



Technical Assistance

Wyoming Main Street is dedicated to providing Wyoming communities with opportunities to strengthen local pride and revitalize historic downtown districts by utilizing the Main Street Four-Point Approach[®].

In order to achieve this goal, the statewide coordinating program acts as a partner to communities by providing at no charge training, information, research, referral services, and technical assistance to communities throughout the state. Main Street success is built mainly through local commitment, initiative and follow-through.

Options for General Assistance

For *any* individual or organization interested in revitalization, Wyoming Main Street provides:

Access to Information Wyoming Main Street has an extensive lending library and resource files. Wyoming Main Street staff can also research our statewide and national resource network for information.

Help Getting Focused Wyoming Main Street staff are trained facilitators, and can help get your revitalization organization or effort focused through strategic and work planning sessions.

Community Support Wyoming Main Street offers local programs unlimited phone and e-mail consultations to provide information, guidance and support.

Contractual Requirements for Technical Assistance

For participating community programs, Wyoming Main Street provides technical assistance focused on specific attributes of the Main Street Four-Point Approach. In order to be eligible for technical assistance, communities must develop a “budget” outlining their proposed technical assistance needs for the year.

This budget is submitted to Wyoming Main Street, and those items approved will be collected in a signed contract between the state and local programs. Only those items which have been approved by contract will be eligible for payment by the state program.

Technical Assistance Menu of Services

- **Managers' Meetings** – quarterly meetings with WY MS staff that include a training component, updates from the State program and a managers' roundtable for networking and sharing of ideas.
- **Board Training** – WY MS staff will facilitate Main Street Board training, including roles and responsibilities of a Main Street Board, strategic planning, goal setting and work plans
- **Strategic Planning** – a planning session facilitated by WY MS staff that includes mission and vision statement development, work planning and goal setting
- **New Manager Hiring Advisory Assistance** – State staff and specialists will be available to assist with the recruitment, interview and hiring of new program managers
- **New Manager orientation** – Staff and other local program managers will assist with the process of orientation of new program managers, including technical assistance for training and advice
- **Annual Program Review** – An on-site review of the local Main Street program conducted by State staff, regional and national experts
- **Award Ceremony** – First official visit to a new Certified Main Street program. Ceremony held to recognize community as an official “Wyoming Main Street Community” and presentation of signage declaring its new status.
- **Reconnaissance Visit** - Preliminary assessment to help develop an organization, provide board orientation, begin the hiring process, and create a unified vision for downtown.
- **Organizational Visits** – State staff assists with organizational issues including but not limited to roles and responsibilities of staff and board, vision, mission, and work planning assistance.
- **Resource Team Visit** – A team of experts in such fields as preservation architecture, business development and marketing is assembled to address a community's specific needs.
- **Year-End Evaluation** – State staff and specialists visit community to assess organization's progress in terms of work plan goals and objectives.
- **Revolving Loan Fund** –Main Street communities will have access to a revolving loan fund for building renovations.
- **Design Assistance** – Comprehensive assistance from an architect with expertise in historic commercial architecture, including façade designs, landscape, merchandising and window displays, and infrastructure improvements.
- **Specialists visits** – One-day visits by State staff and downtown development specialists to help communities address specific issues and concerns in any of the four Main Street areas (organization, promotion, design and economic restructuring). Examples: developing downtown housing, reuse of depots, downtown hotels, market analysis, planning special events and promotion.

If there are additional services that you feel could be of help to your community that do not appear on this list, contact us to discuss other options. We are happy to accommodate your needs.