Southeastern Connecticut Council of Governments (SECCOG) shall complete a selection or all of the work activities outlined below under the categories of I. Comprehensive Planning, II. Regional Services, and III. Municipal Technical Support.

I. Comprehensive Planning Budget Amount: \$ \$256,911.96

Expected work activities include: (Expand list as necessary.)

1. Provide overall program management.
2. Public Participation: Manage and update the SECOG website, purchase advertising and/or public participation platforms as needed. Host public participation events to include associated expenses such as venue and refreshments.
3. Begin preparing next Regional Plan (for 2027 adoption). Purchase supportive technology to include economic and transportation data platforms. Contract with subject matter experts for content.
4. Regional Organizations: Support and participate in the work of organizations including the Eastern CT Workforce Investment Board, Eastern CT Tourism District, Southeastern CT Cultural Coalition, Eastern Connecticut Transportation Consortium, health districts, Southeastern CT Enterprise region (seCTer), and watershed and environmental planning groups such as Avalonia Land Trust and Alliance for Mystic River Watershed.
5. Defense Industry: Coordinate ongoing implementation activities recommended by the 2017 Joint Land Use Study and subsequent studies in partnership with the Department of Defense, CT Office of Military Affairs, and municipalities adjacent to SUBASE New London, and prepare an update to the Joint Land Use Study, now referred to as a Compatible Use Plan.
6. Housing: Provide staff support to the Southeastern CT Housing Alliance, conduct housing plans and implementation tools.
7. Environment/Utilities: Support ongoing water planning efforts, implement recommendations of 2019 regional wastewater plan, 2023 Hazard Mitigation Plan/Resilient CT 2.0, conduct open space planning, advance resiliency



planning, coordinate activities supporting brownfields redevelopment, and participate in projects led by partners that enhance regional environmental quality.

8. OR provide match to federal transportation planning grant funds (PL).

II. **Regional Services**

Budget Amount: \$ \$140,000.00

Expected work activities include: (Expand list as necessary.)

1. Provide staff support to SECOG's Regional Human Services Coordination Council.
2. Staff the SECOG Board. Purchase equipment to enable hybrid meetings.
3. Referrals: Conduct review of proposed zone changes and projects of regional significance per CGS 8-3b and 4-124u.
4. Collect municipal GIS parcel data and transmit data to State, per CGS 7-100I.
5. Legislation: Develop annual legislative agenda, coordinate with members and legislators.
6. Regional Fair Rent Commission: Staff the formation and functions of a Fair Rent Commission. Includes associated expenses of legal counsel.
7. OR Grants Development: Submit applications for federal and state funding and administer grants as needed. Contribute in-kind labor for grants management and participation in steering committees.

III. **Municipal Technical Support**

Budget Amount: \$ \$260,000.00

Expected work activities include: (Expand list as necessary.)

1. Census: provide assistance to stakeholders in accessing Census and other data.
2. Training: Provide training for SECOG staff, Chief Elected Officials, municipal staff, and municipal commissions to ensure legal compliance, best practices, and regional coordination, including the support of SECOG's Regional Planning Commission, info sessions for municipal planners, mentorship, guidance documents, and an orientation program for new elected officials.
3. Brownfields: Assist municipalities in obtaining and administering brownfields assessment/remediation funding, coordinate with resources including the Eastern CT Land Bank and UConn TAB program.



4. Host and supervise Sustainable CT summer fellows assisting SECOG towns with sustainability activities and certification.
5. Coordinate efforts to address municipal solid waste challenges, including supporting an ad hoc Solid Waste working group.
6. Grants: Provide information to municipal CEOs and staff regarding grant opportunities, provide letters of support and other assistance to municipalities and other partner entities seeking grant funding.
7. Provide on-call services that may include cybersecurity, grant writing, and human resources assistance.
8. Apprentice program: Employ entry-level staff interested in working in municipal services and provide training under an apprenticeship program.
9. Shared Services: Continue to implement existing and new Shared Services, including the provision of planning and enforcement (Zoning, Building Official) services, on a permanent and/or interim basis. Purchase equipment and/or contract for building renovations to enable said services. Contract for legal counsel to advise on regional provision of municipal services.
10. OR Provide ongoing assistance to municipalities interested in pursuing stormwater authorities.



**FY 26 REGIONAL SERVICE GRANTS
STATEMENT OF WORK AND GRANT AWARD BUDGET**

PART I

NAME OF GRANTEE: **Western Connecticut Council of Governments
(WestCOG)**

GRANT PROGRAM NAME: Regional Services Grant (RSG)

GRANT PROGRAM SUMMARY (PURPOSE/INTENT/MISSION): Provides annual grant-in-aid to regional councils of governments (COGs).

OPM GRANT NUMBER: **(WestCOG): RSG-26-09**

GRANT AWARD AMOUNT: **(WestCOG): \$998,828.36**

INTRODUCTION:

This Statement of Work and Grant Award Budget relates to the requirements of Connecticut General Statutes (CGS) Sections 4-66k and 4-66r and Section 8-31b. The Office of Policy and Management (OPM) is responsible for administering funds deposited to the Regional Planning Incentive Account, which is the source of RSG grant awards. Individual grant awards are calculated through a statutory formula that is valid for five years. Funds shall be used for planning purposes and to achieve efficiencies in the delivery of municipal services, without diminishing the quality of such services.

Each COG shall complete its Statement of Work and Grant Award Budget following the format and budget categories prescribed in Part II below. The total dollar amount for each budget category shall be provided to the right of the drop-down box. Each budget category shall be followed by a listing of typical activities expected to be performed by COG staff and/or contractors, including administrative activities.

PART II – FY 26 RSG Budget Categories

(Note: The sum of **Budget Amounts** listed below must add up to the total **Grant Award Amount** shown in Part I)

Select From Dropdown shall complete a selection or all of the work activities outlined below under the categories of I. Comprehensive Planning, II. Regional Services, and III. Municipal Technical Support.

I. Comprehensive Planning Budget Amount: \$ \$ 229,000.00

Expected work activities include: (Expand list as necessary.)

1. Land use referrals, planning/design assistance, including housing and transportation systems;
2. Agriculture planning;
3. Sustainability planning, including for climate change, renewable energy, waste, stormwater, wastewater resilience;
4. or emergency/disaster planning and preparedness.

II. Regional Services Budget Amount: \$ \$ 628,828.36

Expected work activities include: (Expand list as necessary.)

1. Recording and assessment services;
2. Economic development and initiatives, including the WCEDD;
3. Broadband;
4. Municipal training services and facilities;
5. Flood adaptation/mitigation;
6. Water programs;
7. Access and Mobility including for disabled/elderly;
8. Brownfield assessment and remediation;

9. Capital Projects;
10. or coordination with federal and state government, grant coordination/management.

III. Municipal Technical Support Budget Amount: \$ \$ 141,000.00

Expected work activities include: (Expand list as necessary.)

1. Data collection, research, analysis, reporting, and presentation, including accessibility, transition, and operations analysis and planning;
2. Development of/enhancement to digital systems (including GIS, communications, and land records), online services;
3. Pollution Prevention and control;
4. or IT/IS, including cybersecurity assistance.