

## Team Survey Instructions

1. Our first push is to businesses. We will pick up a lot of residences by asking folks to do both the business and residential surveys. And we can always go back and hit specific areas in the county if we come up with gaps in the results. CCEDC staff will work with the government groups, libraries and schools.
2. Email the survey link to your network - colleagues, vendors, employees, neighbors, family, friends. We're aiming for county-wide responses. For businesses, try to target those people who are most likely to have information about the company.  
<http://www.colorado.gov/oit/broadband>
3. Encourage them to put in their address because its optional on the survey.
4. Send reminders - at the end of next week, and one last time right before the 30th - whatever works for your network to motivate the procrastinators.
5. Paper copies are available at the libraries for residential copies, or the CCEDC for business versions. BUT, we'd really, really like them to take it online (its faster for them, too).
6. There are some main points to emphasize:
  - Chaffee County's economy will be crippled in the future if we do nothing
  - To manage expectations, everyone needs to know there is no quick fix, but the survey will allow us to do better planning for the best long-term solution.
  - They only need to do one survey at home and one for each business location.
7. CCEDC staff will also be doing in-depth interviews regarding business retention with a handful of businesses. If your contacts have more to say, we'd like to hear it. You can have them send email to [chaffeeconnect@chaffeecountyedc.com](mailto:chaffeeconnect@chaffeecountyedc.com) or call 719.239.2018 or 719.207.0801.
8. Use all forms of networking. Beyond email, post to your website or Facebook page. If you are a member of a business service organization, let us know and we will provide materials for their meeting. Let's use all the methods we have at our disposal to get the word out! If folks hear from more than one source, it will underscore the importance of the survey.

**Survey is now due November 18.** We're going out more broadly to the community and hope to enlist more businesses in the second round.

And last, THANK YOU. Without your help, this effort would be impossible!