

Partnership Coordination with Economic Development Districts

A Template for Successful Collaboration

Understanding EDDs

Economic Development Districts (EDDs) are regional organizations that support local economic development. Oregon has several EDDs that serve different parts of the state. Your EDD can provide valuable technical assistance for infrastructure projects.

How EDDs Can Help

Your EDD may be able to provide:

- Technical assistance with project planning
- Help preparing grant applications
- Support with quarterly reporting
- Connections to other resources and funding
- Project management training and tools

Setting Up the Partnership

Step 1: Make First Contact

Reach out to your regional EDD as soon as you receive project funding. Introduce yourself and your project. Ask about available technical assistance.

Step 2: Clarify Expectations

Discuss what help you need and what the EDD can provide. Be specific about timeline, types of assistance needed, communication frequency, and any costs for services.

Step 3: Establish Communication

Agree on primary contact person, best way to reach them, regular check-in schedule, and process for urgent questions.

Working Together Effectively

Share Information Early

Keep your EDD partner informed about project developments. Share your funding agreement, work plan, and any amendments. Early information helps them provide better support.

Ask Questions Proactively

Do not wait until problems become urgent. Reach out when you first have questions or concerns. Your EDD partner can often prevent problems if they know about them early.

Respect Their Time

EDD staff support many communities. Give advance notice when you need help. Be prepared with specific questions. Follow through on commitments you make.

