

TECHNICAL ASSISTANCE APPLICATION

FEDERAL ASSISTANCE		2. Applicant's application	a. Number		3. State application identifier (SAI)	a. SAI Number		
1. Type of action (mark appropriate box) <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Notification of intent (Opt.)			b. Date Yr. mo. day 1980 3 10			b. Date Assigned 19		
<input type="checkbox"/> Report of Federal Action		Leave Blank						
4. Legal applicant/recipient a. Applicant name : City of Portland b. Organization Unit : Bureau of Economic Development c. Street/P.O box : 620 S.W. 5th Ave., Room 610 d. City : Portland e. County : Multnomah f. State : Oregon g. ZIP Code: 97204 h. Contact person (Name & phone no.): Roger Eiss (503) 248-4293					5. Federal employer identification no.			
					6. Program (From Federal Catalog)		a. Number 110303	
							b. Title Economic Development Technical Assistance	
7. Title and description of applicant's project CEDS COORDINATION PROGRAM, to (a) assure consistency of EDA-funded projects with the Portland Comprehensive Economic Development Strategy (CEDS); (b) develop timing, scheduling and reporting techniques linking all CEDS projects; and (c) act as a central communication point on the CEDS program between City agencies, EDA, and the community.					8. Type of applicant/recipient A-State B-Interstate C-Substate Distr. D-County E-City F-School District G-Special Purpose District H-Community Action Agency I-Higher Educational Inst. J-Indian Tribe K-Other (Specify) (Enter appropriate letter) <input checked="" type="checkbox"/> E			
10. Area of project impact (Name of cities, counties, states, etc.) City of Portland, Multnomah County, State of Oregon				11. Estimated number of persons benefiting 385,000		9. Type of assistance A-Basic grant B-Suppl. grant C-Loan D-Insurance E-Other (Specify) (Enter appropriate letter(s)) <input type="checkbox"/> A		
13. PROPOSED FUNDING		14. CONGRESSIONAL DISTRICTS OF:		12. Type of application A-New B-Renewal C-Revision D-Continuation E-Augmentation F-Other (Specify) (Enter appropriate letter(s)) <input type="checkbox"/> A <input checked="" type="checkbox"/> C				
a. Federal \$ 155,000.00 b. Applicant 51,850.00 c. State .00 d. Local .00 e. Other .00 f. Total \$ 207,350.00		a. Applicant 1 and 3 b. Project 1 and 3 16. Project Start Date 1979 Yr. mo. day 3 1 17. Project Duration Months 28 18. Estimated date to be submitted to Fed. Agency 1980 3 15 Yr. mo. day		15. Type of Change (For 12C or 12E) A-Increase dollars B-Decrease dollars C-Increase duration D-Decrease duration E-Cancellation F-Other (Specify) (Enter appropriate letter(s)) <input type="checkbox"/> A <input checked="" type="checkbox"/> C				
20. Federal Agency to receive request (Name, City, State, ZIP Code) Economic Development Administration, Washington, D.C. 20230					19. Existing Federal identification number 07-6-02128			
22. The Applicant certifies: a. To the best of my knowledge and belief, data in this preapplication/application are true and correct, the document has been duly authorized by the governing body of the applicant and the applicant will comply with the attached assurances if the assistance is approved. b. If required by OMB Circular A-95 this application was submitted, pursuant to instructions therein, to appropriate clearinghouses and all responses are attached: (See remarks - Sec. IV if more than 3 clearinghouses) (1) State of Oregon <input checked="" type="checkbox"/> (2) Metropolitan Service District (METRO) <input checked="" type="checkbox"/> (3) Pacific NW Regional Commission <input checked="" type="checkbox"/>					21. Remarks added (See Sec. IV) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
23. Certifying representative a. Typed name and title Connie McCreedy, Mayor		b. Signature		c. Date signed Yr. mo. day 19				
24. Agency name					25. Application received 19			
26. Organizational unit				27. Administrative office		28. Federal application ID		
29. Address					30. Federal grant ID			
31. Action taken <input type="checkbox"/> a. Awarded <input type="checkbox"/> b. Rejected/Denied <input type="checkbox"/> c. Returned for Amendment <input type="checkbox"/> d. Deferred <input type="checkbox"/> e. Withdrawn		32. FUNDING a. Federal \$.00 b. Applicant .00 c. State .00 d. Local .00 e. Other .00 f. Total \$.00		33. Action date 19 Year month day		34. Starting date 19 Year month day		
35. Contact for additional information (Name and telephone number)					36. Ending date 19 Year month day			
38. Federal Agency a. In taking above action, any comments received from clearinghouses were considered. If agency response is due under provisions of Part 1, OMB Circular A-95, it has been so being made.					37. Remarks added (See Sec. IV) <input type="checkbox"/> Yes <input type="checkbox"/> No			
					b. Federal Agency A-95 Official (Name and telephone no.)			

