



DIGITAL INCLUSION COUNTY DIGITAL ADVISORY TEAMS INFO PACKET

ROLES OF COUNTY DIGITAL ADVISORY TEAMS (CDATS)

1. Disseminate the Digital Capital Survey.
2. Drive the effort to gather and discuss data.
3. Organize and coordinate public input sessions.
4. Complete the county-level digital inclusion template.

**ROI staff is available to assist throughout the process!*



Enclosed in this packet are links, agendas, communications, graphics, and contact information to help CDATs with outreach, meetings or survey distribution.

- Important Links
- Sample Meeting Agendas
- Social Media Templates
- Printable Flyer
- Email Invite Text
- ROI and Purdue Center for Regional Development (PCRD) Contact Information

IMPORTANT LINKS

- Digital Capital Survey:
https://purdue.ca1.qualtrics.com/jfe/form/SV_etT7pXNHlmtYaod
(or short link: <http://bit.ly/DCapSurvey>)
- Digital Capital Survey – Spanish Edition
https://purdue.ca1.qualtrics.com/jfe/form/SV_0wHLfxMfdwWCLBj
(or short link: <https://bit.ly/2HosF0U>)
- Intelligent Community Checklist:
https://purdue.ca1.qualtrics.com/jfe/form/SV_6u12sVHk1xk64vP
- ROI Digital Inclusion Information Page:
<https://regionalsoportunityinc.org/digital-inclusion-2/>



SAMPLE MEETING AGENDAS

ROI would be happy to attend meetings to assist. Please let us know.

1st Meeting - October

1. Organize the CDAT
 - Compile a list of CDAT participants and their contact information (name, organization/title, email, phone number)
 - provide to ROI & PCRCD
 - Designate a person of contact for direct communication
 - provide to ROI & PCRCD
 - Define a communication strategy in regard to the CDAT's overall effort
 - set future meeting dates
 - what communication platform will we use to keep in contact with each other? (email, group chat, etc.)
 - Make sure CDAT stays in touch to monitor survey data gathering (PCRCD will give updates)

*make sure the POC communicates regularly with ROI & PCRCD
2. Brainstorm ways to disseminate the survey to community
 - What organizations can help in dissemination?
 - Who will send on what listserv?
 - Whose social media can we utilize to post about the survey?
 - Are there more traditional sources we should consider using? (newspapers, posters, etc.)
3. Compile internet connectivity data already gathered or available in the community and share with PCRCD/ROI
4. Complete Intelligent Community Checklist (*could be a separate meeting for this)
 - Checklist is due October 30th
 - Send to both ROI & PCRCD
5. Compose a list of remaining questions you have about the project



2nd Meeting - January/February

1. Review the data collected by PCRD to validate the data
 - Note any outliers
 - Report your findings to ROI
2. Plan public input sessions
 - ROI would love to attend public input sessions to help record the data collected and provide that information to PCRD to include in the final plan. Please let us know when these meetings will happen.
 - To be determined on if these input sessions will be able to happen in-person due to COVID-19. May have to take place online.

3rd Meeting - February/March

- Public input session(s)

4th Meeting - March/April

- Complete the county digital inclusion plan template provided by PCRD (will share when it is available)

SOCIAL MEDIA TEMPLATES

Short Image Post:



We need your input! We want to know about your home internet speed, computing devices, and how you use your digital devices. The survey takes less than 10 minutes to complete. <http://bit.ly/DCapSurvey>

**Long Image Post:**

We need your input! We want to know about your home internet speed, computing devices, and how you use your digital devices. The survey takes less than 10 minutes to complete. <http://bit.ly/DcapSurvey>

Your responses will be used to shape a digital inclusion plan to improve infrastructure, internet speed, connectivity, access to devices, and digital literacy. By improving our community's "digital capital," we can

advance economic development and quality of life in <COUNTY/COMMUNITY NAME> and the #IndianaUplands region.

