

CITY OF PORTLAND

INTER-OFFICE CORRESPONDENCE

(NOT FOR MAILING)

March 27, 1972

From Ed Warmoth, Model Cities Coordinator *EW*

To City Planning Commission

Addressed to Lloyd Keefe, Director

Subject Third Action Year Plan for Model Cities

I'm forwarding with this memo a copy of the Third Action Year Plan for the Portland Model Cities Program for you and your staff to review and retain for future reference.

In addition to the complete plan, I'm also sending along a copy of the Summary which was discussed with the Administrative Review Committee recently. If there are any questions, I'll be happy to follow up on them and Executive Director Charles Jordan will also be available. If you've not done so already, you may wish to speak with Charles to arrange a joint meeting of your staff and his to talk about the approach for the Third Action Year and review your overall work program with the Model Cities staff. If you decide to proceed with such a meeting I would like to attend.

EJW.m  
attachment

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MAR 28 1972

Portland  
City Planning Commission



SUMMARY OF SUPPLEMENT NO. 1 TO THE  
URBAN RENEWAL PLAN FOR KING-VERNON-SABIN

This Supplement incorporates the proposal for a community facility development into the original Land Use Plan for King-Vernon-Sabin. Acquisition, relocation, and clearance will be carried out under the HUD Neighborhood Facilities Grant Program, and the application for these funds is being prepared by the City of Portland.

SUMMARY OF THE THIRD SUPPLEMENT TO THE URBAN  
RENEWAL PLAN FOR WOODLAWN

1. That portion of N. E. Claremont Avenue lying within the park is to remain open (with an overpass constructed permitting pedestrian and bicycles below).
2. The street pattern within the multi-family housing site will be planned during the Third Action Year.
3. The former boundaries of the housing project, determined by an earlier Supplement last year, are now extended to the boundaries as shown in Exhibit F. Density will be a maximum of 20 units per acre. The development will be for a variety of family sizes and incomes.

SUMMARY OF THE URBAN RENEWAL PLAN FOR ELIOT

This Plan outlines the general neighborhood development objectives, proposed land uses, and conditions under which renewal activities in the area will be accomplished. The initial action in Eliot will involve acquisition, relocation and clearance of those properties indicated on the Land Use Plan for commercial and public redevelopment.

All proposed action activities for the Third Action Year are based upon priorities established by each neighborhood.

NDP THIRD ACTION YEAR  
July 1, 1972 - June 30, 1973  
ACTIVITY PROGRAM SUMMARY

Following is a list of proposed action activities to be carried out in each NDP area during the Third NDP Action Year:

WOODLAWN

1. Street construction and reconstruction on Dean, Liberty, and Claremont Streets.
2. Open space improvements - 13th and Holman Street.
3. Acquisition, relocation, and clearance of 24 parcels for additional park space and possible development of a community center.
4. Acquisition, relocation, and clearance, with Second Action Year funds, of 18 properties for pilot housing development.

IRVINGTON

1. Irving Park improvements.
2. Street tree planting.
3. Two traffic signals at school crossings.

KING-VERNON-SABIN

1. Alberta Park improvements.
2. Alberta Park overpass.
3. One-block greenway development.
4. Street trees.

BOISE-HUMBOLDT

1. Miscellaneous public improvements.
2. Acquisition, relocation, and clearance of 20 parcels south of Fremont Street for multiple housing development.

NOTE: Location, type, and other details for the above will be determined after further planning with the Boise and Humboldt Associations.

ELIOT

1. Acquisition, relocation, and clearance of 6 blocks between Broadway, Interstate, Wheeler and Hancock Streets for commercial redevelopment and development of bus storage facilities for Portland Public School District.

In addition to the activities listed above, rehabilitation activities will take place in each neighborhood, except Eliot. Rehabilitation activities will include 300 Section 115 Grants and 200 Section 312 Loans. Allocation of grants and loans to each neighborhood will be made equally, but will also depend upon the willingness of property owners to participate in the grant and loan program and the economic feasibility to rehabilitate.

Spot clearance of 20 properties will also be done during the Third Action Year, and such properties will be identified in the course of inspecting buildings for rehabilitation work. Such properties to be cleared must be determined to be economically infeasible to rehabilitate.

Proposed activities under the NDP during the Third Action Year are based upon priorities established by each neighborhood.



NDP THIRD ACTION YEAR  
July 1, 1972 - June 30, 1973

BUDGET SUMMARY

The total budget request from HUD for the Third NDP Action Year is \$3,596,000, and will be used to fund activities in Woodlawn, Irvington, King-Vernon-Sabin, and Boise-Humboldt. A separate budget for NDP activities in Eliot over and above the \$3,596,000 amount will be submitted to HUD at the same time. Total budget amount for Eliot during the Action Year is estimated at about \$500,000, and will cover the costs of activities in Eliot described in the attached activity summary.

NDP THIRD ACTION YEAR BUDGET

|   |                           |
|---|---------------------------|
| Project Improvements  | \$ 444,000                |
| Property Acquisition and Related Costs  | 553,540                   |
| Site Clearance  | 50,900                    |
| Consultants Fees  | 61,000                    |
| Relocation Payments   | 413,000                   |
| Rehabilitation Grants   | 1,050,000                 |
| Rehabilitation Inspections and Fees   | 73,000                    |
| Administration  | 790,000                   |
| Legal Fees  | 15,000                    |
| Interest  | 107,880                   |
| Contingencies   | 50,688                    |
| Program Inspection Fee  | <u>26,992</u>             |
|   | Sub-Total \$3,636,000     |
| Less Other Income and Credits   | <u>-40,000</u>            |
| Total Third NDP Action Year Budget for<br>Woodlawn, Irvington, King-Vernon-Sabin,<br>Boise-Humboldt | <u><u>\$3,596,000</u></u> |

John S. Griffith  
Chairman

Edward H. Look  
Secretary

Vincent Raschio

Elaine Cogan

Arthur A. Riedel

PORTLAND DEVELOPMENT COMMISSION

1700 S.W. FOURTH AVENUE • PORTLAND, OREGON 97201 • 224-4800

March 28, 1972

John B. Kenward  
Executive Director

(To All NDP Reviewing Organizations  
and Committees)

Gentlemen:

The Third Action Year of the Portland Neighborhood Development Program, with an expected funding of over \$3,000,000, will begin operation July 1, 1972. Activities will take place within the Woodlawn, Irvington, King-Vernon-Sabin, Boise-Humboldt and Eliot neighborhoods. They will include rehabilitation of homes, street improvement, park development, housing development, street tree planting, project planning and other activities as decided by the neighborhood associations.

The staff of the Portland Development Commission is now preparing the NDP application, responding to the neighborhood desires and priorities as formulated during the past weeks.

Enclosed is a Critical Path showing the numerous organizations, including your own, which must approve the application before the program is adopted. It can easily be seen that the job of coordinating all of these reviews is a formidable one. Our staff, in working toward submission of the application to the Department of Housing and Urban Development by May 15, is doing all it can to meet these deadlines, which have already been checked with the reviewing bodies.

Although funding will be contingent upon the prior submission of a Workable Program by the City which is acceptable to HUD, we feel that our only course is to go ahead with all reviews as scheduled.

Your cooperation and assistance in this, which is really a large team effort, will be sincerely appreciated. Please let us know if the schedule presents you with difficulties.

Very truly yours,

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MAR 30 1972

Portland  
City Planning Commission

John B. Kenward  
Executive Director

JBK:ON:gc  
Encls.



NDP THIRD ACTION YEAR APPLICATION  
CRITICAL PATH

March 6, 1972  
Revised March 7, 1972  
Revised March 8, 1972  
Revised March 24, 1972  
Revised March 29, 1972

| <u>Reviewing Body</u>   | <u>Dates</u>                |
|---|-----------------------------|
| K-V-S Coordinating Committee  | March 29, 1972              |
| B-H Coordinating Committee  | April 5, 1972               |
| Special Joint Meeting of Boise, Humboldt<br>Neighborhood Associations   | April 6 or 7, 1972          |
| Woodlawn Executive Committee  | March 28, 1972              |
| Woodlawn General Meeting (special meeting)  | April 4, 1972               |
| Irvington Executive Board   | April 6, 1972               |
| Irvington General Meeting (on call)   | April __, 1972              |
| M.C. Phy. Environ. & Hsg. Working Committee<br>(Special meeting requested to fit into this Critical<br>Path, Staff needs to have information by April 5). | April 10, 1972              |
| M.C. Citizens Planning Board (Agenda set April 10 & 11;<br>Staff must have information by noon, Wednesday, April 12)                                      | April 18, 1972              |
| CRAI  | April 21, 1972              |
| State Clearinghouse Review  | April 21, 1972              |
| Administrative Review Committee (Send information one<br>week in advance)   | April 27, 1972              |
| Portland Development Commission (dates not set)   | April __ or May<br>__, 1972 |
| Port. City Planning Commission (Review of Urban Renewal<br>Plan Amendments. Staff needs information about two<br>weeks in advance).                       | May 2, 1972                 |
| City Council<br>(Advertising for U.R. Plan Amendments prior 2 Saturdays)  | May 10, 1972                |
| Submit to HUD   | May 15, 1972                |

ON:ska

March 28, 1972

*Jim Smith*

NDP 3RD ACTION YEAR BUDGET  
MARCH, 1972

(For Woodlawn, KVS, Irvington & B/H NDP Areas)

|     |                                       |                              |           |
|-----|---------------------------------------|------------------------------|-----------|
| 1.  | Administrative Costs (22%)            |                              | \$790,000 |
| 2.  | Legal Service - Condemnation Expenses |                              | 15,000    |
| 3.  | Survey and Planning                   |                              | 61,000    |
|     | Neighborhood Consultants              |                              |           |
|     | Woodlawn                              | \$20,000                     |           |
|     | KVS                                   | 20,000                       |           |
|     | Irvington                             | 6,000                        |           |
|     | B/H                                   | 15,000                       |           |
| 4.  | Acquisition Expenses                  |                              | 39,540    |
|     | (For 64 Parcels)                      |                              |           |
|     | 1st & 2nd Appraisals                  | $64 \times 2 \times \$175 =$ | \$22,400  |
|     | 3rd Appraisals                        | $20 \times \$175 =$          | 3,500     |
|     | Title Info, Recording Fees, etc.      | $64 \times \$135 =$          | 8,640     |
|     | Condemnations Fees                    | $10 \times \$500 =$          | 5,000     |
| 5a. | Temp. Oper. of Acquired Property      |                              | 9,000     |
| 5b. | Real Estate Credits                   |                              | - 0 -     |
| 6.  | Relocation & Community Organ.         |                              | - 0 -     |
| 7.  | Site Clearance                        |                              | 50,900    |
|     | 53 Residential Struc. @ \$800 ea.     |                              |           |
|     | 3 Comm. Bldgs. - \$4,500              |                              |           |
| 8.  | Project Improvements                  |                              | 444,000   |
|     | Woodlawn (See last sheet)             |                              |           |
|     | Street Construction & Reconstruction  | \$36,000                     |           |
|     | Dean, Liberty & Claremont Streets     |                              |           |
|     | Open Space Impvts - 13th & Holman     | 10,000                       |           |
|     | Engineering                           | 4,000                        |           |
|     |                                       | <u>\$50,000</u>              |           |
|     | KVS                                   |                              |           |
|     | Alberta Park Impvts.                  | \$50,000                     |           |
|     | Alberta Park Overpass                 | 80,000                       |           |
|     | Greenway System (1 Block)             | 30,000                       |           |
|     | Street Trees                          | 10,000                       |           |
|     | Engineering                           | 17,000                       |           |
|     |                                       | <u>\$187,000</u>             |           |

Project Impvts. - Con't.

|                           |                  |
|---------------------------|------------------|
| <u>Irvington</u>          |                  |
| Irving Park - Ph II       | \$150,000        |
| Street Trees - Ph III     | 10,000           |
| Signal 2 School Crossings | 10,000           |
| Engineering               | 12,000           |
|                           | <u>\$182,000</u> |

|                       |           |
|-----------------------|-----------|
| <u>Boise/Humboldt</u> |           |
| Misc. Street Impvts.  |           |
| Incl. Engineering     | \$ 25,000 |

9. Disposal, Lease, Retention Costs  
(Woodlawn Pilot Housing Dev.) 4,000
10. Rehabilitation - Excl. Rehab Grants 73,000
- Misc. Fees for Applications
- 600 @ \$5.00 ea. \$ 3,000
- Inspections 1,000 @ \$70.00 70,000
- \$73,000

|                   |                  |              |
|-------------------|------------------|--------------|
| <u>115 Grants</u> | <u>312 Loans</u> | <u>Total</u> |
| 300               | 200              | 500          |

11. Interest 107,880
- 3,595,000 x .06 x 6 months
12. Other Income (10,000)
13. Real Estate Purchases 501,000
- 64 Parcels - 61 Improved (58 Residential, 3 Comm.),
- 3 Unimproved Parcels

1. Woodlawn
- Community Ctr. & Add'l.
- Park Area 24 Parcels \$181,000
2. B/H Clearance Area 20 Parcels 180,000
3. Derelict Structures 20 Parcels 140,000
- \$501,000

14. Sub Total 2,085,320
15. Contingencies (Approximately 2.5%) 50,688
16. Program Inspection 26,992
- 0.0075 of Lines 14, 15, 18 & 19
17. Total Program Expenditures 2,163,000



18. Relocation Payments

413,000

| Area                                  | Owner   |         |      |
|---------------------------------------|---------|---------|------|
|                                       | Occ.    | Tenants | Bus. |
| 1. Woodln. Comm. Ctr.<br>& Add'l Park | 8       | 10      | 3    |
| 2. B/H Clear. Area                    | 12 Est. | 3 Est.  |      |
| 3. Derelict Struc.                    | 12 Est. | 8 Est.  |      |
| Total                                 | 32      | 26      | 3    |

Payments From This Budget

|                                 |             |                |
|---------------------------------|-------------|----------------|
| 1. Moving Expenses              | 50 x 500    | = 25,000       |
| 2. Add'l Relo. Pmts. (Tenants)  | 24 x 3,000  | = 72,000       |
| 3. Repl. Ho. Pmts. (Owner Occ.) | 26 x 11,000 | = 286,000      |
| 4. Bus. Relo. Pmts.             | 3 x 10,000  | = 30,000       |
| Total                           |             | <u>413,000</u> |

Balance of Payments from Unutilized S-1 Relocation Funds  
In 2nd A.Y. Budget

|                       |            |                      |
|-----------------------|------------|----------------------|
| 1. Moving Exp.        | 8 x 500    | = 4,000              |
| 2. Add'l. Relo. Pmts. | 2 x 3,000  | = 6,000              |
| 3. Repl. Ho. Pmts.    | 6 x 11,000 | = 66,000             |
| Total                 |            | <u><u>76,000</u></u> |

|  |                           |
|--|---------------------------|
| 19. Rehabilitation Grants              | 1,050,000                 |
| 300 Sec. 115 Rehab Grants              |                           |
| Total Expenditures                     | 3,626,000                 |
| Est. Land Proceeds                     | (30,000)                  |
| (15 Standard Res. Lots @ \$2,000 each) |                           |
| TOTAL FEDERAL CAPITAL GRANT            | <u><u>\$3,596,000</u></u> |

PORTLAND MODEL CITIES FUNDING  
OPERATING AGENCIES AND ADMINISTRATION

|       |   | <u>Accumulated Funding<br/>1st and 2nd AY</u> | <u>Proposed<br/>3rd AY</u> |
|-------|---|---|----------------------------|
| 10-01 | Education Aides                           | 192,216                                       | 110,803                    |
| 10-02 | Pre-School Expansion                      | 100,362                                       | 81,674                     |
| 10-05 | Martin Luther King Scholarships           | 50,000  | (60,000)*                  |
| 10-07 | Youth Opportunity School                  | 171,792                                       | 139,583                    |
| 10-08 | Cascade Center                            | 851,000                                       | (6,000)*                   |
| 11-01 | Health Design                             | 6,288   | 0                          |
| 11-02 | Health Planning                           | 18,697  | 13,270                     |
| 11-07 | Mental Retardation                        | 62,336  | 42,279                     |
| 15-01 | Senior Adult Center                       | 205,815                                       | 180,494                    |
| 15-02 | Aging Planning                            | 17,429  | (with 15-01)               |
| 15-03 | Comprehensive Child Care                  | 301,409                                       | 214,000                    |
| 15-05 | Consumer Protection                       | 132,975                                       | 89,724                     |
| 15-06 | Multi-Service Center                      | 270,886                                       | 175,225                    |
| 15-07 | Community Care                            | 177,253                                       | 105,030                    |
| 15-09 | Youth Care Centers                        | 159,850                                       | 84,653                     |
| 15-10 | Foster Homes                              | 38,882  | 38,822                     |
| 16-01 | Youth Planning                            | 31,728  | 0                          |
| 16-02 | Youth Activities Council                  | 53,827  | (100,000)*                 |
| 17-01 | Police Community Relations                | 212,226                                       | 144,250                    |
| 20-01 | Operation Step-Up                         | 288,985                                       | 213,730                    |
| 20-02 | Resident Training and Employment          | -----   | (100,000)*                 |
| 21-01 | Community Development (Media & Loan Fund) | 541,303                                       | 430,609                    |
| 21-02 | Contractors Management                    | 65,350  | 44,023                     |
| 30-01 | RDP Design                                | 41,000  | 0                          |
| 30-02 | Residential Development Program           | -----   | (306,432)*                 |
| 30-03 | Housing Repair                            | 256,430                                       | 199,126                    |
| 31-01 | Relocation                                | 352,681                                       | 446,760                    |
| 32-01 | Transportation Study                      | 15,187  | 0                          |
| 33-01 | Pre-NDP #1                                | 174,546                                       | 0                          |
| 33-02 | Comp. Neighborhood Planning               | 323,647                                       | (25,000)*                  |
| 33-03 | Planning Commission                       | 25,325  | 25,325                     |
| 33-04 | Beautification Demon                      | 14,950  | (10,000)*                  |
| 33-07 | Neighborhood Facility                     | 0   | (138,899)*                 |
| 40-01 | Citizens Participation                    | 321,292                                       | 202,450                    |
| 50-01 | Evaluation and Information                | 292,673                                       | 295,004                    |
| 90-01 | Administration                            | 1,007,487                                     | 468,166                    |
|       |   | <u>\$7,490,000</u>                            | <u>\$3,745,000</u>         |

\*Carryover from previous funding.



# portland model cities

CITY DEMONSTRATION AGENCY

5329 N.E. UNION AVENUE

PORTLAND, OREGON 97211

288-8261

LA

TO: Committee Members

FROM: Barbara Patrick

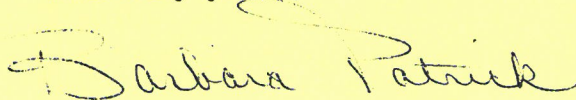
DATE: April 17, 1972

RE: Economic Development & Transportation Working Committee

Dear Committee Member:

You are invited to attend a special meeting of the Economic Development and Transportation Working Committee on Monday, April 24, 1972, at 7:30 p.m. in the Model Cities Conference Room 226. Guest speakers will be Arnold Cogan discussing the Economic Study and Carl Buttke discussing the De Leuw Cathers and Company Traffic Study and its impact in the Model Cities area.

Sincerely yours,



Barbara Patrick  
Physical Planning Asst.

ECONOMIC DEVELOPMENT &  
TRANSPORTATION

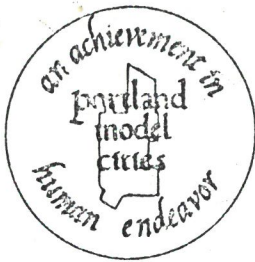
WORKING COMMITTEE

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Portland  
City Planning Commission





## WORKING COMMITTEE AGENDA

DATE 4-24-72

COMMITTEE Economic Development & Transportation

TIME 7:30 p.m.

- I. CALL MEETING TO ORDER: Chairman, Jesse Judson
- II. INTRODUCTION OF NEW MEMBERS/GUESTS.
- III. APPROVAL OF MINUTES:
- IV. OLD BUSINESS:

A.

B.

C.

D.

2 M

V. NEW BUSINESS:

A. De Leuw Cathers Study

B. Economic Study

C.

D.

VI. ITEMS FOR NEXT AGENDA:

A.

B.

C.

DATE OF NEXT MEETING: May 8, 1972

VII. ADJOURNMENT:

PORTLAND BUREAU OF PLANNING  
LIBRARY COPY

PORTLAND MODEL CITIES

THIRD ACTION YEAR PLAN

APRIL 15, 1972

SUBMITTED TO

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

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## GLOSSARY

|               |   |
|---------------|---|
| Albina        | Northeast section of Portland traditionally occupied by low income, minority group families   |
| ANIP          | Albina Neighborhood Improvement Project   |
| AY            | Action Year   |
| Calendar Year | January 1 through December 31   |
| CBD           | Central Business District   |
| CCDP          | Comprehensive City Demonstration Plan   |
| CDA           | City Demonstration Agency, also known as Portland Model Cities  |
| CP            | Citizens Participation  |
| CPB           | Citizens Planning Board, 27-member policy group of Model Cities Program   |
| CWC           | Citizens Working Committees--Citizens Participation, Economic Development and Transportation, Education, Employment, Health, Law and Justice, Physical Environment and Housing, Recreation and Culture, Social Services   |
| FY            | Fiscal Year   |
| MC            | Model Cities  |
| MNA           | Model Neighborhood Area   |
| NDP           | Neighborhood Development Program  |
| NO            | Neighborhood Organizations:<br><br>Boise Citizens Improvement Association<br>Eliot Neighborhood Program Association<br>Humboldt Improvement Association<br>Irvington Community Association<br>King Improvement Association<br>Sabin Community Association<br>Vernon Community Association<br>Woodlawn Improvement Association |
| PCC           | Portland Community College  |
| PDC           | Portland Development Commission, the City's urban renewal agency  |
| PSU           | Portland State University   |

### THIRD YEAR PLANNING

The Third Action Year Plan for the City of Portland's Comprehensive City Demonstration Program is based on continuing planning and evaluation efforts throughout the past two and one-half years. These efforts include:

1. Policy leadership by the Citizens Planning Board
2. Proposals and planning from the various Citizens Working Committees and Neighborhood Organizations
3. Technical assistance from the Office of Commissioner-in-Charge, the City Demonstration Agency, project operating agencies and/or consultants
4. Advice and consent of the Portland City Council
5. Model Neighborhood Area resident and CDA staff monitoring and evaluation.

Specific documents used as planning guidelines include the CCDP Second Action Year Plan; CDA March 1971 Program Evaluation report; all CDA Second Action Year quarterly progress and evaluation reports; the Comprehensive MNA Survey compiled by CDA Information Systems staff; an independent study completed in August 1971 by W. Kenneth Calvin, "Leadership and Influence Analysis of the Portland Model City Program, An Exploratory Study"; and the Fry Consultants Inc. "Report on the Management Improvement Diagnosis of the Portland Model Cities Program," published in November 1971.

#### CITIZENS PLANNING BOARD

##### Purpose and Structure

The Citizens Planning Board meets twice monthly on a regularly scheduled basis to consider goals, strategy and project proposals.

Its 27 members include 16 elected members, two from each of eight sub-neighborhoods, and 11 appointed members who need not be MNA residents. Consequently, a full range of community expression is integrated in CPB decisions, weighted in favor of MNA residents.

##### Development of Third Action Year Plan

The CPB continued to develop its role as policy-making body for the Portland Model Cities Program during Second Action Year. The CPB Executive Board assumed the responsibility of assigning new projects to the proper CWC, at the same time notifying the Committees whose projects might be affected or requesting supportive input from them. This considerably strengthens coordination during project development.



Another major step in strengthening the planning process was the formation of a five-member Budget Review Committee. This committee's limited size promotes in-depth study of proposed budgets over a longer time period--two months for Third Action Year budgets. Its recommendations therefore encourage a more dispassionate style of decision-making at the full CPB level by vastly improving the quality of information available.

Budget Review Committee recommendations are based on appropriate CWC recommendations, staff evaluation reports, operating agency reports and other selected information. CPB approvals of project development, level of funding or discontinuance are based in turn on Budget Review Committee recommendations plus other relevant data or testimony.

## CITIZENS WORKING COMMITTEES/NEIGHBORHOOD ORGANIZATIONS

### Purpose and Structure

The Working Committees and Neighborhood Organizations form the backbone of citizens participation in Portland's CCDP. General membership meetings convene twice a month and once a month, respectively, to consider continuing and proposed projects. Two CPB members sit on every CWC, along with at least two residents from each of the eight sub-neighborhoods.

### Development of Third Action Year Plan

During Second Action Year, all CWC's continued to develop their role as planning bodies. Membership is up 15 percent on a continuing basis, and citizen attendance continues to rise.

Since December 1971, every project has been reviewed by the appropriate CWC; technical assistance is solicited from consultants and CDA staff members on a greater scale than ever before. The evaluation questionnaire was reviewed with every CWC chairman by CDA staff, and as a consequence evaluation reports have increased credibility and usage by the CWC's.

To encourage and develop long-range citizen involvement in community affairs, one-day workshops were hosted by various CWC's throughout Second Action Year. Short presentations by CDA staff and CWC members acquainted MNA residents with the planning process, as well as with specific projects. At some workshops, a special consultant or guest was invited to speak; question-and-answer sessions, as well as informal rap sessions, concluded the activities. Approximately 200 people attended the Citizens Participation Working Committee Workshop in February 1972.

## TECHNICAL ASSISTANCE GROUPS

### Composition and Information Flow

Many groups provide technical assistance to the CWC's and CPB. Most important on a formal level are the CDA, with its quarterly progress and evaluation reports, plus the continuing Comprehensive MNA Survey; and the reports of outside consultants.

On an informal level, assistance is provided by many agencies. From the City of Portland, the Office of Commissioner-in-Charge, Attorney's Office and Auditor's Office provide active liason services. Other City bureaus and departments assist the CWC's as requested. The CDA is staffed with professional and technical personnel, many of whom are assigned permanently to the various CWC's; others contribute as needed. Operating agency personnel and other outside consultants make presentations as requested to the CWC's.

### Development of Third Action Year Plan

The increasing sophistication of CWC's and CPB regarding their role in the Model Cities Program has increased their demand for and use of technical expertise available. To accommodate this demand, several administrative changes have been implemented. The responsibility for the CCDP and CDA now resides with the Commissioner of Public Safety; this transfer will provide improved coordination between the CDA and other human resource activities already located under his jurisdiction.

Within the CDA, Information Systems and Evaluation are now separate departments, providing a more sophisticated division of resources and functions. A Deputy Director's position was created and filled during Second Action Year to relieve the Director of time-consuming coordinative activities.

In general, the information flow has improved in both quantity and quality during Second Action Year. All formal reports are provided to the CWC's and CPB as a matter of course, and extensive efforts to stimulate citizen response and evaluation are carried out by the CDA staff.

### PORTLAND CITY COUNCIL

Although the role of the Portland City Council in the planning process is primarily indirect, with the exception of the Commissioner of Public Safety, many of its decisions are critical to CCDP implementation.

For example, the Council recently adopted an Affirmative Action Plan with regard to minority employment which will greatly strengthen CDA efforts to increase MNA resident employment. Other examples include zoning changes needed to implement physical plans and budget approvals for the administration of CDA.

### MONITORING AND EVALUATION

#### Composition and Information Flow

Citizens, CDA staff, the City of Portland and outside consultants participate in monitoring the overall Model Cities Program and its components. The various structural devices that ensure a high level of citizen participation have been described previously, as have the complementary administrative changes carried out in Second Action Year.

The CDA Administration, Evaluation, Citizens Participation and Information



Systems Divisions cooperate to ensure a continuing flow of information among all groups involved in the Model Cities Program, all MNA residents and the public at large.

#### Development of Third Action Year Plan

To continue the development of an accurate data base for the MNA, Information Systems staff has compiled a comprehensive survey of conditions in the MNA. This survey is a two-strata, random sample survey of MNA residents, cross-tabulated by factors such as race and sex. It will be periodically updated and refined. Survey results will be available to operating agencies, city agencies and CWC's as needed and should provide excellent base line data for evaluating the progress of specific projects.

The Evaluation staff has **rewritten** its questionnaire to obtain more specific data and to refine its conclusions and reports. Reaction to evaluation reports and feedback from CWC's and operating agencies is increasingly constructive.

The reports of outside consultants have been reviewed by all groups involved in the Model Cities Program and, where possible, their recommendations have been incorporated in the program.

## MNA CONDITIONS

The Portland Model Neighborhood (see Figure 1-1) is continuing to undergo rapid and dramatic changes in community structure. In 1960 the total population of the MNA was 42,289, with 12,647 non-whites. By 1970 the population had decreased to 36,363, while the non-white population increased to 17,525. Between these years, the percentage of non-whites residing in the MNA increased from 29.9 to 48.2 percent. Preliminary analysis of data obtained in the 1971 MNA resident survey indicates that since the 1970 census the percentage of non-whites in the MNA increased another 3 percent to a total of 51 percent. While the non-white population of the area has increased both in absolute numbers and in percentages, it has become more segregated. Between 1960 and 1970 the percentage of Portland's non-white population residing in the MNA increased from 60.3 to 86.5 percent.

This dramatic shift in the population in the MNA can be highly correlated with the problems and conditions described in the pages to follow. In the public schools, there is increased segregation of black students both in the elementary and high schools. Residents give high ratings to the schools at present; however, this attitude towards the schools may change when the effects of more segregated schools are felt by parents and students.

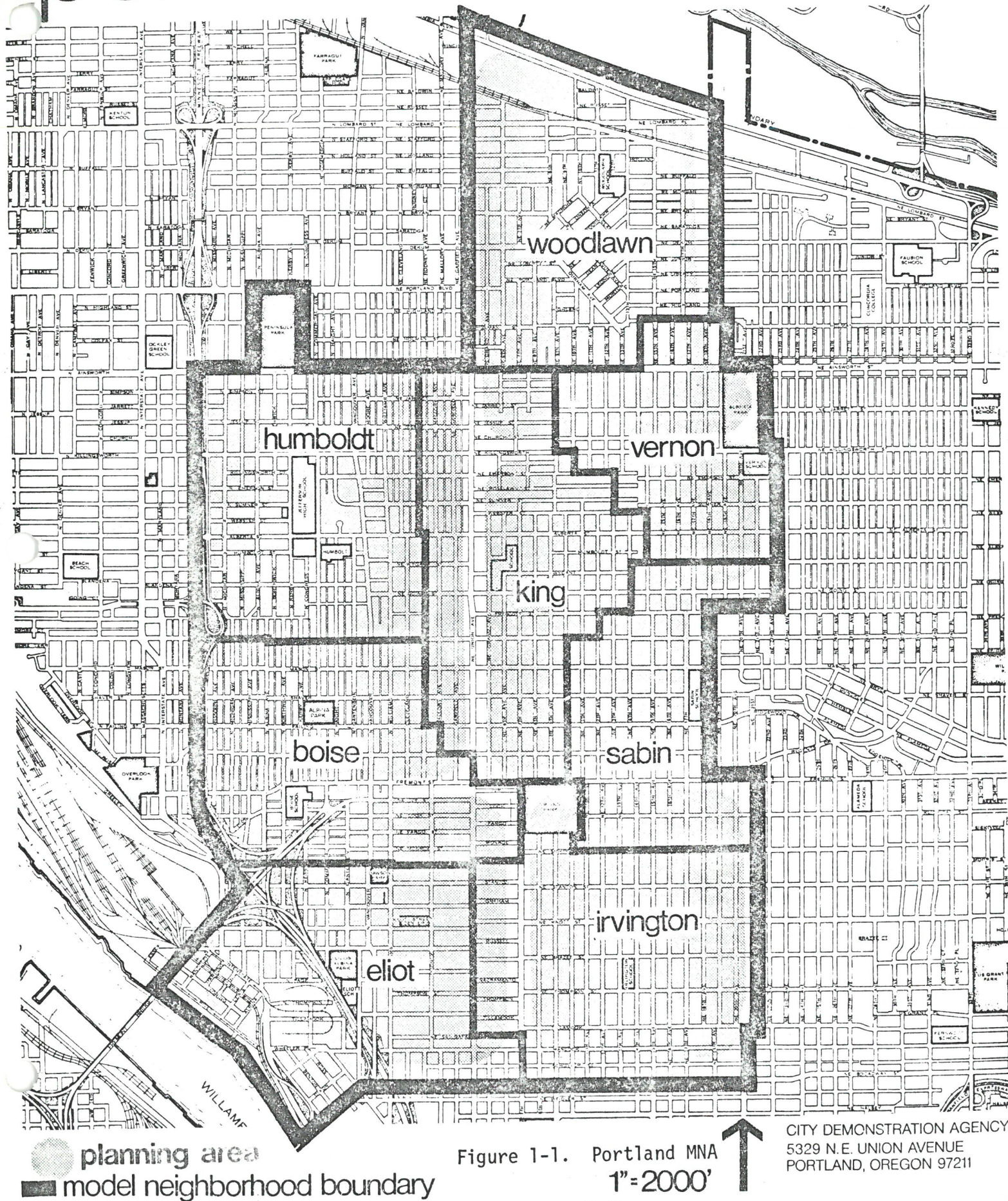
There is an exceptionally high unemployment rate for the MNA, with the rates for black males and females more than twice those of white males and females. In comparison with previous surveys of the MNA, the distribution of income shows increasing inequalities, with a decrease in the percentage of families in the middle income range and a substantial increase in the low income range.

The quality of housing has continued to decline. With declining incomes and lack of jobs, both residents and businesses allow their buildings to deteriorate. The crime rate continues to rise. Many persons, particularly the elderly, are afraid to walk the streets. The MNA has approximately one-fourth of the welfare recipients in the entire county, with only about 6 percent of the county's population. There is a definite lack of recreational facilities available in the MNA, and few people go outside the area for recreation or cultural events. Traffic safety is a major problem.

As the population changes, the perception and attitudes of residents towards these conditions have changed and will continue to change. There will be greater competition for limited jobs, limited health services, educational services, recreational facilities, housing and other resources of the city. If the pattern of change continues, the scope and magnitude of the problems will change also.



# portland model cities





## RANKING OF MODEL CITIES PROGRAM CATEGORIES

Utilizing data obtained in the 1971 MNA resident survey, data from agencies and analysis of statements of citizens participating in the Model Cities Program, a ranking of the program areas has been developed. It is as follows:

1. Housing
2. Manpower and Job Development
3. Education
4. Health
5. Environmental Protection and Development
6. Crime and Delinquency
7. Social Services
8. Recreation and Culture
9. Economic and Business Development
10. Relocation
11. Citizen Participation
12. Transportation and Communication

Although it is quite probable that there is a rather high consensus on the rankings, there is undoubtedly considerable variation in what the specific problems in each program area are. Quality housing, a good education, a good job, can all mean different things to different people; and with a population as divergent as that in the MNA with respect to race, age, occupation, income, health condition, education, political awareness and influence, the real pressures for action to remedy the declining quality of life in the MNA may be yet to come. Consequently, the ranking of citizen participation near the bottom of the list may be a problem which the program will have to resolve in some manner at a later date. For, with the changes in community structure, corresponding changes in the distribution of power and influence will take place. Whether the diverse elements in the MNA can develop lines of communication and a consensus of opinion on their problems and their solutions may be one of the most important factors affecting the success of the Model Cities Program.



## CITIZENS PARTICIPATION

According to the most recent MNA resident survey, while the overwhelming majority of MNA residents (91.6%) have heard of the Portland Model Cities Program, there is limited involvement in and identification with the program. Very few residents attend either Neighborhood Organization or Working Committee meetings of the Model Cities Program. Only 25.6 percent of the residents indicated they had ever attended a Neighborhood Organization meeting, and only 8.1 percent said they had ever attended a Working Committee meeting. Since a sizable number of persons could not recall the name of the organization or committee attended, either these percentages are inflated or there is limited involvement of even those attending meetings. The greater interest displayed in the Neighborhood Organizations compared with Working Committees is probably a function of resident interest in housing conditions and a lack of identification with the MNA as a "total" community.

Residents were asked in the survey if they thought the City Council and the Citizens Planning Board understood their feelings and problems. A substantial number of residents feel some alienation toward the City Council, with 45.9 percent of the residents indicating their problems are not understood. Thirty-nine percent indicated the City Council did understand their problems and 15.1 percent responded "don't know". Although there was less overt alienation towards the Citizens Planning Board, with only 31.5 percent responding that the CPB did not understand their problems, there was an exceptionally large number of "don't know" responses (32.9%). Similar to the responses regarding the City Council, 35.6 percent of the residents thought CPB understood the problems of the neighborhood.

To questions pertaining to participation and involvement in groups and organizations outside the Model Cities Program, 52.4 percent of the households indicated a member of the family belonged to a voluntary association. Over 50 percent (54.7%) stated they belonged to a church or religious group. Slightly more than one-third (34.5%) said that a member of the family belonged to a union. Approximately 75 percent of the respondents indicated they were registered voters.

In Table 1-1 it can be readily seen that residents have a very low awareness of Model Cities projects. Only 9 of the 22 projects listed are known of by less than 50 percent of the residents, and no project has been heard of by more than two-thirds of the residents. The projects most familiar to residents are: Consumer Protection, Senior Adult Service Center, Albina Youth Opportunity School, Multi-Service Center, Police Community Relations, Community Development Program, Martin Luther King Scholarship Fund, the Neighborhood Development Program and Cascade Center. The most frequently used projects are the Multi-Service Center, Home Repair Project, Neighborhood Development Program, Cascade Center and Community Development Program.

TABLE 1-1 MNA RESIDENT AWARENESS AND USE OF MODEL CITIES PROJECTS

|                                     | <u>Not Heard<br/>of<br/>(percent)</u> | <u>Heard of but<br/>Not Contacted<br/>(percent)</u> | <u>Contacted<br/>(percent)</u> |
|-------------------------------------|---------------------------------------|---|--------------------------------|
| Education Aides                     | 54.2                                  | 37.9  | 5.2                            |
| Pre-School Expansion                | 58.3                                  | 33.7  | 5.3                            |
| Health Planning                     | 51.9                                  | 40.9  | 4.2                            |
| Mental Retardation<br>Umbrella      | 52.8                                  | 41.2  | 2.9                            |
| Consumer Protection                 | 47.3                                  | 46.6  | 2.8                            |
| Comp. Child Care                    | 59.1                                  | 34.1  | 4.1                            |
| Aging Design                        | 63.0                                  | 31.5  | 3.0                            |
| Senior Adult Service                | 45.5                                  | 46.6  | 5.3                            |
| Albina Youth Oppor. School          | 33.2                                  | 57.9  | 5.3                            |
| Multi-Service Center                | 46.5                                  | 34.9  | 15.0                           |
| Police Community Relations          | 39.7                                  | 50.7  | 5.7                            |
| Operation Step-Up                   | 71.1                                  | 25.0  | 1.8                            |
| Contractor Management               | 81.1                                  | 16.3  | 0.9                            |
| Community Development               | 45.5                                  | 44.7  | 6.3                            |
| Residential Development             | 72.1                                  | 22.9  | 2.8                            |
| Home Repair                         | 54.0                                  | 35.6  | 7.5                            |
| Community Care                      | 70.6                                  | 25.0  | 2.4                            |
| MLK Scholarship Fund                | 47.1                                  | 46.1  | 3.5                            |
| Youth Activities Council            | 66.0                                  | 30.4  | 1.4                            |
| Juvenile Care/Foster Home           | 53.8                                  | 38.7  | 4.6                            |
| Neighborhood Development<br>Program | 39.9                                  | 48.5  | 7.1                            |
| Cascade Center                      | 47.8                                  | 41.9  | 6.8                            |

## CRIME AND DELINQUENCY

### Juvenile Delinquency in the MNA

In 1970, there were 4,251 delinquency dispositions handled by the Juvenile Court Department of juveniles residing in the City of Portland. Of that number, 1,026 (24.1 percent) were delinquency dispositions of youths residing in census tracts within or overlapping MNA boundaries. As can be seen in Table 1-2, the number of dispositions of youths in the MNA represents a disproportionate percentage of those from the entire City for each referral category. Of particular significance are the number of MNA youths referred for delinquencies against persons, concealed weapons and disorderly conduct. In each of these categories, the proportion of youths referred from the MNA is four times greater than the proportion of youths residing in the MNA compared to the City as a whole.

TABLE 1-2 DELINQUENCY DISPOSITIONS BY REFERRAL CATEGORY  
FOR MODEL NEIGHBORHOOD AND CITY OF PORTLAND, 1970\*

|   | <u>City of Portland</u> | <u>Model<br/>Neighborhood</u> | <u>Percent MNA<br/>of City</u> |
|---|-------------------------|-------------------------------|--------------------------------|
| 1970 Census, Population<br>24 years or less | 156,299                 | 17,423                        | 11.2                           |
| 01 Delinquency against<br>Persons           | 228                     | 106                           | 46.5                           |
| 02 Burglary                                 | 259                     | 49                            | 18.9                           |
| 03 Auto Theft                               | 218                     | 59                            | 27.1                           |
| 04 Larceny                                  | 645                     | 161                           | 25.0                           |
| 05 Weapons, Concealed                       | 24                      | 12                            | 50.0                           |
| 06 Alcohol & Drugs                          | 354                     | 46                            | 13.0                           |
| 07 Disorderly Conduct                       | 76                      | 35                            | 46.1                           |
| 08 Vandalism                                | 95                      | 19                            | 20.0                           |
| 09 Running Away                             | 714                     | 132                           | 18.5                           |
| 10 Truancy                                  | 191                     | 40                            | 20.9                           |
| 11 Curfew                                   | 362                     | 75                            | 20.7                           |
| 12 Ungovernable Behavior                    | 682                     | 176                           | 25.8                           |
| 13 Other                                    | 403                     | 116                           | 28.8                           |
| Total                                       | 4,251                   | 1,026                         | 24.1                           |

\*Source: Multnomah County Juvenile Court

### Adult Crimes in the MNA

There were 7,430 crimes reported in the MNA in 1970 at a rate of 204.3 per thousand population. For the first nine months of 1971, the number of crimes reported was 7,960, which is a 60 percent increase over the previous year, assuming reported crimes are equally distributed by quarter. This increase represents a crime rate of 218.9 crimes per thousand population.



As indicated in Table 1-3, Class I crimes (homicide, forcible rape, aggravated assault, robbery, larceny and auto theft) were the most frequently reported crimes in the MNA.

TABLE 1-3 NUMBER CRIMES IN MODEL NEIGHBORHOOD BY TYPE,  
JANUARY THROUGH SEPTEMBER, 1971\*

| <u>Type of Crime</u> | <u>Number<br/>Committed</u> | <u>Percent<br/>Committed</u> |
|----------------------|-----------------------------|------------------------------|
| Class I              | 5,193                       | 65.2                         |
| Class II             | 1,782                       | 22.4                         |
| Class M              | 985                         | 12.4                         |
| Total                | 7,960                       | 100.0                        |

\*Source: Multnomah County Juvenile Court

Figures indicate a higher arrest rate for blacks than that for the total population. While the total arrests of all persons in 1970 was 25,863, the number of black arrests was 3,882. Thus, while blacks represented 5.64 percent of the total population of Portland in 1970, they represented 15.0 percent of all arrests. Since 77.9 percent of all blacks in Portland reside in the MNA, it is reasonable to assume that a large proportion of black arrests involve black MNA residents.

#### Model Neighborhood Resident Survey

In the fall 1971 MNA resident survey, a number of questions were asked about crime, disturbances in the community and police-community relations.