4

CEDS COORDINATION
WORK PROGRAM
FY 1981

A. Policy, Program and Project Development.

1. Policy Review and Update

As needed, work with Bureau Manager Task Force, Economic Development Advisory Committee and City Council to develop and adopt changes in City's Economic Development Policy.

2. Strategy Design and Adoption

Consistent with Economic Development Policy and the public review process, design an annual strategy for policy implementation. Work with Bureau Manager Task Force to develop programs and projects that will carry out the approved strategy. Submit strategy programs and projects to EDAC and to City Council for review and approval.

3. Project Development and Submission

Take the lead role in identifying and resolving problems relating to CEDS grant funding, application procedures, and communication with EDA. Assist City Bureaus and non-City agencies in preparing proposals for FY 1981 CEDS investment criteria and programs. Coordinate environmental impact assessment activities as needed for projects.

B. Staff Evaluation of Project Proposals.

Gather project and economic impact information sufficient to evaluate proposed projects on the basis of adopted CEDS investment criteria.

C. Coordination of Project Implementation.

1. Ongoing CEDS Programs

Continue to coordinate ongoing projects (Revolving Loan Fund, Industrial Site Development Fund, Transportation and Parking Project).

2. Routine Project Monitoring and Reporting

Regularly monitor all EDA funded projects and report status to the City Council and EDA (as required by CEDS Implementation Agreement and other EDA regulations).

5

3. Exceptions Reporting and Resolutions of Project Difficulties

Report project problems to City Council and EDA, and identify actions to resolve same.

D. CEDS Bureau Managers Task Force and Economic Development.

Advisory Committee Staff Support. Organize regular meetings, prepare agendas and reports sufficient for these committees to act on project proposals and other CEDS related issues.

E. Public Involvement.

Organize and conduct presentations and meetings with neighborhood, business, minority and other interest groups or individuals for the purpose of obtaining public review and comment on the CEDS strategy and projects, in compliance with EDA regulations and the Implementation Agreement.

F. Manpower Program Liaison.

Work with the Portland Human Resources Bureau to identify problems and opportunities associated with integrating CETA-funded manpower programs with specific CEDS programs and projects.

G. CEDS Document Update.

Prepare the FY 1981 CEDS/OEDP document, including strategy revisions and project proposals recommended by EDAC and adopted by City Council.

H. CEDS Program Management.

Provide ongoing administration, report budgets and expenditures, prepare ordinances, and conduct other program management functions as required by EDA and City procedures.

All functions in this work program are highly dependent on budget and scheduling procedures, in terms of City planning, engineering and construction schedules and of EDA reporting and application schedules.

