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**2009 Scope of Services Items  
Greater Akron Chamber**

- I. Develop database and increase community ED capabilities:
  - Procure: Issue monthly or quarterly reports on sites added to Procure and input/output of reports submitted on projects.
  
- II. Conduct business visitation program:
  - GAC to partner with other communities outside of Akron.
  - Monthly or quarterly reports on visitations inside and outside of Akron.
  - Define/identify two new target areas that increase call program exposure.
  - 150 visitation calls conducted within Summit County; targeting approximately 50% outside of Akron.
  - Work with regional partners on domestic office visits.
  
- III. Respond to business development opportunities:
  - Partner with Summit County in “Fam Tour” events and visits from national site selectors.
  - Coordinate Summit County specific prospecting leads with Summit County Department of Development for follow-up.
  - Qualify incoming prospect inquiry calls with Summit County.
  
- IV. Market Summit County
  - Promote Summit County at local, domestic and international marketing and trade show events.
  - Notification to Summit County Department of Community & Economic Development/County Executive of any and all GAC events.
  - Co-sponsorship of four marketing publications.
  - Sponsorship of Summit County Department of Community & Economic Development staff members to attend two trade shows/marketing events.
  - The GAC website should include a link to upcoming Summit County events.