Reminder Post 1:

We need your help! We're conducting a survey to learn about our community's home internet speed, computing devices, and how you use your digital devices. We need as many people in our <COUNTY/COMMUNITY> to take the survey as possible. It only takes 10 minutes to complete! <http://bit.ly/DcapSurvey>

Reminder Post 2:

Time is running out to take the digital survey and we want to hear from you! We're conducting a survey to learn about our community's home internet speed, computing devices, and how you use your digital devices. It only takes 10 minutes, but you must complete it by Nov 11! <http://bit.ly/DcapSurvey>

Spanish Social Post 1:

Hola! Por favor ayúdanos a planear el futuro de nuestra comunidad contestando esta encuesta sobre el acceso y uso del internet. <https://bit.ly/2HosF0U>

Translation: Hi! Please help us plan for the future of our community by answering this survey on internet access and use.

Spanish Social Post 2:

¿Tienes unos minutos? Por favor contesta esta encuesta cuyos resultados serán usados para que todos en nuestra comunidad tengan acceso y puedan usar el internet. <https://bit.ly/2HosF0U>



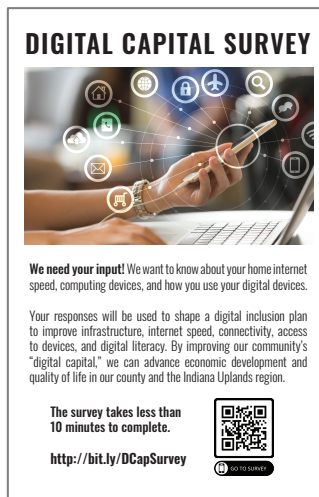
Translation: Do you have a few minutes? Please answer this survey whose results will be used so that everyone in our community has access and can use the internet.

Spanish Social Post 3:

¿Te gustaría que nuestra comunidad fuera más inclusiva en cuanto al uso y acceso al internet?
¡Por favor contesta esta encuesta! <https://bit.ly/2HosFOU>

Translation: Would you like our community to be more inclusive in terms of internet access and use? Please answer this survey!

PRINTABLE FLYER WITH QR CODE



If you would like to print out and distribute a flyer to promote the survey, you can download this flyer with an easily scannable QR Code.

This flyer can also be printed on oversized paper to generate posters as needed.

To download the flyer, visit: <https://bit.ly/37cx4iu>

EMAIL INVITES:

For Sending the Survey

Subject: We need your input! Digital Capital Survey

Greetings!

We're conducting a survey to learn about our community's home internet speed, computing devices, and how you use your digital devices.

The survey takes less than 10 minutes to complete!

<http://bit.ly/DCapSurvey>



Your responses will be used to shape a digital inclusion plan to improve infrastructure, internet speed, connectivity, access to devices, and digital literacy. From e-learning to remote work, telehealth, internet reliability, and access to quality devices-- digital inclusiveness is crucial to the healthy functioning of our communities. By improving our community's "digital capital," we can advance economic development and quality of life in <COUNTY/COMMUNITY NAME> and the #IndianaUplands region.

We are asking you to complete the Digital Capital Survey by Wednesday, November 11, 2020.

Help us spread the word! Forward this email to others in <COUNTY/COMMUNITY NAME>. To get an accurate assessment of our digital capital, we need as many responses as possible

For more information about the project, please visit: <https://regionalsoportunityinc.org/digital-inclusion-2/>

Thank you for your input!

****SIGNED BY CDAT****

For Inviting to the Public Input Session:

*this session will pull interesting data from the survey

We need your input!

From e-learning to remote work, telehealth, internet reliability, and access to quality and reliable devices-- digital inclusiveness is crucial to the healthy functioning of our communities.

Regional Opportunity Initiatives (ROI) has partnered with the Purdue Center for Regional Development (PCRD) to launch a new opportunity for counties in the Indiana Uplands to participate in a regional digital inclusion planning effort to advance economic development and improve quality of life in your community. ROI and PCRD will work with each county to develop a county plan that will form a broader regional plan.

PCRD has gathered the data from the survey that you and people in your community completed but we want to include you throughout the entire process. Before the county digital inclusion plan is written, a public input session will be held on ****INSERT MEETING DATE AND TIME AT LOCATION****. We would love it if you could join us to review the data that was compiled on your county's digital inclusiveness.

We look forward to seeing you soon,

****SIGNED BY CDAT****



CONTACT INFORMATION

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