PROJECT NARRATIVE
(0). Proposal Summary

a) **Project title:**
Business Plan Development for Regional Resource Centers in Idaho

b) **Applicant organization:**
Idaho State University GIS Center

c) **Collaborating organizations:**

East Idaho Regional GIS
EIRGIS is a regional GIS organization in Eastern Idaho encompassing nine counties: Bonneville, Butte, Clark, Custer, Fremont, Jefferson, Lemhi, Madison, and Teton. The group is led by GIS managers and assessors from each county, and is often attended by federal, state, and private GIS users throughout the region.

Idaho Geospatial Office
The mission of the IGO is to provide leadership and coordination for the creation and maintenance of statewide base geospatial data (Framework) and overall support to the GIS community. They facilitate the use, development, access, sharing, and management of geospatial data and assist with communicating the value of geospatial information to citizens and decision-makers in the state of Idaho.

North Idaho GIS Users' Group
A proposal for a Regional Resource Center was submitted by NIGUG in August 2009 encompassing the 10 northern counties: Boundary, Bonner, Kootenai, Shoshone, Benewah, Latah, Clearwater, Nez Perce, Lewis and Idaho. The service area aligns with The University of Idaho Extension Northern District, and includes two regional GIS groups of 5 counties each, aligning with the North and North Central divisions of the Idaho Economic Development Association. The North group has met regularly for the past 9 years, the North Central for 5 years. A primary participant and resource for both the groups has been the Coeur d'Alene Tribe.

South East Idaho GIS Users' Group
A proposal for a Regional Resource Center was submitted by SEIGUG in conjunction with the Idaho Spatial Data Infrastructure (ISDI) business and strategic plans in August of 2009. The geographic region encompasses Blaine, Bingham, Bannock, Bear Lake, Caribou, Cassia, Franklin, Minidoka, Oneida, and Power.

South West Idaho GIS Users' Group
The Southwest Idaho GIS Users Group (SWIG) serves to provide a venue for information sharing, professional communication, ongoing education, vendor presentations, and outreach to the GIS community located in Southwest Idaho and nearby areas. The group is open to all users and persons having an interest in Geospatial Technologies (Geographic Information Systems, Land Information Systems, Remote Sensing and Land Survey) in the public and private sectors, as well as all levels of education or professional involvement.

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g) Previous NSDI CAP participation:
GIS Training & Research Center, 2000 Category 1.

Other Idaho Organizations have submitted and been awarded CAPs, as follows:
Idaho Department of Administration, 2008 Category 3;
Coeur d'Alene Tribe, 2005 Category 4, 2001 Categories 1 and 2, 2000 Category 1
University of Idaho Library, 2005 Categories 1 and 4, 2004 Category 2, 2003 Category 3, 2002 Category 2, 2001 Category 3
University of Idaho Remote Sensing and GIS Laboratory, 2001 Category 1
US BLM, Pacific Northwest Region, 2000 Category 1

Information Technology Resource Management Council, 2006 Category 3 (unsuccessful)

h) Short description:
Geographic Information Systems in eastern Idaho has been developing at a steady rate over the last several years. Pockets of GIS infrastructure exist throughout the region. Idaho's GIS business plan identifies an organizational component of ISDI known as a Regional Resource Center (RRC) which is intended, in part, to anchor state SDI objectives regionally. However, the exact mix of services and capabilities of each RRC was left for interested groups to define.

EIRGIS, NIGUG, SEIGUG, and GIS practitioners from southwest Idaho *(see figure 1)*, each submitted a proposal for an RRC to the Geospatial Information Office in September of 2009. These proposals were the beginnings of moving this initiative forward. They identified geographic regions, preliminary overviews of GIS resources, and GIS practitioners within their respective regions that are associated with each RRC. Further expertise is being sought to transform the conceptual proposals into business implementation plans.

