



# EXHIBIT B

## Sponsor Responsibilities

*The following is a list of sponsor responsibilities in preparation for the panel. The sponsor will work in partnership with ULI North Texas to complete these activities.*

- Define scope of work; 3-4 questions for panel
- Assist in choosing locations for the panel, community reception, and public presentation
- Assist in choosing panel date
- Draft and confirm contact list of community leaders, local stakeholders and relevant experts to interview
- Assist in gathering briefing book materials and producing study area maps
- Review proposed panelists/chair for potential conflict
- Assist in implementing communications plan
- Brief the panel on the first day of the TAP
- Conduct tour, with appropriate transportation, of study area with hand-held map of area for each participant
- Host an evening community reception on the first day of the panel, providing an additional opportunity for the panel to solicit input from the community, elected/appointed officials, local organizations and interviewees
- Attend closed presentation at end of second day of panel
- Review and comment on draft panel report
- Attend public presentation 2-3 weeks following the two-day panel
- Complete 1, 6, and 12-month check-ins with ULI North Texas panel representative