About 40 percent of the residents queried indicated there had been some type of problem in the neighborhood in the past six months. The most frequently mentioned types of problems were burglary (38.3% of those indicating a problem), robbery (16.4%) and vandalism (16.1%).

When asked if the police were prompt, 76.3 percent said "yes". When asked if the police were polite, the "yes" response was 85.6 percent. About 55 percent of the residents thought the police were around "often", and 24.6 percent said they saw the police around their neighborhood "sometimes". Only 18.5 percent said they saw the police "seldom" or "never". When further asked whether they would like the police around "more", "about the same", or "less", 43.7 percent said more, 48.3 percent said about the same, and 5.5 percent said less.

On police policy questions, residents demonstrated an attitude generally favorable towards the police. When asked whether a Citizen Review Board would improve relations between police and citizens, 42.3 percent said "yes", 46.6 percent said "no", and 11.2 percent were undecided. On the

On the question of a neighborhood police force, 20.9 percent thought it would be better for the neighborhood and 70.1 percent thought things should be kept like they are, with 8.6 percent undecided. Residents also were in favor of the status quo regarding type of police patrols, with only 20.8 percent in favor of policemen patrolling on foot and 75.6 percent saying they should patrol in cars. On the question of the location of police stations, residents were generally in favor of neighborhood stations with 67.3 percent in favor, 24.4 percent supporting a single central police station for the City and 8.3 percent undecided.

About 55 percent of the residents did not think there was an organized crime, while 17 percent thought there was "some", 9.5 percent indicated there was "a lot", and 18.5 percent did not know.

One measure of the extent of neighborhood support of the police is whether a citizen will call the police when they observe a crime or disturbance. Residents of the MNA were asked if they would call the police in a number of situations. As indicated in Table 1-4 the majority of residents would call the police when they saw someone breaking into a car, someone selling drugs, a man beating a woman, kids breaking into a window, someone stealing a coat or a boy taking drugs. They were either unsure or would not report a boy drinking in a bar, kids yelling dirty remarks and a prostitute soliciting. Prostitution appears to be a sensitive issue with residents insofar as 18.6 percent responded "don't know" or no response at all. The high "yes" response rate for someone breaking into a car is indicative of the high value our society places on the automobile, either as a means of transportation or a status symbol.

TABLE 1-4 RESIDENT RESPONSE TO CALLING POLICE  
AFTER WITNESSING CRIME

| <u>Type of Crime Witnessed</u> | <u>Would Call Police</u> |                            |                         | <u>Don't Know/<br/>No Response<br/>(percent)</u> |
|--------------------------------|--------------------------|----------------------------|-------------------------|--|
|                                | <u>Yes<br/>(percent)</u> | <u>Maybe<br/>(percent)</u> | <u>No<br/>(percent)</u> |  |
| Boy drinking in a bar          | 36.9                     | 10.0                       | 42.5                    | 10.6   |
| Man beating a woman            | 72.1                     | 14.2                       | 11.3                    | 2.4  |
| Someone stealing a coat        | 62.9                     | 15.3                       | 16.9                    | 4.9  |
| Boy taking drugs               | 63.8                     | 10.6                       | 20.8                    | 4.9  |
| Prostitute soliciting          | 29.4                     | 8.4                        | 43.7                    | 18.6   |
| customers                      |                          |                            |                         |  |
| Someone pushing drugs          | 74.3                     | 7.7                        | 14.0                    | 4.0  |
| Someone breaking into a car    | 83.4                     | 7.1                        | 7.5                     | 2.0  |
| Kids breaking into a window    | 71.9                     | 10.9                       | 14.1                    | 3.1  |
| Kids yelling dirty remarks     | 34.8                     | 13.6                       | 47.6                    | 4.0  |

Another measure of neighborhood support of police is their perception of police behavior and attitudes towards residents. A number of questions were asked about complaints frequently made against the police. As seen in Table 1-5, most residents do not voice strong support of these common

complaints. Whether the positive support of the police shown here is indicative of "good" police-community relations, a shift from civil rights and civil liberties issues to "law and order", or simply that complaints about the police are voiced only amongst friends is not known. Or, maybe there is a fear that if the police are not given support, there is the possibility of more riots and racial incidents similar to those of 1970. In any event, the question of police-community relations is certainly far from being answered.

TABLE 1-5 PERCEPTION OF POLICE ATTITUDES/BEHAVIOR  
TOWARDS MNA RESIDENTS

| <u>Type of Response</u>            | <u>Percentage of Responses</u> |                  |               |              | <u>Don't Know</u> |
|------------------------------------|--------------------------------|------------------|---------------|--------------|-------------------|
|                                    | <u>Often</u>                   | <u>Sometimes</u> | <u>Seldom</u> | <u>Never</u> |                   |
| Discriminate against blacks        | 7.8                            | 14.3             | 8.4           | 53.3         | 16.3              |
| Brutal                             | 3.2                            | 9.4              | 9.3           | 66.0         | 12.1              |
| Corrupt                            | 3.2                            | 8.8              | 7.3           | 50.7         | 30.1              |
| Hostile                            | 4.2                            | 9.3              | 7.5           | 68.9         | 10.0              |
| Don't understand people's problems | 6.9                            | 12.0             | 10.1          | 58.7         | 12.2              |
| Give too many tickets              | 5.4                            | 10.8             | 7.3           | 58.9         | 17.4              |



## ECONOMIC AND BUSINESS DEVELOPMENT

Since 1968, the MNA economic problems have not changed in character, but have substantially increased in magnitude. The problem is one of isolation and dependency. A concentrated minority population combines with high rates of unemployment and underemployment and a low rate of resident participation in substantive entrepreneurial activities to limit the MNA's potential for economic growth and integration into the overall metropolitan economy. Three problems which inhibit meaningful economic development are:

- 1) Limited resident access to, and a constricted flow of, venture capital to the MNA economic community
- 2) Limited resident managerial-entrepreneurial experience and training
- 3) Highly concentrated unemployment and underemployment caused by relatively low labor force skill levels, as well as the absence of meaningful job and/or training opportunities in locations convenient from the MNA.

The following data is taken from an August 1970 report on the economic condition of minority enterprises in the MNA.

Less than 1 percent of the total business licenses in the city are issued to establishments owned and/or operated by minority persons. There are 147 minority owned business concerns in the MNA, which accounts for 72 percent of all minority owned firms in Portland. Sixty-one (41.5%) of these firms are engaged in retail trade, sixty-six (44.8%) provide services, nine (6.1%) are in the construction industry and two (2.7%) are manufacturing firms.

The average number of employees of MNA minority businesses is 6.5 persons. However, 62.4 percent of these firms employ two persons or less.

The average revenue generated by MNA minority businesses is \$41,000.00, with nearly 40 percent of these firms having revenues of less than \$5,000.00 per year. The average personal income of MNA minority entrepreneurs is approximately \$7,600.00 per year. Approximately 21 percent of them make \$3,000.00 or less in personal income per year. Approximately 43 percent of the minority businessmen indicated their personal income is increasing, 28.6 percent stated their personal income was remaining stable and the remaining 28.6 percent stated it was decreasing.

Difficulty in obtaining insurance and credit are major problems. About two-thirds of the minority businessmen indicating they find it difficult or impossible to obtain adequate insurance. Almost 60 percent of minority businesses are required by their suppliers to pay cash.

Few minority businesses (25%) own the building where they do business. Of those leasing their building, approximately two-thirds lease from an owner outside the MNA.

## EDUCATION

### Public School Enrollment in the MNA

There are 5,029 black students currently enrolled in Portland Public Elementary Schools, of which 3,166 (69.0%) are attending elementary schools in the MNA. While the absolute number of black students attending schools in the MNA has decreased from 3,223 to 3,166 between 1966-67 to 1971-72, the percentage of black students attending elementary schools in the Model Neighborhood has increased from 62.6 to 69.0 percent. This increase is accounted for in four of the eight MNA elementary schools; see Table 1-6.

In the high schools serving the Model Neighborhood, there are currently 1,442 black students enrolled. This number equals 73.9 percent of the 1,951 black students enrolled in Portland Public High Schools. Between 1966-67 and 1971-72, there was an increase in both the absolute number and the percentage of black students attending the high schools serving the MNA. In 1966-67, there were 1,045 black students attending high schools serving the area. In 1971-72, the number had increased to 1,442. The percentage of black students of the total enrollment in these schools increased from 16.7 to 23.3 for these years; see Table 1-6.

### Enrollment of Low Income Students in the MNA

The Portland Public School District prepares a report of the number of low income families in each of its schools. Although the data collection procedure is open to question, it does provide one measure of the number of disadvantaged children in the public schools. Data for 1971-72 enrollment is shown in Table 1-7.

There are an estimated 2,853 low income families with children in the MNA elementary public schools. Comparing families with enrollment (with the questionable assumption of one child per family attending a school), every MNA elementary school has over 50 percent of its students from low income families. Thus, the MNA accounts for 26.4 percent of the total low income families with children in public elementary schools.

At the high school level, there are an estimated 1,475 low income families with youths attending high schools serving the MNA. Of the 3,340 low income families with children attending all public high schools in Portland, 44.2 percent are attending MNA high schools.

### Minority Teachers in the MNA

There are 137 black teachers in the Portland Public School District. This amounts to 0.9 percent of the 3,500 school teachers in the district. Of the 137 black teachers, 70 (51.1%) teach in elementary and high schools within or serving the MNA. There are 264 teachers in the MNA elementary schools, of which 32 (12.1%) are black. There are 356 teachers in the high schools serving the MNA, of which 38 (10.7%) are black. A breakdown of these figures is shown in Table 1-8.

### MNA Resident Survey

In the fall of 1971, the CDA's Information Systems Department conducted a



survey of households to determine the conditions and attitudes of residents towards public education in the area. Parents of children in elementary and high school were asked to rate MNA schools. On such matters as "teacher-student relations", "teacher-parent relations", "racial treatment of students", "discipline", "teaching math and science", "teaching English", etc., parents consistently rated the schools as "good" or "excellent". In both the elementary and high schools, discipline seems to be the most sensitive issue with 15.8 percent of the parents rating the elementary schools as "poor" and 20.3 percent of the parents rating the high schools "poor" on this issue.

Problems in the area of discipline in the schools is further supported by the percentage of parents indicating one or more of their children experiencing some type of disciplinary action by the schools. A large percentage, 35.1, of the parents indicated one or more of their children had been sent to a school counselor; 13.8 percent of the families had a child suspended; 12.7 percent had a child placed on probation; 10.1 percent had a child hit by a teacher or principal; and 7.8 percent had a child sent to the Juvenile Court.

While the survey data indicates "high satisfaction" with the schools in the MNA, this does not necessarily support the conclusion that MNA children are receiving quality education. Numerous studies have indicated that low income and black families have a high commitment to education. Increasingly, the schools have become the primary, if not the only, route of access to the world of work. Further, the schools have become the most important means of attaining upward socio-economic mobility. Consequently, the high ratings of the schools may indicate the extent of commitment of parents to the schools, rather than an objective comparison of schools.

Informal discussions with teachers and school officials indicate that there are substantial differences between MNA schools and the "prestige" public schools in the metropolitan area. A lack of rapport between teachers and students seems to have resulted in greater stress on discipline and less emphasis on teaching academic and vocational subjects in the MNA public schools.

#### Community College

The Cascade Center-North Campus of the Portland Community College is within the MNA and is partially funded by the Model Cities Program. The enrollment during the fall and winter terms of 1971-72 was 2,540 and 2,612, respectively. There were 516 MNA residents enrolled at the Cascade Center during the fall term and 488 MNA residents enrolled in winter term, 1971-72.

The Portland Community College offers academic and vocational curricula, community education courses and other educational services at Cascade Center.



TABLE 1-6 TOTAL AND BLACK ENROLLMENT IN MODEL NEIGHBORHOOD PUBLIC SCHOOLS,  
1966-67 versus 1971-72\*

| Elementary<br>Schools   | 1966-67 |       |                  | 1971-72 |       |                  |
|-------------------------|---------|-------|------------------|---------|-------|------------------|
|                         | Total   | Black | Percent<br>Black | Total   | Black | Percent<br>Black |
| Boise                   | 717     | 704   | 98.2             | 538     | 520   | 96.7             |
| Eliot                   | 248     | 183   | 73.8             | 479     | 278   | 58.0             |
| Humboldt                | 416     | 386   | 92.8             | 374     | 314   | 84.0             |
| Irvington               | 707     | 377   | 53.3             | 469     | 296   | 63.1             |
| King                    | 846     | 784   | 92.7             | 711     | 650   | 91.4             |
| Sabin                   | 629     | 300   | 47.7             | 619     | 401   | 64.8             |
| Vernon                  | 818     | 203   | 24.8             | 689     | 363   | 52.9             |
| Woodlawn                | 768     | 286   | 37.2             | 711     | 344   | 48.4             |
| Total MNA<br>Elementary | 5,149   | 3,223 | 62.6             | 4,590   | 3,166 | 69.0             |
| Total PSD<br>Elementary | 54,812  | 4,649 | 8.5              | 48,833  | 5,029 | 10.3             |

| High Schools              | 1966-67 |       |                  | 1971-72 |       |                  |
|---------------------------|---------|-------|------------------|---------|-------|------------------|
|                           | Total   | Black | Percent<br>Black | Total   | Black | Percent<br>Black |
| Adams                     | ---     | ---   | ---              | 1,559   | 355   | 22.8             |
| Grant                     | 2,806   | 227   | 8.1              | 2,267   | 409   | 18.0             |
| Jefferson                 | 1,910   | 670   | 35.1             | 1,228   | 503   | 41.0             |
| Washington                | 1,542   | 148   | 9.6              | 1,132   | 175   | 15.5             |
| Total MNA<br>High Schools | 6,258   | 1,045 | 16.7             | 6,186   | 1,442 | 23.3             |
| Total PSD<br>High Schools | 23,884  | 1,466 | 6.1              | 22,495  | 1,951 | 8.7              |

\*Source: Portland Public Schools

TABLE 1-7 LOW INCOME FAMILIES WITH STUDENTS IN  
MODEL NEIGHBORHOOD PUBLIC SCHOOLS, 1971-72\*

| <u>Elementary<br/>Schools</u> | <u>No. Low Income<br/>Families</u> | <u>Enrollment</u> | <u>Percent</u> |
|-------------------------------|------------------------------------|-------------------|----------------|
| Boise                         | 300                                | 531               | 56.5           |
| Eliot                         | 368                                | 479               | 76.8           |
| Humboldt                      | 258                                | 362               | 71.3           |
| Irvington                     | 280                                | 469               | 59.7           |
| King                          | 474                                | 700               | 67.7           |
| Sabin                         | 320                                | 619               | 51.7           |
| Vernon                        | 450                                | 689               | 65.3           |
| Woodlawn                      | 403                                | 703               | 57.3           |
| Total MNA<br>Elementary       | 2,853                              | 4,552             | 62.7           |
| Total PSD<br>Elementary       | 10,800                             | 56,605            | 19.07          |
| <u>High Schools</u>           |                                    |                   |                |
| Adams                         | 340                                | 1,559             | 21.8           |
| Grant                         | 320                                | 2,267             | 14.1           |
| Jefferson                     | 423                                | 1,228             | 34.4           |
| Washington                    | 392                                | 1,132             | 34.6           |
| Total MNA<br>High Schools     | 1,475                              | 6,186             | 23.8           |
| Total PSD<br>High Schools     | 3,340                              | 22,705            | 14.71          |

\*Source: Portland Public Schools

TABLE 1-8 TOTAL AND BLACK TEACHERS IN MODEL NEIGHBORHOOD PUBLIC SCHOOLS,  
1971-72\*

| <u>Elementary<br/>Schools</u>            | <u>Total</u> | <u>Black</u> | <u>Percent<br/>Black</u> |
|--|--------------|--------------|--------------------------|
| Boise                                    | 37           | 8            | 21.6                     |
| Eliot                                    | 20           | 4            | 20.0                     |
| Humboldt                                 | 18           | 5            | 27.8                     |
| Irvington                                | 39           | 7            | 17.9                     |
| King                                     | 41           | 14           | 34.1                     |
| Sabin                                    | 38           | 11           | 28.9                     |
| Vernon                                   | 38           | 1            | 2.6                      |
| Woodlawn                                 | 33           | 2            | 6.1                      |
| Total MNA<br>Elementary                  | 264          | 32           | 12.1                     |
| <u>High Schools</u>                      | <u>Total</u> | <u>Black</u> | <u>Percent<br/>Black</u> |
| Adams                                    | 111          | 18           | 16.2                     |
| Grant                                    | 101          | 4            | 4.0                      |
| Jefferson                                | 77           | 14           | 18.2                     |
| Washington                               | 67           | 2            | 3.0                      |
| Total MNA<br>High Schools                | 356          | 38           | 10.7                     |
| Total PSD Elementary<br>and High Schools | 3,500        | 137          | 0.4                      |

\*Source: Portland Public Schools



## ENVIRONMENTAL PROTECTION AND DEVELOPMENT

### Land Use and Zoning

The 36,363 persons living in the MNA live on 2,023 acres zoned for residential use. This gives a density of 18 persons per acre. Three of the planning areas of the MNA approximate the average density for the total area, while Woodlawn has a density of 15.6 persons per acre and Eliot has a density of 22.6 per acre.

As indicated in Table 1-9 below, there is substantial variation in zoning practices in the five planning areas. Residential land in Eliot is zoned A1 and A2.5. Boise-Humboldt has the majority of its residential land zoned A2.5, with only 21 percent zoned R5. More than 60 percent of the land in both Woodlawn and King-Vernon-Sabin is zoned R5, with most of the balance in the two areas zoned A2.5. Irvington has 63 percent of its land zoned R5, 22 percent zoned A1 and 15 percent zoned A2.5.

TABLE 1-9 MNA RESIDENTIAL ZONING (ACRES, 1970)\*

| <u>Planning Area</u> | <u>A0</u> | <u>A1</u> | <u>A2.5</u> | <u>R5</u> | <u>Total</u> |
|----------------------|-----------|-----------|-------------|-----------|--------------|
| Eliot                | --        | 28.1      | 109.6       | --        | 137.7        |
| Boise-Humboldt       | --        | 43.0      | 397.2       | 117.5     | 557.7        |
| Woodlawn             | --        | 12.6      | 136.8       | 253.9     | 403.3        |
| Vernon-King-Sabin    | --        | 13.3      | 130.6       | 317.4     | 461.3        |
| Irvington            | 0.6       | 101.8     | 69.2        | 291.2     | 462.8        |
|                      | 0.6       | 198.8     | 843.4       | 980.0     | 2022.8       |

\* Includes zones with S, P and L designations.  
Source: City Planning Commission

The MNA can accommodate an estimated 55,000 persons within the existing zoning patterns. The City Planning Commission determined the population capacity for each of the planning areas and its figures are presented in Table 1-10.

TABLE 1-10 MNA RESIDENTIAL CAPACITY PERSONS, 1970

| <u>Planning Area</u> | <u>A0</u> | <u>A1</u> | <u>A2.5</u> | <u>R5</u> | <u>Total</u> |
|----------------------|-----------|-----------|-------------|-----------|--------------|
| Eliot                | --        | 2,800     | 1,900       | --        | 4,700        |
| Boise-Humboldt       | --        | 2,900     | 12,500      | 2,100     | 17,500       |
| Woodlawn             | --        | 900       | 4,200       | 4,600     | 9,700        |
| Vernon-King-Sabin    | --        | 1,000     | 3,400       | 5,600     | 10,000       |
| Irvington            | 100       | 6,100     | 2,000       | 4,900     | 13,100       |
|                      | 100       | 13,700    | 24,000      | 17,200    | 55,000       |

In Tables 1-11 and 1-12, it can be seen that school facilities and school site sizes are inadequate. Five of the eight MNA elementary schools have larger enrollments than planned capacity. All eight schools are deficient in the number of school site averages. Source is the Portland City Planning Commission.

TABLE 1-11 SCHOOL CAPACITY AND ENROLLMENTS

| <u>School</u> | <u>Capacity</u> | <u>1969-70 Enrollment</u> | <u>1971-72 Enrollment</u> |
|---------------|-----------------|---------------------------|---------------------------|
| Eliot         | 368             | 220                       | 479                       |
| Boise         | 770             | 685                       | 538                       |
| Humboldt      | 349             | 425                       | 374                       |
| Woodlawn      | 699             | 810                       | 711                       |
| Verron        | 612             | 840                       | 689                       |
| King          | 783             | 810                       | 711                       |
| Sabin         | 561             | 755                       | 619                       |
| Irvington     | 530             | 685                       | 469                       |
|               | <u>4,672</u>    | <u>5,530</u>              | <u>4,590</u>              |

TABLE 1-12 SITE SIZE AND DEFICIENCIES

| <u>School</u> | <u>Acres</u> | <u>Classrooms</u> | <u>Required Acres*</u> | <u>Deficiency</u> |
|---------------|--------------|-------------------|------------------------|-------------------|
| Eliot         | 2.44         | 15                | 3.75                   | 1.31              |
| Boise         | 3.69         | 33                | 8.25                   | 4.56              |
| Humboldt      | 3.27         | 15                | 3.80                   | .53               |
| Woodlawn      | 4.88         | 31                | 7.75                   | 2.67              |
| Vernon        | 3.73         | 25                | 6.25                   | 2.52              |
| King          | 4.97         | 34                | 8.50                   | 3.53              |
| Sabin         | 3.64         | 24                | 6.00                   | 2.36              |
| Irvington     | 2.30         | 25                | 6.25                   | 3.95              |
|               | <u>28.92</u> | <u>202</u>        | <u>50.55</u>           | <u>21.43</u>      |

\*Based on standard of 4 classrooms per acre.

In Table 1-13, it can be seen that all five planning areas have mixed land uses. About 81 percent of the total land in MNA is used for residence and transportation (streets). Only 4.1 percent is vacant. With the exception of Eliot, the land use patterns of the other four planning areas are quite similar to the overall land distribution. Eliot has 27.4 percent of its land use for industrial purposes and 6.4 percent used for commercial purposes.

TABLE 1-13 SUMMARY OF 1970 MNA LAND USE AND ZONING  
AVERAGES BY PLANNING AREA

| Land Use           | Eliot |         | Boise-Humboldt |         | Woodlawn |         | Vernon-King-Sabin |         | Irvington |         | Model Cities |         |
|--------------------|-------|---------|----------------|---------|----------|---------|-------------------|---------|-----------|---------|--------------|---------|
|                    | acres | %       | acres          | %       | acres    | %       | acres             | %       | acres     | %       | acres        | %       |
| Residential        | 112.9 | ( 25.3) | 378.8          | ( 52.7) | 311.5    | ( 56.7) | 337.6             | ( 64.4) | 302.8     | ( 59.1) | 1443.6       | ( 52.5) |
| Single Family      | 100.4 |         | 320.5          |         | 273.7    |         | 317.1             |         | 264.4     |         | 1276.1       |         |
| Mult. Family       | 12.5  |         | 58.3           |         | 37.8     |         | 20.5              |         | 38.4      |         | 167.5        |         |
| Commercial         | 28.5  | ( 6.4)  | 33.4           | ( 4.6)  | 20.2     | ( 3.7)  | 23.1              | ( 4.4)  | 20.5      | ( 4.0)  | 125.7        | ( 4.6)  |
| Industrial         | 122.4 | ( 27.4) | 9.6            | ( 1.3)  | 5.5      | ( 1.0)  | 2.7               | ( 0.5)  | 7.5       | ( 1.5)  | 147.7        | ( 5.4)  |
| Public-Semi-Public | 21.1  | ( 4.7)  | 45.9           | ( 6.4)  | 26.3     | ( 4.8)  | 13.3              | ( 2.5)  | 27.6      | ( 5.4)  | 134.2        | ( 4.9)  |
| Schools            | 2.4   |         | 18.3           |         | 4.9      |         | 12.3              |         | 2.3       |         | 40.2         |         |
| Transportation     | 116.3 | ( 26.1) | 219.9          | ( 30.6) | 167.0    | ( 30.4) | 137.1             | ( 26.2) | 143.4     | ( 28.0) | 783.7        | ( 28.5) |
| Vacant             | 44.9  | ( 10.1) | 30.7           | ( 4.4)  | 18.6     | ( 3.4)  | 10.2              | ( 2.0)  | 10.5      | ( 2.0)  | 114.9        | ( 4.1)  |
|                    | 446.1 | (100.0) | 718.3          | (100.0) | 549.1    | (100.0) | 524.0             | (100.0) | 512.3     | (100.0) | 2749.8       | (100.0) |
| ZONING             |       |         |                |         |          |         |                   |         |           |         |              |         |
| Residential        | 137.7 | ( 30.9) | 557.7          | ( 77.6) | 403.3    | ( 73.4) | 461.1             | ( 88.0) | 462.8     | ( 90.3) | 2022.8       | ( 73.6) |
| R5                 | —     |         | 117.5          |         | 253.9    |         | 317.4             |         | 291.2     |         | 980.0        |         |
| A2.5               | 109.6 |         | 397.2          |         | 136.8    |         | 130.6             |         | 69.2      |         | 843.4        |         |
| A1                 | 28.1  |         | 43.0           |         | 12.6     |         | 13.3              |         | 102.4*    |         | 199.4        |         |
| Commercial         | 7.7   | ( 1.7)  | 48.9           | ( 6.8)  | 16.9     | ( 3.1)  | 37.5              | ( 7.2)  | 17.2      | ( 3.4)  | 123.2        | ( 4.7)  |
| (All C Zones)      |       |         |                |         |          |         |                   |         |           |         |              |         |
| Manufacturing      | 300.7 | ( 67.4) | 111.7          | ( 15.6) | 128.9    | ( 23.5) | 25.4              | ( 4.8)  | 32.3      | ( 6.3)  | 598.8        | ( 21.7) |
| (All M Zones)      |       |         |                |         |          |         |                   |         |           |         |              |         |
|                    | 446.1 | (100.0) | 718.3          | (100.0) | 549.1    | (100.0) | 524.0             | (100.0) | 512.3     | (100.0) | 2749.8       | (100.0) |

\* Includes 0.6 acre of A1 zoned land

Source: Staff survey, Portland City Planning Commission

### Resident Survey

In the 1971 MNA resident survey, households were asked how they would rate their neighborhoods with respect to a number of different features. As can be seen in Table 1-14, the three major neighborhood problems are playground space, traffic noise and traffic safety. Other major problems are air pollution, street cleanliness, landscaping, off-street parking and on-street parking.



TABLE 1-14 MNA RESIDENT RATING OF  
NEIGHBORHOOD FEATURES

| <u>Feature</u>                 | <u>Excellent<br/>(percent)</u> | <u>Good<br/>(percent)</u> | <u>Fair<br/>(percent)</u> | <u>Poor<br/>(percent)</u> | <u>Don't Know<br/>(percent)</u> |
|--------------------------------|--------------------------------|---------------------------|---------------------------|---------------------------|---------------------------------|
| Landscaping                    | 5.0                            | 36.0                      | 37.6                      | 20.8                      | 0.7                             |
| Street lighting                | 10.5                           | 53.9                      | 23.0                      | 12.0                      | 0.5                             |
| Street cleanliness             | 5.3                            | 40.4                      | 31.4                      | 22.8                      | 0.1                             |
| Condition of streets           | 5.4                            | 54.4                      | 28.6                      | 11.1                      | 0.4                             |
| On-street parking              | 4.2                            | 48.3                      | 28.0                      | 17.6                      | 1.9                             |
| Off-street parking             | 4.8                            | 43.4                      | 28.7                      | 19.0                      | 4.1                             |
| Police protection              | 9.5                            | 44.6                      | 23.6                      | 14.1                      | 8.1                             |
| Fire protection                | 12.7                           | 61.8                      | 11.1                      | 1.9                       | 12.5                            |
| Neighborhood spirit            | 7.5                            | 46.1                      | 24.3                      | 14.1                      | 8.0                             |
| Air pollution                  | 3.4                            | 30.6                      | 37.5                      | 24.1                      | 4.3                             |
| General appearance<br>of homes | 4.4                            | 41.0                      | 39.9                      | 14.0                      | 0.8                             |
| Traffic safety                 | 2.4                            | 35.3                      | 30.8                      | 30.3                      | 1.1                             |
| Traffic noise                  | 4.6                            | 32.9                      | 31.9                      | 30.5                      | 0.2                             |
| Noise from neighbors           | 17.2                           | 49.2                      | 21.6                      | 11.6                      | 0.4                             |
| Hazardous buildings            | 24.3                           | 45.7                      | 14.3                      | 12.1                      | 3.6                             |
| General street<br>landscaping  | 5.3                            | 45.1                      | 33.5                      | 14.5                      | 1.5                             |
| Playground space               | 7.0                            | 25.8                      | 20.5                      | 40.3                      | 6.4                             |

## HEALTH

### Environmental Conditions

In the winter of 1971, the Multnomah County Public Health Service conducted a CDC Environmental Survey of the entire county. In conjunction with that survey, various statistics of health problems in the county were compiled. Of all housing units identified in the county, less than 1 percent were classified as "poor" or dilapidated, and less than 15 percent as "fair" or deteriorating. In the census tracts within and overlapping MNA boundaries, there were a total of 16,840 housing units in the survey, of which 201 (1.2%) were classified as "poor". There were 8,098 housing units in the census tracts solely within the MNA boundaries, with 150 "poor" units (1.9%). This data is comparable with the CDC Environmental Survey of the MNA in 1968 by the same agency. At that time 2.1 percent of the housing units were classified as "poor", 61.0 percent as "fair", and 36.9 percent as "good".

In Table 1-15, the high incidence of environmental conditions are related to infant mortality, high disease rates and mortality. Of particular interest is the high incidence of refuse (exposed garbage) and rubble (rubber tires, lumber, etc.) which attract disease-carrying rodents, insects and small animals.

TABLE 1-15 COMPARISON OF SANITATION VIOLATIONS, 1971

| <u>Sanitation Violations</u>   | <u>Violations Based on Percent of Dwelling Units</u> |                                 |                        |
|--------------------------------|--|---------------------------------|------------------------|
|                                | <u>Multnomah County</u>                              | <u>MNA and Surrounding Area</u> | <u>MNA-- Core Area</u> |
| Refuse                         | 8.0  | 12.3                            | 12.8                   |
| Rubble                         | 13.6   | 22.9                            | 30.9                   |
| Burning barrels                | 3.5  | 3.5                             | 4.5                    |
| Abandoned autos                | 1.8  | 1.6                             | 2.7                    |
| Dilapidated sheds              | 1.2  | 2.0                             | 3.7                    |
| Loose dogs                     | 1.0  | 1.9                             | 2.0                    |
| Total number of dwelling units | 200,873  | 16,840                          | 8,098                  |

### Live Births, Illegitimacy and Infant Deaths

As indicated in Table 1-16 there were 9,397 live births in Multnomah County in 1970, for a rate of 16.9 per 1,000 population. There were 1,150 live births for residents in the census tracts within and overlapping the MNA boundaries, for a rate of 17.2 per 1,000 population. For only those census tracts solely within the MNA boundaries, 533 babies were born, which is at a rate of 22.2 per 1,000 population.

In Multnomah County in 1970, there were 1,213 illegitimate live births. This is a rate of 129.1 per 1,000 live births. Approximately one-fourth of these illegitimate births were in the MNA and surrounding area, at a rate of 268.7 per 1,000 live births. And, within the core area of the MNA, there were 211 illegitimate live births at a rate of 395.9 per 1,000 live births.

TABLE 1-16 LIVE AND ILLEGITIMATE LIVE BIRTHS, 1970

|                           | <u>Number<br/>Live Births</u> | <u>Rate per<br/>1,000<br/>Population</u> | <u>Number<br/>Illegitimate<br/>Live Births</u> | <u>Rate per<br/>1,000<br/>Live Births</u> |
|---------------------------|-------------------------------|--|--|---|
| County                    | 9,397                         | 16.9                                     | 1,213  | 129.1                                     |
| City                      | 6,125                         | 16.0                                     | N. A.  | N. A.                                     |
| MNA & Surrounding<br>Area | 1,150                         | 17.2                                     | 309  | 268.7                                     |
| MNA Core Area             | 533                           | 22.2                                     | 211  | 395.9                                     |

Source: State of Oregon Annual Vital Statistics Report

Data pertaining to infant deaths in 1970 is not available at this time for the MNA. However, in 1969 there were 21 infant deaths, 38.0 per 1,000 live births, for the core census tracts of MNA. This rate is almost twice the infant death rate of 20.8 per 1,000 live births for the City of Portland in the same year. It appears that the infant mortality rate has increased since 1967. At that time, the rate per 1,000 live births for the MNA and surrounding area was 24.5 and for the core area of MNA was 25.4 per 1,000 live births.

With legalization of abortions, there has been a substantial increase in the number of abortions performed in hospitals. For Multnomah County in 1970, there were 3,615 therapeutic abortions performed, at a rate of 384.7 per 1,000 live births. Unfortunately, there is no data available for the MNA. However, on the basis of the high birth and illegitimate birth rate, it is a reasonable assumption that there is a corresponding high rate.



### Deaths

There were 6,163 deaths in Multnomah County in 1970. This represents a death rate of 11.1 per 1,000 population. In the MNA and surrounding area, there were 822 deaths at a rate of 12.3 per 1,000 population for the same time period. And, in the MNA core area there were 310 deaths at a rate of 12.9 per 1,000 population. Comparisons are shown in Table 1-17.

TABLE 1-17 TOTAL DEATHS, 1970

|                           | <u>Number<br/>Deaths</u> | <u>Death Rate per<br/>1,000 Population</u> |
|---------------------------|--------------------------|--|
| County                    | 6,163                    | 11.1                                       |
| City                      | 4,639                    | 12.1                                       |
| MNA & Surrounding<br>Area | 822                      | 12.3                                       |
| MNA Core Area             | 310                      | 12.9                                       |

Source: State of Oregon Annual Vital Statistics Report

### Venereal Disease

There were a total of 79 syphilis cases reported in Multnomah County in 1970; 7 of the cases were reported from the MNA core area. Of 3,879 gonorrhea cases reported for the total county, 1,140 were reported from census tracts within and overlapping the MNA boundaries, and 861 of these gonorrhea cases were reported from census tracts comprising the core area of MNA. The gonorrhea rate per 100,000 population is 696.8 for the County. The rate of gonorrhea per 100,000 population for the MNA core area ranges from a low of 1,982 to a high of 4,214, with the rate for the total MNA core census tracts at 3,823 per 100,000 population.

### Tuberculosis

There was a total of 1,945 tuberculosis cases followed by the Multnomah County Public Health Service in 1970 for the entire county. There were 436 new cases reported during that year for the county. For the census tracts within and overlapping the MNA boundaries, there was a total of 286 tuberculosis cases and 40 new cases during 1970. With less than 8 percent of the county's population, this area had 14.7 percent of all tuberculosis and 9.2 percent of the new tuberculosis cases. For the core area of MNA, there was a total of 212 tuberculosis cases handled in 1970 with 35 new cases reported. With approximately 6 percent of the county's population, this core area of MNA accounted for 10.9 percent of tuberculosis cases and 8.0 percent of all new cases reported.

## Mental Retardation

The City-wide estimate for Portland indicates that 10,000 persons suffer mild to severe mental retardation; 15.7 percent of these are located in the MNA, which represents 9.5 percent of the total City population. The eight educational facilities of the MNA offer special classes to the classified retardates; four centers in metropolitan Portland have programs designed to train and care for the educable retardates.

The National Association of Retarded Children estimates that retardation is 75 percent higher in ghetto areas and among minority groups. It is a well known fact that poverty in America is one of the most significant causes of mental retardation. The poor, and particularly the black poor, endure the tragedy of mental retardation because of their poverty to a much greater degree than any other socio-economic class.

## MNA Resident Survey

Each household in the survey was asked if the family had a family doctor and dentist. Almost two-thirds of the households (65.7%) indicated they did have a family doctor. A somewhat smaller percentage (56.0%) stated the family had a regular dentist.

The largest percentage of families (44.4%) indicated that they go to a private physician or private medical clinic when someone in the household feels ill. The next largest percentage (18.0%) stated they "treat at home". Slightly over 15 percent of the households indicated they would go to a hospital clinic or emergency room for medical attention. Almost 8 percent indicated they would use one of the county or state medical facilities or services available in the City.

Slightly more than one-third of the households with the head or spouse of head employed stated that the main wage earner missed work due to illness during the past year. Of those indicating lost work from illness, 51.6 percent stated that 1 to 6 work days were lost; 19.8 percent lost 7 to 20 days of work; and 28.7 lost more than one month of working days. Unfortunately, it is not possible to report a detailed analysis of the illnesses which resulted in such a large percentage of persons missing work. However, the high percentage of persons losing work due to illness, and the high percentage off work for more than 20 working days, is indicative of serious health problems in the MNA.

Possibly indicative of serious health problems in the MNA is the high percentage of persons who have seen a doctor during the past three months. Slightly more than two-thirds of the households indicated that one or more persons had seen a doctor within the past three months, while only 11.8 percent had not seen a doctor in more than a year. Data is now being analyzed to determine the reason for visits to a doctor and severity of condition.

In contrast, MNA families visit their dentists much less frequently than their doctors. Only one-third of the households indicated a family member had seen a dentist within the past three months, another third had last

seen their dentist between three months and one year, and another third had not seen a dentist in over a year. This is certainly indicative of poor dental health since data presented in the Second Action Year plan indicated severe dental problems among MNA children, particularly blacks.



## HOUSING

### Housing Conditions

In the winter of 1971 the Multnomah County Public Health Service conducted a CDA Environmental Survey of the entire county. Of all housing units identified in the county, less than 1 percent were classified as "poor" or dilapidated, and less than 15 percent as "fair" or deteriorating. In census tracts within and overlapping MNA boundaries, there were a total of 16,840 housing units in the survey, of which 201 (1.2%) were classified as "poor". There were 8,098 housing units in the census tracts solely within MNA boundaries, with 150 "poor" units (1.9%). This data is comparable with the CDC Environmental Survey of the MNA in 1968 by the same agency. At that time 2.1 percent of the housing units were classified as "poor", 61.0 percent as "fair" and 36.9 percent "good".

In the 1971 MNA resident survey, households were asked if they had any problems with several types of housing complaints. As shown in Table 1-18 the most frequently mentioned types of housing condition problems were: exterior paint, plumbing, windows and doors, rodents and insects, electrical wiring, interior paint, and porches and outside stairs. Unfortunately the number of households indicating multiple problems is not known at this time; however, a "sight check" of a sample of questionnaires indicates that most households listing a problem mentioned more than one.

According to the Portland City Planning Commission's Comprehensive Development Plan for the Model Cities Program, the percentage of substandard housing in the MNA increased from 33 percent in 1960 to almost 50 percent in 1970.

TABLE 1-18 PERCENTAGE OF MNA HOUSEHOLDS INDICATING  
HOUSING PROBLEMS

| Type of Problem             | Major Problem<br>(percent) | Minor Problem<br>(percent) | No Problem<br>(percent) |
|-----------------------------|----------------------------|----------------------------|-------------------------|
| Rodents, insects            | 5.8                        | 12.4                       | 81.6                    |
| Soot                        | 1.8                        | 5.1                        | 92.8                    |
| Interior painting, plaster  | 4.7                        | 12.3                       | 82.9                    |
| Plumbing                    | 7.4                        | 15.7                       | 76.7                    |
| Wiring                      | 6.9                        | 10.3                       | 82.2                    |
| Kitchen equipment           | 3.0                        | 6.3                        | 90.6                    |
| Windows and doors           | 6.0                        | 12.6                       | 81.3                    |
| Roof                        | 5.7                        | 6.9                        | 87.3                    |
| Interior floors, walls      | 3.8                        | 9.7                        | 86.4                    |
| Porches and exterior stairs | 5.4                        | 10.8                       | 83.7                    |
| Foundation                  | 3.4                        | 4.7                        | 91.3                    |
| Exterior walls, siding      | 4.6                        | 9.3                        | 86.0                    |
| Furnace                     | 5.4                        | 6.5                        | 87.4                    |
| Hot water heater            | 2.4                        | 4.7                        | 92.7                    |
| Exterior painting           | 9.6                        | 16.8                       | 73.3                    |

### Overcrowding

The 1970 census identified overcrowding (more than one person per room) in 6.1 percent of the housing units in the MNA. A more severe overcrowding condition was indicated in the MNA resident survey in 1971. Overcrowded living conditions were reported in 14.4 percent of the households. One possible explanation for the increased overcrowding is the sharing of dwelling units in times of high unemployment, particularly by low income and minority group families. Table 1-19 illustrates this comparison.

TABLE 1-19 OCCUPIED HOUSING UNITS,  
PERSONS PER ROOM

| <u>Number of Persons<br/>Per Room</u> | <u>1970 Census<br/>(percent)</u> | <u>1971 MNA Survey<br/>(percent)</u> |
|---------------------------------------|----------------------------------|--------------------------------------|
| 1.00 or less                          | 93.9                             | 85.6                                 |
| 1.01 - 1.50                           | 4.6                              | 12.7                                 |
| 1.50 or more                          | 1.5                              | 1.7                                  |

### Public Housing

The Housing Authority of Portland reports that 154 (12%) of the 1,281 dwelling units owned by the Housing Authority are in the MNA. Of 800 houses leased by the Housing Authority, 280 (35%) are in the MNA; of 900 apartments leased, 100 (11%) are in the MNA.

Most residents of the MNA are aware of HAP, with only 13 percent indicating in the 1971 MNA resident survey that they had never heard of the agency. About 69 percent said they had heard of the agency, but never used its services, and 6.8 percent responded that they had contacted the agency at some time.

### Desired Housing Tenure

The 1970 census reported 6,829 owner occupied housing units, or 52.9 percent of all occupied units. Residents were queried about their desired housing tenure in the 1971 MNA resident survey. Table 1-20 indicates that 80.3 percent of the household units in the MNA would prefer to own a house or apartment, and 19.7 percent would prefer to rent either a house or apartment.

TABLE 1-20 DESIRED HOUSING TENURE OF MNA RESIDENTS

| <u>Desired Type of Housing</u> | <u>Percent</u> |
|--------------------------------|----------------|
| Rent an apartment              | 11.7           |
| Rent a house                   | 8.0            |
| Own an apartment               | 6.1            |
| Own a house                    | 74.2           |

### Residential Mobility Expectations

Residents were asked in the 1971 MNA resident survey about their chances of moving in the next year or so. Almost 10 percent of the households responded that they are "definitely planning" on moving, and another 12 percent said there was a "good chance" they would move. The largest majority, 61.8 percent, said they definitely plan on staying in their present residence. Table 1-21 illustrates resident mobility expectations.

TABLE 1-21 RESIDENTIAL MOBILITY EXPECTATIONS OF  
MNA RESIDENTS

| <u>Chance of Moving</u> | <u>Percent</u> |
|-------------------------|----------------|
| No chance               | 61.8           |
| Fair chance             | 12.9           |
| Good chance             | 11.9           |
| Definitely plan         | 9.4            |
| Don't know              | 4.0            |

### Housing Discrimination

Two questions pertaining to housing discrimination were asked in the MNA resident survey. Almost 16 percent of all households responding indicated they had been told a dwelling unit was no longer available for rent or sale when it actually was. And almost 12 percent of the households indicated they had been discouraged from renting or buying a house by a landlord or realtor. Unfortunately it was not possible to correlate these questions with the race of the respondent at this time; however, it may be safely assumed that most of those experiencing discrimination in housing are blacks.

