

Draft: November 14, 2012

TOWN OF FALMOUTH – RESOLUTION

Greater Portland Economic Development Corporation

Handling of Prospects Protocol

WHEREAS, in 2010 the communities of Cape Elizabeth, Falmouth, Portland, Scarborough, South Portland, and Westbrook (“member communities”), the Portland Regional Chamber, the Greater Portland Alliance of Colleges and Universities, and other private parties established the Greater Portland Economic Development Corporation (“GPEDC”) as a regional economic development corporation with the express purpose to grow and develop a sustainable economy in the Greater Portland region using a collaborative approach; and

WHEREAS, the GPEDC developed a Handling of Prospects Protocol (“Protocol”) in order to work cooperatively and efficiently in responding to investment prospects, ensuring optimum chances for success of the region; and

WHEREAS, the GPEDC on November 13, 2012 endorsed the Protocol; and

WHEREAS, the Protocol outlines procedures to be followed by GPEDC and its member communities for inquiries from within the Greater Portland region as well as for those from beyond the region.

NOW THEREFORE BE IT RESOLVED, that the Falmouth Town Council has endorsed the GPEDC’s Handling of Prospects Protocol.

Approved this _____ day of _____, 2012

Chairman, Falmouth Town Council

Protocol – Handling of Prospects

General Purpose

To enhance the competitiveness of the region and increase the area's ability to attract quality investment, Greater Portland communities will work cooperatively and efficiently to respond to investment prospects, ensuring optimum chances for success. Attempts to locate appropriate sites for new investment will first be made in Greater Portland, then in succession: Cumberland County, and the State of Maine.

The Greater Portland Economic Development Corporation (GPEDC) facilitates effective and ethical collaboration on all regional economic development opportunities. In that spirit member communities agree on the following:

1. There shall be no solicitation of businesses currently residing in another member community.
2. Member communities contacted by a business residing in another member community regarding relocation or expansion shall so inform that business of the GPEDC and our commitment to regional cooperation; and shall respect any request for confidentiality made by that business; but, absent such a request shall inform the GPEDC about the inquiry.
3. The GPEDC will inform the host community, except where confidentiality is requested, of interest by a company to relocate or expand.

GPEDC's Executive Director Prospect Procedure

1. Communications
 - a. Meet monthly with member communities to share information.
 - b. Communicate with member communities regarding inquiries, prospects and projects as needed.
 - c. Maintain a list of current prospects of regional significance.
2. Inquiries from beyond the Greater Portland geographic area (see note¹)
 - a. Every attempt will be made to respond the same day that the inquiry was received.
 - b. An inquiry information form will be completed (manual or automate) for internal use to record and track the inquiry.
 - c. Information requested by the inquirer will be disseminated to the proper agency as quickly as possible.
 - d. A search for suitable sites in Greater Portland will be conducted.
 - e. The economic development representatives of the member communities in which viable sites exist will be so advised unless prohibited by confidentiality requirements.
 - f. Local brokers may be contacted for additional input.