The recent completion of the GIS Strategic and Business Plans for the ISDI was funded by the Fifty States CAP. Plans and supporting information have been posted at http://gis.idaho.gov on the Strategic Planning page.
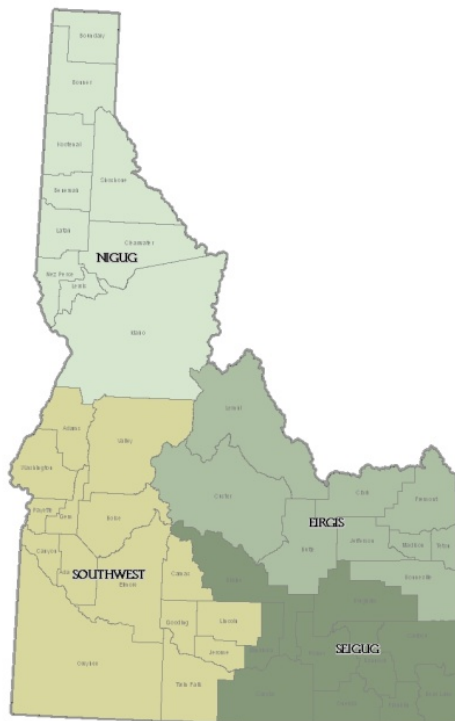
Figure 1. Map of current RRC proposal groups

(1). Project Scope

a) The state completed its business and strategic planning process in March of 2009 (http://gis.idaho.gov/IGO/Stratplan/IdahoSDIStrategicPlanv1.pdf; and http://gis.idaho.gov/IGO/Business_Plan/Idaho%20SDI%20Business%20Plan%20v1dot1.pdf). These plans established a sound and practical basis for improved SDI development, part of which includes the development of RRCs. In addition to defining a clear path for SDI development, the planning process contributed greatly to increasing awareness and participation of statewide stakeholders within the geospatial community of Idaho. Since that time, interest has expanded to include a series of ambitious development goals. These plans have also resulted in considerable high-level support for SDI development in the state. Funding through this CAP proposal will help support and accelerate the state's SDI development efforts.

b) The monies requested under this CAP will be used to (1) develop a Consultant Task Description (CTD) and application that will allow the RRCs to engage a professional consultant to assist in the development of an RRC business plan template and business plans, (2) develop business plans for EIRGIS and SEIGUG *(see figure 2)*. The business plans will address the objectives listed under *intended outcomes #2* below.

Figure 2. Map highlighting business plan proposal regions

It is anticipated that the completed business plan template, and the research, discoveries, and conclusions gained from the planning process will simplify the efforts of other RRCs as they develop their own business plans.

Building on previous work, the following **activities** will take place under this grant, all of which will directly benefit East Idaho GIS efforts and advance other RRC efforts in across Idaho:
1. 1st month: A stakeholder meeting to begin development of an CTD, select effective announcement venues, and the criteria under which the consultant will be selected. The CTD will be completed and announced within the month.
2. 2nd month: A stakeholder meeting to review applications and select a consultant based on previously defined criteria. Develop and launch an awareness campaign to keep RRC's across the state informed of these activities.
3. 3rd month: Conduct an outreach and discovery meeting with consultant. The ambition of this meeting is to assemble the information necessary to develop an RRC business plan template. Input from all RRC's will be essential during this meeting.
4. 4th month: The consultant will generate an RRC business plan template using information and conclusions drawn from the previous meeting. A meeting will be held with EIRGIS and SEIGUG to explore specific eastern Idaho GIS needs, and refine the template as necessary.
5. 5th month: Two business plans will be drafted, one for EIRGIS and one for SEIGUG, using the template created from previous activities.

6. 6th month: The final plans will be submitted to EIRGIS, SEIGUG, and IGC for acceptance. The template and final plans will be made available to the statewide GIS community for review.