### Housing Search Methods

Residents were asked how they go about looking for houses or apartments. The most frequently mentioned methods of looking for a place to live were look in the newspaper, contact a real estate agent or simply drive around the neighborhood. When asked about the need for a housing service office where people could go to find help in locating a place to rent or buy, 42.9 percent of the households stated there was a great need for this type of service, and 34.8 percent said there was somewhat of a need.



# MANPOWER & JOB DEVELOPMENT

## Unemployment

The employment data shown in Table 1-22 is taken from the "Annual Manpower Planning Report for the Portland Area," January 1972, prepared by the Oregon State Employment Service. Consistent with national data is that the unemployment rate for all groups was higher in 1971 than 1960 and that unemployment was about twice as high for non-whites as whites regardless of sex. However, one finding of interest is that the 1971 unemployment rate for whites, both male and female, in the MNA is lower than for the city as a whole. It is assumed that this situation can be accounted for by a rather large number of white residents employed in white-collar occupations on the eastern boundary of the MNA.

TABLE 1-22 EMPLOYMENT COMPARISONS,  
1960 VERSUS 1971

|   | City of Portland |         | Model Neighborhood |        |
|---|------------------|---------|--------------------|--------|
|   | 1960             | 1971    | 1960               | 1971   |
| Total Civilian Labor Force              | 158,324          | 185,000 | 17,062             | 18,500 |
| Employed                                | 149,942          | 173,400 | 15,930             | 17,100 |
| Unemployed                              | 8,382            | 11,600  | 1,132              | 1,400  |
| Unemployed Rate                         | 5.3%             | 6.3%    | 6.6%               | 7.6%   |
| White Males in Civilian Labor Force     | 92,690           | 108,220 | 7,597              | 7,310  |
| Employed                                | 87,488           | 101,960 | 7,216              | 6,920  |
| Unemployed                              | 5,202            | 6,260   | 381                | 390    |
| Unemployed Rate                         | 5.6%             | 5.8%    | 5.0%               | 5.3%   |
| Non-White Males in Civilian Labor Force | 5,031            | 8,280   | 2,813              | 4,390  |
| Employed                                | 4,454            | 7,440   | 2,462              | 3,930  |
| Unemployed                              | 577              | 840     | 351                | 460    |
| Unemployed Rate                         | 11.5%            | 10.1%   | 12.5%              | 10.5%  |
| Total Females in Civilian Labor Force   | 60,603           | 68,500  | 6,652              | 6,800  |

TABLE 1-22 CONTINUED

|   | City of Portland |        | Model Neighborhood |       |
|---|------------------|--------|--------------------|-------|
|   | 1960             | 1971   | 1960               | 1971  |
| Employed                                  | 58,000           | 64,000 | 6,252              | 6,250 |
| Unemployed                                | 2,603            | 4,500  | 400                | 550   |
| Unemployed Rates                          | 4.3%             | 6.6%   | 6.0%               | 8.1%  |
| White Females in Civilian Labor Force     | 57,781           | 63,430 | 4,989              | 4,010 |
| Employed                                  | 55,389           | 59,480 | 4,757              | 3,780 |
| Unemployed                                | 2,392            | 3,950  | 232                | 230   |
| Unemployed Rate                           | 4.1%             | 6.2%   | 4.7%               | 5.7%  |
| Non-White Females in Civilian Labor Force | 2,822            | 5,070  | 1,663              | 2,790 |
| Employed                                  | 2,611            | 4,520  | 1,495              | 2,470 |
| Unemployed                                | 211              | 550    | 168                | 320   |
| Unemployed Rate                           | 7.5%             | 10.9%  | 10.1%              | 11.5% |

### Universe of Need for Manpower Services

The OSES report projects a "universe of need for manpower services," which represents the estimated number of persons who may need employment assistance in the coming year. "Included within the universe of need are estimates of the disadvantaged, the poor, those persons in near-poverty circumstances, and non-poor individuals who are likely to be either unemployed or underemployed at some time during the course of the coming fiscal year." The universe of need projected for the Portland MNA in 1973 is detailed in Table 1-23.

TABLE 1-23 UNIVERSE OF NEED FOR MANPOWER SERVICES FOR FISCAL YEAR 1973 AND UNEMPLOYED AND UNDEREMPLOYED DISADVANTAGED

|                           | <u>Persons in MNA</u> |
|---------------------------|-----------------------|
| I. Total Universe of Need | 9,100                 |
| A. Poor                   | 2,800                 |
| (1) Disadvantaged         | 2,400                 |
| (2) Other poor            | 400                   |
| B. Non-poor               | 6,300                 |
| (1) Near poverty          | 2,000                 |
| (2) All other non-poor    | 4,300                 |

TABLE 1-23 CONTINUED

|   | <u>Persons in MNA</u> |
|---|-----------------------|
| II. Unemployed or Underutilized Disadvantaged                   | 2,400                 |
| A. Unemployed   | 200                   |
| B. Underutilized  | 2,200                 |
| (1) Employed part-time for economic reasons                     | 100                   |
| (2) Employed full-time, family income at or below poverty level | 1,000                 |
| (3) Not in labor force but should be                            | 1,100                 |

Job Opportunities

The OSES report quoted above also reported the number of job openings by occupation and by major industries for the Portland SMSA area as of November 1971. It also reported the number of job openings with wages below the prevailing scale. This data is shown in Table 1-24 below. The largest number of job openings were in the professional, technical and sales, and service (not private household) occupational classifications and in the wholesale and retail trade, service and government industries.

TABLE 1-24 JOB OPENINGS BY OCCUPATION

|                                     | <u>Total Job Openings</u> | <u>Number Below Prevailing Scale</u> |
|-------------------------------------|---------------------------|--------------------------------------|
| Total                               | 2,058                     | 220                                  |
| Professional, technical, managerial | 329                       | 10                                   |
| Clerical and sales                  | 923                       | 151                                  |
| Service (except private household)  | 369                       | 18                                   |
| Processing occupations              | 5                         | 0                                    |
| Machine trades                      | 49                        | 3                                    |
| Bench work occupations              | 155                       | 12                                   |
| Structural work                     | 65                        | 26                                   |
| Misc. occupations                   | 163                       | 0                                    |
| Total Manufacturing                 | 232                       | 16                                   |
| Durable goods                       | 90                        | 15                                   |
| Non-durable goods                   | 142                       | 1                                    |
| Total Non-manufacturing             | 1,826                     | 204                                  |
| Contract construction               | 24                        | 0                                    |
| Trans., comm., utilities            | 19                        | 0                                    |
| Trade                               | 765                       | 126                                  |
| Finance, insurance, realty          | 153                       | 5                                    |
| Service and miscellaneous           | 409                       | 26                                   |
| Government                          | 456                       | 47                                   |



## Income Levels

Table 1-25 shows the results of two MNA resident surveys, one in 1968 and the latest in 1971, with respect to income levels.

TABLE 1-25 MNA INCOME LEVEL

| <u>Income Levels</u> | 1968 Survey                        | 1971 Survey                        |   |
|----------------------|------------------------------------|------------------------------------|---|
|                      | <u>Family Income<br/>(percent)</u> | <u>Family Income<br/>(percent)</u> | <u>Head of Household<br/>Income (percent)</u> |
| Under \$2,000        | 13.2                               | 12.1                               | 17.7  |
| \$2,000-2,999        | 8.2                                | 12.3                               | 13.2  |
| \$3,000-3,999        | 9.6                                | 12.0                               | 12.4  |
| \$4,000-4,999        | 11.8                               | 8.1                                | 7.9   |
| \$5,000-5,999        | 13.3                               | 7.0                                | 7.3   |
| \$6,000-6,999        | 11.6                               | 6.1                                | 7.0   |
| \$7,000-7,999        | 9.2                                | 7.9                                | 7.9   |
| \$8,000-9,999        | 12.5                               | 14.4                               | 13.8  |
| \$10,000 and over    | 10.6                               | 20.1                               | 12.8  |
| Total                | 100.0                              | 100.0                              | 100.0   |
| Median               | \$5,541                            | \$5,785                            | \$4,847                                       |

Although the income distribution in the 1971 survey may indicate a biased sample, it may also reflect: 1) higher unemployment rates in 1971 than in 1968; 2) increased number of wives in the labor force; 3) an exodus of "middle-income" families, particularly white families; or 4) disproportionate increase in incomes for high income occupations during the past three years.

### MNA Resident Survey

Residents were asked what their occupational expectations were two years from now. Of those employed, 32.0 percent said they expected to have a "better job", 58.8 percent said the "same kind of job", and only 1.2 percent thought they would have a "worse job".

How one goes about finding a job is particularly important in areas of high unemployment or times of scarce jobs. Residents were asked how they would go about looking for work. The most frequent responses were look in the newspaper, Oregon State Employment Service and personally contact firms.

In another section of the interview, the residents were asked about their knowledge and use of OSES. Over 90 percent of the residents indicated they had heard of OSES. Slightly over 50 percent had heard of, but not used the agency. Of those having contacted the agency, 74.6 percent indicated they were satisfied with the services received.

Job discrimination is a crucial issue for blacks and other minority groups-- particularly when their unemployment rates run twice as high for whites. In the survey, residents were asked if they had ever been told a job was no longer available when they knew it actually was, and if they had ever been discouraged from taking a position by an employer. About 20 percent of all respondents indicated they had been told a job was no longer available when it really was, and 15.1 percent said that an employer had tried to discourage them from taking a job. Unfortunately analysis of the responses with respect to the race of the respondent is not available at this time; however, it can be definitely expected that a large percentage of those indicating either of these types of job discrimination are black or other minority group MNA residents.

Persons who indicated they were unemployed and looking for work were queried as to the length of time they had been seeking a job. Almost 30 percent (28.7%) had been seeking work for less than one month, 23.4 percent had been looking for work for one to two months; 23.4 percent for three to five months; 14.7 percent for six months to one year; and 10.4 percent of those unemployed and looking had been seeking for more than one year.

When asked about how many persons are unemployed in their neighborhood, about a third (31.5%) of the residents indicate there are more unemployed than usual; another third (32.2%) say it is the same, and only 7.7 percent say there are fewer unemployed now than usual. The remaining 28.4 percent did not know.

## RECREATION AND CULTURE

### Park Bureau Facilities

The City of Portland's Bureau of Parks maintains four parks in the MNA. These parks are fairly evenly distributed in the MNA with one in each quadrant.

The Park Bureau operates one recreation center in the MNA, located in the Eliot planning area. There were approximately 65,000 visitors to the recreation center last year.

The Park Bureau operates two swimming pools in the area, one at the Matt Dishman Center and one at Woodlawn School. There were 6,577 persons who used the Matt Dishman swimming pool last year and 2,800 persons who used the swimming pool at the Woodlawn School.

### Service Organization Facilities

Several service organizations are operating in the Model Neighborhood area to provide recreation and cultural experiences for the youth. All organizations other than the Park Bureau operate from funds received directly from services provided for from charity sources. With limited private funding sources and low income participants, these organizations are limited in the amount of services that can be provided.

The YMCA provides swimming, youth clubs, camping, sports, etc. A new project for potential delinquents has been mini-bike (engine-powered) riding, maintenance and general responsibility associated with an engine-powered machine. This program is operated in conjunction with the local schools. Several other projects geared toward fatherless boys and problem youth have been planned, but cannot be executed due to lack of funds.

The Salvation Army operates two youth centers, Red Shield Youth Clubs, within the MNA. Planning is under way for a new youth center in the Dekum Street area.

A Boy Scout group has operated for many years in the neighborhood. Currently there are 23 units with approximately 300 boys in Boy Scouts. The Cub Scout program also has a membership of approximately 300 younger boys.

Approximately 100 girls and 25 adults are distributed among 6 Girl Scout troops. The primary program thrust is community service, career exploration for older girls and interpersonal relationships with people and things in the community of life.

### MNA Resident Survey

In the MNA resident survey, the recreational facilities most frequently mentioned as needed in the area were: parks and picnic grounds, swimming pools, tennis courts, basketball courts and a gymnasium.

In Table 1-26 are the percentages of respondents who indicated they use recreational and cultural facilities which are outside the MNA. More than



half of the residents never go to downtown Portland to go to movies, go to OMSI or go to events at the Civic Auditorium. About one-fourth attend these cultural facilities seldom, and about one-fifth attend these facilities sometimes or often. The most frequently attended cultural facility of the choices offered was the zoo. More than one-third of the respondents indicated their families go to the zoo either never or seldom. Slightly less than one-fourth of the residents go sometimes, and only 5.7 percent go often.

TABLE 1-26 ATTENDANCE AT RECREATIONAL AND CULTURAL FACILITIES OUTSIDE OF MODEL NEIGHBORHOOD

| <u>Type of Facilities</u> | <u>Often<br/>(percent)</u> | <u>Sometimes<br/>(percent)</u> | <u>Seldom<br/>(percent)</u> | <u>Never<br/>(percent)</u> |
|---------------------------|----------------------------|--------------------------------|-----------------------------|----------------------------|
| Go to Movies              | 5.5                        | 12.7                           | 24.9                        | 56.6                       |
| Go to OMSI                | 3.7                        | 15.6                           | 26.5                        | 53.8                       |
| Go to Civic Auditorium    | 4.1                        | 17.7                           | 25.6                        | 52.3                       |
| Go to Zoo                 | 5.7                        | 23.4                           | 35.4                        | 35.3                       |

## RELOCATION

### Code Enforcement

According to a Multnomah County Department Public Health Service-CDC Environmental survey in the winter of 1971, there were 201 dilapidated housing units in census tracts within or overlapping MNA boundaries. This was 1.2 percent of all 16,840 housing units identified in the 15 census tracts. For the eight census tracts entirely within the MNA, there were 150 dilapidated housing units, or 1.9 percent of the 8,098 housing units in these census tracts.

Assuming these dilapidated housing units have serious code violations or are hazardous to the health and safety of the occupants, this number could be taken as a conservative estimate of the amount of relocation which could be generated in one year by a code enforcement program.

## SOCIAL SERVICES

### Senior Adults

According to the 1970 census, there were 4,938 persons 65 years old or over in the MNA. Of this number, there were 3,974 (80.5%) white persons and 964 (19.5%) black persons in this age group.

The senior adults in the MNA are either heads of families or living alone. In 1970, 1,601 elderly persons were heads of families, 877 were wives of heads, 1,306 were female primary individuals and 429 were male primary individuals. Table 1-27 indicates the number and percentage distribution of persons 65 years and over by household relationship.

In the MNA resident survey taken in the fall of 1971, 46.0 percent of the respondents indicated that there was a great need for a senior adult service center in the Model Neighborhood, and 35.3 percent indicated there was some need for this center.

In the same survey, when asked about the kind of treatment older people receive from businesses and government agencies, 46.4 percent of the respondents indicated that older people receive about average treatment, 34.4 percent said they receive poor treatment and 9.7 percent said they receive better treatment.

### Child Care

When residents are asked what kind of babysitting-child care services are used, the overwhelming majority of families in the MNA indicated they utilize non-professional babysitting services. Of the families responding, 23.1 percent indicate they have a friend, neighbor or relative take care of the children while the parents are away; 11.4 percent use an older household adult to take care of the children; and 15.6 percent have an older child in the family take care of the younger children. Another 17.4 percent indicated that they have a paid babysitter come into the house to care for the children when the parents are away.

Of MNA families with children, only 53.8 percent knew of day care facilities in the MNA. Only about 11.3 percent of the families with children use these day care facilities.

The Metropolitan 4-C Council operates several day care services in the MNA as part of the Model Cities Program. Approximately 200 MNA children are cared for in the day care center program operated by 4-C. An average of 160 children from 120 families receive day care services in the Family Day-and-Night Day Care program. In the public schools, approximately 1200 MNA children attend the Supervisory Day Care Centers in the schools in the morning and afternoon while parents are not at home. An estimated monthly average of 120 MNA children are cared for at the Emergency Day Care Center operated by 4-C in the Multi-Service Center.

There are three private day care facilities operating in the MNA. The Volunteers of America Day Care program also has a number of homes in the MNA in which children receive day care services similar to those of the 4-C Family Day-and-Night Day Care program.



TABLE 1-27 POPULATION 65 AND OVER BY  
HOUSEHOLD RELATIONSHIP

| HOUSEHOLD<br>RELATION-<br>SHIP | MODEL CITIES |       | CITY OF PORTLAND |       |
|--------------------------------|--------------|-------|------------------|-------|
|                                | PERSONS      | %     | PERSONS          | %     |
| Head of Fam.                   | 1,601        | 32.39 | 17,475           | 30.83 |
| Wife of Head                   | 877          | 17.74 | 10,486           | 18.50 |
| OFM                            | 465          | 9.41  | 4,350            | 7.67  |
| MPI                            | 429          | 8.68  | 4,728            | 8.34  |
| FPI                            | 1,306        | 26.42 | 15,693           | 27.69 |
| NR                             | 159          | 3.21  | 1,147            | 2.02  |
| I                              | 64           | 1.29  | 2,199            | 3.87  |
| OGQ                            | 42           | 0.84  | 604              | 1.06  |
| TOTAL                          | 4,943        | 99.98 | 56,682           | 99.98 |

## Family Counseling

In the MNA resident survey in 1971, residents were asked about the need for family counseling services in the MNA. Forty-one percent of the respondents indicated that family counseling is greatly needed, and 40.1 percent indicated that it is somewhat needed. Only 12.0 percent indicated that it was not needed, with 6.9 percent not knowing of a need.

While the need is recognized, approximately a third of the residents had not heard of the Family Counseling Service (an agency outside the MNA). About 60 percent had heard of the agency, but had never contacted it. Approximately 4 percent of the MNA families had used the services of the agency.

## Welfare

The Portland Model Neighborhood has a disproportionate number of its individuals and families receiving public assistance from the Multnomah County Welfare Department. According to the 1970 census, there were 142,460 families in the county, of which 8,701 resided in the MNA. Approximately 9,750 families in the county (6.8 percent of total county families) and 2,296 families in the MNA (26.4 percent of MNA families) received monthly ADC support, from the Welfare Department in 1971. Looking at the number of families receiving ADC funds, MNA families account for 23.5 percent of the total. Insofar as other data indicates high unemployment rates among black families, and a large percentage of black MNA Juvenile Department referrals indicate their families are dependent on public assistance, it is reasonable to project that the largest group of MNA families receiving ADC funds are black.

There is no data available indicating the number of children in families receiving ADC funds. However, if we assume that the MNA ADC families have the same average number of children per family as ADC families in the county, then there are an estimated 7,806 children from families receiving ADC funds.

Table 1-28 demonstrates the disproportionate number of MNA individuals receiving public assistance on a monthly average basis for 1971. While the MNA accounts for less than 6.8 percent of population in Multnomah County, 20.0 percent of the total individuals receiving county welfare funds reside in the MNA.

TABLE 1-28 NUMBER OF WELFARE RECIPIENTS FOR MULTNOMAH COUNTY  
AND THE MODEL NEIGHBORHOOD 1971 MONTHLY AVERAGES

| <u>Type of Program</u> | <u>Number in<br/>County</u> | <u>Number in<br/>MNA</u> | <u>MNA percent of<br/>County</u> |
|------------------------|-----------------------------|--------------------------|----------------------------------|
| General Assistance     | 1,422                       | 354                      | 24.9                             |
| Aid to Blind           | 235                         | 42                       | 17.9                             |
| Aid to Disabled        | 3,220                       | 697                      | 21.6                             |
| Old Age Assistance     | 2,611                       | 407                      | 15.6                             |
| TOTAL                  | 7,488                       | 1,501                    | 20.0                             |

\*Source: State of Oregon Welfare Division

### Food Assistance Programs

In the MNA resident survey of 1971, approximately 30.0 percent of the respondents indicated they had used the Food Stamp program since it started.

### Legal Aid Services

According to the response obtained in the 1971 MNA resident survey, approximately 17 percent of the MNA households have used Legal Aid services since the program was started. Of those having used the services, 73.3 percent were satisfied, and 26.7 percent were dissatisfied.

In the same survey, when residents were asked of the need for Legal Aid services in the MNA, 55.3 percent said such service was greatly needed and 30.5 percent said it was somewhat needed.

### Consumer Protection

In the MNA resident survey of 1971, residents were asked several questions concerning their consumer behavior and attitudes. Most residents indicated they pay cash for their goods and services. Items most frequently mentioned as purchased on credit or contract were automobiles, furniture and appliances.

When asked to compare the prices and services available in the MNA with those in stores in other parts of town, the majority of the residents indicated the prices and services were about the same. However, there were a larger number of persons who thought the prices were higher and the services worse in the MNA than those who thought the prices were lower and services better. These results are shown in Table 1-29.

TABLE 1-29 PRICE AND SERVICES COMPARISON,  
MNA VERSUS OTHER

| <u>Comparison by<br/>MNA Residents</u> | <u>Less<br/>(percent)</u> | <u>Same<br/>(percent)</u> | <u>More<br/>(percent)</u> |
|--|---------------------------|---------------------------|---------------------------|
| Prices, MNA versus<br>other areas      | 4.5                       | 62.8                      | 32.7                      |
| Services, MNA versus<br>other areas    | <u>Better</u><br>8.5      | <u>Same</u><br>74.6       | <u>Worse</u><br>16.8      |

Residents were also asked whether they had had any problems shopping in recent months. Approximately 19 percent indicated they had had some kind of trouble in recent months. The types of problems most frequently mentioned were being sold defective merchandise, receiving poor service and being overcharged.



## TRANSPORTATION AND COMMUNICATION

Evaluation of existing public transit serving the Model Neighborhood reveals that the area is well served as far as access to the Central Business District (CBD) and other close-in areas. There are four existing north-south routes serving the area and virtually every resident is within 1/4 mile of one of these routes. This represents a high level of coverage. As with any public transit system, transfers are required in order to fully utilize the system to reach other areas of the city since service is focused upon access to the CBD. In Portland, this problem is less acute than in many cities of larger physical dimension and with less relative concentration in the central areas.

The following is quoted from the Transportation Study of December 1970 prepared for the Portland Model Cities Program:

"In July, 1970, the Model Cities Agency conducted a house interview which included 2473 usable interviews. This interview included seven transportation-related questions prepared by the consultants. The questions asked and their tabulated responses are as follows:

Question 1: How many cars does your family have which are in working order?

|           |                 |       |
|-----------|-----------------|-------|
| 0         | 475 (derived *) | 19.2% |
| 1         | 1,152           | 46.6% |
| 2         | 709             | 28.7% |
| 3         | 114             | 4.6%  |
| 4 or more | 23              | 0.9%  |

\* Total families in survey minus those indicating cars.

Question 2: How many of these cars are used by your family to get to work?

|           |                 |
|-----------|-----------------|
| 0         | 171 (derived *) |
| 1         | 1,288           |
| 2         | 477             |
| 3         | 52              |
| 4 or more | 10              |

\* Total number families with cars minus total indicating auto used for work.

Question 3: How many people in your family have a valid driver's license?

|           |                 |
|-----------|-----------------|
| 0         | 406 (derived *) |
| 1         | 629             |
| 2         | 996             |
| 3         | 342             |
| 4 or more | 100             |

\* Total number families in survey minus those indicating license.

Question 4: How often do members of your family use buses and for what purpose?

|              | <u>Daily</u> | <u>Frequently</u> | <u>Seldom</u> | <u>Never*</u> | <u>Never %</u> |
|--------------|--------------|-------------------|---------------|---------------|----------------|
| Work         | 545          | 208               | 255           | 1,465         | 59.4%          |
| Visit Dr/Hos | 326          | 191               | 37            | 1,919         | 77.5%          |
| Welfare Dept | 198          | 93                | 24            | 2,158         | 83.2%          |
| Shopping     | 523          | 309               | 65            | 1,576         | 63.7%          |
| Rec/Enter.   | 274          | 136               | 21            | 2,042         | 82.6%          |
| Other        | --           | --                | --            | --            |                |

\* Derived - Total families minus indicated users.

Question 5: If answers are "seldom" or "never," indicate why.

|                          |             |
|--------------------------|-------------|
| 1) No need               | 1,651       |
| 2) Too expensive         | 104         |
| 3) Bad route             | 47          |
| 4) Bad schedule          | 58          |
| 5) Not readily available | 70          |
| 6) Other                 | No response |

Question 6: How often do members of your family use taxis and for what purpose?

|              | <u>Daily</u> | <u>Frequently</u> | <u>Seldom</u> | <u>Never *</u> |
|--------------|--------------|-------------------|---------------|----------------|
| Work         | 449          | 54                | 10            | 1,960          |
| Visit Dr/Hos | 369          | 80                | 5             | 2,019          |
| Welfare      | 369          | 80                | 5             | 2,019          |
| Shopping     | 179          | 28                | 3             | 2,263          |
| Rec/Enter.   | 236          | 73                | 7             | 2,157          |

\* Derived - Total families minus indicated users.

Question 7: If answers are "seldom" or "never," indicate why.

|                          |             |
|--------------------------|-------------|
| 1) No need               | 1,791       |
| 2) Too expensive         | 592         |
| 3) Not readily available | 47          |
| 4) Other                 | No response |

Questions 4 and 5 are particularly interesting with respect to bus service. Of those families indicating that they never use transit (60-80% depending upon purpose), only a very small number indicated service (or cost) as a reason. On the basis of this response and analysis of the schedules and routes, it would appear that existing transit is providing a reasonable service to the majority of the Model Neighborhood residents traveling to points in or near the central areas of Portland."

Communication facilities appear to be adequate at this time.



## PROGRAM OBJECTIVES

Program objectives have been revised for Third Action Year based on the following:

1. Project experience in First and Second Action Years
2. Existing and probable levels of both federal and no-federal resources
3. Operating agency performance and capability
4. Information gained from the 1971 MNA resident survey.

No major changes are incorporated, only refinements to Second Action Year objectives.

The Third Action Year will be structured to meet the priorities indicated in the previous section, MNA Conditions, with one exception. The Citizens Participation program is viewed as a top priority by the CDA, in order to ensure continuing problem-solving activities in the MNA after Model Cities supplemental funding is no longer available.

Concentrated efforts will be carried out in Third Action Year to fulfill Housing and Manpower and Job Development objectives. Although problems such as overcrowding, undereducation and racial discrimination can be solved only through persistent effort over a period of time, projects scheduled for Third Action Year will intensify activities in these areas.

In the remainder of this section, which is arranged alphabetically, objectives are listed in order of priority.

## CITIZENS PARTICIPATION

### Long-Range Objectives

To ensure that MNA residents have sufficient knowledge and skills to work and plan together with local government, as well as public and private agencies, to resolve community problems.

### Short-Range Objectives

1. To provide technical assistance for MNA residents to develop a planning process for their individual neighborhoods and to function as a decision-making body
2. To facilitate MNA residents' plans that will keep them informed of factors affecting their lives
3. To provide expertise that will enhance resident contact with governmental structures, thus developing sensitivity of those structures to concerns of MNA residents
4. To disseminate public information throughout the MNA and metropolitan area
5. To encourage and stimulate more widespread and effective voluntary action programs for citizens.

## CRIME AND DELINQUENCY

### Long-Range Objectives

To implement programs and services with the active participation of MNA residents that will:

1. Improve the relationship between the residents of the MNA and the police by increasing mutual respect between the two groups
2. Provide competent and sympathetic legal services for MNA residents who are in need of legal assistance
3. Prevent and reduce the rate of crime and delinquency in the MNA to at least the rate in the rest of the City
4. Provide alternatives to delinquency for MNA youth
5. Provide rehabilitation and re-entry opportunities to persons returning to the MNA from correctional institutions
6. Foster changes in the legal system to benefit the MNA.

### Short-Range Objectives

1. Develop programs that will reinforce confidence and trust in police operations among MNA residents and that will increase understanding of the community among police officers with the emphasis on solving community problems
2. Ensure that all indigent MNA residents accused of felonies and/or misdemeanors have competent and readily accessible legal services available and that MNA residents are aware of their legal rights
3. Develop programs to prevent and reduce adult crime and juvenile delinquency in the MNA in conjunction with the LEAA Crime Impact Program in the city of Portland
4. Coordinate and strengthen the efforts of youth-serving agencies in the MNA to provide alternatives to delinquency for MNA youth, emphasizing training and employment, and provide community resources as alternatives to institutionalizing delinquents
5. Develop programs that will facilitate re-entry of persons into community life after parole from correctional institutions using the concept of the halfway house, with emphasis on technical and educational training
6. Develop strategy and work for legislative reform with regard to the judicial system.



## ECONOMIC AND BUSINESS DEVELOPMENT

### Long-Range Objectives

To expand the economic base of the Model Neighborhood by providing residents with improved opportunities for participation in enterprise ownership and management.

### Short-Range Objectives

1. To increase the number, size and resources of MNA resident owned and operated enterprises
2. To increase the number and quality of management-level positions held by residents in non-resident owned and operated enterprises
3. To improve the competitive position of MNA industry with regard to metropolitan area industry
4. To increase the total number of business enterprises in and near the MNA to provide residents with increased employment opportunities at all levels, particularly managerial.

## EDUCATION

### Long-Range Objectives

To improve the educational opportunities and achievement level of all MNA residents, including pre-school children, elementary and high school students, undereducated adults, college students, school drop-outs and expelled students, and mentally retarded individuals. Also, to provide entry into employment in the field of education for MNA residents with such goals.

### Short-Range Objectives

1. To ensure greater integration of students, teachers and administrators at all educational levels in Portland Public Schools, as a means of balancing and maintaining continuity in students' educational experience
2. To assist MNA students in raising their academic achievement so as to afford them greater opportunities with regard to higher educational institutions as well as the business and industrial world
3. To assist financially disadvantaged MNA students in finding and obtaining fellowships, scholarships and grants to further their education
4. To increase the number of adults who successfully obtain a high school equivalency General Education Diploma (GED)
5. To involve drop-outs and expelled students in planning and implementing programs to simplify and expedite their return to the educational system
6. To ensure that educational and training programs for the mentally retarded are available to MNA residents
7. To ensure that MNA schools are staffed and equipped on a par with other schools in the Portland system, including both level of expenditures and caliber of equipment and teachers
8. To provide training and entry opportunities for MNA residents who wish to be a part of the educational system.

## ENVIRONMENTAL PROTECTION AND DEVELOPMENT

### Long-Range Objectives

To provide and enhance a safe neighborhood design, including compatible public and commercial facilities, that will enable MNA residents to protect their health and homes against environmental hazards including pests and rodents, air pollution, inadequate street lighting and fires.

### Short-Range Objectives

1. To ensure a land use pattern that will include adequate residential, commercial, industrial, recreational and open space areas
2. To expand pest and rodent prevention and control services available to MNA residents
3. To reduce the number of fires due to environmental hazards
4. To provide adequate street lighting and signaling for public safety
5. To ameliorate air and noise pollution.



## HEALTH

### Long-Range Objectives

To continue the development of programs for the delivery of health services, to improve the health level of MNA residents by providing more accessible health services, to eliminate environmental health hazards in the MNA, and to assist MNA residents who wish to enter occupations in the health field.

### Short-Range Objectives

1. To coordinate all medical, dental, maternal and infant care services so they are easily accessible to MNA low income families through an insurance program, through transportation and financial assistance, and through community health service projects.
2. To provide an expanded immunization program for MNA children
3. To reduce the incidence of disease and illness in the MNA by screening MNA residents and providing services to treat detected cases of drug addiction, tuberculosis, venereal disease, malnutrition, etc.
4. To secure mental health facilities that are available and easily accessible to MNA residents
5. To secure access to programs of education and training for mentally retarded individuals
6. To reduce accidents and health hazards in the Model Neighborhood
7. To assist in the training and entry of MNA residents into health occupations.

## HOUSING

### Long-Range Objectives

To provide a supply of well maintained housing for low and moderate income families in the MNA, to facilitate a satisfactory means of obtaining such housing, and to ensure that MNA residents obtain housing adequate to their needs throughout the metropolitan area.

### Short-Range Objectives

1. To increase the supply of low and moderate income housing in the MNA and make it available to MNA residents for purchase or rental
2. To eliminate discriminatory practices in housing rentals and purchases by promoting fair housing policies regarding rent, contracts, sale of property, landlord-tenant relationships and absentee landlords
3. To ensure that MNA residents are clearly informed of the type of housing tenure agreement they have and its legal implications; to assist MNA residents in obtaining fair settlement of housing tenure disagreements
4. To make home improvement loans available to MNA residents by means of a loan insurance program
5. To ensure an equitable housing code enforcement in the MNA.

## MANPOWER AND JOB DEVELOPMENT

### Long-Range Objectives

To assist MNA residents in securing equal opportunity and access to employment and income commensurate with their capabilities, training and desires.

### Short-Range Objectives

1. To encourage the adoption of Affirmative Action Plans regarding minorities by public and private agencies and businesses
2. To provide a clearinghouse of employment opportunities for MNA residents and eventually to match resident skills with these opportunities
3. To expand employment opportunities for MNA hard-core disadvantaged individuals and MNA unemployed young adults
4. To develop programs to detect and provide upward mobility for underemployed MNA residents.



## RECREATION AND CULTURE

### Long-Range Objectives

To make recreational and cultural facilities and opportunities available and convenient to MNA residents of all age groups according to their needs and preferences.

### Short-Range Objectives

1. To involve the youth of the MNA in detailed planning and implementation for recreational and cultural activities and facilities
2. To establish lines of communication that foster cooperation between MNA residents and City authorities in order to provide increased utilization of recreational facilities in the MNA
3. To encourage MNA residents' use of metropolitan-wide facilities by co-sponsoring activities with area-wide agencies.

## RELOCATION

### Long-Range Objective

To assure that no family, individual or business who must relocate because of public development programs will suffer needless financial, physical or mental distress.

### Short-Range Objectives

1. To develop policies that will provide appropriate action to adequately solve any relocation problems, including the right of relocatees to move to an area of their own choosing
2. To provide for funding to meet any cost caused by public relocation of individuals, families or businesses
3. To develop standards to ensure that all MNA residents who must relocate are aware of maximum benefits available and are relocated (home or business) at minimum expense and hardship
4. To develop a relocation plan that provides for the previous short-range objectives and indicates relocation activities and costs for a one-year and five-year forecast period
5. To establish a citizens advisory committee and appeals board to consider relocation grievances.

## SOCIAL SERVICES

### Long-Range Objectives

To facilitate and coordinate for MNA residents of all age groups, the delivery of existing and new social services, including those available from the Multi-Service Center, consumer protection services, comprehensive child care and foster home services, senior adult services, and increased or improved assistance to underprivileged families and dependent residents.

### Short-Range Objectives

1. To provide foster homes and day care, night care and emergency care for children of needy MNA residents
2. To provide coordinated services and employment opportunities for senior citizens of the MNA
3. To expand the transportation services of all agencies providing or dispensing social services to MNA residents
4. To expand and strengthen the consumer protection program through consumer education, research and protective legislation.



## TRANSPORTATION AND COMMUNICATION

### Long-Range Objectives

To provide MNA residents with efficient and inexpensive transportation and communication facilities which more adequately meet their current needs.

### Short-Range Objectives

1. To implement a study of MNA residents' transportation needs
2. To activate a transportation service center in the MNA.

## STRATEGY

### METHODS USED TO IMPLEMENT THE CCDP

The strategy employed is to identify needs and problems through the involvement of citizens of the Model Neighborhood Area in planning and program development and through studies and analyses by CDA Information Systems staff. Once problems are identified and needs defined, choices are made between operational structures--i.e., whether an existing agency should be given the resources to undertake a program to meet the need or whether a new agency must be formed. In general, the City believes that the CDA should confine itself to overall coordination of efforts, program planning, program monitoring, fiscal control and citizen involvement. The CDA consistently upholds the premise that direct services should be handled through arrangements with operating agencies so that its general policy-making role is not diluted.

### COORDINATION MECHANISMS

The City of Portland has a commissioner form of government in which the mayor and the city councilmen have clusters of bureaus under their administrative control. The City recently shifted responsibility for the CDA from the Mayor's Office to the Office of Commissioner of Public Safety. The reason for this shift is to provide better coordination between the CDA and other human resources activities already grouped under the Commissioner of Public Safety. These other activities include:

1. Metropolitan Human Relations Commission
2. Metropolitan Youth Commission
3. Portland Metropolitan Steering Committee (OEO funded CAA)
4. City-County Council on Aging.

In addition, the individual assigned to the Mayor's Office for liaison purposes is now attached to the Commissioner of Public Safety's office.

Other liason staff continue in the City Auditor's Office and the City Attorney's Office. The City recently formed a Management Services Bureau which has assigned a Management Analyst to work with the CDA. Finally, the City maintains an Administrative Review Committee to advise the City Council on matters that cross bureau lines, to coordinate federal and state grants-in-aid and to provide a forum for discussion of interdepartmental issues. The CDA is represented on this committee.

## IMPLEMENTATION ROLES

The role of the MNA residents is to participate in the decision-making process through involvement in the Citizens Working Committee structure and through membership on the Citizens Planning Board. Residents bring their unique experiences and knowledge into the overall decision-making structure and advise staff and policy bodies as well as share in the making of policy through the CPB. The CDA staff brings technical expertise to bear on problems, works with residents in the formulation of policy and program plans, and feeds back information gained through its periodic evaluations.

In addition to the three functions operated by the CDA itself--program administration, evaluation and citizens participation--there are 23 projects being operated by other agencies. Of these 23 projects, twelve are operated by public bodies, ten by private, non-profit sponsors and one is contracted to a private, profit-making group headed by a MNA resident and minority owned and operated.

## METHOD USED TO ACHIEVE INSTITUTIONAL CHANGE

The CDA believes that its greatest contribution to institutional change is the demonstration of the effective involvement of citizens in the decision-making process. Of course, credit for progress in this area must be shared with the Portland Metropolitan Steering Committee and other groups that strive to implement the "maximum possible participation" clause of the Economic Opportunity Act. Recently the Portland City Planning Commission undertook a study to find ways of involving citizens in long-range planning and other public policy issues. Model Neighborhood residents, particularly minorities, have gained valuable experience in governmental processes that are transferable to other situations.

The very existence of the CDA tends to bring the particular problems of the Model Neighborhood into focus. Through involvement with the CDA other agencies and institutions address themselves to the problems of the Model Neighborhood. Examples of this new awareness and changed emphasis include the involvement of the Comprehensive Health Planning Association; the Portland Police Department through its community relations program; the Multnomah Association for Retarded Children; and the involvement of interns, work-study students and others from local colleges and universities.

## USE OF SUPPLEMENTAL FUNDS

In general, supplemental funds are used to increase existing services, to bring services into the Model Neighborhood that previously were available only in other sections of the city or metropolitan area and, in a few cases, to start completely new services to meet unique needs. Since there will be no change in the allocation of supplemental funds from Second to Third Action Year levels and since most agencies have had barely a year's funding at the time of this submission, there are relatively minor changes in allocation levels.



At this time there are only two major increases: the implementation of the Resident Employment and Training Program (CDA Letter #11) and a sizable increase in funding for implementation of the Relocation Plan. There is a corresponding decrease in the funding level for Comprehensive Neighborhood Planning (Pre-NDP) because prior planning activity has resulted in virtually the entire neighborhood's inclusion in NDP. In addition to these major funding changes there are minor increases in Martin Luther King Scholarship Foundation, Youth Affairs Council and the Metropolitan 4-C's Council.

#### ALLOCATION OF LOCAL RESOURCES

The major new allocation of resources into CDA programs is the result of negotiations to include services under Title IV-A of the Social Security Act. These negotiations have resulted in modifications of state plans and subsequent three-for-one financial sharing in child care programs as well as youth group houses. Also for the first time a CDA project (Police Community Relations) has included part of its operational cost in its City general fund budget submission. The CDA intends to expand its efforts in this area during Third Action Year.

#### METHODS TO ACHIEVE BROAD-BASED COMMUNITY SUPPORT

The CDA maintains a Speakers Bureau that regularly supplies speakers to civic clubs, schools and other interest groups. The CDA public information staff maintains several continuing activities. It coordinates monthly interagency luncheons with representatives from agencies both inside and outside the Model Neighborhood. The staff publishes a monthly newsletter with a press run of 4,000 copies. These are distributed primarily within the Model Neighborhood, but the mailing list includes some 1,000 names with a wide distribution. The staff also prepares press releases and arranges for regular exposure via public affairs programs on radio and television.

The CDA Director and other staff members are constantly engaged in efforts to solicit broad-based community support. These efforts include memberships in professional organizations and regular meetings with other agency executives, as well as more informal channels. CPB members, both appointed and elected, also tend to be extremely active in community life. Each operating agency also solicits community support to some degree.

#### METHODS TO ACHIEVE MAXIMUM RESIDENT EMPLOYMENT

The first step in achieving maximum resident employment is the preference granted MNA residents for CDA positions. This preference has resulted in a staff that is composed of approximately 60 per cent residents. It should also be noted that a number of positions have been filled by residents who later moved to better housing outside MNA boundaries. The CDA also encourages its operating agencies to hire MNA residents for positions outside the neighborhood as well as those positions funded in whole or in part by supplemental funds. The City of Portland recently adopted an Affirmative Action Plan that could result in greater opportunities

for minorities. When implemented, those MNA residents who are members of minority groups (nearly half) should benefit substantially.

It will be a major emphasis of the CDA, during Third Action Year, to implement the Resident Employment and Training Plan (CDA Letter #11). It is anticipated that these efforts will result in a considerable increase in employment opportunities for all Model Neighborhood residents.

## ADMINISTRATION

### OVERALL ADMINISTRATIVE ORGANIZATION

During Second Action Year, the CDA table of organization was completed by adding a Deputy Director and a full complement of 13 staff members in Evaluation and Information Systems. The major shift in organizational structure was the abolishment of the Coordinator's position, Evaluation and Information Systems Division, and the creation of two new "unit supervisor" positions, one over each function. Since this restructuring was accomplished only recently, it is still too early to judge its impact on organizational efficiency. However, it is believed that a good relationship will continue to exist between Evaluation and Information Systems and that other divisions will have better access to Information Systems. See Figures 2-1 and 2-2.

### STAFFING PATTERN

The CDA has 50-1/2 positions plus ten part-time community organizers who are hourly rated employees assigned to the Citizens Participation Division. The 50-1/2 salaried positions are divided as follows:

1. Central Administration 28-1/2
2. Citizens Participation 9
3. Information Systems 7
4. Evaluation 6

There are 25-1/2 professional positions, 11 para-professional and 14 clerical.

#### Central Administration

This section of the CDA is further divided into four sub-groups--the Office of the Director, Administrative Support, Physical Environment and Social Environment.

The Office of the Director consists of five and one-half positions:

Director  
Special Consultant (1/2 time)  
Director's Secretary  
Deputy Director  
Deputy Director's Secretary  
Administrative Officer.



Administrative Support consists of eight positions:

- Administrative Management Coordinator
- Budget Analyst
- Office Manager
- Financial Specialist
- Financial Assistant
- Administrative Services Assistant
- Secretary
- Receptionist.

Social Environment consists of nine positions:

- Social Environment Programs Coordinator
- Social Planning Specialists (2)
- Social Planning Assistants (4)
- Secretaries (2).

Physical Environment consists of six positions:

- Physical Environment Programs Coordinator
- Physical Planning Specialists (2)
- Physical Planning Assistants (2)
- Secretary.

Citizens Participation

Citizens Participation consists of nine full-time positions and ten part-time positions:

- Citizens Participation Coordinator
- Citizens Participation Specialist
- Public Information Specialist
- Planning Assistants (3)
- Secretaries (3)
- Community Organizers (10 part-time).