149297

Existing Grant

Changes

Revised Budget

	Federal Cash	Grantee Cash	Grantee In-Kind	Total	Federal Cash	Grantee Cash	Grantee In-Kind	Total	Federal Cash	Grantee Cash	Grantee In-Kind	Total
Personnel	\$ 31,100	\$ 0	\$ 16,600	\$ 47,700	\$ 53,893	\$ 0	\$ 26,062	\$ 79,955	\$ 84,993	\$ 0	\$ 42,662	\$ 127,655
Consultant and Contract Services												
(a) Consultants	3,800	0	0	3,800	8,000	0	0	8,000	11,800	0	0	11,800
(b) Contract Services	0	0	0	0	0	0	0	0	0	0	0	0
Travel												
(a) Transportation	1,260	0	0	1,260	1,300	0	0	1,300	2,560	0	0	2,560
(b) Per Diem	1,260	0	0	1,260	1,000	0	0	1,000	2,260	0	0	2,260
Space Costs & Rentals												
(a) Space (rent/use)	1,910	0	0	1,910	2,894	0	0	2,894	4,804	0	0	4,804
(b) Office Equipment (rent/use)	2,000	0	0	2,000	1,000	0	0	1,000	3,000	0	0	3,000
(c) Office Furniture (rent/use)	1,100	0	0	1,100	256	0	0	256	1,356	0	0	1,356
Other Costs												
(a) Consumables	820	0	0	820	1,550	0	0	1,550	2,370	0	0	2,370
(b) Postage	450	0	0	450	563	0	0	563	1,013	0	0	1,013
(c) Printing & Publication	1,900	0	0	1,900	2,000	0	0	2,000	3,900	0	0	3,900
(d) Telephone & Telegraph	430	0	0	430	868	0	0	868	1,298	0	0	1,298
(e) Utilities	0	0	0	0	0	0	0	0	0	0	0	0
(f) Personnel Burden	7,460	0	3,500	10,960	11,408	0	5,688	17,096	18,868	0	9,188	28,056
(g) Miscellaneous	1,400	0	0	1,400	3,129	0	0	3,129	4,529	0	0	4,529
Costs Not Listed Above												
(a) Final Audit	1,500	0	0	1,500	2,000	0	0	2,000	3,500	0	0	3,500
(b) Indirect	3,860	0	0	3,860	5,389	0	0	5,389	9,249	0	0	9,249
(c)												
(d)												
(e)												
(f)												
(g)												
TOTALS	\$ 60,250	\$ 0	\$ 20,100	\$ 80,350	\$ 95,250	\$ 0	\$ 31,750	\$ 127,000	\$ 155,500	\$ 0	\$ 51,850	\$ 207,350

6

7

EXISTING GRANT

The authorized staff positions and maximum salary levels are established as follows:

Positions	Annual Salary Rate	Federal Cash	Grantee Share		Total
			Cash	In-Kind	
<u>CEDS Coordinator</u>	\$ 25,900	\$ 16,400	\$ 0	\$ 0	\$ 16,400
<u>Staff Assistant</u>	15,000	9,500	0	0	9,500
<u>Clerk Typist</u>	5,100	3,200	0	0	3,200
<u>Administrative Assistant</u>	3,200	2,000	0	0	2,000
<u>OPD Administrator</u>	8,200	0	0	5,300	5,300
<u>Chief Planner</u>	8,600	0	0	5,400	5,400
<u>Business Assistance Spec.</u>	6,700	0	0	4,200	4,200
<u>Senior Steno Clerk</u>	2,750	0	0	1,700	1,700
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
<u>TOTAL PERSONNEL (Item 1 of Budget)</u>		\$ 31,100	\$ 0	\$ 16,600	\$ 47,700

CHANGES

Positions	Annual Salary Rate	Federal Cash	Grantee Share		Total
			Cash	In-Kind	
<u>CEDS Coordinator</u>	\$ 31,351	\$ 31,351	\$ 0	\$ 0	\$ 31,351
<u>Staff Assistant</u>	16,605	16,605	0	0	16,605
<u>Administrative Assistant</u>	22,008	5,937	0	0	5,937
<u>Senior Steno Clerk</u>	14,512	0	0	3,628	3,628
<u>BED Director</u>	36,791	0	0	14,716	14,716
<u>Business Assistance Spec.</u>	27,080	0	0	7,718	7,718
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
<u>TOTAL</u>		\$ 53,893	\$ 0	\$ 26,062	\$ 79,955

AMENDED GRANT

The authorized staff positions and maximum salary levels are established as follows:

Positions	Annual Salary Rate	Federal Cash	Grantee Share		Total
			Cash	In-Kind	
<u>CEDS Coordinator</u>	\$ 57,251	\$ 47,751	\$ 0	\$ 0	\$ 47,751
<u>Staff Assistant</u>	31,605	25,105	0	0	26,105
<u>Clerk Typist</u>	5,100	3,200	0	0	3,200
<u>Administrative Assistant</u>	25,208	7,937	0	0	7,937
<u>OPD Administrator</u>	8,200	0	0	5,300	5,300
<u>Chief Planner</u>	8,600	0	0	5,400	5,400
<u>BED Director</u>	36,791	0	0	14,716	14,716
<u>Business Assistance Spec.</u>	33,780	0	0	11,918	11,918
<u>Senior Steno Clerk</u>	17,262	0	0	5,328	5,328
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
<u>TOTAL PERSONNEL (Item 1 of Budget)</u>		\$ 84,993	\$ 0	\$ 42,662	\$ 127,655

ORDINANCE NO. 149297

An Ordinance authorizing an application to the United States Department of Commerce, Economic Development Administration, for a technical assistance grant amendment in the amount of \$95,250 in aid of the City's Comprehensive Economic Development Strategy coordination activities; and declaring an emergency.

