SCOPE OF WORK
Fisheries Hub of Excellence at Nunez Community College
Task EDASLE3SU-NZ

Objective: The purpose of this project is to explore the creation of an industry Hub of Excellence at Nunez Community College to modernize the fishing industry and expand working opportunities on the water beyond fishing. The Hub will improve the profitability of business and provide training and certifications needed for working on the water to businesses and individuals engaged in coastal restoration, eco-tourism, disaster response and commercial fishing.

Task 1 – Curriculum Analysis: Work completed through this project will identify the relevant courses currently available at Nunez Community College to benefit the target populations in the communities impacted by the Deepwater Horizon Oil Spill, also known as the British Petroleum Oil Spill, in coastal Louisiana throughout St. Bernard, Jefferson, Orleans, Plaquemines and other south Louisiana parishes. Work completed through this project will also determine awareness of these offerings with the target population and identify any relevant offerings to the target populations outside of the College. The development of this curriculum, and subsequent program development to address workforce challenges, will allow those impacted by the spill to receive training in other related fields. This will allow them the capability of diversifying their skill sets and increase their capacity to be absorbed in other related sectors.

Task 2 – Define Target Population: The Fishing Industry suffered severe impacts from the devastation of Hurricanes Katrina and Rita and the BP Oil Spill. This project will profile the businesses to be served and define what their training and educational needs might be. This will include an analysis of existing skills and intellectual property possessed by the target populations and research as to other sectors where their skills may be transferable. Focus groups could be used to define the target population’s needs, goals and objectives.

Definition of the needs of the target population may include but not limited to the following:
   i. New technology and equipment
   ii. Market research, branding and marketing
   iii. Product handling certification
   iv. Safety
   v. Regulations
   vi. Business plan development

Development of goals and objections of the target businesses may include but not limited to the following:
   i. Improving the profitability of operations
   ii. Developing a customer base
   iii. Improvement of product quality
   iv. Improvement of business management skills

This project will determine the level of interest from the target population by determining what the population wants and needs. Interest analysis of the population will be needed to determine what would motivate participation. This step will define the audience and thereby determine the next steps of the project.
**Task 3 – Asset mapping:** Asset mapping will identify current training opportunities available at the College and outside of the College. It will catalog organizations providing training and resources associated with the Gulf of Mexico for the target population’s livelihoods in a state of uncertainty. Also develop a “partner” list of organizations to collaborate with such as the LSU AgCenter’s Sea Grant and Delgado Community College Marine Campus.

**Task 4 – Gap Analysis:** The strategic plan developed as a result of this project will enable the region to plan and coordinate resources to support the economic recovery of the target populations impacted by the Deepwater Horizon Oil Spill. The Gap Analysis will determine where the target population’s needs are and are not being met by Nunez’s current offerings or by other organizations. In addition the study will identify any additional training that may be necessary to make the transition. This study will ascertain any barriers to utilization, such as; is the training provided but the audience is uninformed about the training? This project will also determine if the target population can afford the training.

**Task 5 – Review of Best Practices:** In consideration of best practices for this project, the project manager will research other examples of hubs at community colleges and determine the essential elements necessary to implement the “Hub of Excellence.” The practices should contain detailed information for implementation, such as a detailed description, innovation for the practice(s), critical elements for implementation, relevant research, essential resources, and outcomes.

**Task 6 – Recommendations for the “Hub”:** As part of this project, names for the “Hub” will be suggested, as well as defining the niche the Hub can fill. Objectives for the Hub will be defined such as the following:

i. Increase awareness of policies, regulations, opportunities, practices, programs/eligibility and resources
ii. Build trust and legitimacy with the target population
iii. A communication platform
iv. Regional relationships
v. Recommend a governance structure
vi. Recommend a growth pattern from “Hub” to Center of Excellence
vii. Recommend curriculum – credit/non-credit
viii. Determine facility needs

**Task 7 – Recommendations for Nunez Community College:** This project will determine the case for why Nunez should assume a “hub” approach and expand services and dedicate personnel. Other findings for the college might be recommendations on where the “hub” would reside within the college – within an existing program or as an independent program. Possible financial resources will need to be explored and determined.

**Budget:** The total budget for this initial scope of work is $40,000.

**Time Frame:** The project will be complete no later than April 30, 2016.