### Information Systems

Information Systems consists of seven positions:

Information Systems Supervisor

Systems Specialist

Programmer Analyst

Data Analyst

Secretaries (2)

Central File Clerk.

### Evaluation

Evaluation consists of six positions:

Evaluation Supervisor

Evaluation Specialists (4)

Secretary.

### FISCAL AND PROJECT MONITORING SYSTEMS

#### Fiscal Monitoring

The CDA's Administrative Support section is responsible for on-going reporting and fiscal control mechanisms. These efforts are supplemented by the City Auditor's Office, auditing and accounting staffs of public operating agencies, and contract services. Operating agencies are required to report on expenditures monthly, and payment requests are processed only after carefully checking reports against approved budgets.

The CDA previously contracted with Price Waterhouse & Co. for the design of an Accounting and Fiscal Procedures Manual which currently is being implemented. That contract also called for 80 hours of technical assistance which have been partially delivered, with the remainder scheduled for delivery before Second Action Year is complete. The City also contracted with University Information Systems (a minority controlled management and accounting consulting firm) for audits of all non-public operating agencies.

Currently the CDA's accounting system is all manual entry. The Information Systems Division, after completion of the comprehensive neighborhood survey, intends to work with the fiscal staff in the design and implementation of automated recording techniques.

#### Program Monitoring

The Evaluation Division and Social and Physical Environment groups have

joint responsibility for monitoring the operating agencies. The CDA requires agencies to report monthly; these reports are supplemented by periodic on-site visits by both planners and evaluators. In addition, the Evaluation Division is responsible for major analyses of operating agency performance every four months. These major evaluative reports are furnished to the CDA Director, as well as to the Evaluation Committee of the Citizens Planning Board, and are key elements in the CDA's decision-making process.

#### PROGRAM COORDINATION MECHANISMS

Most CDA contact with other City bureaus is through the Office of Commissioner of Public Safety (Commissioner-in-Charge), City Auditor's Office or the City Attorney's Office. The city maintains one full-time individual for liaison with the CDA; he is currently assigned to the Commissioner of Public Safety's Office (formerly assigned to the Mayor's Office, when the Mayor was Commissioner-in-Charge). The City Auditor's Office maintains a full-time professional assigned to Model Cities business, and the services of a full-time law clerk in the City Attorney's Office are purchased by the CDA. For most purposes the liaison person in the Commissioner's Office provides a good link between the CDA and other City bureaus.

The CDA also has occasion to contact the City Purchasing Department, City-County Duplicating and the City Personnel Department on a more-or-less regular basis. CDA staff members have formed good working relationships with their counterparts in the City structure, and problems are worked out with a minimum of friction.

The CDA has also entered into inter-departmental agreements with other City agencies for purchase of services. Most notable are the agreements with the Portland City Planning Commission for assistance in the preparation of the Comprehensive Neighborhood Plan and with the Portland Police Department operation of the Police Community Relations project in the Model Neighborhood.

The CDA Director met frequently with the Mayor in the past and has now established a regular meeting schedule with the new Commissioner-in-Charge. Relationships are being established with the newly created Management Services Bureau and, through its participation in the Administrative Review Committee, the CDA has good access to other top-level City executives.

#### CDA RELATIONSHIPS TO THE CHIEF EXECUTIVE

As previously mentioned, responsibility for the CDA was recently transferred from the Mayor's Office to the Office of Commissioner of Public Safety. However, relationships formed through past experience with the Mayor's Office will be maintained to some extent. The Mayor also has appointive power for 11 of the 27 seats on the Citizens Planning Board.

#### PUBLIC AND PRIVATE AGENCY COOPERATION

In addition to its formal relationships with 23 public and private agencies



which provide services to MNA residents through contractual arrangements, the CDA maintains informal relationships with a number of other public and private agencies. It should be noted that a major reason for transferring the CDA from the Mayor to the Commissioner of Public Safety was to provide better contact with other agencies performing complementary services.

The CDA Director maintains inter-agency contact through weekly meetings with the local Community Action Program, the Concentrated Employment Program and the State Multi-Service Center located in the neighborhood. The Director and other CDA staff meet regularly with the local urban renewal agency (the Portland Development Commission). The Neighborhood Development Program now encompasses seven of the eight sub-neighborhoods of the Model Neighborhood.

The CDA also has formed good working relationships with several state agencies; upon the request of the Mayor, the Governor recently appointed a state liaison person for Model Cities affairs. Several Model Cities projects have been included in state purchase-of-care agreements, and further negotiations in this vein are being pursued. To date, child care programs and group living arrangements for boys and girls known to the juvenile court are covered in these agreements. Presently attempts are being made to include the Foster Home project. Negotiations also have been carried out with the Local Government Relations Division of the State Executive Department.

Relations with local colleges and universities have been excellent. Both Portland State University and Portland Community College have supplied work-study students for assignment to the CDA. Interns from the PSU School of Social Work, the Teachers Training Teachers program, have been assigned to the CDA for various projects as well as to operating agencies in the MNA. The Black Studies program of George Fox College conducts classes on a regular basis in CDA facilities and recently arrangements were made to share data with Reed College for research purposes. PSU recently received a grant from the Educational Coordinating Council (Title I of the Higher Education Act) to operate a Learning Center in the MNA. This center previously operated exclusively through PSU funds and volunteer contributions.

#### INVOLVEMENT OF RESIDENTS IN PLANNING, COORDINATION AND MONITORING

The CDA operates the Citizens Participation Division, which has prime responsibility for the dissemination of information to residents. A staff advisor is assigned to each CWC to assist its participation in planning and monitoring projects within its purview. There are currently nine CWC's as follows:

1. Citizen Participation
2. Economic Development and Transportation
3. Employment
4. Education

5. Health
6. Law and Justice
7. Recreation and Culture
8. Physical Environment and Housing
9. Social Services.

Before submission to the CPB, projects are reviewed in working committee sessions. Operating agencies also present periodic progress reports to CWC's and, when major changes are proposed, they must present justification to the CWC's.

Residents and CDA staff have been appointed to city, regional and state coordinating councils. In cases where operating agencies provide services within and without the MNA, the CPB requires that an equitable portion of the policy-making body's seats are made available to MNA residents. Because of this practice of requiring seating of MNA residents as well as the inclusion of residents on general coordinating bodies, a series of interlocking directorates has resulted.

One of the five standing committees of the CPB is the Evaluation Committee. During the course of the Second Action Year this committee has played an increasingly active role in monitoring on-going projects. In fact, Evaluation Division staff and members of the Evaluation Committee have been paired and assigned specific projects for in-depth analyses. An ad hoc committee was formed during Second Action Year to analyze budget requests for Third Action Year projects. This committee, in turn, met jointly with the Evaluation Committee and, after this feedback, made detailed budget recommendations to the CPB.

#### RESIDENT EMPLOYMENT IN ADMINISTRATION OF THE MODEL CITIES PROGRAM

The current breakdown of CDA staff membership residence is shown in Figure 2-3. All CDA positions are advertised widely in the MNA, and residents receive priority consideration. As previously pointed out, several staff members who were MNA residents when hired subsequently found better housing outside the MNA.

The CDA maintains an affirmative action program in regard to resident employment with its operating agencies. There were 22 agencies during Second Action Year operating projects. One agency assigned full-time personnel to two projects; thus two agencies had no full-time personnel assigned (Cascade Center was a capital project only, and Residential Development Design was subcontracted by the Portland Housing Authority). The breakdown of operating agency employees by residence, race, sex and type of position is shown in Figure 2-4.

CDA policy allows all staff to be excused from regular duties for up to six hours per week for training or educational purposes. This policy also provides that employees will be reimbursed for educational costs (tuition, fees and books) as long as the courses are completed

satisfactorily. In addition to this course work, the CDA does provide some in-house training and when resources permit, staff are sent to conferences, seminars and workshops. The CDA intends to increase its in-house training capabilities during Third Action Year. Arrangements have already been discussed with other City agencies to obtain cross-training at no cost to the CDA.



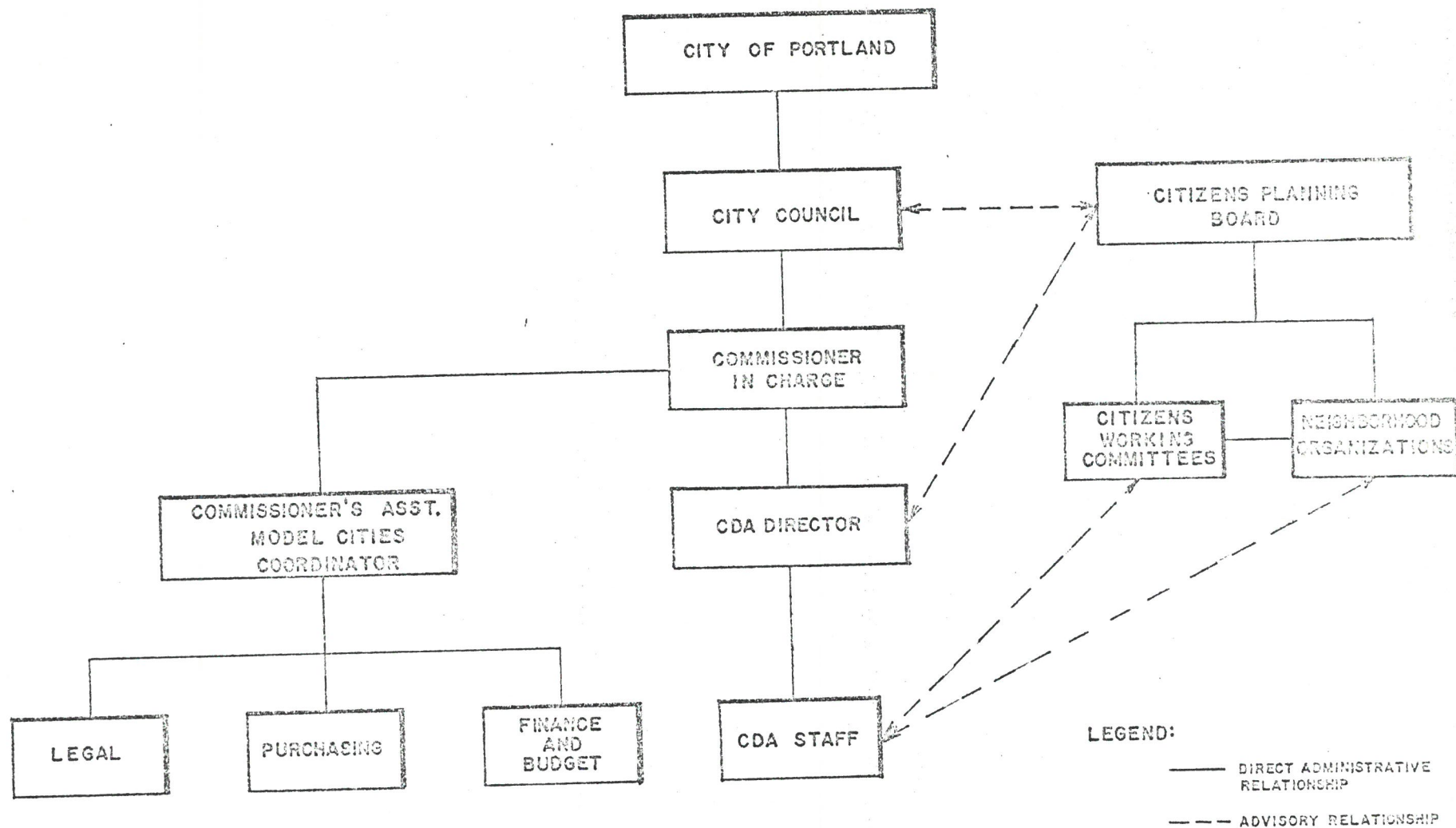


Figure 2-1. External CDA Relationships

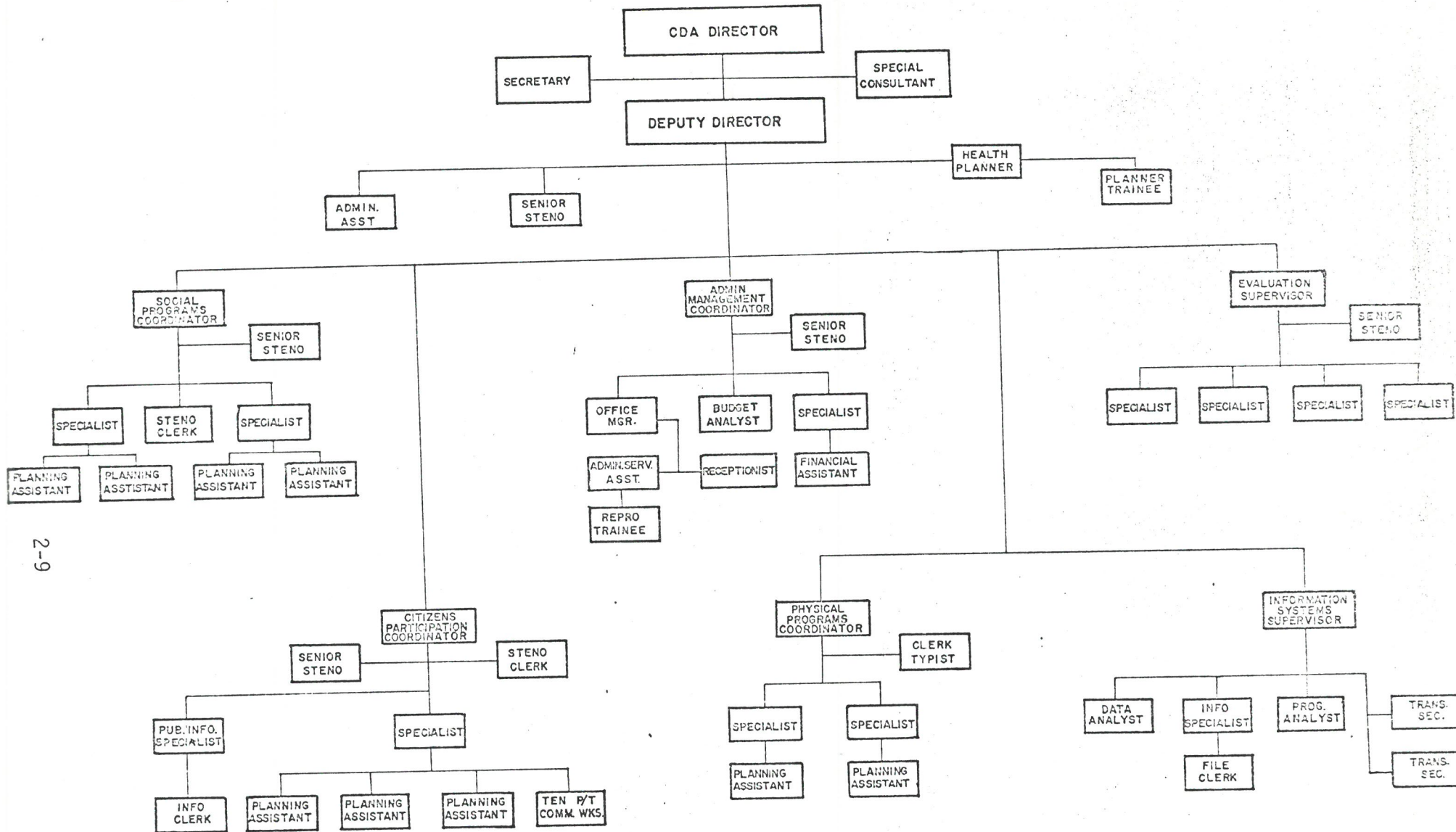


Figure 2-2. CDA Organization

A. Number of full-time employees

\* 45

1. Professional, managerial, technical personnel:

|                     | <u>Live in Model<br/>Neighborhood</u> |   | <u>Live Outside<br/>Model Neighborhood</u> |             |
|---------------------|---------------------------------------|---|--|-------------|
| Male Black          | <u>2</u>                              |   | <u>2</u>                                   |             |
| Male White          | <u>1</u>                              |   | <u>9</u>                                   |             |
| Male Other racial   | <u>      </u>                         |   | <u>      </u>                              |             |
| Female Black        | <u>4</u>                              |   | <u>2</u>                                   |             |
| Female White        | <u>      </u>                         |   | <u>1</u>                                   |             |
| Female Other racial | <u>      </u>                         |   | <u>      </u>                              |             |
| Total               | <u>7</u>                              | + | <u>14</u>                                  | = <u>21</u> |

2. Para-professional (Planning Assistants) personnel:

|                     |               |   |               |             |
|---------------------|---------------|---|---------------|-------------|
| Male Black          | <u>5</u>      |   | <u>1</u>      |             |
| Male White          | <u>      </u> |   | <u>      </u> |             |
| Male Other racial   | <u>      </u> |   | <u>      </u> |             |
| Female Black        | <u>2</u>      |   | <u>1</u>      |             |
| Female White        | <u>      </u> |   | <u>      </u> |             |
| Female Other racial | <u>1</u>      |   | <u>      </u> |             |
| Total               | <u>8</u>      | + | <u>2</u>      | = <u>10</u> |

3. Clerical personnel:

|                     |               |   |               |             |
|---------------------|---------------|---|---------------|-------------|
| Male Black          | <u>      </u> |   | <u>      </u> |             |
| Male White          | <u>      </u> |   | <u>      </u> |             |
| Male Other racial   | <u>      </u> |   | <u>      </u> |             |
| Female Black        | <u>6</u>      |   | <u>3</u>      |             |
| Female White        | <u>1</u>      |   | <u>4</u>      |             |
| Female Other racial | <u>      </u> |   | <u>      </u> |             |
| Total               | <u>7</u>      | + | <u>7</u>      | = <u>14</u> |

B. \*TOTAL OF 1, 2, AND 3 SHOULD AGREE WITH "A"

45

Figure 2-3. CDA Staff Residence Pattern



A. Number of full time employees

\*274

1. Professional managerial, technical personnel:

|                     | <u>Live in Model<br/>Neighborhood</u> |   | <u>Live Outside<br/>Model Neighborhood</u> |              |
|---------------------|---------------------------------------|---|--|--------------|
| Male Black          | <u>50</u>                             |   | <u>6</u>                                   |              |
| Male White          | <u>5</u>                              |   | <u>35</u>                                  |              |
| Male Other racial   | <u>   </u>                            |   | <u>1</u>                                   |              |
| Female Black        | <u>73</u>                             |   | <u>10</u>                                  |              |
| Female White        | <u>8</u>                              |   | <u>19</u>                                  |              |
| Female Other racial | <u>1</u>                              |   | <u>2</u>                                   |              |
| Total               | <u>137</u>                            | + | <u>73</u>                                  | = <u>210</u> |

2. Para-professional personnel:

|                     |            |   |            |             |
|---------------------|------------|---|------------|-------------|
| Male Black          | <u>4</u>   |   | <u>2</u>   |             |
| Male White          | <u>   </u> |   | <u>1</u>   |             |
| Male Other racial   | <u>   </u> |   | <u>   </u> |             |
| Female Black        | <u>3</u>   |   | <u>   </u> |             |
| Female White        | <u>   </u> |   | <u>   </u> |             |
| Female Other racial | <u>1</u>   |   | <u>   </u> |             |
| Total               | <u>8</u>   | + | <u>3</u>   | = <u>11</u> |

3. Clerical personnel:

|                     |            |   |            |             |
|---------------------|------------|---|------------|-------------|
| Male Black          | <u>1</u>   |   | <u>   </u> |             |
| Male White          | <u>3</u>   |   | <u>1</u>   |             |
| Male Other racial   | <u>   </u> |   | <u>   </u> |             |
| Female Black        | <u>26</u>  |   | <u>3</u>   |             |
| Female White        | <u>9</u>   |   | <u>11</u>  |             |
| Female Other racial | <u>   </u> |   | <u>   </u> |             |
| Total               | <u>38</u>  | + | <u>15</u>  | = <u>53</u> |

B. \*TOTAL 1,2, AND 3 SHOULD AGREE WITH "A"

274

Figure 2-4. Operating Agencies Residence Pattern

## CITIZENS PARTICIPATION

### GOALS AND OBJECTIVES

The long-range goal of the Citizens Participation project is to ensure that Model Neighborhood residents will have sufficient knowledge and skills to work and plan together with local City government, as well as public and private agencies, to resolve community problems; and that using these skills will thus create an on-going relationship between the City and the Model Neighborhood residents in community problem-solving.

Short-range objectives intended to get citizens involved now in meaningful participation are as follows:

1. To provide citizens of the Model Neighborhood with technical assistance and tools to develop a planning process for their individual neighborhoods, in order that they may function as a decision-making body. This will also strengthen the Model Cities Citizens Participation structure (Neighborhood Organizations, Citizens Working Committees, Citizens Planning Board) and other volunteer groups (P.T.A., other agency advisory councils)
2. To facilitate MNA residents' plans that will keep them informed of factors affecting their lives
3. To ensure that the overall objectives of the CDA are incorporated in Neighborhood Organization activities and that the Planning process is clearly understood and utilized
4. To provide consultants and CDA staff expertise to enhance resident contact with governmental structures, thus developing sensitivity of those structures to concerns of MNA residents
5. To ensure fair employment practices towards all Model Neighborhood residents in order that they may become a part of the work force
6. To disseminate public information throughout the Portland metropolitan area as well as the Model Neighborhood, through full utilization of the Model Cities Newsletter, local news media and the Model Cities Speakers Bureau
7. To ensure coordination of MNA based agencies through regular inter-agency luncheons
8. To facilitate dialogue among MNA residents, the CDA Citizens Participation staff and other Model Cities agencies in order to stimulate ideas and to improve the effectiveness of Citizens Participation

Third Action Year will be a refining of First Action Year and Second Action Year activities to ensure that residents take the leadership role with their individual citizen groups.



## MAJOR ACCOMPLISHMENTS DURING SECOND ACTION YEAR

Major accomplishments during the past year include significant input to program categories and program monitoring by the CPB and CWC's. The CPB established a Budget Review Committee to assist its Evaluation Committee with recommendations for project implementation during Third Action Year. Intensive orientation of new Board members by senior CPB members and staff is one of the comprehensive efforts to keep all members "tuned in" to action previously taken by the Board. As a result of the orientation sessions, CPB members are more prepared to engage in dialogue regarding Model Cities projects, thus stimulating increased interaction of citizen to citizen rather than staff to citizen.

Increasing awareness of methods to implement organizational structures, parliamentary procedures and use of resources has been apparent in the total citizens structure (Neighborhood Organizations, CWC's, CPB). The demonstrated capability of gathering news from each individual neighborhood and producing a Neighborhood Organization Newsletter reflects the awareness by each neighborhood that local news is the base not only for distributing information, but also for gaining input from residents.

During Second Action Year there were two major activities planned and implemented by Citizens Participation Working Committee and CDA staff. The CP Workshop held at Cascade College was a means of disseminating information to Model Neighborhood residents. Guest speakers were present to discuss with residents other CDA and City Council information. Approximately 300 residents were in attendance.

In the fall the Model Neighborhood Rally provided an opportunity for CDA Operating Agencies to explain services being provided by their operating agency. Candidates for the CPB 1971-72 elections were at their peak in campaigning and had an opportunity to present their platform to residents. Entertainment at Alberta Park for the Rally was provided by three talent groups from MNA.

Attendance at City Council meetings by area residents has increased throughout the past year, in part because of the issues in question but also because of a growing spirit of "take our concerns to City Council, our elected officials". Residents are showing a marked increase in awareness to City government's structure.

## PROGRAM STRUCTURE AND COORDINATION

The CDA's Citizens Participation structure has been questioned by residents who desire a greater flow of information about issues discussed and decisions reached by the CPB. During Second Action Year, a special Task Force was established to review the CDA Citizens Participation structure. Recommendations are expected before the end of Second Action Year so that implementation may begin with Third Action Year.

Citizens Participation Division structure and staffing is stable. A great turnover in staff was experienced early in Second Action Year. Since then, however, the staff has remained constant and is beginning to demonstrate a team effort in day-to-day activities.



The Citizens Participation staff works to coordinate the joint use of information by agencies and residents so that all will be sensitive to the problems of the community and will form a partnership to provide support and resources that will assist in meeting basic needs and solving problems.

Other agencies and groups involved in Citizens Participation activities on a day-to-day basis are the Multi-Service Center, Portland Metropolitan Steering Committee, Urban League, Portland Development Commission, Neighborhood Development Offices and a host of others. All religious, charitable, private and public organizations are invited to participate within the Model Cities framework. These organizations also assist Model Neighborhood residents to become involved in the planning process. Many of the CPB and CWC members are affiliated with other agencies serving the Model Neighborhood and Portland metropolitan area, consequently facilitating more effective coordination.

Coordination with other CDA divisions is a continuing activity with the Citizens Participation Division, in order to provide supportive services that encourage citizens to become involved with the planning process of program categories.

#### TECHNICAL ASSISTANCE

Technical assistance is available to Citizens Participation by extensive utilization of all other CDA divisions, Housing and Urban Development memorandums, local speakers and dialogue with other city demonstration agencies in the region.

The Citizens Participation Division has given substantial clerical assistance to CDA by assuring that all Citizens Working Committees, Neighborhood Organizations and Citizens Planning Board members receive minutes of meetings, CDA reports, job announcements, Housing and Urban Development memorandums, etc. Citizens Participation is also responsible for the distribution of information to MNA residents regarding every aspect of the Model Cities program.

It is planned that during Third Action Year outside consultants, staff seminars and field trips to other city demonstration agencies will be utilized more extensively to train and instruct staff members in community organization. A systematic approach to routine clerical duties will hopefully be eliminated within the new citizens participation structure to be developed.

#### EVALUATION OF CITIZENS PARTICIPATION

The CDA's Evaluation Department evaluated the Citizens Participation project on a continuing basis. Technical assistance from the Evaluation Department has increased awareness of the Model Cities Program among citizens by:

1. On-going evaluation of CDA projects
2. Actual on-site visits to projects to gain insight for decision-making

3. Encouragement of citizen-to-citizen interaction regarding Model Neighborhood issues.

The Citizens Participation Division has been encouraged by evaluation to:

1. Participate in a review and discussion of Citizens Participation structure
2. Documentate Citizens Participation activities more accurately and fully
3. Withdraw extensive clerical assistance and concentrate on a form of community organization that emphasizes one-to-one relationships among residents and staff; this shift in emphasis will stimulate residents to become aware of and actively participate in their local Neighborhood Organization.

## RESIDENT EMPLOYMENT

An analysis of employment conditions in Portland's MNA demonstrates the existence of many problems -- high unemployment rate, lack of marketable skills, lack of special recruitment techniques to reach MNA residents, lack of awareness among residents concerning employment resources, lack of equal opportunity and upward mobility, and lack of adequate supportive services.

To counter these problems on a scale permitted by current funding levels, the CDA has developed a multi-faceted resident employment program. This program includes internal policies and procedures, operating agency contract requirements, interagency training programs, formal education agreements, negotiations with local governmental bodies and the development of a Resident Employment and Training project to be implemented during Third Action Year.

### INTERNAL POLICIES AND PROCEDURES

Written into every CDA job announcement is a statement that MNA residents will receive priority consideration in employment. All vacancies are advertised widely in the MNA by the Citizens Participation staff. A Citizens Planning Board member sits on the Interview Board to screen all applicants except those for clerical positions.

A current tabulation of CDA staff members by residence shows the following distribution:

|                                     | <u>MNA<br/>Residents</u> | <u>Non-MNA<br/>Residents</u> |
|-------------------------------------|--------------------------|------------------------------|
| Professional, technical, managerial | 7                        | 14                           |
| Para-professional                   | 8                        | 2                            |
| Clerical                            | 7                        | 7                            |

See Figure 2-3 for further details.

CDA staff members are encouraged to take advantage of the policy which allow them to be excused for up to six hours per week for training or educational purposes. Employees who do attend classes are reimbursed for tuition, fees and books when completed satisfactorily. Staff members also attend conferences, seminars and workshops as budgets permit.

### OPERATING AGENCY REQUIREMENTS

Resident employment clauses are included as a part of all contracts between the City and Model Cities operating agencies. A recent



tabulation of operating agency employees demonstrates the effectiveness of this aspect of the CDA's resident employment program. See Figure 2-4 for a more complete breakdown.

|                                     | <u>MNA<br/>Residents</u> | <u>Non-MNA<br/>Residents</u> |
|-------------------------------------|--------------------------|------------------------------|
| Professional, technical, managerial | 137                      | 73                           |
| Para-professional                   | 8                        | 3                            |
| Clerical                            | 38                       | 15                           |

#### INTERAGENCY TRAINING PROGRAMS

The CDA participates in interagency training programs to a limited extent. Currently, CEP and NYC personnel are assigned to the CDA; evaluations of their performance are forwarded to those agencies.

#### FORMAL EDUCATION AGREEMENTS

Aside from policy with regard to staff members, the CDA also has taken action in other areas.

##### Cascade Center

Purchased as a capital expenditure project during Second Action Year, Cascade Center was subsequently leased to Portland Community College. Purpose of the Center is to serve as an educational, recreational and cultural center for residents of North and Northeast Portland. Provided the project is recertified annually on the basis of services and benefits received, the property will be turned over to PCC in 1976 for use as a community college.

##### Educational "Packaging"

Several colleges in the Portland area have been encouraged by the CDA to offer training packages in professions that can be related to the Model Cities Program. These include such areas as accounting, urban planning and public administration. A certificate earned by completing one of these courses of study indicates a competence to perform such work at a professional level.

##### PSU Learning Center

Portland State University recently opened a Learning Center in the Model Neighborhood to provide a wider range of educational opportunities for MNA residents than previously was available. Reduced tuition rates encourage enrollment and participation.

#### AFFIRMATIVE ACTION PLAN

The Portland City Council recently adopted an Affirmative Action Plan

with regard to the hiring of minorities. The plan is expected to be implemented during Third Action Year and should affect favorably those MNA residents who are members of minority groups.

#### RESIDENT EMPLOYMENT AND TRAINING PROJECT

The Resident Employment and Training Project, planned according to the guidelines of CDA Letter #11, will be implemented in Third Action Year. The project will include:

1. Negotiating goals for resident employment training and career advancement in all Model Cities contracts
2. Promoting the adoption and enforcement of affirmative action resolutions among all employing agencies
3. Assisting all employing agencies to meet their resident employment commitments
4. Assisting MNA residents to obtain employment in the areas of their interest.

Activities will include negotiating contracts, motivating private enterprises to adopt affirmative action resolutions, maintaining a skills bank, disseminating job information, providing educational and supportive services, and establishing a resident employment office. A more complete project description is located in Section 3, Supplemental Funded Projects.

RELOCATION PLAN  
PORTLAND MODEL CITIES

APRIL 1972



RELOCATION PLAN

CONTENTS

- I. RELOCATION POLICY OBJECTIVES
- II. GENERAL RELOCATION PLAN
- III. PROJECT RELOCATION PLAN
- IV. ASSURANCES OF COMPLIANCE  
WITH UNIFORM RELOCATION ACT

APPENDICES

## I. RELOCATION POLICY OBJECTIVES

- A. Families and individuals to be displaced by activities under this plan will have full opportunity to occupy standard housing that is within their financial means and adequate to their needs; is reasonably accessible to their places of employment or potential employment, transportation, and other commercial, public, and other facilities; and is available on a nondiscriminatory basis.
- B. Business concerns and nonprofit organizations to be displaced will be provided maximum assistance to aid in their satisfactory reestablishment with a minimum of delay and loss of earnings.
- C. Project or program activities will be planned and carried out in a manner that minimizes hardship to site occupants and that involves the smallest magnitude of displacement consonant with the needs of the project or program and the persons to be displaced.
- D. Relocation will be carried out in a manner that will promote maximum choice within the Portland community's total housing supply; lessen racial, ethnic and economic concentrations; and facilitate desegregation and racially inclusive patterns of occupancy and use of public and private facilities.
- E. Service will be provided to assure that the relocation process will not result in different or separate treatment on account of race, color, religion, national origin, sex or source of income.
- F. No displacement of a person will take place unless there is a sufficient vacancy rate in rental and sales housing -- of units adequate to the needs and within the financial means of those anticipated to be displaced -- or alternatively unless the replacement of housing units through rehabilitation of substandard units or new construction, as a minimum, on a one-to-one basis for each such unit removed from the housing supply is undertaken.
- G. Persons to be displaced will be afforded the opportunity of participating in the formulation of relocation plans and in establishing procedures for handling relocation grievances, and be provided full information relating to program or project activities which may have an impact on the residents of the project or program area.
- H. Arrangements will be made to provide relocation assistance in accordance with the needs of those to be displaced, including social services counseling, guidance, assistance and referrals, as well as rehousing.
- I. Relocation payments will be made promptly to all eligible persons, business concerns, nonprofit organizations and farm operations, to the full extent to which they are entitled.

## II. GENERAL RELOCATION PLAN

### A. Administration

1. The CDA accepts overall responsibility for assuring that relocation assistance and payments are provided in accordance with Federal law and HUD policies, standards and regulations.
2. This plan will be administered by the Portland Development Commission under contract with the city. (See model contract, Appendix I.) The PDC organization reflects its main function as the urban renewal agency for the city of Portland. Relocation and Property Management is a separate section within the Operations Division (see Figure 2-5). The Chief of Relocation and Property Management has the prime responsibility for providing services and assistance to Model Neighborhood displacees in accordance with contract provisions.
3. Relocation workers are assigned to individual cases as each case enters the workload. Each worker handles an average of 40 cases per year. These workers are trained, competent, sensitive to human relationships and have a variety of skills including knowledge of residential and commercial real estate transactions, social services and business aids. (See Appendix II for job descriptions of the relocation staff.)
4. Site offices will be established if warranted by particular Model Neighborhood project workloads. Otherwise, staff assistance will be rendered from PDC's main office or existing site offices.
5. The CDA has assigned a staff member as liason to the PDC and to monitor and evaluate executive of the relocation contract. (See Figure 2-6 for staff organization of the CDA.)

### B. Relocation Standards

The following standards, taken together, provide the criteria for measuring the availability of comparable, decent, safe and sanitary housing. No housing will be counted as a relocation resource in the Relocation Plan or listed for referral to displacees which does not meet the following standards.

#### 1. Physical and Occupancy Standards

These standards are in accordance with the Portland City Housing Code.

##### a. Housekeeping Units

##### (1) Sanitary, heating, cooking and lighting facilities

(a) Yards, courts and subfloor areas must be adequately drained

(b) All plumbing fixtures shall be connected to a



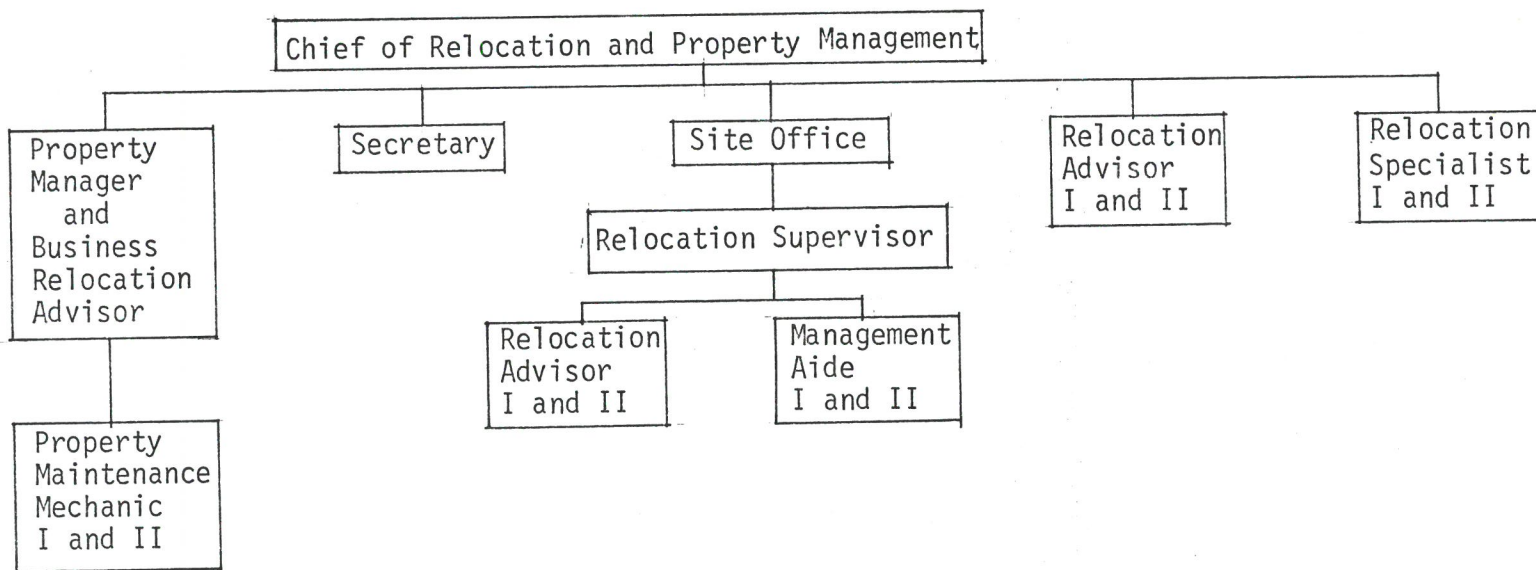


Figure 2-5. Central Relocation Agency Organization

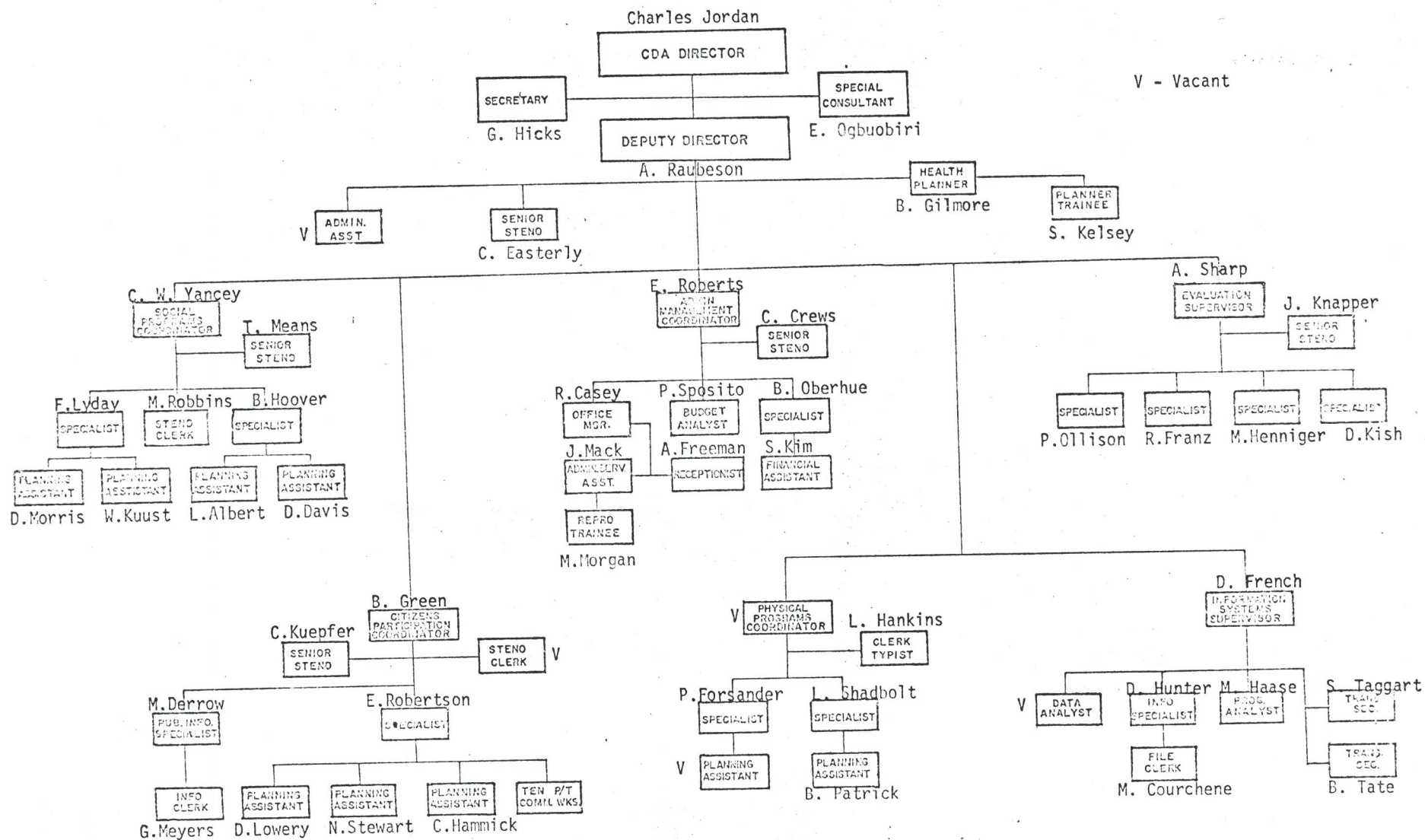


Figure 2-6. CDA Organization

sanitary sewer or to an approved private sewage disposal service. All plumbing fixtures shall be connect to an approved system of water supply and provided with hot and cold running water; all plumbing fixtures shall be of non-absorbent material

- (c) The building shall have the proper means of egress and ingress
  - (d) No fire hazards shall be present
  - (e) Yards, courts and subfloor areas must be free of rubbish
  - (f) Every relocation unit shall be provided with a separate and complete bathroom, including a water closet, a lavatory and a bathtub or shower; these facilities shall be for the exclusive use of the relocated family; rooms containing these fixtures shall be adequately lighted and ventilated; the lavatory and tub or shower shall hot and cold running water
  - (g) Every relocation unit shall have heating facilities which are adequate and safe
  - (h) Each relocation unit shall be provided with a kitchen having adequate facilities for the preparation, storage and preservation of food, and every kitchen shall be provided with a kitchen sink and stove or stove connection; each kitchen shall have no less than 50 square feet of superficial floor area; it shall be properly lighted and ventilated; each kitchen shall be for the exclusive use of the occupants or the occupant of the relocation unit; each kitchen shall contain a sink with hot and cold running water
  - (i) Rooms used for living, sleeping, cooking or eating purposes shall have adequate ceiling height and a window area 1/10 of the floor area or 12 square feet, whichever is greater
  - (j) Electric wiring shall be adequate and safe; electrical convenience outlets and fixtures shall be safe and in good working order.
- (2) Structural requirements
- (a) Foundations must be adequate and in good condition



- (b) Floors should not sag nor should they be rotted
- (c) Subfloor areas must be vented
- (d) Roof, exterior walls, windows and doors must be weatherproof
- (e) Interior walls and ceilings shall be in good repair
- (f) Stair and stair railings shall be in good repair.

(3) Occupancy requirements

- (a) No sleeping room shall have less than 90 square feet of superficial floor area; if more than two people occupy the same sleeping room, an additional 50 square feet of space shall be required for each additional person
- (b) No unfinished room shall be used for living, sleeping, cooking or eating purposes; the walls and floor of every basement or cellar which are below ground level shall be waterproof and damp-proof
- (c) Since overcrowding is one of the substandard conditions we seek to overcome, dwellings should only be considered as standard which will make it unnecessary for persons of opposite sex, other than husband and wife, with the possible exception of an infant under three years of age, to occupy the same bedroom; living rooms should not be considered for sleeping purposes except in cases of efficiency or studio apartments, and in applying these standards, every member of the family regardless of age should be considered a person.

The standards shown in Table 2-1 will be considered as a guide in implementing the aforesaid principles, always bearing in mind that the age, sex and relationship of the occupants, or health factors, will cause some variance.

