

DRAFT SAMPLE OF REPORT OUTLINE AND FORMAT FOR INITIATIVES INCLUDED

Mayor’s Economic Stabilization Task Force

Summary of Work

4/9/20 – 12/31/2020

Introduction

- ESTF Charter
- Overview of approach

Appointed members

- Sentence or two for each member highlighting perspective brought to process
- Staff support

Initiatives Included in Report

- Summary

Table of Contents	Date Implemented or addressed	Page #
Task Force Initiatives		
Recommendations/ Ordinances Implemented (EXAMPLE & NOT COMPLETE)		
a. Ordinance-Short Term Rental Assistance		
b. Ordinance-Childcare Financial Assistance		
c. Ordinance-Business & Nonprofit Stabilization Grants		
d. Ordinance-Nonprofit Stabilization Grants		
e. Ordinance-Juneau Conservation Corps Program		
f. Ordinance- Juneau Arts program		
g. Recommendation-Infrastructure projects		
h. Juneau Cares Campaign (Travel Juneau)		
Recommendations in Progress:		
Other Recommendations (EXAMPLE ONLY & NOT COMPLETE)		
a. Business to Business Support and Mentoring		
b. Historical Documentation of Covid 19 Crisis		
c. Recommendation to AIDEA about exclusions for PPP/EIDL		
d. Airlift Northwest		
e. Business Safety/PPE		

Initiative A

- Brief description of the issue/challenge
- Members assigned to fact-finding effort
- Summary of findings (affected parties, examples, partners, opportunities)
- Recommendation to CBJ Assembly or staff
- Action taken by CBJ
- Recommendations for further analysis or actions

Initiative B, etc.

- Brief description of the issue/challenge
- Members assigned to fact-finding effort
- Summary of findings (affected parties, examples, partners, opportunities)
- Recommendation to CBJ Assembly or staff
- Action taken by CBJ
- Recommendations for further analysis or actions

Appendices:

- A. Task Force Public Meetings and Attendance
- B. Timeline of Key Dates
- C. Pie Chart of Task Force Recommendations implemented and other CBJ Funding as XX date
- D. Public Comment Matrix
- E. Research and Other information submitted to Assembly or in public discussion
Abstract with items discussed and provided to the public...

Treasury Act Guidance, Cares act and insurance, Juneau Businesses dealing with Covid and Mitigation Plans, Links to Ak. Mun. League, Ak. States Cares act loans/grants, etc., Juneau Economic Plan, Mental Health update, Life-Med, etc.