



VIRGINIA INITIATIVE FOR
**GROWTH &
OPPORTUNITY**
IN EACH REGION

AGENDA
VIRGINIA GROWTH AND OPPORTUNITY BOARD
PROGRAM PERFORMANCE AND EVALUATION (PPE) COMMITTEE

March 24, 2026

11:00 AM – Noon

[Virtual link](#)

Location:

Library of Virginia

1st Floor Conference Room

800 E Broad St, Richmond, VA 23219

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|-------|--|---|---|
| I. | OPENING | | |
| | a. | Call to order | Chair |
| | b. | Roll Call | Billy Gammel |
| | c. | Public Comment | Chair |
| II. | CONSENT AGENDA – <i>Action Item</i> | (pg. 1) | Chair |
| | a. | Approval of February 5, 2026 Meeting Minutes | |
| III. | GO VIRGINIA PROGRAM PERFORMANCE DASHBOARD | | Sara Dunnigan |
| IV. | CONTRACT COMPLIANCE PROJECTS | (pg. 3) | Billy Gammel |
| V. | JLARC RECOMMENDATION #4 – Assess Long-term impacts | (pg. 4) | Sara Dunnigan |
| | a. | GO Virginia Project Impact issuance of Request for Proposal (RFP) | |
| | | | Sara Dunnigan |
| VI. | JLARC RECOMMENDATION #12 – Return on Investment (ROI) Discussion | | |
| | a. | Award threshold determination | |
| | b. | ROI determination methods | |
| | | i. | Current ROI template – fiscal impact calculator |
| | | ii. | Third-party evaluation experience |
| | | iii. | Break even analysis tool |
| | | | Chair |
| VII. | NEXT MEETING | | |
| | a. | Virtual meeting TBD | |
| | | | Chair |
| VIII. | ADJOURNMENT | | |



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**VIRGINIA GROWTH AND OPPORTUNITY BOARD PROGRAM PERFORMANCE AND EVALUATION
COMMITTEE**

February 5, 2026

2:00 PM

Virtual Meeting

Members Present

Jim Cheng

Cliff Fleet

Jon Peterson

Members Absent

Nancy Agee

Call to Order

Mr. Jim Cheng, Chair of the Virginia Growth and Opportunity (GO Virginia) Board Regional Council Committee, called the meeting to order.

Roll Call

Mr. Billy Gammel, GO Virginia Senior Program Administrator for the Department of Housing and Community Development (DHCD), called the roll and noted that a quorum was present.

Public Comment

Mr. Cheng opened the floor for public comment.

No members of the public appeared before the Committee for the public comment period.

The public comment period was closed.

October 15, 2024

Meeting Minutes Review

Mr. Cheng noted that the consent agenda consisted of the October 15, 2024, meeting minutes.

A motion was made by Mr. Peterson and seconded by Mr. Fleet to approve the minutes. The motion passed (Yea: Cheng, Peterson, Fleet; Nay: None).

Fiscal Year 2026 Quarter
2 Project Review

Mr. Cheng reviewed the projects that closed during Quarter 2 of Fiscal Year 2026. Ms. Sara Dunnigan, Director of Economic Development and Community Vitality for DHCD, then provided context on how performance closeout narratives are developed

and used by staff during the project closeout process. Additionally, Ms. Dunnigan answered questions from committee members regarding the closeout process and interpretation of results.

Productivity

Ms. Dunnigan began a recap of JLARC recommendations #1, #2, and #3, noting that all three of these had been accepted and completed by DHCD.

Ms. Dunnigan then discussed JLARC recommendation #4, which has yet to be completed by DHCD and calls for determining the outcomes of funded GO Virginia projects beyond the two-year grant period. Ms. Dunnigan noted that DHCD has been working on preparing an RFP for a third-party to conduct that analysis. Committee discussion followed. The committee endorsed this idea without a vote.

After this, Ms. Dunnigan discussed JLARC recommendation #12, which also has yet to be completed by DHCD and calls for revising the GO Virginia Return on Investment (ROI) policies. Ms. Dunnigan explained the statutory requirements of economic impact analysis for GO Virginia as well as the current process for evaluation which DHCD uses. Committee discussion followed.

Adjournment

The meeting was adjourned.