TABLE 2-1 OCCUPANCY STANDARDS

| <u>Number of Bedrooms</u> | <u>Minimum Occupants</u> | <u>Maximum Occupants</u> |
|---------------------------|--------------------------|--------------------------|
| 0                         | 1                        | 2                        |
| 1                         | 1                        | 3*                       |
| 2                         | 2                        | 4                        |

TABLE 2-1 CONTINUED

| <u>Number of Bedrooms</u> | <u>Minimum Occupants</u> | <u>Maximum Occupants</u> |
|---------------------------|--------------------------|--------------------------|
| 3                         | 4                        | 6                        |
| 4                         | 6                        | 8                        |
| 5                         | 8                        | 10                       |

\*If the Child is under three years of age

Six years shall be the definable age limit governing eligibility for additional space where opposite sex is a factor in adequate sleeping space.

Eighteen years shall be the definable age limit governing eligibility for additional space where the same sex is a factor in adequate sleeping space.

b. Non-housekeeping Units

(1) Space

No sleeping room shall have less than 90 square feet of superficial floor area. If more than two people occupy the same sleeping room an additional 50 square feet of space shall be required for each additional person.

(2) Sanitary facilities

Hotels shall provide on each floor for each sex at least one water closet and lavatory compartment and one bathroom accessible from a public hallway. Additional water closets and lavatory compartments and bathrooms shall be provided on each floor for each sex occupying the floor at the rate of one for every additional ten guests, or fractional number thereof, in excess of 10.

c. Additional Physical Standards

(1) Spatial

(a) Have enough private space and equipment for typical family activities and relaxation, for sleeping in standard beds, for the preparation of meals, for eating, for maintaining sanitary conditions and for storage; have enough shared space and equipment to permit easy access to private areas, to provide water, electricity and other public utilities and for the disposal of waste

(b) Have ways of getting out of their dwelling units and buildings in case of fire with a minimum risk of life and limb

- (c) Have rooms and areas large enough to fit in standard furniture such as beds, living room furniture or dining table and chairs
  - (d) Have all activity spaces large enough and wide enough to fit normal furniture and fixture arrangements and still permit easy movement through the space and access to all furniture and equipment in the space; have spaces that are high enough to avoid a feeling of being cramped
  - (e) Have any private outdoor areas that may be connected to the dwelling unit large enough to fit furniture for lounging or dining table and chairs for at least four people.
- (2) Special provisions for elderly or handicapped
- (a) Elderly or handicapped residents may require special features designed to lessen the effort in housekeeping, minimize accidents and accommodate special equipment which may be required (such as wheelchairs); the housing should afford maximum exposure to sun and convenience to public and community facilities
  - (b) Consideration shall be given to special problems of access and circulation of the elderly and the handicapped. In no case, however, will elderly persons be expected to climb more than one flight of stairs (9'-0") to gain access to his unit.

## 2. Ability-to-Pay Standards

A displacee will be expected to pay no more than 25 percent of his adjusted gross income for monthly housing expenses. (See Appendix III for income definitions.) However, the Relocation Agency will consider the full range of cost-of-living components in deciding on the family's or individual's housing expense-to-income ratio and will thoroughly explore with them needs and preferences for the allocation of their income.

## 3. Environmental and Location Standards

- a. Replacement housing will be located in neighborhoods generally not less desirable in regard to public utilities and services, schools, churches, recreation, transportation and other public and commercial facilities than the neighborhood from which the displacee moves
- b. Replacement housing will be accessible to the displacee's current or potential place of employment; in general



replacement housing should be accessible by public transportation to major employment centers

- c. Replacement housing will in locations not subjected to unreasonable adverse environmental conditions, natural or manmade.

The following are examples of adverse environmental conditions: mudslides, open dumps, undermining, flood plains, air pollution odors, smoke, or dust, major air pollution generators, septic tank backups or sewage hazards (including poorly drained soils or polluted drinking water), traffic, and high vibration or impact noises. (See Appendix IV for planning maps of the Portland area referencing these standards.)

#### 4. Equal Opportunity Standards

Replacement housing units must be open to all persons regardless of race, color, religion or national origin in a manner consistent with Title VIII of the Civil Rights Act of 1968.

#### 5. Exemptions to Relocation Standards

Displaced families and individuals voluntarily moving to housing that does not meet environmental (B.3 above) or equal opportunity (B.4 above) standards shall not have their eligibility for replacement housing payments affected.

#### C. Relocation Assistance Advisory Program for Families and Individuals

The following services and assistance will be available equally to all displacees.

##### 1. Surveys and Interviews

Surveys and interviews will be conducted at the earliest possible time in order to determine the rehousing and social service needs of those to be displaced. Permanent relocation records will be established for each family or household. Appropriate informational material will be distributed at the initial interviews. (See Appendix V for sample relocation interview and record forms.)

##### 2. Information Program

- a. General information on any Model Cities activities that are displacement-causing will include mention of relocation benefits and assistance.
- b. Detailed written materials to be distributed to eligible displacees will include pertinent information in accordance with HUD Relocation Handbook requirements. (See Appendix VI for sample informational materials.)

### 3. Housing Referral Service

#### a. Sales Listings

Listings provided through membership in Portland's two multiple listing services, through individual realtors, through the HUD area office's property disposition section (on a priority basis), through the Veterans Administration and through HUD's 235 program are all available for the consideration of displaced persons who wish to purchase housing.

#### b. Rental Listings

Rental listings are available through various property management firms, individual landlords, the Housing Authority of Portland, and various sponsors and managers of HUD-assisted rental housing (i.e., 236 and rent-supplement units). The relocation agency will assist displacees interested in public housing, rent supplement housing or 236 housing in obtaining priorities and filing applications, as necessary.

- c. All referrals will be made keeping the needs and preferences of the individual family in mind and will be made in accordance with the relocation housing standards established under II.B. above.

### 4. Housing Counseling Service

#### a. Assistance to Prospective Homeowners

The relocation agency will provide assistance to prospective homeowners in obtaining mortgage financing, including helping in the preparation and submission of purchase offers, obtaining credit reports, and verifying employment where this is necessary to effect the purchase, and making any other arrangements with lending institutions to facilitate the obtaining of loans, particularly for minority group and low income families and individuals.

#### b. Homeownership Counseling

Homeownership counseling will be available to all displacees desiring this service either on a group or individual basis. Should such services not be available through existing agencies, the CDA will either contract for such services or hire staff as necessary to perform such services. Homeownership counseling will include coverage of the following subject areas: homeownership costs; financial management including budgeting and consumer education; legal information; home maintenance and landscaping.



## 5. Social Services

Information relating to the needs for social services will be collected at the earliest possible time. Needed services will be rendered before, during and after relocation as necessary. Initially, services will be rendered by referral to existing agencies. The adequacy of these services is being assessed and if deemed appropriate either staff or contract social services may be proposed in the future. (See Appendix VII for a listing of agencies to whom social service referrals will be made.)

## 6. Housing Inspections

- a. Housing inspections will be made on a timely basis. No housing unit will be certified as decent, safe and sanitary unless it is found to be in sound, clean and weathertight condition and in conformance with local housing code standards. Displaced persons will be informed at the earliest possible date of relocation housing standards and inspection requirements needed to maintain eligibility for replacement housing benefits. Inspections will be made (1) prior to referral; (2) for self-relocations, prior to occupancy if possible; and (3) after occupancy for all cases. (See Appendix VIII for sample housing inspection form.)
- b. If displacees move on their own to substandard housing, the relocation agency will offer assistance in securing standard accommodations. If the family or individual declines a reasonable number of offers of standard accommodations, in the case of rental units, the relocation agency will refer the matter to the city building department for code compliance action. The building department will notify the relocation agency upon correction of the code violations.

## 7. Tracing Self-Relocatees

Families or individuals who move without notifying the relocation office of their new address will be traced. Sources such as the post office, neighbors, school, job and police will be used in the tracing effort. Such families or individuals will not be removed from the workload until all sources are exhausted.

## 8. Assistance to Adjacent Properties

At the time of approval by the Model Cities executive (or subsequent HUD approval, if necessary), of a displacement-causing activity, properties adjacent to the project site will be surveyed to determine potential adverse impact on adjacent property residents. Information materials will be distributed to these adjacent property occupants. If the survey results show that the project will cause economic injury to or injure or threaten the health or personal safety of any of these adjacent residents, they will be offered the relocation advisory services outlined above. No relocation payments, however, will be available to such persons.



#### D. Property Management Policies

##### 1. Rental Charges

Rental charged to residents of acquired properties will be based on the economic rent for the unit or 25 percent of the occupant's adjusted gross income, whichever is the lesser.

##### 2. Maintenance and Repairs

Occupied acquired properties will be maintained in safe and habitable condition.

##### 3. Eviction Policy

Eviction will be used only as a last resort and in accordance with state and local law. It will be undertaken only under one or more of the following circumstances and after consideration by the Relocation Review Committee:

- a. The failure to pay rent except in those cases where the failure to pay is based upon the local agency's failure to keep premises in habitable condition
- b. Maintenance of a nuisance or use of the premises for illegal purposes
- c. A material breach of the rental agreement
- d. Refusal to accept one of a reasonable number of offers of accommodations meeting applicable Relocation Standards (see II.B. above)
- e. The eviction is required by state or local law, and cannot be prevented by the local agency.

##### 4. Temporary Relocation

Temporary relocation will only be used with prior HUD concurrence when adequate permanent relocation resources are not available at the time of displacement from the neighborhood, or when the approved project plan anticipates moves back into completed accommodations in the project or program area. Temporary relocation will not diminish the responsibility of the relocation agency to offer relocation assistance and services designed to achieve permanent relocation of site occupants into suitable facilities.

#### E. Relocation Assistance Advisory Program for Business Concerns

As part of its Relocation Assistance Advisory Program with respect to businesses and non-profit organizations anticipated to be relocated in any of its programs, the relocation agency will:

1. Fully inform eligible concerns at the earliest possible date of the relocation payments and assistance for which they would be eligible, as well as the procedures for obtaining such payments and assistance.
2. Conduct personal interviews to determine the extent of the need of each business or non-profit organization for relocation assistance. These interviews will include discussions of such items as space, traffic patterns, market and other requirements, number of employees and number of minority employees.
3. Prepare and make available to the businesses a listing of local real estate agencies, brokers, multiple listing service, board of realtors and others involved in the local commercial market.
4. Provide current and continuing information on the availability, cost and square footage of comparable commercial and industrial locations and make referrals to real estate brokers who may be able to assist in obtaining suitable accommodations.
5. Provide information relative to property values, growth potentials in various areas, zoning ordinances, and other general and economic information which may assist the business to make informed decisions relative to relocation.
6. Make available to business concerns and non-profit organizations lists of licensed moving concerns and fixture appraisers for loss of property compensation.
7. Refer appropriate businesses to the Small Business Administration where such referral might be of help to the concern.
8. Assist any eligible person displaced from his business in obtaining and becoming established in a suitable location.
9. Supply to eligible persons information concerning Federal and State programs for which his business might be eligible including disaster loans and Small Business Administration programs.

#### F. Assurance of Equal Opportunity in Housing

Only those units demonstrated to be open to all citizens regardless of race, color, religion or national origin, in a manner consistent with Title VII of the Civil Rights Act of 1968 and available without discrimination based on source of income, will be considered as acceptable replacement housing. In addition, in carrying out its relocation activities, the relocation agency will take affirmative actions to provide displaced families and individuals maximum opportunities of selecting replacement housing within the community's total housing supply; to lessen racial, ethnic and economic concentration; and to facilitate desegregation and racially inclusive patterns of occupancy in use of public and private facilities. Oregon statutes ORS 696-300 and ORS 659-033 prohibit discrimination in the sale or rental of housing units and provide for revoking the license of any realtor or agent found guilty of such discrimination. The following actions will be taken by the relocation agency with respect to members of minority groups who may be displaced in any of the agency's programs:

1. Make full use of HUD acquired properties, multiple listing services, and normal real estate management and brokerage services.
2. Inform members of minority groups of housing opportunities in non-traditional neighborhoods and provide services to familiarize them with such neighborhoods.
3. Provide escort services to brokers' offices in non-traditional neighborhoods.
4. Cooperate fully with the Portland Metropolitan Human Relations Commission and other social, civic and religious groups interested in facilitating freedom of residence.
5. Discrimination in housing is to be reported to the Civil Rights Division, Oregon Bureau of Labor, or the Equal Opportunity Division of HUD.
6. Make available to any family or individual who is unable to purchase or rent a replacement dwelling because of discriminatory practices relating to race, color, creed or national origin, Form HUD-903--Housing Discrimination Complaint.



#### G. Grievance Procedure

Pending further HUD guidelines, the relocation agency will abide by the following procedure regarding appeals of relocation agency determination of either (1) eligibility for or amount of payments made to families, individuals, businesses or non-profit organizations; or (2) schedules used for such determination:

1. Any person wishing to appeal to the relocation staff or wishing to seek review or revision of their eligibility for or the amount of relocation payment or of any schedules used in determination of payment, shall file a written request for such appeal or review with the relocation agency or with the CDA. If the appeal is filed with the CDA, it shall be forwarded to the relocation agency for review of the appeal and a decision. If the appeal is filed with the relocation agency, the relocation agency will notify the CDA of the appeal.
2. Within 14 calendar days, the relocation agency shall notify the appellant in writing that:
  - a. The appeal is denied, in which case the reasons behind the decision shall be clearly stated; or
  - b. The appeal has merit, in which case the steps the agency will take to implement the decision and the details of the decision shall be clearly stated. If the change can be made by the staff it will be done within seven calendar days. If it requires agency or HUD approval, the staff will begin the process of obtaining such approval within seven calendar days.
3. If the appeal is denied, it shall be reviewed by the CDA staff and chief administrative officer to seek whether the appeal may be resolved at the city level. In either case, the appellant shall be clearly informed of his right to further appeal to HUD.
4. If the appellant elects to make use of his right to further appeal to HUD, he shall be aided by the CDA staff in making such appeal. The CDA in cooperation with the relocation agency shall forward to HUD all applicable information regarding the appeal.

#### H. Resident Involvement in Planning and Carrying Out Relocation

The General Relocation Plan has been developed by the working committees of the Model Cities program and has been approved by the Citizens Planning Board. Any amendments to the General Plan or additions in the form of Relocation Project Plans must follow the general citizens participation procedures and framework. This must include review by the neighborhood association in which the project is to be developed and approval by the CPB.

There may be established within every project which has a defined project area and entails relocation, an organization made up of potential displacees from the immediate project area. The purpose of this resident organization shall be, but shall not be limited to, ensuring the maximum amount of security, confidence and understanding of residents concerning their rights under all appropriate laws. The resident displacee organization must be meaningfully involved in planning for any relocation housing that may be included as part of any project.

A public hearing will be held to discuss any relocation plan with a defined project area which seeks approval for Model Cities-funded relocation benefits. Potential relocatees will be invited to the hearing which will be held at the time of submission to the CPB of the relocation plan.

If the hearing reveals that relocatees have not been afforded the opportunity to be involved in the planning process, then the CDA physical planning staff will assist the relocatees to develop and present a plan to accommodate relocatees in cooperation with the displacing agency. This plan is to be presented within 60 days to the Physical Environment and Housing Working Committee for review and recommendation to the CPB.

If Model Cities funds are necessary to develop an alternative plan, an amendment to this plan must be made at the discretion of the CDA Director. Citizens will be notified of their rights under this provision by the Citizens Participation staff of the CDA.

## I. Payment Plan and Procedures

Relocation payments will be made to all eligible site occupants and owners in accordance with regulations governing relocation payments as prescribed and amended by the Federal Government.

1. Resident submits claim for payment. Forms, guidance and assistance are provided by the relocation staff.
2. The claim and eligibility are reviewed by the relocation worker handling the case.
3. Following review and approval by the relocation worker, the claim is sent to the Chief of Relocation and Property Management for approval. It is then forwarded to the Executive Director for signature.
4. A disbursement document for the approved claim is then sent to the accounting department where it is checked for accuracy. The accountant then draws the check for the appropriate amount and records the payment. The check is then returned to the Relocation Department for recordation and preparation of the cover letter. It is finally delivered to the claimant either by the relocation worker or by mail if arranged.
5. Estimated time for processing payment is three to seven days.
6. Claimants will be informed of their right to appeal the determination of payment and eligibility as provided in II.G above.
7. A yearly payment will be made to those receiving rental assistance payments. An inspection will be made prior to such yearly payment to ensure the claimant continues to reside in standard housing.
8. The CDA will reimburse the relocation agency for its expenditures on a monthly basis in accordance with contract provisions.



## J. Eligibility for Project Coverage under the Model Cities Relocation Plan

1. In order to minimize the strain on the city's supply of low and moderate income housing, the CDA will only include in the CCDP projects which are necessary to achieve Model Cities goals and which have been developed in light of the need to minimize displacement.

Any Model Cities project entailing relocation to be included in this plan must be approved by the CPB after appropriate resident involvement as outlined in section II.H above.

2. Inclusion of any displacement caused by non-federally funded activity in the City Demonstration Relocation Program, will require the prior submission of specific information regarding the timing, purpose and the number of owners and renters to be displaced by the proposed activity. This will ensure that all displacement activity in the Model Neighborhood is subject to relocation planning and is in accord with the goals of the Model Cities Program.

No agency or project will be eligible to receive assistance from Model Cities supplemental funds for any project that has not been included in this plan or in any subsequent amendments. However, in special cases this policy may be waived at the discretion of the Citizens Planning Board if items a) through e) below are favorable. The incorporation of any relocation project as a part of this plan, eligible for relocation payments, will be determined by the following considerations:

- a) Adequacy of relocation housing resources
- b) Timing of relocation activities
- c) Financial need of the displacees
- d) Accordance of displacement project goals with those of the CCDP
- e) Availability of relocation funds.

3. Each relocation project which has been approved for inclusion in this plan will be identified by name as to its geographic location and extent of relocation activity.

### III. PROJECT RELOCATION PLAN

The project relocation plan is demonstrated in the following pages.

# A. ESTIMATE OF DISPLACEMENT

APPENDIX 2. GUIDELINES: HOUSING REQUIREMENTS OF DISPLACED FAMILIES AND INDIVIDUALS

|  |  |   |
|--|--|---|
| HOUSING REQUIREMENTS OF DISPLACED FAMILIES AND INDIVIDUALS | DISPLACEMENT PERIOD: <u>12</u> months                                  | LOCALITY<br><b>Portland, Oregon</b>                             |
|  | From <u>June 1972</u> to <u>June 1973</u><br>(month/year) (month/year) | LOCAL AGENCY<br><b>Portland Model Cities</b>                    |
|  |  | PROJECT NAME AND NUMBER<br><b>Model Cities Relocation 31.01</b> |

A. NUMBER OF FAMILIES AND INDIVIDUALS TO BE DISPLACED \*100% survey not completed. Exception from HUD requested.

|                                   | XXXX.<br>NoXXXXXX |        | XXXXXX<br>XXXXXX |        | American<br>Indian |        | Spanish-<br>American |        | Oriental |        | Other<br>Minority |        | Total |        |
|-----------------------------------|-------------------|--------|------------------|--------|--------------------|--------|----------------------|--------|----------|--------|-------------------|--------|-------|--------|
|                                   | Owner             | Tenant | Owner            | Tenant | Owner              | Tenant | Owner                | Tenant | Owner    | Tenant | Owner             | Tenant | Owner | Tenant |
| XXXXXX School<br>XXXXXX District  | 6                 | 11     |                  |        |                    |        |                      |        |          |        |                   |        |       |        |
| Other                             |                   |        |                  |        |                    |        |                      |        |          |        |                   |        |       |        |
| XXXXXX Code<br>XXXXXX Enforcement | 5                 | 55     |                  |        |                    |        |                      |        |          |        |                   |        |       |        |
| Handicapped                       |                   |        |                  |        |                    |        |                      |        |          |        |                   |        |       |        |
| Other                             |                   |        |                  |        |                    |        |                      |        |          |        |                   |        |       |        |

B. HOUSING REQUIREMENTS OF FAMILIES AND INDIVIDUALS TO BE DISPLACED Impossible to detail at this time.  
 Submit separate table for each group classification identified in Block A. Check applicable box for group classification covered in each table. Show size and bedroom requirements, by income, of individuals and families to be displaced.  
☐ American Indian ☐ Negro/Black ☐ Oriental ☐ Spanish-American ☐ White, Nonminority ☐ Other

| Annual Income  | Individuals          |              |      | Families                        |   |   |   |   |   |   |              |       |                      |   |   |   |   |              |       |
|----------------|----------------------|--------------|------|---------------------------------|---|---|---|---|---|---|--------------|-------|----------------------|---|---|---|---|--------------|-------|
|                | Nonhouse-<br>keeping | Housekeeping |      | By Family Size (No. of persons) |   |   |   |   |   |   |              |       | By Bedrooms Required |   |   |   |   |              |       |
|                |                      | 0-BR         | 1-BR | 2                               | 3 | 4 | 5 | 6 | 7 | 8 | 9 or<br>more | Total | 0                    | 1 | 2 | 3 | 4 | 5 or<br>more | Total |
| Under \$1000   |                      |              |      |                                 |   |   |   |   |   |   |              |       |                      |   |   |   |   |              |       |
| \$ 1000 - 1999 |                      |              |      |                                 |   |   |   |   |   |   |              |       |                      |   |   |   |   |              |       |
| 2000 - 2999    |                      |              |      |                                 |   |   |   |   |   |   |              |       |                      |   |   |   |   |              |       |
| 3000 - 3999    |                      |              |      |                                 |   |   |   |   |   |   |              |       |                      |   |   |   |   |              |       |
| 4000 - 4999    |                      |              |      |                                 |   |   |   |   |   |   |              |       |                      |   |   |   |   |              |       |
| 5000 - 5999    |                      |              |      |                                 |   |   |   |   |   |   |              |       |                      |   |   |   |   |              |       |
| 6000 - 6999    |                      |              |      |                                 |   |   |   |   |   |   |              |       |                      |   |   |   |   |              |       |
| 7000 - 7999    |                      |              |      |                                 |   |   |   |   |   |   |              |       |                      |   |   |   |   |              |       |
| 8000 - 9999    |                      |              |      |                                 |   |   |   |   |   |   |              |       |                      |   |   |   |   |              |       |
| 10000 -14999   |                      |              |      |                                 |   |   |   |   |   |   |              |       |                      |   |   |   |   |              |       |
| 15000 -24999   |                      |              |      |                                 |   |   |   |   |   |   |              |       |                      |   |   |   |   |              |       |
| 25000 & Over   |                      |              |      |                                 |   |   |   |   |   |   |              |       |                      |   |   |   |   |              |       |
| Totals         |                      |              |      |                                 |   |   |   |   |   |   |              |       |                      |   |   |   |   |              |       |

[form continued on next page]

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RELOCATION HANDBOOK



C. FAMILIES AND INDIVIDUALS APPARENTLY ELIGIBLE FOR SUBSIDIZED HOUSING

Complete the following table to show number of families and individuals apparently eligible for low-rent public housing.  
Complete similar tables for each other subsidized program, e.g., Section 235 and Section 236.

| Annual Income  | Individuals      |              |      | Families                        |   |   |   |   |   |   |           |                      |   |   |   |   |   |           |       |
|----------------|------------------|--------------|------|---------------------------------|---|---|---|---|---|---|-----------|----------------------|---|---|---|---|---|-----------|-------|
|                | Nonhouse-keeping | Housekeeping |      | By Family Size (No. of persons) |   |   |   |   |   |   |           | By Bedrooms Required |   |   |   |   |   |           |       |
|                |                  | 0-BR         | 1-BR | 2                               | 3 | 4 | 5 | 6 | 7 | 8 | 9 or more | Total                | 0 | 1 | 2 | 3 | 4 | 5 or more | Total |
| Under \$1000   |                  |              |      |                                 |   |   |   |   |   |   |           |                      |   |   |   |   |   |           |       |
| \$ 1000 - 1999 |                  |              |      |                                 |   |   |   |   |   |   |           |                      |   |   |   |   |   |           |       |
| 2000 - 2999    |                  |              |      |                                 |   |   |   |   |   |   |           |                      |   |   |   |   |   |           |       |
| 3000 - 3999    |                  |              |      |                                 |   |   |   |   |   |   |           |                      |   |   |   |   |   |           |       |
| 4000 - 4999    |                  |              |      |                                 |   |   |   |   |   |   |           |                      |   |   |   |   |   |           |       |
| 5000 - 5999    |                  |              |      |                                 |   |   |   |   |   |   |           |                      |   |   |   |   |   |           |       |
| 6000 - 6999    |                  |              |      |                                 |   |   |   |   |   |   |           |                      |   |   |   |   |   |           |       |
| 7000 - 7999    |                  |              |      |                                 |   |   |   |   |   |   |           |                      |   |   |   |   |   |           |       |
| 8000 - 9999    |                  |              |      |                                 |   |   |   |   |   |   |           |                      |   |   |   |   |   |           |       |
| 10000 & Over   |                  |              |      |                                 |   |   |   |   |   |   |           |                      |   |   |   |   |   |           |       |
| Totals         |                  |              |      |                                 |   |   |   |   |   |   |           |                      |   |   |   |   |   |           |       |

## B. NARRATIVE DESCRIPTION OF FAMILIES TO BE DISPLACED AND CONCLUSIONS

The 100 percent survey of the families in the School District project area has not been completed since authorization to begin was only recently received; however, frequent CDA staff contact with the area residents reveals that the majority are black. Most of the renters have been displaced due to early property acquisition by the School District prior to awareness by the CDA of this project. The majority of those to be displaced are homeowners. Several of these families are elderly, and others will be able to utilize available social services.

The largest problem has been the confusion and uncertainty of the residents generated by the School District's property acquisition methods and the small (\$200) relocation payment authorized by the state law. Although this project is a locally funded activity, its inclusion as part of the Model Cities Relocation Plan would ensure adequate information to the residents, fair and equitable property acquisition, and relocation assistance and benefits.

Local code enforcement which causes displacement through a posting of the structure as "unfit for habitation" or retaliatory eviction by the landlord has largely been carried out by the County Health Department using local funds. Although it is impossible to survey this group of displacees prior to displacement, a majority of those displaced are reported to be black tenant-occupants with very low income. This group apparently suffers from many aspects of the housing problem--overcrowding, health and safety hazards, and unreasonable rents--which are then aggravated by the financial burdens of moving. Because of the timing of displacement, many in this group do not technically qualify for priority in Public Housing nor are they covered by any of the relocation benefits or services. To the extent that there is a decline or persistent shortage of decent, safe and sanitary housing at rents which these people can afford, code enforcement displacement will have only mixed benefits at best. The need to move will cause hardship without remedy unless the relocation benefits and services are provided or the code enforcement system is altered.

It is important to recognize that all displacement covered by this Model Cities Relocation Plan is occurring without Federal Relocation benefits and that this project would allow their coverage.

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CHAPTER 3 APPENDIX 3

## C. CONCURRENT DISPLACEMENT

## APPENDIX 3. GUIDEFORM: ESTIMATED CONCURRENT DISPLACEMENT

| ESTIMATED CONCURRENT DISPLACEMENT   |                    |   |             |   |                 |           |                  |                  |                      |      |                |   |       | LOCALITY<br>Portland, Oregon                                     |  |  |  |  |  |  |  |  |  |  |  |
|---|--------------------|---|-------------|---|-----------------|-----------|------------------|------------------|----------------------|------|----------------|---|-------|--|--|--|--|--|--|--|--|--|--|--|--|
| DISPLACEMENT PERIOD: 12 months  |                    |   |             |   |                 |           |                  |                  |                      |      |                |   |       | LOCAL AGENCY<br>Portland Model Cities                            |  |  |  |  |  |  |  |  |  |  |  |
| From June 1972 to June 1973<br>(month/year) (month/year)  |                    |   |             |   |                 |           |                  |                  |                      |      |                |   |       | PROJECT NAME AND NUMBER<br>Model Cities Relocation Project 31.01 |  |  |  |  |  |  |  |  |  |  |  |
| A. ANTICIPATED DISPLACEMENT (Number of Families and Individuals)  |                    |   |             |   |                 |           |                  |                  |                      |      |                |   |       |  |  |  |  |  |  |  |  |  |  |  |  |
| Type of Governmental Action   | White, Nonminority |   | Negro/Black |   | American Indian |           | Spanish-American |                  | Oriental             |      | Other Minority |   | Total |  |  |  |  |  |  |  |  |  |  |  |  |
|   | F                  | I | F           | I | F               | I         | F                | I                | F                    | I    | F              | I | F     | I  |  |  |  |  |  |  |  |  |  |  |  |
| HUD-assisted Projects   | 52                 |   | 49          |   |                 |           |                  |                  |                      |      |                |   |       | 101  |  |  |  |  |  |  |  |  |  |  |  |
| Local Code Enforcement  | 44                 |   | 88          |   |                 |           |                  |                  |                      |      |                |   |       | 132  |  |  |  |  |  |  |  |  |  |  |  |
| Highway Construction  | 218                |   | -           |   |                 |           |                  |                  |                      |      |                |   |       | 218  |  |  |  |  |  |  |  |  |  |  |  |
| Other (identify) *  | 17                 |   | 39          |   |                 |           |                  |                  |                      |      |                |   |       | 56   |  |  |  |  |  |  |  |  |  |  |  |
| Total   | 331                |   | 176         |   |                 |           |                  |                  |                      |      |                |   |       | 507  |  |  |  |  |  |  |  |  |  |  |  |
| B. ESTIMATED HOUSING NEEDS (Number of Families and Individuals) **  |                    |   |             |   |                 |           |                  |                  |                      |      |                |   |       |  |  |  |  |  |  |  |  |  |  |  |  |
| Instructions: To the extent that information is available, indicate the estimated housing needs of families and individuals covered in Block A. |                    |   |             |   |                 |           |                  |                  |                      |      |                |   |       |  |  |  |  |  |  |  |  |  |  |  |  |
| Income Range  | Families           |   |             |   |                 |           |                  | Individuals      |                      |      |                |   |       |  |  |  |  |  |  |  |  |  |  |  |  |
|   | Number of Bedrooms |   |             |   |                 |           |                  | Type of Unit     |                      |      |                |   |       |  |  |  |  |  |  |  |  |  |  |  |  |
|   | 0                  | 1 | 2           | 3 | 4               | 5 or more | Total            | Nonhouse-keeping | Housekeeping<br>0-BR | 1-BR |                |   |       |  |  |  |  |  |  |  |  |  |  |  |  |
| Low-Income Rental   |                    |   |             |   |                 |           |                  |                  |                      |      |                |   |       |  |  |  |  |  |  |  |  |  |  |  |  |
| Sales   |                    |   |             |   |                 |           |                  |                  |                      |      |                |   |       |  |  |  |  |  |  |  |  |  |  |  |  |
| Moderate-Income Rental  |                    |   |             |   |                 |           |                  |                  |                      |      |                |   |       |  |  |  |  |  |  |  |  |  |  |  |  |
| Sales   |                    |   |             |   |                 |           |                  |                  |                      |      |                |   |       |  |  |  |  |  |  |  |  |  |  |  |  |
| Above Moderate-Income Rental  |                    |   |             |   |                 |           |                  |                  |                      |      |                |   |       |  |  |  |  |  |  |  |  |  |  |  |  |
| Sales   |                    |   |             |   |                 |           |                  |                  |                      |      |                |   |       |  |  |  |  |  |  |  |  |  |  |  |  |

\* Bureau of Water Works, Port of Portland

\*\* Detailed information not yet available.



#### D. DESCRIPTION OF HOUSING RESOURCES

Given the lack of a single source of definitive, consistent and up-to-date housing data, it is difficult to gain a comprehensive picture of housing resources. However, there does exist several indications of need.

The waiting list for public housing has increased over the past year to a total of 4,279 as of November 31, 1971, from 3,500 in June of 1971. The continuing demand for low income housing plus a loss of several hundred public housing leases in the past year has contributed to the waiting list increase.

The continuation of non-covered public displacement such as code enforcement, School District development, and the Port of Portland has placed increased demands upon the housing supply. During the past year, June 1971 - June 1972, there were a "reported" 420 public displacees in the City of Portland with a replacement of 70 FHA-assisted rental units in the City of Portland and approximately 1,500 moderate income houses for sale under FHA-assisted programs.

For this year, Figures 2-7 and 2-8, summarize displacement in relation to housing resources. There will be a total of 507 displaced families and individuals. In addition to whatever increase the Housing Authority is able to accomplish against its now diminishing housing stock, FHA-assisted units will be as follows: 141 low income rental units, 54 moderate income rental units and 1,750 moderate income homes for sale.

## APPENDIX 4. GUIDELINE: HOUSING RESOURCES TO BE AVAILABLE PRIOR TO DISPLACEMENT OF FAMILIES AND INDIVIDUALS

| HOUSING RESOURCES TO BE AVAILABLE PRIOR TO DISPLACEMENT OF FAMILIES AND INDIVIDUALS                              |               |           |          |     | DISPLACEMENT PERIOD: <u>12</u> months                                  |           |          |     |               | LOCALITY<br>Portland, Oregon                                     |          |      |                         |           |          |     |
|--|---------------|-----------|----------|-----|--|-----------|----------|-----|---------------|--|----------|------|-------------------------|-----------|----------|-----|
|  |               |           |          |     | From <u>June 1972</u> to <u>June 1973</u><br>(month/year) (month/year) |           |          |     |               | LOCAL AGENCY<br>Portland Model Cities                            |          |      |                         |           |          |     |
|  |               |           |          |     |  |           |          |     |               | PROJECT NAME AND NUMBER<br>Model Cities Relocation Project 31.01 |          |      |                         |           |          |     |
| A. HOUSEKEEPING UNITS  |               |           |          |     |  |           |          |     |               |  |          |      |                         |           |          |     |
| Type   | 0 Bedroom     |           |          |     | 1 Bedroom  |           |          |     | 2 Bedroom     |  |          |      | 3 Bedroom <sup>1/</sup> |           |          |     |
|  | Number Needed | Available |          |     | Number Needed  | Available |          |     | Number Needed | Available  |          |      | Number Needed           | Available |          |     |
|  |               | Total     | Existing | New |  | Total     | Existing | New |               | Total  | Existing | New  |                         | Total     | Existing | New |
| <u>LOW-INCOME</u>  |               |           |          |     |  |           |          |     |               |  |          |      |                         |           |          |     |
| <u>Rental</u>  |               |           |          |     |  |           |          |     |               |  |          |      |                         |           |          |     |
| Public Housing   | -             | 90        | 90       | -   | -  | 98        | 98       | -   | -             | 240  | 240      | -    | -                       | 124       | 124      | -   |
| HUD-assisted   |               |           |          |     |  |           |          |     |               |  |          |      |                         |           |          |     |
| Other-assisted   |               |           |          |     |  |           |          |     |               |  |          |      |                         |           |          |     |
| Rent Supplement  |               |           |          |     |  |           |          |     | -             | *141   | -        | *141 |                         |           |          |     |
| HUD-assisted   |               |           |          |     |  |           |          |     |               |  |          |      |                         |           |          |     |
| Local-assisted   |               |           |          |     |  |           |          |     |               |  |          |      |                         |           |          |     |
| Private Rental   |               |           |          |     |  |           |          |     |               |  |          |      |                         |           |          |     |
| Nonassisted  |               |           |          |     |  |           |          |     |               |  |          |      |                         |           |          |     |
| <u>Sales</u>   |               |           |          |     |  |           |          |     |               |  |          |      |                         |           |          |     |
| HUD-assisted   |               |           |          |     |  |           |          |     |               |  |          |      |                         |           |          |     |
| Other-assisted   |               |           |          |     |  |           |          |     |               |  |          |      |                         |           |          |     |
| Nonassisted  |               |           |          |     |  |           |          |     |               |  |          |      |                         |           |          |     |
| <u>MODERATE-INCOME</u>   |               |           |          |     |  |           |          |     |               |  |          |      |                         |           |          |     |
| <u>Rental</u>  |               |           |          |     |  |           |          |     | -             | *54  | -        | *54  |                         |           |          |     |
| HUD-assisted   |               |           |          |     |  |           |          |     |               |  |          |      |                         |           |          |     |
| Other-assisted   |               |           |          |     |  |           |          |     |               |  |          |      |                         |           |          |     |
| Nonassisted  |               |           |          |     |  |           |          |     |               |  |          |      |                         |           |          |     |
| <u>Sales</u>   |               |           |          |     |  |           |          |     | *             | 1750   | *        | 1750 |                         |           |          |     |
| HUD-assisted   |               |           |          |     |  |           |          |     |               |  |          |      |                         |           |          |     |
| Nonassisted  |               |           |          |     |  |           |          |     |               |  |          |      |                         |           |          |     |
| <u>ABOVE MODERATE-INCOME</u>   |               |           |          |     |  |           |          |     |               |  |          |      |                         |           |          |     |
| Rental (nonassisted)   |               |           |          |     |  |           |          |     |               |  |          |      |                         |           |          |     |
| Sales (nonassisted)  |               |           |          |     |  |           |          |     |               |  |          |      |                         |           |          |     |
| 1/ For larger units (4 Bedroom, 5 Bedroom, etc.), use additional pages and adjust column headings as applicable. |               |           |          |     |  |           |          |     |               |  |          |      |                         |           |          |     |

[form continued on next page]

\* Actual bedroom size not known from available information

Figure 2-7

APPENDIX 4.  
GUIDELINES: HOUSING RESOURCES TO BE AVAILABLE PRIOR  
TO DISPLACEMENT OF FAMILIES AND INDIVIDUALS

| HOUSING RESOURCES TO BE AVAILABLE PRIOR TO<br>DISPLACEMENT OF FAMILIES AND INDIVIDUALS |                  |           |          |     | DISPLACEMENT PERIOD: _____ months<br>From _____ to _____<br>(month/year) (month/year) |           |          |     |                      | LOCALITY                |          |     |                                    |           |          |     |
|--|------------------|-----------|----------|-----|---|-----------|----------|-----|----------------------|-------------------------|----------|-----|------------------------------------|-----------|----------|-----|
|  |                  |           |          |     |   |           |          |     |                      | LOCAL AGENCY            |          |     |                                    |           |          |     |
|  |                  |           |          |     |   |           |          |     |                      | PROJECT NAME AND NUMBER |          |     |                                    |           |          |     |
| A. HOUSEKEEPING UNITS  |                  |           |          |     |   |           |          |     |                      |                         |          |     |                                    |           |          |     |
| Type   | 4, 5, 6 Bdrm.    |           |          |     | <del>1 Bedroom</del>  |           |          |     | <del>2 Bedroom</del> |                         |          |     | <del>3 Bedroom</del> <sup>1/</sup> |           |          |     |
|  | Number<br>Needed | Available |          |     | Number<br>Needed  | Available |          |     | Number<br>Needed     | Available               |          |     | Number<br>Needed                   | Available |          |     |
|  |                  | Total     | Existing | New |   | Total     | Existing | New |                      | Total                   | Existing | New |                                    | Total     | Existing | New |
| <u>LOW-INCOME</u>  |                  |           |          |     |   |           |          |     |                      |                         |          |     |                                    |           |          |     |
| <u>Rental</u>  |                  |           |          |     |   |           |          |     |                      |                         |          |     |                                    |           |          |     |
| <u>Public Housing</u>  |                  |           |          |     |   |           |          |     |                      |                         |          |     |                                    |           |          |     |
| <u>HUD-assisted</u>  | -                | 53        | 53       | -   |   |           |          |     |                      |                         |          |     |                                    |           |          |     |
| <u>Other-assisted</u>  |                  |           |          |     |   |           |          |     |                      |                         |          |     |                                    |           |          |     |
| <u>Rent Supplement</u>   |                  |           |          |     |   |           |          |     |                      |                         |          |     |                                    |           |          |     |
| <u>HUD-assisted</u>  |                  |           |          |     |   |           |          |     |                      |                         |          |     |                                    |           |          |     |
| <u>Local-assisted</u>  |                  |           |          |     |   |           |          |     |                      |                         |          |     |                                    |           |          |     |
| <u>Private Rental</u>  |                  |           |          |     |   |           |          |     |                      |                         |          |     |                                    |           |          |     |
| <u>Nonassisted</u>   |                  |           |          |     |   |           |          |     |                      |                         |          |     |                                    |           |          |     |
| <u>Sales</u>   |                  |           |          |     |   |           |          |     |                      |                         |          |     |                                    |           |          |     |
| <u>HUD-assisted</u>  |                  |           |          |     |   |           |          |     |                      |                         |          |     |                                    |           |          |     |
| <u>Other-assisted</u>  |                  |           |          |     |   |           |          |     |                      |                         |          |     |                                    |           |          |     |
| <u>Nonassisted</u>   |                  |           |          |     |   |           |          |     |                      |                         |          |     |                                    |           |          |     |
| <u>MODERATE-INCOME</u>   |                  |           |          |     |   |           |          |     |                      |                         |          |     |                                    |           |          |     |
| <u>Rental</u>  |                  |           |          |     |   |           |          |     |                      |                         |          |     |                                    |           |          |     |
| <u>HUD-assisted</u>  |                  |           |          |     |   |           |          |     |                      |                         |          |     |                                    |           |          |     |
| <u>Other-assisted</u>  |                  |           |          |     |   |           |          |     |                      |                         |          |     |                                    |           |          |     |
| <u>Nonassisted</u>   |                  |           |          |     |   |           |          |     |                      |                         |          |     |                                    |           |          |     |
| <u>Sales</u>   |                  |           |          |     |   |           |          |     |                      |                         |          |     |                                    |           |          |     |
| <u>HUD-assisted</u>  |                  |           |          |     |   |           |          |     |                      |                         |          |     |                                    |           |          |     |
| <u>Nonassisted</u>   |                  |           |          |     |   |           |          |     |                      |                         |          |     |                                    |           |          |     |
| <u>ABOVE MODERATE-INCOME</u>   |                  |           |          |     |   |           |          |     |                      |                         |          |     |                                    |           |          |     |
| <u>Rental (nonassisted)</u>  |                  |           |          |     |   |           |          |     |                      |                         |          |     |                                    |           |          |     |
| <u>Sales (nonassisted)</u>   |                  |           |          |     |   |           |          |     |                      |                         |          |     |                                    |           |          |     |

1/ For larger units (4 Bedroom, 5 Bedroom, etc.), use additional pages and adjust column headings as applicable.

