



Protocol Agreement

Greater Prescott Regional Economic Partnership
And
Municipal Members of the Business Action Team

The foundation of this document is built on trust and the spirit of regional cooperation among the entities involved. GPREP and the Business Action Team of its member communities should work together as partners on projects involving the communities which GPREP represents, regardless of the source of the lead.

1. GPREP Team Partners will demonstrate a commitment to the positive promotion of the Greater Prescott region and its communities as a globally competitive region.
2. GPREP Team Partners will maintain the highest standards of economic development prospect handling, including confidentiality, without jeopardizing a prospect's trust to secure the probability of a regional locate. Partners agree to respect the prospect's request for confidentiality but also agree to notify each other as to the existence of a project with a confidentiality requirement when able and shall make a good-faith effort to involve the appropriate state, regional or local partners at the earliest possible time.
3. Unless otherwise restricted, agree to coordinate through GPREP for any prospect considering a project in any of the communities that GPREP represents, understanding that GPREP is in a unique position to represent and speak on regional economic development issues and on characteristics of the region's economy. Likewise, GPREP recognizes that the Arizona Commerce Authority is the exclusive organization leading the state's economic development efforts and that Arizona Commerce Authority is in a unique position to represent and speak on state incentives, programs and major policy matters. GPREP and Arizona Commerce Authority also acknowledge that communities are in the best position to speak about local incentives and efforts surrounding the local economy.
4. For projects that originate with a GPREP member community, GPREP will be available as confidential research access, topical expertise or as a service provider, to add value to the community in securing the project. Additionally, GPREP will not e-track the project unless the community lead makes such a request to do so.
5. GPREP will form a Business Action Team to include representation from each of the municipalities, Yavapai Prescott Indian Tribe, NACOG, Yavapai College, a Chamber of Commerce Representation, and Utilities.
5. GPREP Team Partners will provide accurate and timely information in response to specific requests by all prospects. When a client has narrowed sites to specific GPREP member communities, GPREP and will make a good-faith effort to inform those affected Business Action Team members first. Business Action Team members agree to provide information solely on their own community when the information requested is site-specific (ie, cost of land, taxes, development fees, utility availability and cost, zoning process timing, permit timing and local incentives). When site-specific information related to other GPREP communities is requested, BAT members agree to (i) direct GPREP prospects back to GPREP or (ii) direct non-GPREP generated prospects to contact the affected communities directly, and as a courtesy.
6. Prospect source and the determination of any lead prospect will follow the policies of the GPREP p-Track agreement as developed and agreed upon by the member communities.

7. Agree that regardless of the lead source, public locate announcements shall be coordinated among the company, GPREP member community, and GPREP to reflect inclusiveness and cooperation of all partners.
8. Encourage collaborative efforts to expand or relocate businesses within the region and prohibit preparatory use of local financial incentives for existing jobs to companies with current operation in another GPREP community.
9. Inform GPREP member community prior to or as soon as possible when a company visits or physical site visit within their community will occur. Business Action Team members will be the primary point of contact for the company when community information is needed.
10. Formalize a process to convene GPREP, Arizona Commerce Authority Board Representatives and Business Action Team member communities semi-annually, and cooperate in the exchange of information and ideas reflecting practices, procedures and policies relating to prospect handling and regional economic development.
11. Work collectively to maintain a high level of trust and integrity by and between GPREP, Arizona Commerce Authority and the Business Action Team of GPREP member communities
12. If there is evidence that protocol has not been followed or a professional conflict arises, the matter will be referred to the Business Action Team. If the matter cannot be resolved by the Business Action Team, the GPREP President will review the matter and may, at his or her discretion, consult or involve the GPREP Board. Disciplinary action may be taken as determined by the Board of Directors.
13. Partners agree to abide by this protocol agreement and uphold the highest standards of regional economic development cooperation. Partners agree to uphold the highest standards of regional and statewide economic development cooperation.

Name _____ Date _____
(Please Print)

Signature _____