The following **intended outcomes** based on the activities listed above are:

1. An RRC business plan template that may be used for the development of RRC business plans throughout Idaho
2. A business plan for EIRGIS, and a business plan for SEIGUG that:
   a. Identifies partners
   b. Identifies resources
   c. Recommends a balance of services and capabilities
   d. Recommends an entity type, organizational structure, and governance type.
   e. Recommends physical location and/or virtual operations strategies
   f. Recommends communications and coordination approach with IGC, ISDI activities and other RRCs
   g. Provides budget plan, identifies funding mix
   h. Recommends staffing strategies and technical architecture, as appropriate
   i. Includes a detailed implementation plan and timeline with milestones

(2). Skills and Capabilities

In the capacity of GIS Director at Idaho State University, Keith Weber has acquired over $8M of research funding since 1998, from organizations such as NASA, NOAA, USDI BLM, and others. He has proven effective leadership and demonstrated effective management in acquiring and meeting the objectives of many awards. Keith is also committed to and actively involved with ISDI activities and provides critical leadership in academic opportunities and projects throughout the state. Indeed one role of the GIS Director at Idaho State University is the promotion and support of GIS activities outside the University and support for the state-wide GIS community.

Other participants have been actively assisting statewide SDI activities. Craig Rindlisbacher, GIS coordinator for Madison/Rexburg GIS, was a member of the Idaho Geospatial Committee (IGC), and currently leads the Cadastral Reference Workgroup with Donna Pitzer. Rayce Ruiz, Idaho Transportation Department, has been an active participant in GIS group meetings, and leads the Geodetic Control, Height Modernization Framework. Eric Smith is the Project Manager for the Structures Workgroup, part of the Public Safety Framework. Dennis Hill currently serves on the IGC and is the GIS Coordinator for the City of Pocatello. These team players have demonstrated commitment to the progression of geospatial technology for ISDI, and, by extension, NSDI activities, and will make key contributions to the success of this project. Other ISDI partners throughout Idaho will be involved in this project.

(3). Commitment to Effort

GIS activities, technology, and users have become more common in Eastern Idaho over the last several years, and to a certain extent, new partnerships have been formed among regional GIS users. Part of the intention for this CAP is to promote outreach activities and thereby identify additional partners. Agencies which have been involved in the past and that we anticipate to be more involved in the future include: Targhee National Forest (USFS), Idaho National Laboratory

(INL – DOE), Idaho Bureau of Reclamation, Idaho Transportation Department (ITD), the Idaho Geospatial Office, ISU University Place, various city governments, and a handful of private organizations such as Brigham Young University-Idaho, local engineering and surveying firms, and regional utility companies. Each organization has unique perspectives, GIS objectives, assets, and needs, which with the acquisition of this CAP funding will be further explored.

Other organizations which will play a critical collaborative role in the development of this template and business plans are NIGUG and GIS users from Southwest Idaho. Their roles in this process will be to ensure the creation of an RRC business plan template that will be adaptable to regional GIS groups' similar but unique business needs. It is anticipated that the template generated by this process will be used by groups with similar ambitions throughout the United States, along with the groups mentioned in this proposal, to develop their own RRC business plans in the future (see attached letters of support).

(4). Project Plan and Managerial Capacity

This project will be managed by ISU, in conjunction with EIRGIS and representatives of the Southeast Idaho GIS users group. Key contact personnel will compose and advertise an CTD for a professional contractor (Activity 1) who will assist in the research and development of an RRC business plan template, and two business plans (Activities 3-6, and Outcomes 1-2). Bonnie Moore, EIRGIS President, will arrange necessary meetings. Awarded funds will be managed by Idaho State University through the Office of Sponsored Programs, and will monitor and oversee the success of the objectives set forth in this proposal. Gail Ewart will ensure alignment of the template and RRC business plans with Idaho Strategic Plan vision and goals, and provide the means of distributing them, once completed, to the GIS community of Idaho, and more particularly to other RRC interested GIS groups.

The aspiration of a business plan to facilitate the creation of two RRC's in eastern Idaho is shared by GIS users throughout the region, and the fruition of the RRC concept is largely shared by the GIS community in Idaho. With the participation of the organizations described in this proposal, and with solid business plans in place, the successful completion of the goals set forth in this proposal will be a natural course of action. Letters of Support are attached.