[form continued on next page]

Figure 2-7 Continued



| B. NONHOUSEKEEPING UNITS (Rental Only) |                          |       |           |     |                |       |           |     |                          |       |           |     |               |       |           |     |
|--|--------------------------|-------|-----------|-----|----------------|-------|-----------|-----|--------------------------|-------|-----------|-----|---------------|-------|-----------|-----|
| Type                                   | Rooming House/Hotel Etc. |       |           |     | Boarding House |       |           |     | Hsg. Elderly/Handicapped |       |           |     | Institutional |       |           |     |
|  | Number                   |       | Available |     | Number         |       | Available |     | Number                   |       | Available |     | Number        |       | Available |     |
|  | Needed                   | Total | Existing  | New | Needed         | Total | Existing  | New | Needed                   | Total | Existing  | New | Needed        | Total | Existing  | New |
| <u>LOW-INCOME</u>                      |                          |       |           |     |                |       |           |     |                          |       |           |     |               |       |           |     |
| Public Housing                         |                          |       |           |     |                |       |           |     |                          |       |           |     |               |       |           |     |
| HUD-assisted (congregate or other)     |                          |       |           |     |                |       |           |     |                          |       |           |     |               |       |           |     |
| Other-assisted                         |                          |       |           |     |                |       |           |     |                          |       |           |     |               |       |           |     |
| Rent Supplement                        |                          |       |           |     |                |       |           |     |                          |       |           |     |               |       |           |     |
| HUD-assisted                           |                          |       |           |     |                |       |           |     |                          |       |           |     |               |       |           |     |
| Local-assisted                         |                          |       |           |     |                |       |           |     |                          |       |           |     |               |       |           |     |
| Private Rental                         |                          |       |           |     |                |       |           |     |                          |       |           |     |               |       |           |     |
| Nonassisted                            |                          |       |           |     |                |       |           |     |                          |       |           |     |               |       |           |     |
| <u>MODERATE-INCOME</u>                 |                          |       |           |     |                |       |           |     |                          |       |           |     |               |       |           |     |
| HUD-assisted                           |                          |       |           |     |                |       |           |     |                          |       |           |     |               |       |           |     |
| Other-assisted                         |                          |       |           |     |                |       |           |     |                          |       |           |     |               |       |           |     |
| Nonassisted                            |                          |       |           |     |                |       |           |     |                          |       |           |     |               |       |           |     |
| <u>ABOVE MODERATE-INCOME</u>           |                          |       |           |     |                |       |           |     |                          |       |           |     |               |       |           |     |
| Nonassisted                            |                          |       |           |     |                |       |           |     |                          |       |           |     |               |       |           |     |

1371.1

## CHAPTER 3 APPENDIX 5

## APPENDIX 5. GUIDEFORM: COMMITMENTS FOR LOW- AND MODERATE-INCOME REPLACEMENT HOUSING

| COMMITMENTS FOR LOW- AND MODERATE-INCOME REPLACEMENT HOUSING                                  |                               | DISPLACEMENT PERIOD: <u>12</u> months<br>From <u>June 1972</u> to <u>June 1973</u><br>(month/year) (month/year) |         | LOCALITY<br><u>Portland, Oregon</u><br>LOCAL AGENCY<br><u>Portland Model Cities</u><br>PROJECT NAME AND NUMBER<br><u>Model Cities Relocation Project 31.01</u> |      | In each column, enter number of units |   |   |   |   |                 |  |
|---|-------------------------------|---|---------|--|------|---------------------------------------|---|---|---|---|-----------------|--|
|   |                               |   |         |  |      | Number of Bedrooms                    |   |   |   |   |                 |  |
| Sponsor, Program, and Location  |                               | Date of<br>Fund Commitment      Start of Constr. or Rehab.      Completion                                      |         | Type   |      |                                       |   |   |   |   |                 |  |
|   |                               |   |         |  |      |                                       |   |   |   |   |                 |  |
|   |                               |   |         |  |      | 0                                     | 1 | 2 | 3 | 4 | 5 <sup>1/</sup> |  |
| Dr. Walter Reynolds<br>221-d-3 RS<br>NE 7th & Sacramento<br>Portland                          | Firm                          | 12/10/71  | 1972-73 | Low-Income Rentals   | 56   |                                       |   |   |   |   |                 |  |
|   |                               |   |         | Sales  |      |                                       |   |   |   |   |                 |  |
|   |                               |   |         | Moderate-Income Rentals  |      |                                       |   |   |   |   |                 |  |
|   |                               |   |         | Sales  |      |                                       |   |   |   |   |                 |  |
| Don Juhr<br>221-d-3 RS<br>1129 SW Washington<br>Portland                                      | Feasibility Letter<br>7/19/71 | -   | 1972-73 | Low-Income Rentals   | 71   |                                       |   |   |   |   |                 |  |
|   |                               |   |         | Sales  |      |                                       |   |   |   |   |                 |  |
|   |                               |   |         | Moderate-Income Rentals  |      |                                       |   |   |   |   |                 |  |
|   |                               |   |         | Sales  |      |                                       |   |   |   |   |                 |  |
| Ross B. Hammond Co.<br>Sec. 236<br>NE Mississippi & Jessup<br>Portland                        | Feasibility Letter<br>5/27/71 | -   | 1972-73 | Low-Income Rentals   | 14   |                                       |   |   |   |   |                 |  |
|   |                               |   |         | Sales  |      |                                       |   |   |   |   |                 |  |
|   |                               |   |         | Moderate-Income Rentals  | 54   |                                       |   |   |   |   |                 |  |
|   |                               |   |         | Sales  |      |                                       |   |   |   |   |                 |  |
| Individual Builders<br>Sec. 235(i)<br>Scattered sites,<br>impossible to<br>list all locations | HUD Allotment<br>for 1972     |   |         | Low-Income Rentals   |      |                                       |   |   |   |   |                 |  |
|   |                               |   |         | Sales  |      |                                       |   |   |   |   |                 |  |
|   |                               |   |         | Moderate-Income Rentals  |      |                                       |   |   |   |   |                 |  |
|   |                               |   |         | Sales  | 1150 |                                       |   |   |   |   |                 |  |
| Individual Builders<br>Sec. 221(d)(2)-(221)   | HUD Allotment<br>for 1972     |   |         | Low-Income Rentals   |      |                                       |   |   |   |   |                 |  |
|   |                               |   |         | Sales  |      |                                       |   |   |   |   |                 |  |
|   |                               |   |         | Moderate-Income Rentals  |      |                                       |   |   |   |   |                 |  |
|   |                               |   |         | Sales  | 600  |                                       |   |   |   |   |                 |  |

Use additional sheets as necessary.  
1/ In this column, enter number of units containing 5 or more bedrooms.

Figure 2-8

1371.1

CHAPTER 3 APPENDIX 8

## E. COST ESTIMATE

## APPENDIX 8. GUIDEFORM: ESTIMATE OF RELOCATION COSTS AND SETTLEMENT COSTS

|  |  |  |  |  |
|--|--|--|--|--|
| ESTIMATE OF RELOCATION COSTS<br>AND SETTLEMENT COSTS | ALLOCATION PERIOD: <u>12</u> months                                    |  | LOCALITY <u>Portland, Oregon</u>                                       |  |
|  | From <u>June 1972</u> to <u>June 1973</u><br>(month/year) (month/year) |  | LOCAL AGENCY <u>Portland Model Cities</u>                              |  |
|  |  |  | PROJECT NAME AND NUMBER <u>31.01</u><br><u>Model Cities Relocation</u> |  |

| A. PAYMENTS TO FAMILIES AND INDIVIDUALS  |            |        |                 |        |       |         |  |        |
|--|------------|--------|-----------------|--------|-------|---------|--|--------|
| Type of Payment  | Families   |        | Individuals     |        | Total |         |  |        |
|  | No.        | Amount | No.             | Amount | No.   | Amount  |  |        |
| <u>Moving Expenses</u>   | 0          | \$ 0   |                 | \$     | 0     | \$ 0    |  |        |
| 1. Actual Moving Expenses  |            |        |                 |        |       |         |  |        |
| 2. Fixed Payment and Dislocation Allowance   | 71         | 450    |                 |        | 71    | 31,950  |  |        |
| 3. Total less amount paid by School District (\$200 x 17)  |            |        |                 |        | 71    | 28,550  |  |        |
| <u>Replacement Housing Payments</u>  |            |        |                 |        |       |         |  |        |
| <u>Homeowners</u>  | 11         | 15,000 |                 |        | 11    | 165,000 |  |        |
| 4. Differential Payment  |            |        |                 |        |       |         |  |        |
| 5. Interest Payment  |            |        |                 |        |       |         |  |        |
| 6. Incidental Expense Payment  | 11         | 15,000 |                 |        | 00    | 165,000 |  |        |
| 7. Total   |            |        |                 |        |       |         |  |        |
| <u>Tenants and Certain Others</u>  | 60         | 3,600  |                 |        |       | 216,000 |  |        |
| 8. Rental Assistance   |            |        |                 |        |       |         |  |        |
| 9. <del>Displacement Assistance</del> Rental Assist (Old Law)  | 6          | 1,200  |                 |        |       | 7,200   |  |        |
| 10. Total  | 66         |        |                 |        |       | 223,200 |  |        |
| 11. Total (Sum of Lines 3, 7, and 10)  |            |        |                 |        |       | 416,750 |  |        |
| B. PAYMENTS TO BUSINESS CONCERNS, NONPROFIT ORGANIZATIONS, AND FARMS   |            |        |                 |        |       |         |  |        |
| Type of Payment  | Businesses |        | Nonprofit Orgs. |        | Farms |         | Total  |        |
|  | No.        | Amount | No.             | Amount | No.   | Amount  | No.  | Amount |
| <u>Moving Expenses</u>   | none       | \$     |                 | \$     |       | \$      |  | \$ 0   |
| 1. Actual Moving Expenses  |            |        |                 |        |       |         |  |        |
| 2. Actual Loss of Property   |            |        |                 |        |       |         |  |        |
| 3. Searching Expenses  |            |        |                 |        |       |         |  |        |
| 4. Total   |            |        |                 |        |       |         |  |        |
| 5. Payments in Lieu of Moving and Related Expenses   |            |        |                 |        |       |         |  |        |
| 6. Total (Sum of Lines 4 and 5)  |            |        |                 |        |       |         |  | 0      |
| C. Total estimate of relocation payments to individuals, families, business concerns, nonprofit organizations, and farms. (Total, Block A, Line 11; plus Total, Block B, Line 6)   |            |        |                 |        |       |         | \$ 416,750                                   |        |
| D. Assistance Costs. Estimate of all relocation costs, other than the payments enumerated above, to be included in computing the amount of the Federal grant, contribution or loan for the project.  |            |        |                 |        |       |         | \$ 29,950                                    |        |
| E. Estimate of total settlement costs to be paid to owners whose real property will be acquired for the project. (These are not "relocation costs" or "relocation payments," but are acquisition costs subject to funding arrangements under P.L. 91-546.) |            |        |                 |        |       |         | N/A - No Model<br>- Cities<br>\$ Acquisition |        |



## F. COORDINATION OF RELOCATION ACTIVITIES

To some extent coordination exists among the relocation programs which are administered by the Portland Development Commission. This is done by an annual inventory of displacing agencies and by serving on the Portland Housing Agency Committee. However, there is as yet no mechanism for coordinating the several public agencies which cause displacement and for ensuring that total displacement is compatible with overall housing needs and objectives. Primarily, this is for two reasons: (1) the limited applicability of the Uniform Relocation Act to cover only federally funded activities, and (2) the independent and uncoordinated activity of several federal agencies in the metropolitan area. At present the federal government is not requiring the state and local governmental agencies it assists financially to coordinate among themselves and present complete information in a manner that will ensure coordination. Likewise local displacement has taken place regardless of overall housing requirements and displacee needs.

In light of preliminary information indicating a need for both public and private units it is important that a housing information base be developed, that the City initiate a City housing policy and that it ensure the coordination of housing related programs.

## G. PAYMENT SCHEDULE

### 1. Fixed Payment Schedule (Subject to Revision)

The fixed payment schedule for moving costs under the Uniform Relocation Act adopted by the Portland Development Commission, effective January 1, 1971, is as follows:

#### a. Unfurnished Quarters

|          |                 |
|----------|-----------------|
| \$ 60.00 | 1 room          |
| 100.00   | 2 rooms         |
| 140.00   | 3 rooms         |
| 180.00   | 4 rooms         |
| 220.00   | 5 rooms         |
| 260.00   | 6 rooms         |
| 300.00   | 7 or more rooms |

#### b. Furnished Quarters

|          |          |
|----------|----------|
| \$ 15.00 | Per room |
| 300.00   | Maximum  |

#### c. Mobile Home Moving Schedule

|           |                            |
|-----------|----------------------------|
| \$ 100.00 | Up to 200 sq. ft.          |
| 200.00    | 201 sq. ft. to 600 sq. ft. |
| 300.00    | Over 600 sq. ft.           |

### 2. Replacement Housing Payment Schedule (Subject to Revision)

#### a. Replacement Housing Payment - TCO Chart of Space and Income:

| Bedrooms<br>Needed | Average Annual<br>Gross Rent | Average Monthly<br>Gross Rent | Maximum Total Annual Income               |
|--------------------|------------------------------|-------------------------------|---|
| 0                  | \$ 748.80                    | \$ 62.40                      | \$ 3,774.00                               |
| 1                  | 1,173.00                     | 97.75                         | 5,865.00 & \$300 for each minor dependent |
| 2                  | 1,540.20                     | 128.35                        | 7,701.00    "    "    "                   |
| 3                  | 1,952.40                     | 162.70                        | 9,762.00    "    "    "                   |
| 4                  | 1,975.68                     | 164.64                        | 9,878.40    "    "    "                   |
| 5                  | 1,980.00                     | 165.00                        | 9,900.00    "    "    "                   |

#### b. Replacement Housing Payment - Homeowners Average Sales Prices for Standard Housing:

|            |           |
|------------|-----------|
| 2 bedrooms | \$ 14,639 |
| 3    "     | 17,887    |
| 4    "     | 21,940    |
| 5    "     | 25,205    |

c. Chart of Bedrooms Needed, By Bedrooms

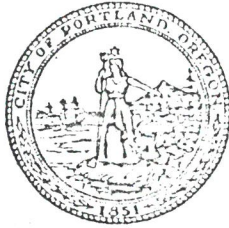
| <u>No. of bedrooms</u> | <u>Number of Persons</u> |                |
|------------------------|--------------------------|----------------|
|                        | <u>Minimum</u>           | <u>Maximum</u> |
| 0                      | 1                        | 2              |
| 1                      | 1                        | 3              |
| 2                      | 2                        | 4              |
| 3                      | 4                        | 6              |
| 4                      | 6                        | 8              |
| 5                      | 8                        | 10             |



#### IV. ASSURANCES OF COMPLIANCE WITH UNIFORM RELOCATION ACT

Letters in this section are copies only. Originals are filed with the U.S. Department of Housing and Urban Development.

##### A. Relocation (following pages)



## CITY OF PORTLAND OREGON

### GUIDEFORM ASSURANCE WITH RESPECT TO RELOCATION REQUIREMENTS OF TITLE II OF THE UNIFORM RELOCATION ASSISTANCE AND REAL PROPERTY ACQUISITION POLICIES ACT OF 1970

The City of Portland hereby assures that it has authority under applicable State and local law to comply with Section 210 of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, Public Law 91-646, 91st Cong. S. 1, 84 Stat. 1894 (1971), and certifies, assures, and agrees that, notwithstanding any other provision set forth in any application, contract, or agreement with respect to the application identified as Relocation Plan for Portland Model Cities Program:

1. Fair and reasonable relocation payments and assistance shall be provided in accordance with Sections 202, 203, and 204 of the Act and applicable HUD regulations, to or for families, individuals, partnerships, corporations or associations displaced as a result of the instant project;
2. Relocation assistance programs offering the services described in Section 205 of the Act shall be provided to such displaced families, individuals, partnerships, corporations or associations in the manner provided under applicable HUD regulations;
3. Within a reasonable time prior to displacement, decent, safe, and sanitary replacement dwellings will be available to such displaced families and individuals in accordance with Section 205(c)(3) of the Act;
4. Affected persons will be adequately informed of the benefits, policies, and procedures provided for under HUD regulations;
5. The relocation process will be carried out in such a manner as to provide displaced persons with uniform and consistent services, and replacement housing will be available in the same range of choices with respect to such housing to all displaced persons regardless of race, color, religion, or national origin;

Relocation Requirements

6. The costs to the Applicant of providing payments and assistance hereunder shall be borne in accordance with Section 211 of the Act; and
7. The Applicant will execute such amendments to applicable contracts and agreements and execute, furnish, and be bound by such additional documents as the Secretary of Housing and Urban Development shall determine necessary to effectuate or implement the assurances provided herein.

This document is hereby made part of and incorporated in any contract or agreement, or any supplements and amendments thereto, relating to the above identified application and shall be deemed to supersede any provisions therein to the extent that such provisions conflict with the assurances or agreements provided herein.

City of Portland

March 7, 1972

Date

By

Larry D. Schriener

Mayor

Title

ATTEST:

The undersigned chief legal counsel for the Applicant hereby certifies that the Applicant has authority under State and local law to comply with Section 210 of the aforesaid Federal Act and that the foregoing assurances and agreements have been legally and duly given and made by the Applicant.

W. L. Hocking

Attorney



B. Real Property Acquisition (following pages)



CITY OF PORTLAND  
OREGON

GUIDEFORM ASSURANCE WITH RESPECT TO COMPLIANCE  
WITH REAL PROPERTY ACQUISITION REQUIREMENTS  
OF TITLE III OF THE UNIFORM RELOCATION ASSISTANCE  
AND REAL PROPERTY ACQUISITION POLICIES  
ACT OF 1970

The City of Portland hereby assures that it has authority under applicable State and Local law to comply with Section 305 of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, Public Law 91-646, 91st Cong. S. 1, 84 Stat. 1894 (1971), and certified, assures, and agrees that, notwithstanding any other provision set forth in any application, contract, or agreement with respect to the application identified as Relocation Plan for Portland Model Cities Program:

1. In acquiring real property in connection with the instant project, the Applicant will be guided to the greatest extent practicable under State law, by the real property acquisition policies set out under Section 301 of the Act and the provisions of Section 302 thereof;
2. Property owners will be paid or reimbursed for necessary expenses as specified in Sections 303 and 304 of the Act;
3. Affected persons will be adequately informed of the benefits, policies, and procedures provided for under HUD regulations;
4. The costs to the Applicant of providing payments and assistance hereunder shall be borne in accordance with Section 211 of the Act; and
5. The Applicant will execute such amendments to applicable contracts and agreements and execute, furnish, and be bound by such additional documents as the Secretary of Housing and Urban Development shall determine necessary to effectuate or implement the assurances provided herein.

This document is hereby made part of and incorporated in any contract or agreement, or any supplements and amendments thereto, relating to the above

Property Acquisition Requirements

identified application and shall be deemed to supersede any provisions therein to the extent that such provisions conflict with the assurances or agreements provided herein.

City of Portland

March 7, 1972  
Date

By

Mayor  
Title

ATTEST:

The undersigned chief legal counsel for the Applicant hereby certifies that the Applicant has authority under State and Local law to comply with Section 305 of the aforesaid Federal Act and that the foregoing assurances and agreements have been legally and duly given and made by the Applicant.

Attorney



APPENDIX I. MODEL RELOCATION SERVICES CONTRACT

CONTRACT FOR SERVICES  
BY AND BETWEEN  
THE CITY OF PORTLAND  
AND  
THE PORTLAND DEVELOPMENT COMMISSION

THIS CONTRACT entered into this \_\_\_\_\_ day of \_\_\_\_\_, 19 \_\_, by and between the City of Portland, herein referred to as the "City", and the Portland Development Commission, herein referred to as the "Agency". This contract will control any activities undertaken by the Agency in behalf of the City regarding any activities involved in the City Comprehensive Demonstration Program.

W I T N E S S E T H:

WHEREAS, the City of Portland must have a Relocation Plan to meet the requirements of the City's Comprehensive Demonstration Program for the \_\_\_\_\_ action year.

WHEREAS, the Portland Development Commission is the official designated Urban Renewal Agency for the City of Portland.

WHEREAS, the Portland Development Commission is the relocation agency for the City.

It is deemed reasonable and proper that the Portland Development Commission should perform the relocation services and develop a Relocation Plan for the City's Comprehensive Demonstration Program.

NOW, THEREFORE, the parties hereto do mutually agree as follows:

1. Scope of Services

- A. The Agency shall perform all the services as the City may request in accordance with the provisions set forth in the Department of Housing and Urban Development Handbook 1371.1, as it may be amended relocation from time to time.
- B. The Agency shall perform any other services related to relocation which the City may request.
- C. Services provided hereunder shall be limited to planning for relocation, relocating persons, providing relocation assistance and relocation benefits, and providing related social services to persons then residing within the Model Neighborhood.

- D. All services are to be provided within the scope and in accordance with the Relocation Plan, Exhibit B.

2. Time of Performance

- A. This contract is for the duration of the period from \_\_\_\_\_ to \_\_\_\_\_.
- B. It is understood and agreed that at all times during the life of this contract, the City, its agents and employees will provide the Agency with all the information at its disposal, which is necessary to complete services as outlined above.
- C. In the event such information is not supplied in a timely manner, then the time in which such services must be completed is accordingly extended.

3. Compensation and Method of Payment

- A. The City shall pay to the Agency its actual costs and expenses for performing the work hereunder, which shall include the full and complete compensation for relocation assistance and payments for each eligible family, individual or business receiving assistance from the Agency.
- B. Such payments shall be paid on a monthly basis on receipt by the City of a request for payment from the Agency.
- C. The request shall specify that the work for which payment is requested has been completed in conformance with this contract and shall set forth such details as may have been requested by the City. It shall also certify that the agency is entitled to payment therefor.
- D. Commission shall not be obligated to expend time or services over the amount provided for herein.
- E. Cost of services shall be based on provisions of Section 5.48.030 of the Code of the City of Portland, Oregon for billing of interdepartmental services.

4. Evaluation Information

- A. The agency shall provide the City with such information as it may require for its evaluation of this activity.

5. Labor Standards and General Provisions

- A. Exhibit "A" attached hereto is hereby incorporated.

IN WITNESS WHEREOF the City and the Agency have executed this Contract as of the date first above written.

CITY OF PORTLAND

By \_\_\_\_\_  
Mayor of the City of Portland

By \_\_\_\_\_  
Auditor of the City of Portland

PORTLAND DEVELOPMENT COMMISSION

By \_\_\_\_\_  
\_\_\_\_\_

Approved as to form:

City Attorney \_\_\_\_\_



# EXHIBIT "A" HUD LABOR STANDARDS PROVISIONS

MCGR 3100.8

Appendix 7

## U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT MODEL CITIES ADMINISTRATION LABOR STANDARDS PROVISIONS

### 1. OPPORTUNITIES FOR RESIDENTS

In all work made possible or resulting from this Contract, affirmative action will be taken to ensure that residents of the model neighborhood area are given maximum opportunity for training and employment and that business concerns located in or owned in substantial part by residents of the model neighborhood are to the greatest extent feasible, awarded contracts.

### 2. EQUAL OPPORTUNITY

A. During the performance of this Contract, the Contractor agrees as follows:

(1) The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

(2) The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.

(3) The Contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(4) The Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

(5) The Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access

to his books, records, and accounts by HUD and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(6) In the event of the Contractor's noncompliance with the nondiscrimination clauses of this Contract or with any of the said rules, regulations, or orders, this Contract may be canceled, terminated, or suspended in whole or in part and the Contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965; and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation or order of the Secretary of Labor, or as otherwise provided by law.

(7) The Contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (7) above and paragraph B below in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as HUD may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, That in the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by HUD, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

B. Non-Segregated Facilities. The Contractor certifies that he does not maintain or provide for his employees any segregated facilities at any of his establishments, and that he does not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The Contractor covenants that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. As used in this paragraph the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, timeclocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, creed, color, or national origin, because of habit, local custom, or otherwise.

### 3. SPECIAL USE OF TERM

Notwithstanding Section 100 of the Grant Agreement and Section 100 of the Supplementary General Conditions, the term "Contractor" may include an "Operating Agency" as defined in the Grant Agreement and an "Agency" as defined in the Supplementary General Conditions.

## 4. DAVIS-BACON ACT

(1) Minimum wages. (i) All mechanics and laborers employed or working upon the site of the work will be paid unconditionally and not less often than once a week, and without subsequent deduction or rebate on any account (except such payroll deductions as are permitted by regulations issued by the Secretary of Labor under the Copeland Act (29 CFR Part 3)), the full amounts due at time of payment computed at wage rates not less than those contained in the wage determination decision of the Secretary of Labor which is attached hereto and made a part hereof, regardless of any contractual relationship which may be alleged to exist between the Contractor and such laborers and mechanics; and the wage determination decision shall be posted by the Contractor at the site of the work in a prominent place where it can be easily seen by the workers. For the purpose of this clause, contributions made or costs reasonably anticipated under section 1(b)(2) of the Davis-Bacon Act on behalf of laborers or mechanics are considered wages paid to such laborers or mechanics, subject to the provisions of 29 CFR 5.5(a)(1)(iv). Also for the purposes of this clause, regular contributions made or costs incurred for more than a weekly period under plans, funds, or programs, but covering the particular weekly period, are deemed to be constructively made or incurred during such weekly period.

(ii) The Contracting Officer shall require that any class of laborers or mechanics which is not listed in the wage determination and which is to be employed under the Contract, shall be classified or reclassified conformably to the wage determination, and a report of the action taken shall be sent by the Federal agency to the Secretary of Labor. In the event the interested parties cannot agree on the proper classification or reclassification of a particular class of laborers and mechanics to be used, the question accompanied by the recommendation of the Contracting Officer shall be referred to the Secretary for final determination.

(iii) The Contracting Officer shall require, whenever the minimum wage rate prescribed in the Contract for a class of laborers or mechanics includes a fringe benefit which is not expressed as an hourly wage rate and the Contractor is obligated to pay a cash equivalent of such a fringe benefit, an hourly cash equivalent thereof to be established. In the event the interested parties cannot agree upon a cash equivalent of the fringe benefit, the question, accompanied by the recommendation of the Contracting Officer, shall be referred to the Secretary of Labor for determination.

(iv) If the Contractor does not make payments to a trustee or other third person, he may consider as part of the wages of any laborer or mechanic the amount of any costs reasonably anticipated in providing benefits under a plan or program of a type expressly listed in the wage determination decision of the Secretary of Labor which is a part of this Contract: Provided, however, the Secretary of Labor has found, upon the written request of the Contractor, that the applicable standards of the Davis-Bacon Act have been met. The Secretary of Labor may require the Contractor to set aside in a separate account assets for the meeting of obligations under the plan or program.



(2) Withholding. HUD may withhold or cause to be withheld from the Contractor so much of the accrued payments or advances as may be considered necessary to pay laborers and mechanics employed by the Contractor or any subcontractor on the work the full amount of wages required by the Contract. In the event of failure to pay any laborer or mechanic employed or working on the site of the work, HUD may, after written notice to the Contractor, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds until such violations have ceased.

(3) Payrolls and basic records. (i) Payrolls and basic records relating thereto will be maintained during the course of the work and preserved for a period of three years thereafter for all laborers and mechanics working at the site of the work. Such records will contain the name and address of each such employee, his correct classification, rates of pay (including rates of contributions or costs anticipated of the types described in section 1(b)(2) of the Davis-Bacon Act), daily and weekly number of hours worked, deductions made and actual wages paid. Whenever the Secretary of Labor has found under 29 CFR 5.5(a)(1)(iv) that the wages of any laborer or mechanic include the amount of any costs reasonably anticipated in providing benefits under a plan or program described in section 1(b)(2)(B) of the Davis-Bacon Act, the Contractor shall maintain records which show that the commitment to provide such benefits is enforceable, that the plan or program is financially responsible, and that the plan or program has been communicated in writing to the laborers or mechanics affected, and records which show the costs anticipated or the actual cost incurred in providing such benefits.

(ii) The Contractor will submit weekly a copy of all payrolls to the City if the City is a party to the Contract, but if the City is not such a party the Contractor will submit the payrolls to the Agency for transmission to the City, for transmission to HUD. The copy shall be accompanied by a statement signed by the employer or his agent indicating that the payrolls are correct and complete, that the wage rates contained therein are not less than those determined by the Secretary of Labor and that the classifications set forth for each laborer or mechanic conform with the work he performed. A submission of a "Weekly Statement of Compliance" which is required under this Contract and the Copeland regulations of the Secretary of Labor (29 CFR, Part 3) and the filing with the initial payroll or any subsequent payroll of a copy of any findings by the Secretary of Labor under 29 CFR 5.5(a)(1)(iv) shall satisfy this requirement. The prime Contractor shall be responsible for the submission of copies of payrolls for all subcontractors. The Contractor will make the records required under the labor standards clauses of the Contract available for inspection by authorized representatives of HUD, the City or the Agency and the Department of Labor, and will permit such representatives to interview employees during working hours on the job.

(4) Apprentices. Apprentices will be permitted to work as such only when they are registered, individually, under a bona fide apprenticeship program registered with a State apprenticeship agency which is recognized by the Bureau

of Apprenticeship and Training, United States Department of Labor; or, if no such recognized agency exists in a State, under a program registered with the Bureau of Apprenticeship and Training, United States Department of Labor. The allowable ratio of apprentices to journeymen in any craft classification shall not be greater than the ratio permitted to the Contractor as to his entire work force under the registered program. Any employee listed on a payroll at an apprentice wage rate, who is not registered as above, shall be paid the wage rate determined by the Secretary of Labor for the classification of work he actually performed. The Contractor or subcontractor will be required to furnish to the Contracting Officer written evidence of the registration of his program and apprentices as well as of the appropriate ratios and wage rates, for the area of construction prior to using any apprentices on the contract work.

(5) Compliance with Copeland Regulations (29 CFR Part 3). The Contractor shall comply with the Copeland Regulations (29 CFR Part 3) of the Secretary of Labor which are herein incorporated by reference.

(6) Subcontracts. The Contractor will insert in any subcontracts the clauses contained in 29 CFR 5.5(a)(1) through (5) and (7) and such other clauses as HUD may by appropriate instructions require, and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts which they may enter into, together with a clause requiring this insertion in any further subcontracts that may in turn be made.

(7) Contract termination; debarment. A breach of clauses (1) through (6) may be grounds for termination of the contract, and for debarment as provided in 29 CFR 5.6.

#### 5. CONTRACT WORK HOURS STANDARDS ACT

(1) Overtime requirements. No Contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any laborer or mechanic in any workweek in which he is employed on such work to work in excess of eight hours in any calendar day or in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times his basic rate of pay for all hours worked in excess of eight hours in any calendar day or in excess of forty hours in such workweek, as the case may be.

(2) Violation; liability for unpaid wages; liquidated damages. In the event of any violation of the clause set forth in subparagraph (1), the Contractor and any subcontractor responsible therefor shall be liable to any affected employee for his unpaid wages. In addition, such Contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District

or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic employed in violation of the clause set forth in subparagraph (1) in the sum of \$10 for each calendar day on which such employee was required or permitted to work in excess of eight hours or in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in subparagraph (1).

(3) Withholding for unpaid wages and liquidated damages. HUD may withhold or cause to be withheld, from any moneys payable on account of work performed by the Contractor or subcontractor, such sums as may administratively be determined to be necessary to satisfy any liabilities of such Contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in subparagraph (2).

(4) Subcontracts. The Contractor shall insert in any subcontracts the clauses set forth in subparagraphs (1), (2), and (3) of this paragraph and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts which they may enter into, together with a clause requiring this insertion in any further subcontracts that may in turn be made.



## APPENDIX II. JOB QUALIFICATION STANDARDS

### PORTLAND DEVELOPMENT COMMISSION JOB DESCRIPTION

Position Title: Chief - Relocation and Property Management  
Career Field: 500 - Relocation and Property Management  
Position Code: 510

#### Summary of Duties and Responsibilities:

Under the direction of the Deputy Director - Operations, is responsible for planning, coordinating and directing all Commission activities connected with relocation and property management functions; performs highly technical and sensitive work in connection therewith, including primary responsibility for liaison with private and public organizations and the community at large; performs related duties as required.

#### Examples of Duties:

1. Formulates proposed relocation and property management policies and critiques on existing policies and submits these to the Deputy Director - Operations for consideration.
2. Participates in discussions leading to determination of Commission policies relating to all relocation services and property management functions.
3. Coordinates the accomplishment of Commission goals and objectives through implementation of approved plans and programs.
4. Plans, coordinates and directs all activities relating to assigned responsibilities.
5. Plans and implements research activities directed toward the gathering of data as it relates to the establishment of comparable local management fees, rents, costs and to the rehousing needs of site occupants, the existing supply of suitable rehousing facilities, projections of future needs and relocation feasibility studies as required for public hearings and by the Federal Government.
6. Directs the preparation and submission of relocation and property management plans and required reports to Federal and City governmental agencies.
7. Develops and maintains liaison with appropriate representatives of the Department of Housing and Urban Development.
8. At the direction of the Executive Director and the Deputy Director - Operations, represents the Commission in conferences and consultations with private and public organizations and with community representatives on matters relating to assigned areas of responsibility.

#### Desirable Qualifications:

1. Requires equivalent of completion of four years of college or university with a bachelor's degree, with major course work in social psychology, sociology, public administration, business administration, city planning,

Position Title: Chief - Relocation and Property Management  
Page 2.

Desirable Qualifications - continued

urban renewal, or a closely related field.

2. Requires five years of progressively responsible experience, preferably in urban renewal, social services, community organization, or similar work of a professional nature; or an equivalent combination of education, training or experience.
3. Requires ability to establish and maintain cooperative working relationships with staff and with the public; demonstrated supervisory skill; plan, coordinate and direct the complex phases of assigned areas of responsibility; analyze and prepare sound recommendations for solution of problems. Requires unusual ability to speak and write effectively and to deal tactfully with city officials, civic organizations and other outside groups.

Adopted by the Commission SEP 13 1971, Resolution No. 1440.

PORTLAND DEVELOPMENT COMMISSION  
JOB DESCRIPTION

Position Title: Supervisor, Relocation  
Career Field: 500 - Relocation and Property Management  
Position Code: 520

Summary of Duties and Responsibilities:

Under the direction of the Chief - Relocation and Property Management, supervise the relocation assistance given to individuals, businesses and non-profit organizations being displaced by government action. Acts as senior relocation counselor and directs all duties of Relocation Advisors and Property Management staff in a particular area of the city.

Examples of Duties:

1. Supervision of Relocation staff as assigned.
2. Coordinate relocation activities with other technical Commission staff engaged in carrying out land acquisition and disposition, demolition, and site improvements in the project;
3. Assure that an educational program is carried out for residents and property owners of the project area by explaining the project activities and otherwise assisting by providing answers to questions and relocation problems;
4. Schedule interviews to determine financial capability, relocation needs, housing availability and other surveys necessary for the preparation of urban renewal plans;
5. Assign relocation advisors to relocate occupants and owners (both residential and non-residential);
6. Coordination of property management activities in a project area to which he may be assigned.
7. Undertake other related activities as directed by the Chief - Relocation and Property Management.

Desirable Qualifications:

A bachelor degree, together with some study in social work, sociology, social psychology, or a related field; or four years experience in a similar position; or a combination of education and pertinent work experience indicating the potential for this position. Ability to supervise other employees and to meet the public with a courteous and understanding manner and to work effectively with persons of varied economic and social backgrounds.

Adopted by the Commission \_\_\_\_\_, SEP 13 1971, Resolution No. 1440.



PORTLAND DEVELOPMENT COMMISSION  
JOB DESCRIPTION

Position Title: Relocation Advisor II  
Career Field: 500 - Relocation and Property Management  
Position Code: 522

Summary of Duties and Responsibilities:

Under the general direction of the Chief - Relocation and Property Management or Relocation Supervisor as assigned, the Relocation Advisor II assists with relocating displacees and serves as representative between the Commission and citizens and organized groups. This employee handles more advanced and difficult cases of both relocation and Commission representation.

Examples of Duties:

1. Interviews residents being relocated to determine their housing needs.
2. Interprets the project program to citizens and keeps them informed of progress being made.
3. Conducts investigations for suitable residential relocation.
4. Performs a case work function in assisting relocatees to gain maximum benefit from and through the relocation process and other related Commission undertaking.
5. Keeps residents informed of services available from the Commission and other public and private organizations.
6. Participates in meetings of citizen groups as appropriate.
7. Receives ideas, suggestions, and recommendations from citizens and organizations in the area and serves as a two-way communicator between the citizens and the Commission.
8. Maintains current listings of available housing inventory.
9. Assists in preparing, receives and checks claims for relocation payments.
10. Completes and verifies relocation and property management records and accounts as required.
11. Assists in the preparation of relocation and property management reports.
12. Confers with supervisor on vacation cases, temporary relocations, and more difficult relocation and delinquent rental cases.

Desirable Qualifications:

1. Requires graduation from an accredited college or university with major work in social science, the humanities, or a related field, and two years

Position Title - Relocation Advisor II  
Page 2.

Desirable Qualifications - Continued

of experience in a field related to relocation (i.e., public housing, social work); or an equivalent combination of training and experience.

2. Requires general knowledge of social and housing needs and resources related to relocation and community services, particularly as it relates to real estate.
3. Requires ability to communicate effectively with individuals and groups; to grasp and retain technical knowledge related to the renewal program; to accept responsibility and employ sound judgment; to deal effectively and courteously with the public and to establish and maintain satisfactory working relationship with other employees.

Adopted by the Commission SEP 13 1971, Resolution No. 1440.

PORTLAND DEVELOPMENT COMMISSION  
JOB DESCRIPTION

Position Title: Relocation Advisor I  
Career Field: 500 - Relocation and Property Management  
Position Code: 521

Summary of Duties and Responsibilities:

Under the general direction of the Chief - Relocation and Property Management or Relocation Supervisor as assigned, the Relocation Advisor I assists with relocating displacees and serves as a representative between the Commission and citizens and organized groups. The Relocation Advisor I reports to the Relocation Supervisor.

Examples of Duties:

1. Interviews residents being relocated to determine their housing needs.
2. Interprets the project program to citizens and keeps them informed of progress being made.
3. Conducts investigations for suitable residential and business accommodations.
4. Performs a case work function in assisting relocatees to gain maximum benefit from and through the relocation process and other related agency undertaking.
5. Participates in meetings of citizens groups as appropriate.
6. Receives ideas, suggestions, and recommendations from citizens and organizations in the area and serves as a two-way communicator between the citizens and the Commission.
7. Keeps residents informed of services available from the Commission and other public and private organizations.
8. Maintains current listings of available accommodations.
9. Assists in preparing, receives and checks claims for relocation payments.

Desirable Qualifications:

1. Requires graduation from a standard high school supplemented by some background and experience in a related field such as public housing, social work, etc., or an equivalent combination of training experience.
2. Requires general knowledge of social and housing needs and resources related to relocation and community services, particularly as it relates to real estate.



Position Title: Relocation Advisor I  
Page 2.

Desirable Qualifications - continued

3. Requires ability to communicate effectively to individuals and groups; to grasp and retain technical knowledge related to the project program; to establish and maintain effective working relationships with individuals and organized groups within the assigned area, representatives of other agencies, and other employees.

Adopted by the Commission SEP 13 1971, Resolution No. 1440.

PORTLAND DEVELOPMENT COMMISSION  
JOB DESCRIPTION

Position Title: Relocation Specialist II  
Career Field: 500  
Position Code: 530

Summary of Duties and Responsibilities:

Under the direction of the Chief-Relocation and Property Management, supervises the relocation payment processing and casework procedures for individuals, families, and businesses being displaced as a result of government action. Coordinates informational programs for businesses and residents in proposed project areas who may be relocated. Maintains contact with public and private groups and individuals who are involved in or can assist with relocation activities.

Examples of Duties:

1. Prepares and processes claims for relocation payments following specified Federal and Commission procedures;
2. Maintains close communication and liaison with research organizations in keeping a current and adequate listing of available residential and business rehousing resources. Coordinates Commission research operations as it relates to the needs of relocation;
3. Assists in developing relocation plans and programs;
4. Supervises maintenance of current listings of housing and commercial vacancies and of data on projections of public and private housing and commercial resources to become available;
5. Establishes and maintains lines of communication and liaison with representatives of agencies and organizations providing a wide variety of services to individuals and families; may refer relocatees to these services;
6. Under the combined supervision and guidance of the Chief-Relocation and Property Management, the Relocation Supervisor and the Property Manager, schedules inter-Agency and inter-Departmental workflow. Prepares relocation reports and related documents;
7. Assists Relocation and Property Management staff in providing maximum personal support to individual and family relocatees, with particular emphasis being placed upon those in emergency situations or in need of significant outside assistance; and
8. May interview project residents for Commission surveying and planning activities.

Position Title: Relocation Specialist II  
Page 2.

Desirable Qualifications:

1. Requires graduation from an accredited college or university with major work in social science, the humanities, or a related field, and 3 years of progressively responsible experience involving relocation and property management; OR an equivalent combination of training and experience.
2. Requires knowledge of social and housing needs related to relocation; rental accounting procedures and rental rates applicable to various types of property; knowledge of and ability to make use of community resource agencies.
3. Requires ability to plan, assign, and supervise the work of relocation personnel; establish and maintain effective working relationships with persons affected by relocation, other public agencies, and the general public.

Adopted by the Commission SEP 13 1971. Resolution No. 1440.

PORTLAND DEVELOPMENT COMMISSION  
JOB DESCRIPTION

Position Title: Relocation Specialist I  
Career Field: 500  
Position Code: 531

Summary of Duties and Responsibilities:

Under the direction of the Chief-Relocation and Property Management, supervises the relocation payment processing and casework procedures for individuals, families, and businesses being displaced as a result of government action. Coordinates informational programs for businesses and residents in proposed project areas who may be relocated. Maintains contact with public and private groups and individuals who are involved in or can assist with relocation activities.

Examples of Duties:

1. Prepares and processes claims for relocation payments following specified Federal and Commission procedures;
2. Maintains close communication and liaison with research organizations in keeping a current and adequate listing of available residential and business rehousing resources; assists with Commission research operations as it relates to the needs of relocation;
3. Establishes and maintains lines of communication and liaison with representatives of Agencies and organizations providing a wide variety of services to individuals and families; may refer relocatees to these services;
4. Under the combined supervision and guidance of the Chief-Relocation and Property Management, the Relocation Supervisor and the Property Manager, schedules inter-Agency and inter-Departmental workflow. Prepares relocation reports and related documents;
5. Assists Relocation and Property Management staff in providing maximum personal support to individual and family relocatees, with particular emphasis being placed upon those in emergent situations or in need of significant outside assistance; and
6. May interview project residents for Commission surveying and planning activities.

Desirable Qualifications:

A knowledge of Relocation and Property Management processes and procedures, particularly as they relate to the redevelopment process. A knowledge of casework principles and their application as understood within the human service



Job Title: Relocation Specialist I  
Page 2.

professions. An understanding of and ability to work with individuals and families of varied backgrounds. The ability to prepare procedures and reports of a budgetary, technical and evaluative nature. The ability to coordinate his activities with those of other technical staff. Ability to explain and communicate Agency practices and objectives to project residents. Three years of full time college level work in social science, business administration, or a related field, or two years experience in relocation, property management, or a related field; OR an equivalent combination of training and experience.

Adopted by the Commission SEP 13 1971. Resolution No. 1440.

PORTLAND DEVELOPMENT COMMISSION  
JOB DESCRIPTION

Position Title: Property Manager and Business Relocation Advisor  
Career Field: 500 - Relocation and Property Management  
Position Code: 540

Summary of Duties and Responsibilities:

Under direction of Chief - Relocation and Property Management or Relocation Supervisor, manages and maintains properties acquired by the Commission; and advises and assists businesses located within project areas.

Examples of Duties:

1. Maintains property management records;
2. Inspects newly acquired properties;
3. Processes maintenance requests from tenants and assesses their validity;
4. Maintains acquisition and demolition maps of property;
5. Prepares and executes rental agreements;
6. Establishes rental rates for tenants and makes adjustments when justified;
7. Supervises collection and accounting of rental income and follows up on delinquent accounts;
8. Coordinates on-site moves, tenant welfare, delinquent rates, etc., with the Relocation Supervisor;
9. Interprets Commission property management policies for site occupants, public and private agencies and the general public;
10. Disposes of personal property abandoned in Commission owned properties;
11. Enforces acceptable maintenance standards, buildings, grounds, streets, in the various project areas. Secures vacant units against vandalism and hazards;
12. Performs related property management duties as assigned by the Chief - Relocation and Property Management;
13. Analyses and determines extent of business relocation problems;
14. Assists in the development of business relocation plans and resources and in the implementation of such plans to effect relocation of business concerns from project areas;

15. Advises and assists businesses on availability and selection of relocation sites, conventional and Small Business Administration loans, and such other assistance as needed;
16. Assists in carrying out relocation payments program as it applies to business relocation and makes recommendations on payments of claims; and
17. Assists in development of property management plans for temporary operation of Commission-owned business properties.