Memorandum

TO: GO Virginia Program Performance and Evaluation (PPE) Committee

FROM: Sara Dunnigan, Deputy Director, DHCD

RE: Contract Compliance Contracts

DATE: 03/24/2026

Background

Part of the Growth & Opportunity Board Bylaws and stated in the PPE Committee Charter requires the Committee to ensure contract compliance of projects. In addition to providing quarterly updates of closed projects at the February 5, 2026 Committee meeting, DHCD staff would like to provide a framework of contract compliance for GO Virginia funded projects. The GO Virginia program is a reimbursement grant program. The project contract requires grant funds to be drawn down through remittances that are submitted by the Grantee (Regional Support Organization) on behalf of the Subgrantee (Project Recipient) through DHCD's proprietary Centralized Application and Management System (CAMS). The remittance documentation includes proof of the expenditures in the form of invoices, payroll reports, purchase orders, or receipts; and proof of payment in the form of general ledger statements, cancelled checks, bank statements, or credit card statements. Similar to remittances, quarterly reports are submitted by the Grantee on behalf of the Subgrantee in CAMS and tracked against the activities, milestones, and outcomes outlined in the project contract. The quarterly report includes narrative questions about what has been accomplished in the quarter being reported on and allows the Subgrantee to report quantitative outcomes, if any, have occurred in that quarter. DHCD staff reviews and provides quality assurance on every remittance and quarterly report that has been submitted before approval. Discrepancies with remittance documentation or tracking the milestones/activities/outcomes against the contract are communicated to the Grantee, and if necessary, are denied so the remittances or quarterly reports can be resubmitted.

Currently, there are 91 active GO Virginia projects. Since the beginning of the fiscal year (July 1, 2025), through March 18, 2026, DHDC has approved 272 project remittances for a total amount of \$16,642,587.14; along with 250 quarterly reports and 36 performance closeout reports.

Request for Proposals (RFP): GO Virginia Project Impact Evaluation

Background

The Virginia Growth and Opportunity Act (GO Virginia), enacted in 2017, aims to grow and diversify Virginia's economy through incentivized collaboration across nine regions. Since its inception, GO Virginia has supported over 360 projects. Of these, 138 projects have concluded, representing more than \$66.7M in state investment and \$75.1M in non-state leverage. A 2023 JLARC report recommended that the GO Virginia Board develop a policy to assess the long-term impact of individual projects and the program overall. The Virginia Department of Housing and Community Development (DHCD), as the administering agency, seeks a qualified partner to evaluate the long-term impact and sustainability of a sample of completed GO Virginia projects, focusing on outcomes achieved beyond the grant performance period.

Purpose

This RFP solicits proposals to design and implement an evaluation that measures:

- Sustainability of projects post-grant.
- Economic and regional impact beyond the grant reporting period.
- Additional funding or resources leveraged after grant completion.
- Continued regional collaboration and partnerships.
- Perceived value and influence of GO Virginia funding.

Scope of Work

The selected contractor will:

1. Develop an Evaluation Framework (define evaluation period, inclusion criteria, sampling methodology).
2. Select a representative sample from 138 completed projects, ensuring regional diversity and analysis across four priority investment strategies.

3. Conduct Quantitative Analysis (review project closeout reports, narratives, and compare committed vs. actual outcomes).
4. Conduct Qualitative Assessment (may include surveys, interviews, focus groups with project subgrantees and regional support organizations).
5. Synthesize Findings (provide 3–5 high-level observations and recommendations for program improvement).

Deliverables & Timeline

Milestone	Date
Kick-off	April 1, 2026
Data Collection & Analysis	April–July 2026
Draft Report	August 21, 2026
Final Report & Presentation	September 15, 2026

Budget

Proposals must include a detailed line-item budget covering personnel costs, travel, lodging, per diem, supplies, overhead, profit, insurance, and other expenses.

Proposal Submission

Submit proposals as a PDF to sara.dunnigan@dhcd.virginia.gov by 11:59 PM on [DATE]. Include Title Page, Table of Contents, Contractor Profile, Work Plan & Timeline, and Project Fees.

Selection Criteria

- Demonstrated experience with impact studies for government or grantmaking entities.
- Expertise in economic development evaluation.
- Ability to meet deadlines and budget requirements.
- Innovative approach to measuring long-term impact and sustainability.