The City of Portland ordains:

Section 1. The Council finds:

1. The United States Department of Commerce, Economic Development Administration, makes available technical assistance grants to local governments in aid of economic development.
2. Ordinance No. 147598 accepted a technical assistance grant to the City from the Economic Development Administration in the amount of \$60,250 for coordination of the City's Comprehensive Economic Development Strategy (CEDS) activities during FY 1979-80. Required local match of \$20,100 was provided by in-kind match. The grant award included \$3,860 for indirect costs.
3. It is now appropriate to apply for an amendment in the amount of \$95,250 to this grant in support of CEDS coordination activities during FY 1980-81. Local match of \$31,750 is required and will be provided by in-kind match. Indirect costs total \$5,389.

NOW, THEREFORE, the Council directs:

- a. The Mayor is authorized to make application to the United States Department of Commerce, Economic Development Administration, for a grant amendment in the amount of \$95,250 in aid of the City's CEDS coordination activities, as per Exhibit "A," attached to the original only hereof and by this reference made a part hereof.
- b. Should the described grant be approved, a contract or grant agreement is authorized.
- c. The Mayor is authorized to provide assurances regarding the use of the grant as may be required by the Economic Development Administration.
- d. The Mayor is authorized to provide such information and assurances as are required for receipt, expenditure, and accounting for the grant project.
- e. Should the grant be approved and the Council accepts, the supervision of the grant activities shall be provided by the Bureau of Economic Development.

ORDINANCE No.

Section 2. The Council declares that an emergency exists because regulations governing the grant application require immediate application and delay in application may result in the loss of opportunity to continue work under the technical assistance program funded by the grant; therefore, this Ordinance shall be in force and effect from and after its passage by the Council.

ORDINANCE NO. 149297

5111

Ordinance No. 149297, relating to the City of Portland, Oregon, to provide for the immediate application of the grant application for the technical assistance program funded by the grant; therefore, this Ordinance shall be in force and effect from and after its passage by the Council.

MAR 19 1980

CLERK OF THE CITY OF PORTLAND

Passed by the Council, MAR 19 1980

Mayor Connie McCready
12 March 1980
D. Russell

Connie McCready
Mayor of the City of Portland

Attest:

Serge Gichinich
Auditor of the City of Portland

Calendar No. 948

ORDINANCE No. 149297

Title

An Ordinance authorizing an application to the United States Department of Commerce, Economic Development Administration, for a technical assistance grant amendment in the amount of \$95,250 in aid of the City's Comprehensive Economic Development Strategy coordination activities; and declaring an emergency.

THE COMMISSIONERS VOTED AS FOLLOWS:		
	Yeas	Nays
Ivancie		
Jordan		
Lindberg		
Schwab		
McCready		

FOUR-FIFTHS CALENDAR	
Ivancie	
Jordan	
Lindberg	
Schwab	
McCready	

INTRODUCED BY
Mayor Connie McCready

NOTED BY THE COMMISSIONER
Affairs
Finance and Administration <i>Meese</i>
Safety
Utilities
Works

BUREAU APPROVAL
Bureau: Bureau of Economic Development
Prepared By: D. Russell Date: 12 March 1980
Budget Impact Review: <input checked="" type="checkbox"/> Completed <input type="checkbox"/> Not required
Bureau Head: John M. Wright <i>John M. Wright</i> <i>Andrea Y. Roberts</i>

NOTED BY
City Attorney
City Auditor <i>GC</i>
City Engineer

Filed MAR 14 1980

GEORGE YERKOVICH
Auditor of the CITY OF PORTLAND

By *Jordan Powell*
Deputy