Desirable Qualifications:

Graduation from an accredited college or university with major work in business or public administration, real estate, or a related field, and 2 years of experience in real estate or property management; or an equivalent combination of training and experience. Knowledge of rental accounting procedures and rental rates applicable to various types of income property; knowledge of and ability to make use of resources available to small businesses; ability to establish and maintain effective working relationships with businessmen and others affected by relocation; ability to supervise property maintenance personnel.

Adopted by the Commission SEP 13 1971. Resolution No. 1440

PORTLAND DEVELOPMENT COMMISSION  
JOB DESCRIPTION

Position Title: Management Aide II  
Career Field: 500  
Position Code: 542 - Relocation and Property Management

Summary of Duties and Responsibilities:

Under the guidance and supervision of the Relocation Supervisor, maintains accounting records of Property Management activities and checks and posts relocation claims and performs other administrative duties.

Examples of Duties:

1. Maintains and updates property management and relocation files and records.
2. Investigates complaints of tenants possibly requiring maintenance.
3. Posts tenant ledgers, rental journals and daily reconciliation of accounts.
4. Prepares bank deposits and rent receipts.
5. Prepares delinquent lists, notices, etc., and affidavits related thereto.
6. Assists in the preparation of monthly trial balance and delinquent reports.
7. Assists in the preparation of various forms in connection with rentals, property management and reports.
8. Performs related duties as assigned by the Relocation Supervisor.
9. Checks and posts all relocation claims for site offices.
10. Handles unscheduled site office drop-in and telephone inquiries.

Desirable Qualifications:

1. A thorough knowledge of property management procedures applicable to the collection and recording of rents, the issuance of appropriate notices and other related activities. The ability to relate well with individuals coming from a wide range of social and economic backgrounds, particularly the ability to work with individuals and families residing within the project area to which he is assigned. Knowledge and practice in the operation of applicable office equipment. Ability to follow oral and written instructions.
2. General educational ability equivalent to the high school graduate with specialized course work in accounting and business procedures.

Adopted by the Commission SEP 13 1971, Resolution No. 1440.



PORTLAND DEVELOPMENT COMMISSION  
JOB DESCRIPTION

Position Title: Management Aide I  
Career Field: 500 - Relocation and Property Management  
Position Code: 541

Summary of Duties and Responsibilities:

Under the guidance and supervision of the Relocation Supervisor, maintains accounting records of Property Management activities and checks and posts relocation claims and other administrative matters.

Examples of Duties:

1. Maintains and updates property management and relocation files and records.
2. Posts tenant ledgers, rental journals and daily reconciliation of accounts.
3. Prepares bank deposits and rent receipts.
4. Prepares delinquent lists, notices, etc., and affidavits related thereto.
5. Assists in the preparation of monthly trial balance and delinquent reports.
6. Assists in the preparation of various forms and recording of expenses in connection with rentals, property management and reports.
7. Sends 90-day notice to tenants.
8. Checks all incoming bills for accuracy.
9. Performs related duties as assigned by the Relocation Supervisor.

Desirable Qualifications:

A knowledge of property management procedures applicable to the collection and recording of rents, the issuance of appropriate notices and other related activities. The ability to relate well with individuals coming from a wide range of social and economic backgrounds, particularly the ability to work with individuals and families residing within the project area to which he is assigned. Knowledge and practice in the operation of applicable office equipment. Ability to follow oral and written instructions.

General educational ability equivalent to the high school graduate with specialized course work in accounting and business procedures.

Adopted by the Commission SEP 13 1971, Resolution No. 1440.

PORTLAND DEVELOPMENT COMMISSION  
JOB DESCRIPTION

Position Title: Property Maintenance Mechanic II  
Career Field: 500 - Relocation and Property Management  
Position Code: 550

Summary of Duties and Responsibilities:

The Property Maintenance Mechanic II maintains property acquired by the Commission in the project to which assigned. He reports to the Property Manager and Business Relocation Advisor.

Examples of Duties:

1. Investigates complaints of tenants possibly requiring maintenance, conducts on-site inspections of Commission-owned properties to assure their safe-keeping. Performs routine maintenance.
2. Conducts followup interviews of tenants after maintenance activities have been carried out.
3. Inspect work performed by private contractors.
4. Protect and care for Commission-owned maintenance tools and equipment.
5. Inspect, lock up and secure vacant property. Maintain key boards of vacant properties.
6. Assist Property Manager in sale or disposal of personal property.
7. Perform related duties assigned by the Property Manager.

Desirable Qualifications:

Five years full-time paid experience in general building maintenance; ability to effect and maintain harmonious working relationship with other employees and the public.

Adopted by the Commission SEP 13 1971, Resolution No. 1440.

PORTLAND DEVELOPMENT COMMISSION  
JOB DESCRIPTION

Position Title: Property Maintenance Mechanic I  
Career Field: 500 - Relocation and Property Management  
Position Code: 551

Summary of Duties and Responsibilities:

The Property Maintenance Mechanic I maintains property acquired by the Commission. He reports to the Property Manager and Business Relocation Advisor or Maintenance Mechanic II.

Examples of Duties:

1. Inspect property, report condition and repairs needed.
2. Perform routine maintenance.
3. Inspect work performed by private contractors.
4. Protect and care for Commission-owned maintenance tools and equipment.
5. Inspect, lock up and secure vacant property. Maintain key boards of vacant properties.
6. Assist Property Manager in sale or disposal of personal property.
7. Perform related duties assigned by the Property Manager.

Desirable Qualifications:

Two years full-time paid experience in general building maintenance; ability to effect and maintain harmonious working relationship with other employees and the public.

Adopted by the Commission SEP 13 1971, Resolution No. 1440.

### APPENDIX III. INCOME DEFINITIONS

#### GROSS INCOME

Projected annual income from all sources of each member of the family residing in the household who is at least eighteen years of age.

#### ADJUSTED GROSS INCOME

Income less the following:

1. A deduction of 5 percent of Gross Income, except that the deduction shall be 10 percent in the case of a family whose head or spouse is elderly
2. A deduction for extraordinary medical expenses where not compensated for or covered by insurance, defined for this purpose to mean medical expenses in excess of 3 percent of Gross Income
3. A deduction of amounts for unusual occupational expenses not compensated for by the employer, such as special tools and equipment, but only to the extent by which such expenses exceed normal and usual expenses incidental to employment
4. A deduction of amounts paid by the family for the care of children or sick or incapacitated family members when determined to be necessary to employment of the head or spouse, provided the amount deducted does not exceed the amount of income received by the family member thus released
5. An exemption of \$300 for each dependent, i.e., each minor (other than the head or spouse) and for each adult (other than the head or spouse) dependent upon the family for support
6. Any nonrecurring income, or income of full-time students.



## APPENDIX IV. PLANNING FOR RELOCATION HOUSING

### ENVIRONMENTAL FACTORS AFFECTING THE LOCATION OF REPLACEMENT HOUSING IN THE PORTLAND-VANCOUVER METROPOLITAN AREA

The attached map (Exhibit A) is a gross generalization of major negative environmental conditions, such as air pollution, noise pollution, major freeway corridors, solid waste disposal sites, etc. which could adversely affect the health, safety, welfare and quality of life of potential displacees if they were relocated within or adjacent to such area. The sources of information that were used to prepare this map were limited. Unfortunately, there does not exist within the metropolitan area any planning agency which is compiling all relevant information on environmental conditions which affect housing. Prior to displacement, therefore, it will be necessary for the Relocation Agency to review potential relocation housing in light of available environmental information. The CDA and the Relocation Agency will have to complete a more extensive survey of negative environmental conditions in the metropolitan area. Important factors which are to be considered in assessing the environmental quality of relocation housing are discussed in the following paragraphs.

#### TRANSPORTATION

##### Highways/Freeways

So as to avoid relocating displacees to future highway corridors or adjacent to existing corridors with serious air/noise pollution, the following agencies will be contacted: the local COG; Columbia Regional Association of Governments (CRAG) which is preparing the regional transportation plan; the State of Oregon Highway Division; and the Columbia-Willamette Air Pollution Authority, for information on air pollution levels adjacent to existing highway corridors.

##### Transit

The three counties in the metropolitan area are currently served by one transit agency: TRI-MET. The existing bus system is radial, with most bus lines having a destination in the Portland CBD. Tri-Met and CRAG will be contacted to determine future plans. Presently the Tri-Met bus system has the following major deficiencies: lack of direct bus service from most residential areas to major health services such as the County Hospital; lack of direct bus service from residential areas to major industrial employment centers; lack of a "shuttle bus" system within neighborhoods, especially within the core area, to transport people from their homes to neighborhood social/health services and to neighborhood shopping centers. The existing metropolitan transportation system and planning relies on approximately 95 percent of all trips to be made by automobile. This presents serious problems to displacees without such a mode of transport, and severely limits their choice of replacement housing locations.

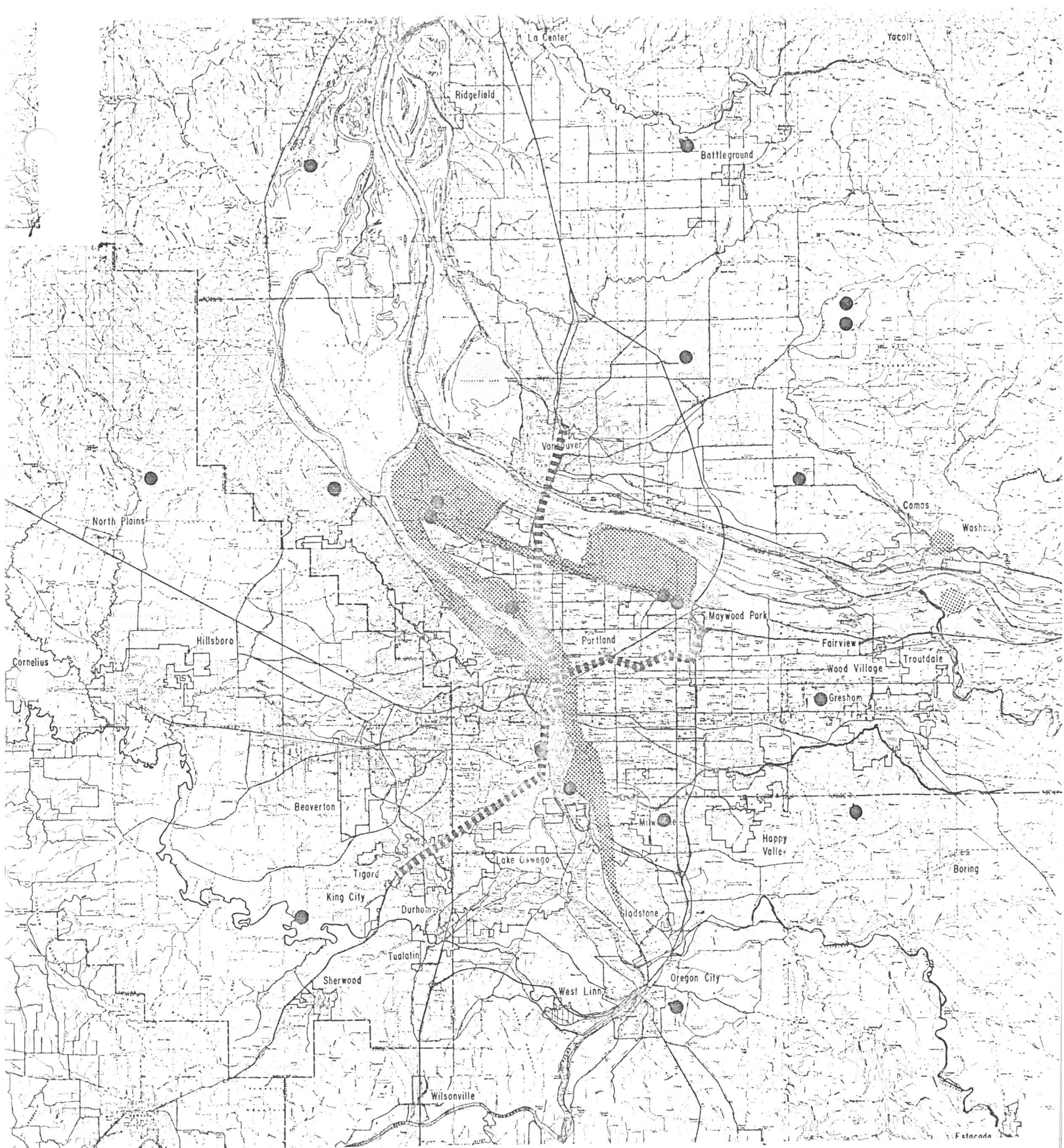
### Industrial Areas (Noise, Air, Water Pollution and Traffic Congestion)

Information on the impact of existing and proposed industrial sites on adjacent residential property will be gathered from the following sources:

1) Air pollution, Columbia-Willamette Air Pollution Authority; 2) Noise pollution, City of Portland Nuisance Bureau, Multnomah County Health Department, State Department of Environmental Quality; 3) Traffic congestion, City and County Planning Commissions, traffic engineer. Other factors to be considered in evaluating the location of housing adjacent to industrial areas are: 1) Potential increase or decrease in property value, 2) Potential for industrial expansion and thus additional displacement at some future date, 3) Potential of incompatible land use. These factors will be evaluated by examining the metropolitan and local long-range and short-range land-use plans, transportation plans and existing zoning maps and ordinances.

### OTHER FACTORS

Other factors include adverse topography, high incidence of crime and substandard educational and community facilities. In addition to the other environmental factors replacement housing shall be accessible to major employment centers as shown in Exhibit B.



MAJOR ENVIRONMENTAL FACTORS AFFECTING THE LOCATION OF REPLACEMENT HOUSING  
IN THE PORTLAND-VANCOUVER METROPOLITAN AREA

- Solid Waste Disposal Sites
- ▨ Major Industrial Areas
- ▬▬▬▬▬ Freeway Corridors

AREA 1 VANCOUVER

Exhibit B AREAS OF SIGNIFICANT  
EMPLOYMENT CONCENTRATION  
(NON-CBD)



APPENDIX V. SAMPLE INTERVIEW AND RECORD FORMS

SURVEY INTERVIEW FORM

Address: \_\_\_\_\_ Phone \_\_\_\_\_

Name: (H/H) \_\_\_\_\_ Age \_\_\_\_\_ Wife: \_\_\_\_\_ Age \_\_\_\_\_

Owns \_\_\_\_\_ Rents \_\_\_\_\_ If rents, amount \$ \_\_\_\_\_ Utilities \_\_\_\_\_

Dependent children:

Name \_\_\_\_\_ Age \_\_\_\_\_ Name \_\_\_\_\_ Age \_\_\_\_\_

Name \_\_\_\_\_ Age \_\_\_\_\_ Name \_\_\_\_\_ Age \_\_\_\_\_

Others in household:

Name \_\_\_\_\_ Age \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Age \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Age \_\_\_\_\_ Relationship \_\_\_\_\_

Number of years at this location \_\_\_\_\_ Neighborhood preference \_\_\_\_\_

Income (H/H) \_\_\_\_\_ /mo. Other income (identify who receives) \_\_\_\_\_

HAP eligible: \_\_\_\_\_ Public Assistance: yes \_\_\_\_\_ no \_\_\_\_\_

Identify: \_\_\_\_\_

-----

Identify any apparent:

(1) physical handicaps: \_\_\_\_\_

(2) chronic/temporary illness: \_\_\_\_\_

(3) financial difficulties: \_\_\_\_\_

(4) family stability problems: \_\_\_\_\_

(5) language difficulties: \_\_\_\_\_

(6) housekeeping difficulties: \_\_\_\_\_

Comments on any relocation difficulties anticipated: \_\_\_\_\_

\_\_\_\_\_

# RESIDENTIAL RELOCATION RECORD

RELOCATION WORKER \_\_\_\_\_ ORIGIN OF CASE \_\_\_\_\_ PARCEL \_\_\_\_\_  
 NAME \_\_\_\_\_ ADDRESS \_\_\_\_\_ APT NO. \_\_\_\_\_

PHONE \_\_\_\_\_ INITIAL INTERVIEW \_\_\_\_\_ SEX \_\_\_\_\_ MINORITY GROUP \_\_\_\_\_

AGE \_\_\_\_\_ U.S. CITIZEN \_\_\_\_\_ ALIEN \_\_\_\_\_ VETERAN \_\_\_\_\_ SERVICEMAN \_\_\_\_\_ DATE ON SITE \_\_\_\_\_

## FAMILY COMPOSITION

| Name | Relation | Age |
|------|----------|-----|
|      |          |     |
|      |          |     |
|      |          |     |
|      |          |     |
|      |          |     |
|      |          |     |
|      |          |     |

Employer: Name \_\_\_\_\_ \$ \_\_\_\_\_  
 Address \_\_\_\_\_  
 MCW Caseworker \_\_\_\_\_  
 Social Security \_\_\_\_\_  
 Va. Fed. Mult. Co. \_\_\_\_\_  
 Pension: Name \_\_\_\_\_  
 Other: Name \_\_\_\_\_

## TOTAL MONTHLY INCOME

Own: \_\_\_\_\_ Power Co. \_\_\_\_\_ Type Fuel \_\_\_\_\_ Garbage Co. \_\_\_\_\_  
 Rent: \_\_\_\_\_ Inc. Heat \_\_\_\_\_ Water \_\_\_\_\_ Gas \_\_\_\_\_ Gar \_\_\_\_\_ Elec \_\_\_\_\_ Unfurn \_\_\_\_\_ Furn \_\_\_\_\_ No. Rms \_\_\_\_\_

ELIGIBILITY FOR PUBLIC HOUSING: (yes or no) \_\_\_\_\_

Over 62 \_\_\_\_\_ Disabled (Soc.Sec.def.) \_\_\_\_\_ Income below limits \_\_\_\_\_ Assets below limits \_\_\_\_\_

221 CERTIFICATE OF ELIGIBILITY: Date delivered \_\_\_\_\_ by \_\_\_\_\_

Notify in case of emergency:

Name \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Information Statement given to \_\_\_\_\_ on \_\_\_\_\_ by \_\_\_\_\_

Notice to move given to \_\_\_\_\_ on \_\_\_\_\_ by \_\_\_\_\_

Payments: Amount \$ \_\_\_\_\_ Check No. \_\_\_\_\_ Date delivered \_\_\_\_\_ Moved by self \_\_\_\_\_ (o:  
 moved by moving company \_\_\_\_\_ (Phone) \_\_\_\_\_

REMOVED FROM CASELOAD: \_\_\_\_\_ (Date) \_\_\_\_\_

REMAINING ON CASELOAD:

Refused assistance \_\_\_\_\_  
 Relocated in: \_\_\_\_\_

Address unknown, tracing \_\_\_\_\_  
 Evicted, further assistance \_\_\_\_\_  
 contemplated \_\_\_\_\_

Low-rent public housing \_\_\_\_\_

Temporarily relocated by \_\_\_\_\_

Other perm. public housing \_\_\_\_\_

LPA \_\_\_\_\_

Standard priv. rent. hsg. \_\_\_\_\_

within project: \_\_\_\_\_

Sub-standard priv. rent \_\_\_\_\_

hgs. with refusal of \_\_\_\_\_

address \_\_\_\_\_

further aid \_\_\_\_\_

outside project: \_\_\_\_\_

Standard sales housing \_\_\_\_\_

Sub-standard sales hgs. \_\_\_\_\_

Out-of-town \_\_\_\_\_

Address unknown, abandoned \_\_\_\_\_

Evicted, no further \_\_\_\_\_

assistance \_\_\_\_\_

Other (explain) \_\_\_\_\_

FAMILY REFUSED ADDITIONAL ASSISTANCE:

Date \_\_\_\_\_ Worker \_\_\_\_\_

## RELOCATION REFERRALS:

| Address | Inspection Certified By | Date |
|---------|-------------------------|------|
|         |                         |      |
|         |                         |      |
|         |                         |      |
|         |                         |      |

NEW ADDRESS: \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

New rent or purchase price: \_\_\_\_\_ No. of rooms \_\_\_\_\_ \$ \_\_\_\_\_ SS \_\_\_\_\_

Note: Form not official; under consideration for adoption

## RESIDENTIAL RELOCATION RECORD

CLIENT'S NAME \_\_\_\_\_ RELOCATION ADVISOR \_\_\_\_\_  
ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_ PROJECT NAME \_\_\_\_\_  
SEX \_\_\_\_\_ ETHN \_\_\_\_\_ VETERAN \_\_\_\_\_ AGE \_\_\_\_\_ PARCEL NO. \_\_\_\_\_  
DATE ON SITE \_\_\_\_\_ TENURE \_\_\_\_\_ INITIATION OF NEGOTIATIONS \_\_\_\_\_  
MARITAL STATUS \_\_\_\_\_ INDIV \_\_\_\_\_ FAMILY \_\_\_\_\_ DATE OF ACQUISITION \_\_\_\_\_  
ELIGIBILITY FOR PUBLIC HOUSING \_\_\_\_\_ ELIGIBILITY FOR FHA 235 \_\_\_\_\_  
ELIGIBILITY FOR RENT SUPPLEMENT \_\_\_\_\_ ELIGIBILITY FOR OTHER \_\_\_\_\_  
INITIAL INTERVIEW \_\_\_\_\_ DATE INFO PAMPHLET DELIVERED \_\_\_\_\_  
NOTICE TO MOVE \_\_\_\_\_ EXPIRATION DATE \_\_\_\_\_  
NOTIFY IN CASE OF EMERGENCY \_\_\_\_\_ DISABILITY \_\_\_\_\_

### ECONOMIC DATA

Employer \_\_\_\_\_ \$ \_\_\_\_\_  
Address \_\_\_\_\_  
MCW \_\_\_\_\_  
Social Security \_\_\_\_\_  
Pension \_\_\_\_\_  
Other \_\_\_\_\_  
TOTAL MONTHLY INCOME \$ \_\_\_\_\_

### FAMILY COMPOSITION

| Name | Relation | Age |
|------|----------|-----|
|      |          |     |
|      |          |     |
|      |          |     |
|      |          |     |
|      |          |     |
|      |          |     |
|      |          |     |

### DWELLING UNIT FROM WHICH RELOCATED

|                   |                 |   |    |
|-------------------|-----------------|---|----|
| Subsidized Sales  | Single Family   | S | SS |
| Subsidized Rental | Multiple Family |   |    |
| Public Housing    | Duplex          |   |    |
| Private Rental    | Mobile Home     |   |    |
| Private Sales     |                 |   |    |

Age of Structure \_\_\_\_\_ No. Rooms \_\_\_\_\_  
No. Bedrooms \_\_\_\_\_ Furn. \_\_\_\_\_ Unfurn. \_\_\_\_\_  
Utilities \$ \_\_\_\_\_  
Monthly Payments (Rent) \$ \_\_\_\_\_  
Acquisition Price \$ \_\_\_\_\_  
Taxes \$ \_\_\_\_\_ Equity \$ \_\_\_\_\_  
Liens \$ \_\_\_\_\_

Size of Habitable Area \_\_\_\_\_

### HOUSING REFERRALS

| Address | Bedrooms |
|---------|----------|
|         |          |
|         |          |
|         |          |
|         |          |
|         |          |
|         |          |
|         |          |

### AGENCY REFERRALS

| Name of Agency           | Date |
|--------------------------|------|
| Multnomah County Welfare |      |
| Food Stamp Program       |      |
| Housing Authority        |      |
| Legal Aid                |      |
| FISH                     |      |
| Health Dept.             |      |
|                          |      |
|                          |      |

AGENCY ACTION:

REASONS:

APPEALS

EVICTED

REFUSED ASSISTANCE

ADDRESS UNKNOWN (tracing)

OTHER (Death, etc.)

## TEMPORARY RELOCATION

WITHIN PROJECT

OUTSIDE PROJECT

DATE MOVED IN

ADDRESS

REASON

## REPLACEMENT DWELLING UNIT

RELOCATED BY SELF

RELOCATED BY LPA

ADDRESS

PHONE

DATE OF MOVE

## WHERE RELOCATED:

|              |                   | S | SS |                 |
|--------------|-------------------|---|----|-----------------|
| SAME CITY    | SUBSIDIZED SALES  |   |    | SINGLE FAMILY   |
| OUTSIDE CITY | SUBSIDIZED RENTAL |   |    | MULTIPLE FAMILY |
| OUT OF STATE | PUBLIC HOUSING    |   |    | DUPLEX          |
|              | PRIVATE RENTAL    |   |    | MOBILE HOME     |
|              | PRIVATE SALES     |   |    |                 |

Furnished \_\_\_\_\_ Unfurnished \_\_\_\_\_ Number of Rooms \_\_\_\_\_ Number of Bedrooms \_\_\_\_\_ Habitable Area \_\_\_\_\_

Utilities \$ \_\_\_\_\_ Monthly Payments (Rent) \$ \_\_\_\_\_ Purchase Price \$ \_\_\_\_\_

Age of Structure: \_\_\_\_\_ Taxes \$ \_\_\_\_\_ Equity \$ \_\_\_\_\_ Distance Moved Away \_\_\_\_\_

Name of Moving Company \_\_\_\_\_ Name of Realtor \_\_\_\_\_

## BENEFITS RECEIVED

| Type          | Ck # | Date | Amount |
|---------------|------|------|--------|
| RHP           |      |      | \$     |
| TACO (Rental) |      |      | \$     |
| TACO (Rental) |      |      | \$     |
| TACO (Rental) |      |      | \$     |
| TACO (Rental) |      |      | \$     |
| TACO (Sales)  |      |      | \$     |
| Fixed Moving  |      |      | \$     |
| Actual Move   |      |      | \$     |
| Incidental    |      |      | \$     |
| Interest      |      |      | \$     |

PURCHASE PRICE

\$

DOWN PAYMENT

\$

RHP

\$

TOTAL DOWN

-

\$

TOTAL MORTGAGE

\$

TOTAL BENEFITS RECEIVED

\$

REALTOR:

ESCROW CO.

OFFICER



## APPENDIX VI. SAMPLE INFORMATIONAL MATERIAL FOR RESIDENTS

Information statement being revised to conform with Uniform Relocation Act.

safe and sanitary. There are Federal restrictions on the amount to be paid depending upon how much the displaced person needs in additional money over the amount he receives for his former house. The Relocation Advisor can explain in detail what is needed to qualify.

If an owner-occupant wants to rent a new home instead of buy, an amount not to go beyond \$4,000 is available under certain conditions to rent a decent, safe and sanitary house.

In addition, a renter-occupant may also qualify for financial assistance in purchasing a replacement dwelling in an amount not to exceed \$4,000. Full details can be provided by the Relocation Advisor.

Before payments for any replacement dwelling benefits can be made, the replacement dwelling must be inspected by Portland Development Commission personnel to ascertain that it meets the decent, safe, and sanitary standards in accordance with the requirements of the Secretary of the Department of Housing and Urban Development.

### ELIGIBILITY

Eligibility requirements for relocation payments may vary depending upon the type of activity causing displacement, the length of time the dwelling unit has been occupied by the person displaced, and other factors. To determine eligibility for relocation payments, the Relocation Office of the Portland Development Commission should be contacted.

### APPEALS

Any person who is dissatisfied with a determination as to his eligibility, the amount of payments, or service received may have his case reviewed by the Executive Director of the Portland Development Commission. Such person should contact the Supervisor of the Relocation Office for assistance in filing his appeal. A final appeal may be made to the Department of Housing and Urban Development.

Portland Development Commission  
1700 S.W. Fourth Avenue  
Portland, Oregon 97201



PORTLAND  
DEVELOPMENT  
COMMISSION

## RELOCATION ASSISTANCE BENEFITS

An outline of  
regulations governing  
relocation assistance  
available if you  
move because of  
urban renewal or  
other Federally-  
assisted programs

On January 2, 1971, the Federal Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 was signed into law. It replaces all previous Federal relocation legislation.

Under the provisions of the law, no family or individual will be required to vacate any dwelling until that family or individual has found or been offered reasonable choices of replacement dwellings which are:

- decent, safe, and sanitary
- open to all persons regardless of race, color, religion, sex, national origin, or source of income
- in an area with satisfactory environmental conditions and accessible to public services
- adequate in size, facilities and amenities to accommodate the needs of the family or individual
- available on the market at a price or rental within the financial means of the family or individual

The law further provides that no person lawfully occupying a property will be required to move without receiving at least 90 days written notice of the date by which such move is required.

Relocation legislation, because of its wide scope, is somewhat complicated and difficult to read and interpret. This information Statement is intended as a broad summary of the principal provisions to which a displaced person may be entitled.

PERSONS READING THIS STATEMENT ARE URGED NOT TO FORM ADVANCE OPINIONS AS TO THE BENEFITS AND AMOUNTS TO WHICH THEY MAY BE ENTITLED. CERTAIN CONDITIONS MUST BE MET BEFORE ELIGIBILITY CAN BE ESTABLISHED AND PAYMENT BENEFITS DETERMINED. FULL RELOCATION ASSISTANCE WILL BE GIVEN IN DETERMINING ELIGIBILITY AND BENEFITS.

## RELOCATION SERVICES

Displaced persons will be given detailed information regarding their eligibility and possible benefits by representatives of the Portland Development Commission. The Central Relocation Staff is located at 1700 S.W. Fourth Avenue, Telephone 224-4800. In addition, site offices are established in some project areas. Relocation services are available in each of such site offices.

Relocation services for this project are available at:

A boundary map for this project is included.

Displaced persons should personally visit or telephone the Relocation Office for the project when help in relocation is needed. Information available through such office includes current list of replacement dwellings and business locations as well as current data on available financing, including FHA and VA requirements and information. Other information such as locations of schools, parks, playgrounds and shopping areas, and public transportation routes is available. A qualified Relocation Advisor is available to aid displaced persons to the fullest extent.

## MOVING EXPENSES

**Individuals and Families.** Any eligible individual or family displaced by a project financed in whole or in part by Federal funds is entitled to receive either (1) a payment for reasonable expenses of moving personal property and disconnecting and

reconnecting utilities and appliances; or, (2) a moving expense allowance not to exceed \$300 as computed by an approved schedule and a dislocation allowance of \$200.

**Business and Non-Profit Organizations.** Eligible displaced businesses and non-profit organizations are entitled to receive actual reasonable moving expenses for moving personal property and for disconnecting, dismantling, removing, reassembling, reconnecting and reinstalling machinery and equipment, including inventory. Also, the actual reasonable cost of searching for a replacement location may be claimed up to \$500.

As an alternate, the displaced business or non-profit organization may accomplish the move itself. In this case, the amount of the payment usually will not exceed the estimated cost of accomplishing the move commercially, as determined by the Portland Development Commission.

Under certain conditions, businesses and non-profit organizations may receive payments for direct losses of tangible personal property resulting from the necessity to relocate.

In most cases moving expenses will be made for moving personal property to a distance of not more than 50 miles.

In lieu of moving expense payments, a displaced or discontinued business may, under certain conditions, elect to receive an amount equal to the average annual net earnings of the business during the two tax years immediately preceding the year in which such business is displaced. The payment will not be less than \$2,500 nor more than \$10,000. Those who choose this payment will not be eligible to receive any other payment.

**Storage of Personal Property.** Occasionally, unusual circumstances may make the storage of personal property necessary. This expense may qualify for a payment. Generally the payment period will not exceed six months.

## REPLACEMENT HOUSING

A displaced owner-occupant who is found qualified may be eligible for a payment which does not exceed \$15,000 so that he can apply this toward the purchase of a comparable home which is decent.

APPENDIX VII. MODEL CITIES INVENTORY OF SOCIAL SERVICES AND  
COMMUNITY RESOURCES (SOCIAL SERVICE REFERRAL AGENCIES)

1. Deleted
2. Deleted
3. Concentrated Employment Program
4. Albina Art Center
5. Urban League of Portland (Field Office)
6. Albina Education Center
7. Legal Aid Services (Albina Office)
8. YMCA, North Branch
9. Headstart Program
10. Albina Child Development Center
11. Parent-Child Services
12. Oregon State Employment Service (North Portland Office )
13. Oregon State Employment Service Youth Opportunity Center
14. Matt Dishman Memorial Center
15. Highland Educational Recreational Center
16. Malcolm X People's Free Dental Clinic
17. Fred Hampton Memorial People's Clinic
18. Community Care Association
19. Emanuel Hospital
20. Peninsula Community Center
21. Cascade Community Center
22. Model Cities Agency Office
23. Neighborhood Development Committee
24. Albina Community Action Center 59 NE Stanton
25. Police Community Relations Office
26. Church
27. Portland Opportunities Industrial Center
28. Dentist
29. Patton Home
30. Church
31. Church
32. Church
33. Church
34. Church
35. Church
36. Church
37. Salvation Army Community Center
38. Violin School
39. Stanton Municipal Yards
40. Church
41. Albina Neighborhood Improvement Project
42. Church
43. North Branch Library
44. Dentist
45. Medical/Dental Clinic
46. Church
47. Multi-Service Center
48. Church & Day Care Center
49. Church & Health Services
50. Church

51. Albina Branch Library
52. Church & Health Services
53. Church
54. Church
55. Church
56. Albina Youth Opportunity School
57. Church
58. Church & Day Care Center
59. Church
60. Parents Child Care Center
61. Church
62. Church
63. Head Start Facility
64. Child Service Center
65. Church
66. Church
67. Church
68. Mennonite Voluntary Service Unit
69. Church
70. Boise/Humboldt Planning Office
71. Church
72. Chiropractic Clinic
73. Consumer Protection Agency
74. YMCA
75. Attorney at Law
76. Church
77. Church
78. Free Clinic
79. School Nurse Visitation
80. School Nurse Visitation
81. School Nurse Visitation
82. Church
83. Mt. Hood Masonic Temple
84. 100F Star Lodge
85. Attorney at Law
86. Utility Substation
87. Seaman's Club
88. Teen Club
89. Utility Substation
90. Utility Substation
91. Head Start Facility
92. Small Training Pool
93. Church
94. Salvation Army Red Shield Community Center
95. Woodlawn Drug Store (Methodone Dispensing Center)
96. Church
97. Church and (child care facilities)
98. Church " " " "
99. N.D.O. Office #1
100. N.D.O. Office #2
101. N.D.O. Office #3
102. N.D.O. Office #4
103. Bruce Thomas Memorial Recreation Center
104. Muhammad's Temple of Islam
105. Zion Brethren Church
106. Augustana Lutheran



scale 1" = 1200'



# APPENDIX VIII. SAMPLE HOUSING INSPECTION FORM

|  |  | MET | NOT<br>MET |
|--|--|-----|------------|
| INSPECTED BY _____ DATE _____  |  |     |            |
| NAME _____ PHONE _____   |  |     |            |
| ADDRESS _____  |  |     |            |
| HOUSE _____ DUPLEX _____ APT _____ SR _____ HK _____                   |  |     |            |
| NO. OF ROOMS _____ COMP FURN _____ PART FURN _____ UNFURN _____        |  |     |            |
| NO. OF ROOMS ACCESSIBLE BY STAIRS _____ BY ELEVATOR _____              |  |     |            |
| MANAGER _____ OWNER _____  |  |     |            |
| RENT _____, INCL HEAT _____ WATER _____ GAS _____ GAR _____ ELEC _____ |  |     |            |
| NO. BRS. _____ SIZE #1 _____ #2 _____ #3 _____ #4 _____                |  |     |            |

DWELLING UNIT INSPECTION SHEET, PDC R-6, 9/68

## GENERAL REQUIREMENTS:

- |   |  |  |
|---|--|--|
| 1. House must be weatherproof (8-601.6)   |  |  |
| 2. Floors, porches, walls, ceilings and stairs must be in sound and good repair. (8-1001a)  |  |  |
| 3. Doors and hatchways must be in good repair. (18-816)   |  |  |
| 4. Multiple dwellings with more than 50 occupants must have two means of exit. (7.3302c)  |  |  |
| 5. Exits must have direct access to outside or public corridor. (7-3303g)   |  |  |
| 6. Hallways must be lighted adequately --- at least 2' candle power. (8-504d)   |  |  |
| 7. Hallway ventilation must be by windows, doors, outside skylights, ventilation ducts, or mechanical ventilation 5x/hr. (8-504d) |  |  |
| 8. Premises must be free of vermin, rodents, filth, debris, garbage. (8-1001a)  |  |  |
| 9. Heating equipment must be able to maintain 70° at 3' above floor. (8-701a)   |  |  |
| 10. There may be no unvented or open flame gas heaters. (8-701a)  |  |  |

|  | MET | NOT<br>MET |
|--|-----|------------|
| 11. Habitable rooms must have window area of 12 sq. ft. or 1/8 of floor area. (8-504a)   |     |            |
| 12. Every Habitable room must have openable area of 6 sq. ft. or 1/16 of floor area OR mechanical ventilation changing air, 4x/hr. (8-504e)                                |     |            |
| 13. Dwelling unit must have at least 220 sq. ft. (8-503b)  |     |            |
| 14. Electrical equipment, wiring and appliances must be installed and maintained in a safe manner, with two outlets or one light fixture and one outlet per room. (8-701b) |     |            |
| 15. Water must be heated to not less than 120°F. (8-401y)  |     |            |
| 16. Ceiling height in hotels and apartments must be 8'; in dwelling and service rooms 7½'. (8-503a)  |     |            |
| 17. Habitable rooms must have width of 7' in any dimension; water closets 30" in width and at least 2½' in front of the water closet. (8-503c)                             |     |            |

#### EFFICIENCY UNITS:

|   |  |  |
|---|--|--|
| 18. Foyer must open from public area. (8-503b.2)  |  |  |
| 19. There must be 220 sq. ', plus 100 sq. ' for each person in excess of two. (8-503b.5)        |  |  |
| 20. A kitchenette must be 3x5 or more with doors and fan or window. (8-503b.4)                  |  |  |
| 21. A dressing closet must afford privacy with adequate circulation and storage. (8-503b.3)     |  |  |
| 22. There must be a separate bathroom accessible from foyer or dressing closet only. (8-503b.5) |  |  |

#### LIVING AREA:

|   |  |  |
|---|--|--|
| 23. There must be two rooms, one of which must be at least 150 sq. '. (8-503b)*                       |  |  |
| 24. Rooms for cooking and living, or for living and sleeping, must have at least 150 sq. '. (8-503b)* |  |  |

#### BEDROOMS:

|   |  |  |
|---|--|--|
| 25. Bedrooms must be at least 90 sq. '. (8-503b)* |  |  |
|---|--|--|

|  | MET | NOT<br>MET |
|--|-----|------------|
| 26. There must be 50 sq. ' additional for each occupant in excess of two. (8-503b)*<br>No. Brs. _____ Size: #1 _____ #2 _____ #3 _____ #4 _____ #5 _____   |     |            |
| KITCHEN:   |     |            |
| 27. Plumbing fixtures, including sink, must be of nonabsorbent material with hot and cold running water, properly installed, and in good working condition. (8-505d,c)                               |     |            |
| 28. A kitchen must have not less than 35 sq. '. (8-503b)   |     |            |
| BATHROOM:  |     |            |
| 29. Bathrooms must have at least one electric light fixture. (8-701b)  |     |            |
| 30. Bathrooms must not open directly off the kitchen. (8-505f)   |     |            |
| 31. Bathrooms and toilet rooms must afford privacy. (8-505g)   |     |            |
| 32. Dwelling unit must contain at least one bathroom with sink, toilet wash basin, tub or shower properly connected to both hot and cold waterlines with air change once every 5 minutes (8-505a) OR |     |            |
| 33. In buildings with sleeping rooms there must be toilet facilities or one toilet, lavatory, tub or shower for every 10 of each sex, accessible from a public hall.                                 |     |            |
| 34. Plumbing fixtures must be of nonabsorbent material, properly installed, and in good working condition. (8-505d,c)  |     |            |
| 35. Water closet compartments must be of approved nonabsorbent material (8-505e)   |     |            |
| BASEMENT:  |     |            |
| 36. Basement areas more than 50% below grade cannot be used for habitation. (8-401,L) & (8-504a)   |     |            |
| 37. Basement areas must be dry and well drained.   |     |            |
| SPACE REQUIREMENTS FOR STANDARD HOUSING  |     |            |
| 1. Opposite sex children may not share a bedroom with a child over six (6) years of age.   |     |            |
| 2. Husband and wife should not share a bedroom with a child over three (3) years of age.   |     |            |



### 3.\* Chart of bedrooms needed:

| By Bedroom               |                        |             | By Number of Persons       |                      |             |
|--------------------------|------------------------|-------------|----------------------------|----------------------|-------------|
| <u>No. of<br/>Bdrms.</u> | <u>No. of Persons:</u> |             | <u>No. of<br/>Persons:</u> | <u>No. of Bdrms:</u> |             |
|                          | <u>Min.</u>            | <u>Max.</u> |                            | <u>Min.</u>          | <u>Max.</u> |
| 0                        | 1                      | 2           | 1                          | 1                    | 1           |
| 1                        | 1                      | 3           | 2                          | 1                    | 2           |
| 2                        | 2                      | 4           | 3                          | 1                    | 2           |
| 3                        | 4                      | 6           | 4                          | 2                    | 3           |
| 4                        | 6                      | 8           | 5                          | 3                    | 3           |
| 5                        | 8                      | 10          | 6                          | 3                    | 4           |
|                          |                        |             | 7                          | 4                    | 4           |
|                          |                        |             | 8                          | 4                    | 5           |
|                          |                        |             | 9                          | 5                    | 5           |
|                          |                        |             | 10                         | 5                    | 6           |

\* Indicates exceptions regarding efficiency units.

COMMENTS:

## EVALUATION

The Evaluation project is the responsibility of the City Demonstration Agency.

The CDA's Evaluation department is responsible for the creation and implementation of its plans, development of its evaluative tools, administration of its analysis, and the coordination of its evaluative activities related to the programs within the CCDP.

For Third Action year, the work program for the Evaluation Department will be modified from the experience gained during Second Action Year. The Evaluation Department will produce three major reports during the year at four-month intervals. These reports will be organized as follows:

1. Evaluation Report I (October 15, 1972)

This report will contain an evaluation of each project within the CCDP. The objective of project evaluations will be to assess the quality and progress of the planning, contract negotiation, administration, operation, coordination, impact, resource commitment and utilization, citizens participation and, where feasible, cost/benefit analysis to give the City, the operating agency, the CPB, and the CDA an analysis which will provide a framework for proper decision-making. Special emphasis in this first report will be the assessment of initial operational performance and the adequacy of management tools utilized by both the operating agencies and the CDA in order to provide early correction of any problems and to pave the way for later impact analysis.

2. Evaluation Report II (February 15, 1973)

This report will also contain an evaluation of each project within the CCDP. In addition, the report will contain an assessment of the progress against objectives for each of the 14 program categories established for the program. Primary emphasis of this report will be to provide the planning components input necessary for future program development and to provide the CPB with input for its analysis of project impact and unmet needs. This report will be a primary source document for Fourth Action Year planning and development.

