

Columbia County—Montour County June 2014— The Institute along with its partner PFM completed a shared services study for both counties under their EIP program. The study consisted of management and financial audit, shared services report and implementation plan.

City of Nanticoke Home Rule Charter Transition June 2012— The Institute assisted the City of Nanticoke in transitioning to home rule by suggesting changes to organization and administration that would bring the city into compliance with state regulations.

City of Nanticoke *September 2011*—Preparation of organization structure with job descriptions and reporting requirements. Completion of policies and procedures for finance and accounting functions.

City of Scranton Act 47 Recovery Plan *August 2010* — Preparation of a commuter study to enhance the demographic and economic development plan created in 2009.

City of Scranton Act 47 Recovery Plan *October 2009* — Preparation of an economic and community development component for the City of Scranton's Act 47 Recovery Plan.



Lackawanna County Ad Hoc Green Space Advisory Committee Open Space Needs Assessment *October 2009*— Needs assessment to provide information on open space opportunities and issues based on the bi-county plan.

Green Initiatives for Local Government: Lackawanna & Luzerne County Commissioners *August 2009* A review of the current initiatives in both Lackawanna and Luzerne counties and case study analysis of best practices from business and governments throughout the nation. Recommendations to each county on pursuing additional green initiatives were developed.

City of Nanticoke Act 47 Recovery Plan *June 2007*—Preparation of draft codes for enforcement, UCC, zoning, property maintenance, and rental properties. Developed description and responsibilities of code enforcement manager. Prepared recommendations for comprehensive plan updates, community development and economic development strategies.

Language Diversity *April 2007*-White paper on government's responsibility with regard to language diversity in public documents.

Luzerne County: Best Practices in Planning *June 2006* — White paper on best practices in the organization, structure, staffing, finances, and operation of countywide planning departments. The plan provided a set of recommendations for implementation in Luzerne County.

Luzerne County Municipal Resource Guide *May 2006* – Created for a county Municipal Cooperation Commission. The document includes a directory on municipalities and county agencies/offices.

Regional Policing *April 2006*— Review of case studies regional policing throughout the U.S. and the components utilized to regionalize. Included an overview of merging services between communities, employees, benefits, benefits, and potential duplication of services.

Act 47 Recovery Team, City of Nanticoke *September 2005* — Preparation of economic and community development strategy, code enforcement, zoning, and organizational structure components along with drafts of city ordinances for consideration.

