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**MISSISSIPPI MAIN STREET ASSOCIATION**

**REQUEST FOR TECHNICAL ASSISTANCE**

**CITY** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Director**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Date** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Types of Assistance:**

**DESIGN:**

\_\_\_\_ Design Guidelines \_\_\_\_ Tax Credit Workshop \_\_\_\_ Historic Preservation Commission \_\_\_\_ Renderings

\_\_\_\_ Master Plans \_\_\_\_Façade Grant Program \_\_\_\_Landscaping \_\_\_\_ Adaptive Reuse \_\_\_\_ Wayfinding

**MARKETING:**

\_\_\_\_ Social Media Plan \_\_\_\_\_ Social Media Analysis \_\_\_\_ Retail Trade Analysis \_\_\_\_ Communication Plan

\_\_\_\_Communication Analysis \_\_\_\_ Branding \_\_\_\_ Website analysis \_\_\_\_ Advertising Plan

**EVENTS:**

\_\_\_\_ Analysis of your current event(s) \_\_\_\_ Review & Evaluate event(s), festival(s) or special event(s)

\_\_\_\_ Develop a new event \_\_\_\_ Revamp an old event \_\_\_\_\_ Develop event budget

**RETAIL & ECONOMIC VITALTIY:**

\_\_\_\_ Retail Training \_\_\_\_ Visual Presentation \_\_\_\_ Customer Assistance \_\_\_\_ Business Recruitment Plan

**ORGANIZATION:**

\_\_\_\_ Volunteer Training \_\_\_\_ Budget Development \_\_\_\_ Work Plans \_\_\_\_ Strategic Plans \_\_\_\_ Bylaws review

\_\_\_\_ Fundraising \_\_\_\_ Membership Development \_\_\_\_GAMSA Application \_\_\_\_\_ Board Development

\_\_\_\_\_ Task Team/Committee Training

**Proposed Work**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**A Technical Assistance request will be reviewed and approved within 15 days of receipt. Your community must be in current standing with MMSA and the National Main Street Center to receive assistance. Technical Assistance is contingent on funds available and will be reviewed on a first come, first serve basis.**

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**MMSA ACTION TAKEN**

**TECHNICAL SERVICES**

**INTERNAL USE ONLY**

**Date of Consultation/Request \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date of completion \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Attended by (if on site) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Observations/Comments \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**Attach report or findings to this document and send to Coordinator and file under community.**