3. Evaluation Report III (June 15, 1973)

This report will also contain an evaluation of each project within the CCDP. The project evaluations for this period will be oriented towards the achievement and merit of each project since the beginning of the Third Action Year. Documentation

of levels of service, impact, participant change and community impact will be emphasized, as well as cost/benefit analysis where feasible. In addition, this report will include an evaluation of the overall program of the CDA for the Third Action Year. The organization, management, coordination, level of performance and citizens participation of the Model Cities Program will be evaluated. This report will be prepared as a major component of Fourth Action Year Plan.

These three reports will comprise the formal work program for the department. In addition to these reports, the department will prepare special reports as necessary. These special reports may be initiated by the CPB Evaluation Committee, the Director, the staff, or by resident concern and may cover a variety of administrative needs. They will be, by their nature administrative tools for the Director and the CPB and normally will not be included in submissions to HUD. Figure 2-9 is an example of a special evaluation report.

During the Second Action Year several revisions to the CDA Evaluation Plan have served to broaden the scope of the evaluative activity and to sharpen the detail of evaluative inquiry. The Evaluation Plan, as amended, remains the primary guide to the evaluative procedures utilized by the Portland CDA. While the tools and inputs for each individual project may vary slightly and each Evaluation Specialist may exhibit a degree of individuality, the common basis for how evaluations are conducted is specified in the Evaluation Plan. Examples of evaluation instruments are shown in Figures 2-10 through 2-15.

Evaluation report content includes the following subjects:

1. Project Status
2. Planning
3. Contract Negotiation
4. Project Administration, Operation and Coordination
5. Impact
6. Resource Utilization
7. Recommendations.

The outline used to prepare these reports is shown in Figure 2-16 and an example of a project evaluation report is included in Figure 2-17. Source documents or instruments will include:

1. Monthly Status Report as specified by contract
2. Operating agency interviews and special reports
3. Participant interviews

4. Survey information
5. Special reports and inquiries
6. CDA audits.

The CDA Evaluation staff is primarily responsible for the evaluation requirements of the Model Cities Program. While consultants may be engaged, it is not anticipated that the CDA will require consultant services during Third Action Year.

The primary responsibility for the evaluation of operating agencies rest with the CDA Evaluation staff. The staff consists of a department head or Supervisor and four Evaluation Specialists. Projects for evaluation are assigned basically by program category, with each specialist responsible for between four and six projects, depending on project complexity. Direct responsibility of the Evaluation Department is to the CDA Director. Horizontal coordination is maintained between the Supervisor of Evaluation and all other department heads, as well as similar coordination between evaluators and project planners. Close cooperation between the Evaluation and Information Systems Departments is maintained to provide the data collection system and the data base necessary for evaluation.

The Evaluation staff coordinates closely with the CPB Evaluation Committee, comprised of five members of the Board appointed by the Board Chairman. This linkage provides an additional mechanism for the flow of ideas and information between the staff and the CPB. The Evaluation Committee meets at least monthly with the Evaluation Department to discuss specific project problem areas and to provide input into the design of future evaluative activity. The committee is charged with the additional responsibility of evaluating special projects assigned by the CPB Chairman based on citizen concern. These special reports concentrate on "impact" and "institutional response" as outlined in the Evaluation Plan.

To supplement the activities of the staff and the CPB Evaluation Committee, the CDA reserves the right to contract with outside consultants to prepare reports outside the scope of the Evaluation Plan. These reports will provide additional input both to the CDA and the CPB in the continuing planning and implementation process.

Thus, the combination of Evaluation staff, the Evaluation Committee of CPB, special task forces appointed by CPB and special consultants will perform the total Evaluation Work Plan for Third Action Year.

Evaluation affects the continuous planning process of the Portland Model Cities Program at two stages of its operations: data collection and report submission. First, the Evaluation staff utilizes participant observation and interviewing as primary data collection techniques. During the course of data collection, the questions and comments of evaluators serve as stimuli to the participants -- whether citizens, beneficiaries, operating agency staff, CDA staff or Citizens Planning Board members -- engaged in planning, negotiation and implementation of the projects and Model Cities Program



components. In response to the stimuli the participants may decide to reassess the scope and focus of the need and condition assessment, goal and objective specification, solutions considered and selected, and the operation and coordination of projects. The decision of the participants becomes a data input to Evaluation of the capability of citizens and staff to self-evaluate and self-modify their performance.

Secondly, the Evaluation staff prepares tertiary reports which are submitted to participants concerned. Upon receipt of the reports with recommendations, operating agency staff are requested to respond and are invited to discuss any questions they may have with the Evaluation staff. They may decide to implement the recommendations as stated, propose to modify the recommendations, or refuse to make any change in operations. Depending on the action of the operating agency in response to the report and its recommendations, the concerns expressed by Evaluation staff may or may not become concerns of the CDA Director, the Citizens Planning Board and its Evaluation Committee.

The Evaluation staff maintains a close working relationship with the CPB Evaluation Committee in its monitoring and evaluation of projects and of the Portland Model Cities Program. The Evaluation Committee prepares reports for the CPB in the course of its data collection, and discussions with operating agency staff in conjunction with Evaluation staff serves as an influencing factor on the decisions of operating agencies to correct problems or deficiencies.

Should the formal and informal communications of Evaluation staff and the Evaluation Committee not produce significant reaction on the part of the operating agencies, the CDA Director or Citizens Planning Board may become involved. The CPB has primary responsibility for policy determination and thus may request the CDA Director to initiate negotiation with an operating agency to correct problems or deficiencies.

Depending upon the significance of the problem and recommendation, Evaluation staff may also affect the continuous planning process through provision of technical assistance to operating agencies in order to promote greater awareness of the rationale behind the concerns, to explain the possible procedures for implementation of recommendations. Technical assistance is provided upon request when the expedencies of the particular situation dictate and in cooperation with CDA planning staff.

## Evaluation Report:

## OPERATION STEP-UP

Operation Step-Up, whose operating agency is Nero Industries, has for the past quarter (October through December, 1971) been putting emphasis on systemizing within its departments and bettering the delivery of services to its clients.

Counseling, research, and job development are the main functions, and the past three months have found the former finalizing the filing system and the latter, developing coordination of agencies serving clients and strengthening the means of communications used to inform Model Neighborhood Residents (MNR).

Operation Step-Up has been coordinating with various community agencies such as Portland Metropolitan Steering Committee to lend scholastic assistance to MNR and with the Albina Contractors Association to give classroom instruction to MNR. It also has frequent contacts with the Portland Community College to assist it in procuring an effective program for its clients.

Operation Step-Up has added a new dimension to itself - publicity. It has had several columns in the Portland Observer to be continued on a weekly basis, and the Public Affairs Departments of Television Channels 2, 6, and 8 have agreed to a 35 minute slide with a ten (10) second narrative about the program (production began February 1, 1971).

According to the Bureau of National Affairs, dated November, 1971, M.D.T.A. Grant to Oregon, it costs \$2,800.00 to place one (1) person in training with no guarantee of placement and employment. Operation Step-Up has a total beneficiary group of 250 MNR with a total operating budget of \$213,730.00, that not only places and employs people, but sends them to school.

As of December 31, 1971, a total of \$112,347 has been spent. Of this amount ten (10) people have been employed, fifty (50) people have been upgraded and thirty-six (36) people will be upgraded by June, 1972, as a result of Operation Step-Up. They have used less than \$1,400.00 to upgrade one (1) person, which might be considered remarkable, since it has already been established nationally what it would cost (as stated in paragraph 5) per person, and Operation Step-Up has done it at less than half the price.

As to the source of their staff and clientele, seventy percent (70%) of the staff are Model Neighborhood residents, seventy percent (70%) are of the professional level (of which sixty percent [60%] are MNR) and the remaining paraprofessional. Finally, of one hundred forty eight (148) clients for the months of November and December, 1971, only (6) six were non-Model Neighborhood residents.

The main concern at Operation Step-Up has been the inability to find qualified blacks above the clerical level to fill degreed positions procured by the program. This concern also justifies why Operation Step-Up feels it is mandatory that MNR be given an education.

Figure 2-9. Special Evaluation Report

Since Manpower and Job Development ranked second and Education third in the priorities set by the MNR in March, 1971, and these are the functions of Operation step-Up, it is recommended that this project be given due consideration and that it continue at its present level of funding for the Third Action Year.

CDA Evaluation Department  
Portland, Oregon  
February, 1971

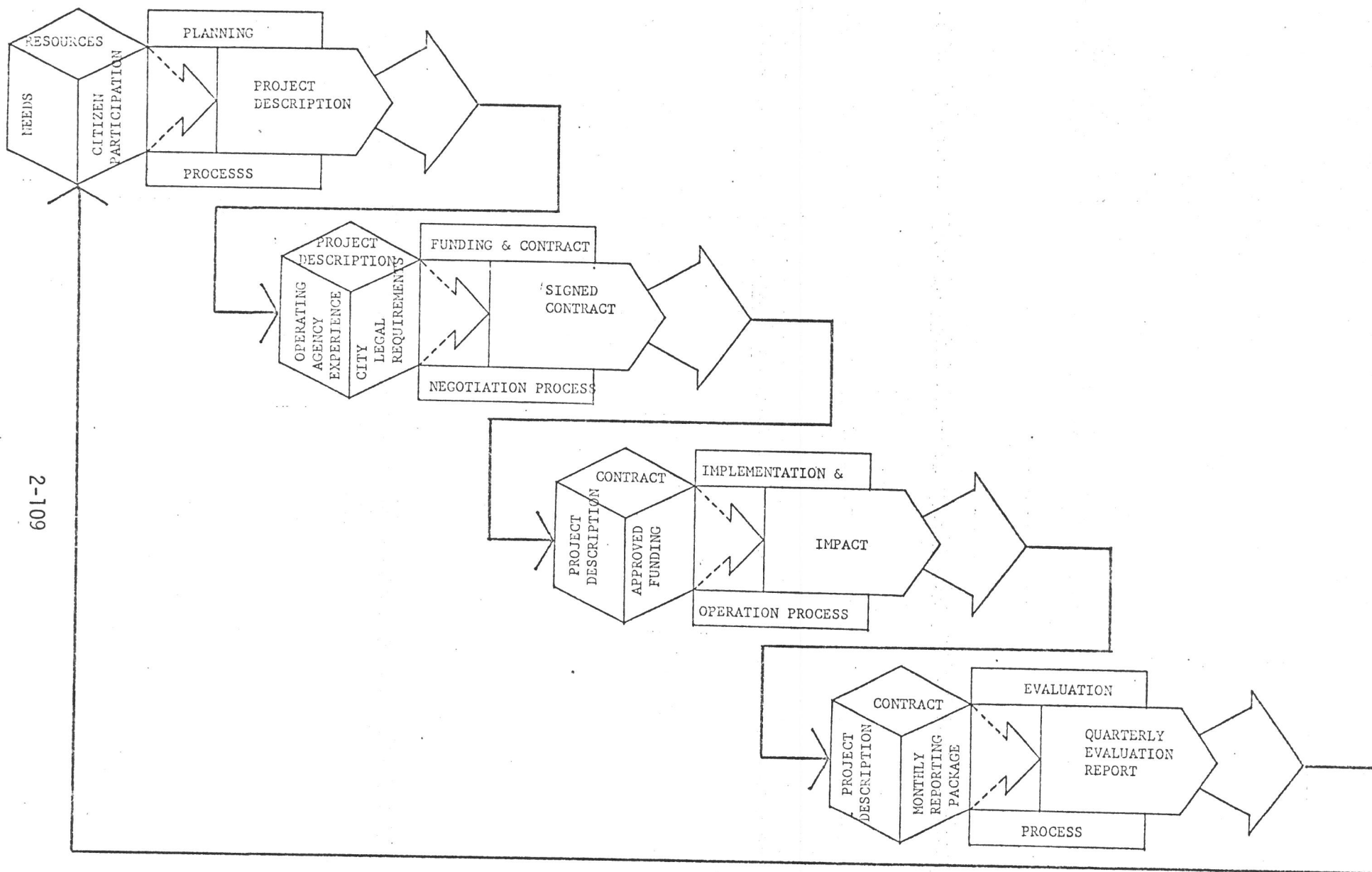


Figure 2-10. A Simplified Systems Model of Project Administration



PROCESS - The manner in which a project is administered or carried out.

PRODUCTS - Relates to output, or impact it has on the target population.

---

#### EVALUATION CATEGORIES

#### TYPES OF EVALUATION

Project Administration

Process

Institutional Change

Product

Participant Change

Product

Neighborhood Change

Product

Figure 2-11. Types of Evaluation

| CATEGORY                                  | PURPOSE   |
|---|---|
| A. Project Administration                 | Evaluate Process  |
| 1. Organization, Staffing, and Management |   |
| a. Performance Objectives                 | Investigate procedures, time-   |
| b. General Management                     | tables, targets, budgets and  |
| c. Administrative, Structure and Function | expenditures for project  |
| d. Adequacy of Proposals                  | implementation.   |
| e. Record keeping and Reporting           |   |
| f. Staffing Progress                      |   |
| g. Operational Problems                   |   |
| h. Equipment and Facility Needs           |   |
| 2. Citizen Participation                  | Determine nature and extent of citizen participation in Project planning and operations.                    |
| 3. Resident Employment                    | Determine nature and extent of neighborhood resident employment in project operations.                      |
| a. Quality of Employees                   |   |
| b. Staffing Progress                      |   |
| c. Employee Training                      |   |
| B. Institutional Change                   | Evaluate Product  |
| 4. On-going Agency Operations             | Investigate degree to which project has influenced pre-existing agency policies                             |
| a. Sponsor Administrative Improvement     | procedures, and relationships.  |
| b. Interagency Cooperation                |   |
| 5. Staff Participant Impact               | Investigate changes brought about in the training, methods, and attitudes of agency project staff.          |
| a. Professional and Technical Adequacy    |   |
| b. Specialized Training                   |   |
| C. Participant Change                     | Evaluate Product  |
| 6. Service Recipient Impact               | Investigate changes brought about in the physical, social, and economic status of agency project staff.     |
| a. Recipient Status Improvement           |   |
| b. Employee Attitudes                     |   |
| c. Career Development                     |   |
| 7. Resident Employee Impact               | Investigate changes brought about in the income, career status, and employability of resident employees.    |
| D. Neighborhood Change                    | Evaluate Product  |
| 8. Social, Economic, and Environment      | Determine project impact upon neighborhood wide social, economic, and environmental conditions and problems |

Figure 2-12. Evaluation Categories

9. Citizen Involvement

Determine project impact upon increased opportunities for citizen involvement.

10. Resident Attitudes

Determine project impact upon neighborhood resident aspirations, attitudes, perceptions.

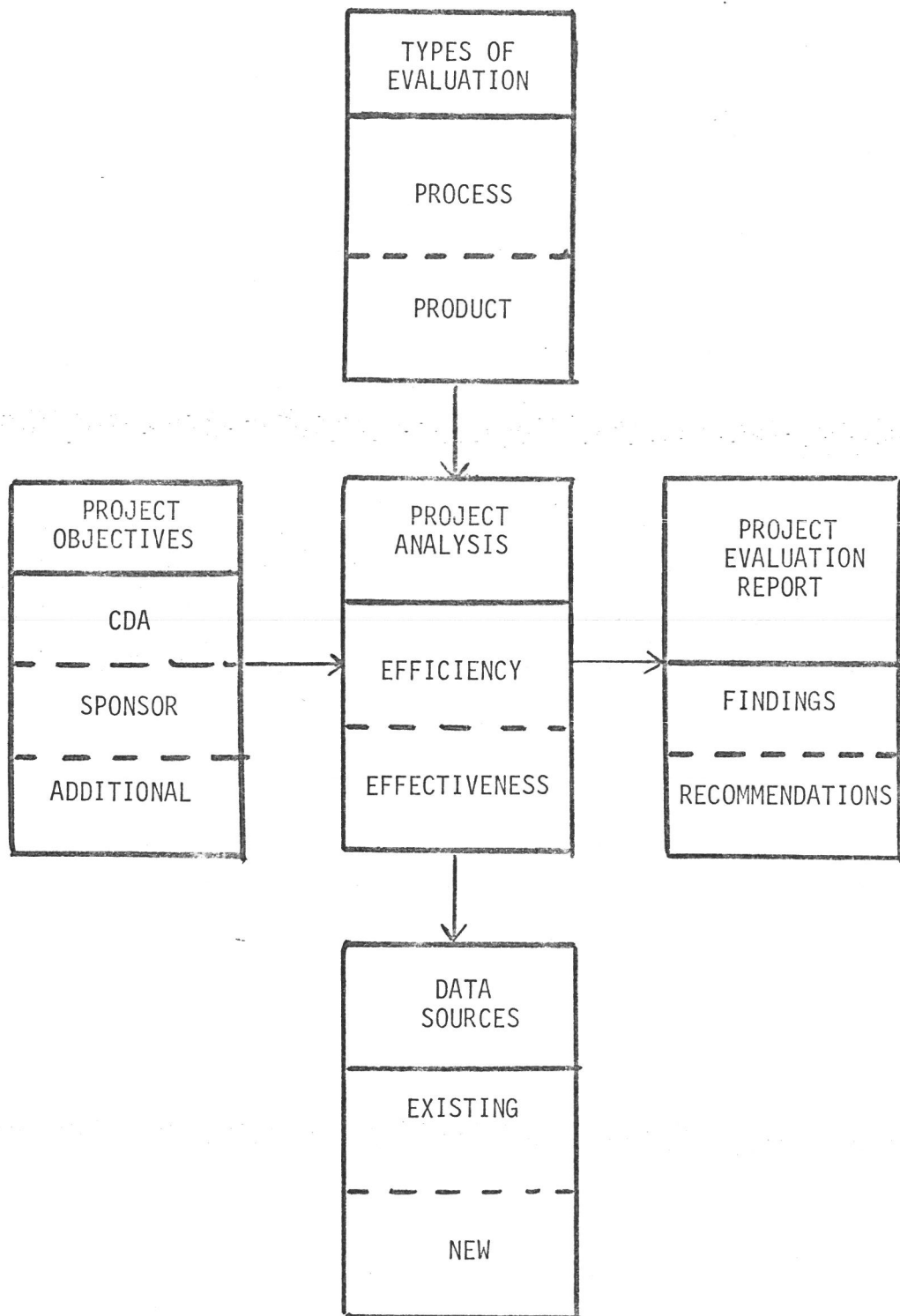


Figure 2-13. Project Evaluation Procedure



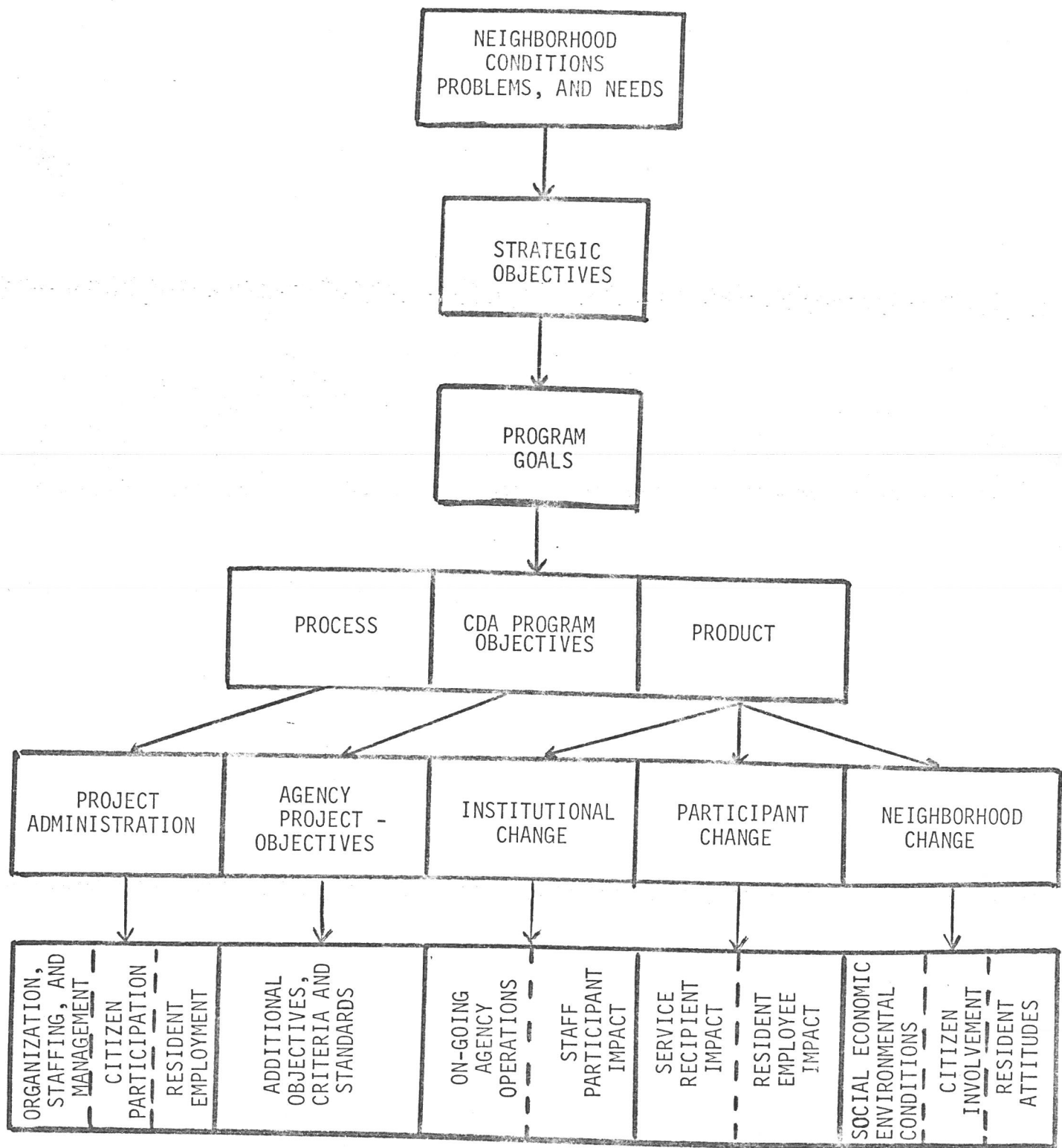


Figure 2-14. Generalized Goal-Achievement Hierarchy

PROJECT: \_\_\_\_\_

DATE \_\_\_\_\_

## QUARTERLY EVALUATION SUMMARY

## I STATUS:

## II PLANNING:

|   | SUPERIOR | ABOVE<br>AVERAGE | AVERAGE | BELOW<br>AVERAGE | POOR  |
|---|----------|------------------|---------|------------------|-------|
| A Citizen Participation.....                          | _____    | _____            | _____   | _____            | _____ |
| 1 Was citizen participation meaningful.....           | _____    | _____            | _____   | _____            | _____ |
| 2 Was the level and quality of CP adequate.....       | _____    | _____            | _____   | _____            | _____ |
| 3 Was provision made for continuing CP.....           | _____    | _____            | _____   | _____            | _____ |
| B Objectives, Resources, and Impact.....              | _____    | _____            | _____   | _____            | _____ |
| 1 Was the planning realistic.....                     | _____    | _____            | _____   | _____            | _____ |
| 2 Was the planning specific.....                      | _____    | _____            | _____   | _____            | _____ |
| 3 Was the planning comprehensive.....                 | _____    | _____            | _____   | _____            | _____ |
| 4 Were adequate resources identified.....             | _____    | _____            | _____   | _____            | _____ |
| 5 Were non-supplemental resources identified.....     | _____    | _____            | _____   | _____            | _____ |
| 6 Is there adequate potential funding.....            | _____    | _____            | _____   | _____            | _____ |
| 7 Meet target group needs.....                        | _____    | _____            | _____   | _____            | _____ |
| 8 Significant potential impact.....                   | _____    | _____            | _____   | _____            | _____ |
| 9 Significant beneficiary group.....                  | _____    | _____            | _____   | _____            | _____ |
| C Administration and Operation.....                   | _____    | _____            | _____   | _____            | _____ |
| 1 Involve innovative techniques.....                  | _____    | _____            | _____   | _____            | _____ |
| 2 Require institutional change.....                   | _____    | _____            | _____   | _____            | _____ |
| 3 Administrative structure potentially effective..... | _____    | _____            | _____   | _____            | _____ |
| 4 Resident employment.....                            | _____    | _____            | _____   | _____            | _____ |
| 5 Career Development.....                             | _____    | _____            | _____   | _____            | _____ |

## III CONTRACT NEGOTIATION:

|   |       |       |       |       |       |
|---|-------|-------|-------|-------|-------|
| A Agency Contact.....                                 | _____ | _____ | _____ | _____ | _____ |
| 1 Was the O/A involved early enough.....              | _____ | _____ | _____ | _____ | _____ |
| 2 Reasonable contract negotiation period.....         | _____ | _____ | _____ | _____ | _____ |
| 3 Necessary signatures obtained quickly.....          | _____ | _____ | _____ | _____ | _____ |
| B Funding.....  | _____ | _____ | _____ | _____ | _____ |
| 1 Was funding secured adequate.....                   | _____ | _____ | _____ | _____ | _____ |
| 2 Was there continuity of funding.....                | _____ | _____ | _____ | _____ | _____ |
| 3 Applications timed to meet review requirements..... | _____ | _____ | _____ | _____ | _____ |

## IV PROJECT ADMINISTRATION, OPERATION AND COORDINATION:

|   |       |       |       |       |       |
|---|-------|-------|-------|-------|-------|
| A Organization, Staffing and Management.....          | _____ | _____ | _____ | _____ | _____ |
| 1 Acceptable level of performance.....                | _____ | _____ | _____ | _____ | _____ |
| 2 General management skills and ability.....          | _____ | _____ | _____ | _____ | _____ |
| 3 Adequate administrative structure and function..... | _____ | _____ | _____ | _____ | _____ |
| 4 Adequate proposals and report submissions.....      | _____ | _____ | _____ | _____ | _____ |
| 5 Accuracy of records and progress reporting.....     | _____ | _____ | _____ | _____ | _____ |
| 6 Staffing progress and career development.....       | _____ | _____ | _____ | _____ | _____ |
| 7 Operational problem solving ability.....            | _____ | _____ | _____ | _____ | _____ |
| 8 Meeting equipment and facility needs.....           | _____ | _____ | _____ | _____ | _____ |

|  | SUPERIOR | ABOVE<br>AVERAGE | AVERAGE | BELOW<br>AVERAGE | POOR  |
|--|----------|------------------|---------|------------------|-------|
| B Citizen Participation.....                     | _____    | _____            | _____   | _____            | _____ |
| 1 Adequate level and quality of CP.....          | _____    | _____            | _____   | _____            | _____ |
| 2 Continued involvement of W/C and CPB.....      | _____    | _____            | _____   | _____            | _____ |
| 3 Impact on project administration.....          | _____    | _____            | _____   | _____            | _____ |
| 4 Provision for continuing CP.....               | _____    | _____            | _____   | _____            | _____ |
| C Resident Employment.....                       | _____    | _____            | _____   | _____            | _____ |
| 1 Is it facilitating project implementation..... | _____    | _____            | _____   | _____            | _____ |
| 2 Adequate level of training & upgrading.....    | _____    | _____            | _____   | _____            | _____ |

## V IMPACT:

|   |       |       |       |       |       |
|---|-------|-------|-------|-------|-------|
| A Institutional Change.....                           | _____ | _____ | _____ | _____ | _____ |
| 1 Innovative application to other O/A operations..... | _____ | _____ | _____ | _____ | _____ |
| 2 More responsive to MN problems.....                 | _____ | _____ | _____ | _____ | _____ |
| 3 Inter-agency cooperation and coordination.....      | _____ | _____ | _____ | _____ | _____ |
| 4 Improved administrative operations.....             | _____ | _____ | _____ | _____ | _____ |
| 5 Improved staff sensitivity and service.....         | _____ | _____ | _____ | _____ | _____ |
| 6 Improved professional and technical levels.....     | _____ | _____ | _____ | _____ | _____ |
| 7 Specialized training for O/A staff.....             | _____ | _____ | _____ | _____ | _____ |
| B Participant Change.....                             | _____ | _____ | _____ | _____ | _____ |
| 1 Were those who received services helped.....        | _____ | _____ | _____ | _____ | _____ |
| 2 Services related to needs.....                      | _____ | _____ | _____ | _____ | _____ |
| 3 Impact permanent.....                               | _____ | _____ | _____ | _____ | _____ |
| 4 Impact acknowledged by target group.....            | _____ | _____ | _____ | _____ | _____ |
| 5 Positive reception by target group.....             | _____ | _____ | _____ | _____ | _____ |
| C Neighborhood Change.....                            | _____ | _____ | _____ | _____ | _____ |
| 1 Positive social/economic/environmental impact..     | _____ | _____ | _____ | _____ | _____ |
| 2 Better understanding of institutional processes     | _____ | _____ | _____ | _____ | _____ |
| 3 Better access to service providing resources...     | _____ | _____ | _____ | _____ | _____ |
| 4 Citizen involvement in community affairs.....       | _____ | _____ | _____ | _____ | _____ |
| 5 Positive reception by MN residents.....             | _____ | _____ | _____ | _____ | _____ |

## VI RESOURCE UTILIZATION:

|   |       |       |       |       |       |
|---|-------|-------|-------|-------|-------|
| A Identification and Development.....             | _____ | _____ | _____ | _____ | _____ |
| 1 Were identified resources developed.....        | _____ | _____ | _____ | _____ | _____ |
| 2 Were the resources available adequate.....      | _____ | _____ | _____ | _____ | _____ |
| 3 Adequate level of effort.....                   | _____ | _____ | _____ | _____ | _____ |
| 4 New resources identified and utilized.....      | _____ | _____ | _____ | _____ | _____ |
| B Distribution.....                               | _____ | _____ | _____ | _____ | _____ |
| 1 Allocation of resources appropriate & adequate. | _____ | _____ | _____ | _____ | _____ |
| 2 Resources and effort coordinated with others... | _____ | _____ | _____ | _____ | _____ |

## VII PRIORITY:

TOTAL OPERATING BUDGET \$ \_\_\_\_\_

PRIORITY    1       2       3       4       5

I. STATUS: State briefly the current status of the project, its major activities during the quarter, and any other special items of interest to the evaluation.

II. PLANNING

A. Citizen Participation

1. Was the planning process utilized conducive to meaningful Citizen Participation?
2. Was the level and quality of Citizen Participation adequate?
3. Is there provision for continuing Citizen Participation and Involvement?

B. Objectives, Resources and Impact

1. Was the product of planning realistic, comprehensive and sufficiently specific?
2. Were adequate resources identified, both supplemental and non-supplemental; is there adequate potential funding?
3. Does the product of planning meet target group needs; is there significant potential impact; is the beneficiary group significant?

C. Administration and Operation

1. Does the product of planning involve innovative techniques or approaches; does it require institutional change?
2. Is the proposed administrative structure potentially effective?
3. Is there adequate provision for resident employment; career development?

III. CONTRACT NEGOTIATION

A. Agency contact.

1. Was the O/A contacted sufficiently early to secure agreement on the Project Description?
2. Was the contract negotiation period reasonable; were necessary signatures obtained within a reasonable time?

Figure 2-16. Evaluation Outline

B. Funding

1. Did the project secure adequate funding; was adequate effort made to assure continuity of funding?
2. Were funding applications timed to meet review requirements of the funding agencies.

IV. PROJECT ADMINISTRATION, OPERATION AND COORDINATION

A. Organization, Staffing and Management

1. Has it succeeded in meeting targets and projected levels of service?
2. What aspects of its administration are most effective?
3. Ineffective?
4. Which are efficient?
5. Inefficient?
6. Were organizational and staffing patterns appropriate and productive?
7. Were effective project management techniques utilized?

B. Citizen Participation - Manner utilized and consequent influence.

1. What kinds of CP have been used in relation to this project?
2. How extensively is the CPB and WC involved?
3. How has resident involvement been implemented as part of overall project administration?

C. Resident Employment

1. Is it facilitating project implementation?

V. IMPACT

A. Institutional Change - Impact of a project on an O/A.

1. Ongoing Agency Operations.
  - a. Would the project continue without CDA funding?
  - b. Does this project reveal to the O/A innovative implications for its other operations



2. Staff Participant Impact - Utilization of existing O/A personnel as well as hiring of additional professional staff not MN residents.
  - a. Are the staff becoming more sensitive to MN problems?
  - b. As a result of this experience are they able to provide more relevant social services?
  - c. Has their perception of the MN changed in any way?
  - d. Have they modified their approach or procedures?
- B. Participant Change - Impact on individual or family beneficiaries and the MN in general.
  1. Service Recipient Impact - Target population
    - a. Were those who received services helped by the project, if so how?
    - b. What changes occurred in their lives as a result?
    - c. Have the changes been beneficial or undesirable, temporary or permanent?
    - d. What anticipated impacts did not materialize?
    - e. Which were unanticipated?
    - f. What do the participants or beneficiaries themselves think about the project?
  2. Resident Employee Impact - Effects derived from the level and type of neighborhood resident employment afforded by the project.
    - a. What benefits have accrued to resident employees?
    - b. Has the project helped to raise their family income, and if so, to what degree?
    - c. Has it helped to develop useful skills?
    - d. Do the project's employment opportunities encourage career ladder development?
    - e. Are MN residents enabled to enter the employment mainstream through job training and experience which the project provides?

Figure 2-16. Continued

- C. Neighborhood Change - Project impact on neighborhood wide problems and the general quality of live.
  - 1. Social, Economic and Environmental
    - a. Conditions and program objectives are related to the project. Questions are a result the objectives posted.
  - 2. Citizen Involvement - Impact in enlarging the participatory skills of the MN so that they function more effectively in the broader social and political arena.
    - a. Have residents gained a better understanding of institutional processes?
    - b. Has their awareness of the means for gaining access to policy-determining and service-providing centers increased?
    - c. Do they better perceive the potential advantages of participation in programs and issues which affect their lives?
  - 3. Resident Attitude - Improvement of citizen aspirations, attitudes and perceptions
    - a. What in general has been the local reaction to a particular project?
    - b. Do residents perceive it as helping the MN, and if so, how?
    - c. Do they perceive the O/A as doing a better job?
    - d. Do they feel that efforts have been aimed at the right problems and the right objectives?
    - e. Has their attitudes toward service agencies changed as a result of this project?

#### VI. RESOURCE UTILIZATION

##### A. Identification and Development

- 1. Were resources identified in planning actually available?  
Were any new resources identified and utilized?
- 2. Was the use of all resources available adequate?
- 3. Did the level of effort ensure adequate impact?

B. Distribution

1. Was the distribution of resources within program components appropriate and adequate?
2. Were resources and efforts coordinated with other agencies or projects sharing the same or similar resources and activities.

VII. PRIORITY

Indicate the total operating budget for the project and rank the priority of the project within the CCDP on a scale of 1 through 5 with 1 being the highest priority.

## NARRATIVE: OPERATION STEP-UP

### Status

Operation Step-Up (OSU), whose Operating Agency is Nero Industries purposes for the Second Action Year to secure for Model Neighborhood residents equal opportunity and access for full employment and income commensurate with their capability, training, and desires with a total operating budget of \$213,730.00 from the Model Cities Program.

### A. Planning

Operation Step-Up, for the past quarter (October through December, 1971) has been putting emphasis on systemizing within its departments and bettering the delivery of services to its clients.

Counseling, research, and job development are the main functions, and the past three months have found the former finalizing the filing systems and the later, developing coordination of agencies serving clients and strengthening the means of communication used to inform Model Neighborhood residents.

OSU has added a new dimension to itself - publicity. It has had several columns in the Portland Observer to be continued on a weekly basis, and the Public Affairs Departments on television channels 2, 6, and 8 have agreed to a thirty-five minute slide with a ten second narrative about the program (production began in February, 1971)

### B. Contract Negotiation

OSU has submitted a Third Action Year budget request of \$332,760.00 which is a \$119,030.00 increase over Second Action Year. More than likely, OSU will be confined to their Second Action Year budget for Third Action Year, consequently funding is below average.

### C. Project Administration, Operation and Coordination

Seventy per cent of the staff of OSU are Model Neighborhood residents, seventy per cent are of the professional level (of which sixty per cent are Model Neighborhood residents), and the remaining, para-professional. Finally, of one hundred and forty-eight clients for the months of November and December, 1971, only six were non-Model Neighborhood residents.

Of those interviewed, sixty-six and two-thirds per cent feel that OSU has succeeded in meeting targets and projected levels of service with the results in placing. Any inhibitive factors lie in the area of an unrealistic placement quota per year of 200, especially with an inflexible fund, and the problem of finding degreed clients.



The most effective and efficient aspect of the program is the internal relationship. It is the general consensus of opinion that everyone works well together, especially cognizant of each other's capabilities and limitations. This total feeling of camaraderie is rare and an excellent foundation upon which to grow.

On the other end of the scale, what is ineffective and inefficient, is the lack of budget control, a limited budget, lack of money for degreed, oriented training, and lack of qualified, young black men - all of which could be said is none of OSU's fault.

How extensively has the Model Cities CP, Citizens Planning Board and Working Committees been involved with OSU? Twenty-five per cent feel it is getting better, twenty-five per cent do not know, and fifty per cent said a Citizens Planning Board Member has never stepped foot on the premises, just constantly asks for reports. Fifty per cent also feel that CP from Model Cities has also been unresponsive to needs, such as timely notices, etc. (NOTE: Only fifty per cent of those interviewed were asked about CP which makes it unanimous, if one cares to be exact).

#### D. Impact

OSU has been coordinating with various community agencies such as the Portland Metropolitan Steering Committee to lend scholastic assistance to the Model Neighborhood resident, and with the Albina Contractors Association to give classroom instruction to Model Neighborhood residents. It also has frequent contacts with Portland Community College to assist it in procuring an effective program for its clients. Others are MEDIA, POIC, New Careers, and CEP.

An anticipated impact that did not materialize was having the majority of placements at management level positions, particularly black men. The main concern at OSU has been the inability to find qualified blacks above the clerical level to fill degreed positions procured by the program. This concern also justifies why OSU feels it is mandatory that Model Neighborhood residents be given an education.

An unanticipated impact has been the amount of requests from the Model Neighborhood resident for scholastic assistance and the large number that qualified, which resulted in OSU establishing priorities in this area in order to fairly meet requests.

As of December 31, 1971, a total of \$112,347.00 has been spent. Of this amount, ten (10) people have been employed, fifty (50) people have been upgraded, and thirty-six (36) people will be upgraded by June, 1972, as a result of OSU. They have used less than \$1,400.00 half of the national cost to place one person in training.

Has there been improvement in the relationships between OSU and the Model Neighborhood? While half of the staff feel it is positive, the other half feel that the program is unfairly judged through one Mr. David Nero, who in

fact, is not the legitimate Director (even though mail is addressed to him as so, for example, even from some members of the CDA), which is a result of community personalities and emotions coming into play and/or poor advertising from OSU; nevertheless, the community standing of the project unfairly suffers.

#### E.. Resource Utilization

According to the Bureau of National Affairs dated November, 1971, M.D.T.A. grant to Oregon, it costs \$2,800.00 to place one (1) person in training with no guarantee of placement and employment. OSU has a total beneficiary group of 250 Model Neighborhood residents with a total operating budget of \$213,730.00, that not only places and employs people, but sends them to school! One might consider OSU remarkable, n'est-ce pas?

#### Recommendation

Since Manpower and Job Development ranked second in priority and Education third in the priorities set by the Model Neighborhood Residents in March, 1971, and these are the functions of OSU, it is recommended that this project be given consideration and that it continue at its present level of operation with the following recommendations:

1. Continue to improve the low level of citizens participation, especially in the area of manifesting the goals and objectives of OSU to Model Neighborhood residents, through Neighborhood Organizations Board more actively involved by extending invitations to visit for one thing (or else they do not deserve all the reports you give them.)
2. A market analyst will help OSU find job training, etc. for clients.
3. Continue to emphasize job development, due to the fact that it is the heartbeat of the program, by setting up consortiums of business (clusters of financial institutions, department stores, etc.) that are committed to hiring a certain number of clients per year (even just one), and will produce areas of training instead of a sundry assortment of jobs.
4. Advertise in more than just the Portland Observer.

## INFORMATION SYSTEMS

### GOALS AND OBJECTIVES

The long - range goals of the CDA's Information Systems Department are to operate and modify as necessary an agency-wide management information system. Also, to ensure that all components of the system interrelate effectively in terms of CDA divisions, programs and operating agency input; and to provide staff counsel and guidance to operating agencies and CDA divisions in supplying input to the system and utilizing its feedback.

Short-range objectives include:

- 1) Providing support services to all divisions of the CDA to allow them to carry out the CDA management process of planning, monitoring, controlling, evaluating and administering. These support services include analysis of information needs, identification of data sources, collecting and processing of the data, reporting the information, and maintaining and expanding the system.
- 2) Operating and maintaining a central file consisting of CDA correspondence, project documents (project descriptions, contracts, proposals, monthly reports), reference books, magazines and periodicals, and related federal, state, City and county material.
- 3) Providing assistance in recording and transcribing minutes at each of the working committees meetings to support the planning of evaluation activities.
- 4) Performing the data processing activities for surveys within the MNA to provide adequate base line data.

## INFORMATION SYSTEMS AND CDA MANAGEMENT PROCESS RELATIONSHIPS

The CDA's performance depends on sound management, and in order to have sound management a good information system is essential. This means having the right information at the right time to make the right decisions.

Information Systems provides the following major steps which allow CDA to carry out the basic management process:

- 1) Development of a set of procedures which will assist the CDA in identifying information it needs to measure progress and success
- 2) Implementation of these procedures which will collect, store, process and report this information on a routine basis.

Without such an organized process for identifying and supplying the right information at the right time, the management decision-making process will continue partially, at the wrong time or not at all.

Note, however, that Information Systems does not make the decisions, nor does it solve all the problems. It can provide the factual data on which to base decisions and will increase the probability of sound management decisions for the following reasons:

- 1) Based on clear understanding of information important to managing
- 2) Deals only with that information needed to manage
- 3) Collects information regularly
- 4) Stores information so it is readily available
- 5) Provides information to all the people who need it
- 6) Provides only that information each individual needs
- 7) Presents information in a practical form
- 8) Communicates information when it is needed.



## INFORMATION SYSTEMS PROGRAM DEVELOPMENT

The information system consists of five general activities: analysis of needs, identification of sources, collection and processing, reporting, and maintaining and expanding the system.

### Analysis of Information Needs

This means identification of the data to be gathered and reported for CDA staff decision-making. There are four types of common CDA information needs: base line data; project contracting and monitoring data; CDA administration and fiscal control data; evaluation and continuing data planning.

### Identification of Data Sources

Once staff information needs have been identified, it is necessary to identify existing or potential sources of data. Though the CDA will depend on agencies operating projects for most of its data, it will also have to seek other primary and secondary sources to supply the data for baseline characteristics, planning, evaluation and administration. For this purpose, the CDA should develop a comprehensive listing of all data sources in the community and the types of data available.

### Collection and Processing of the Data

For this activity, the CDA must establish procedures for collecting and processing the data it needs. Primarily the CDA will have to develop reports to be completed by the information source and reach agreement that the desired data will be reported. When information begins flowing into the CDA, there should be a procedure for storing and processing this data.

### Reporting the Information

The CDA will want to develop report formats which will summarize and highlight the data originally identified for decision-making purposes. The development of reports should meet the specific needs of the CDA.

### Maintaining and Expanding the System

This activity is intended for the CDA to insure that the system keeps current with and is expanded to meet the changing CDA information needs. At the same time, the CDA may find opportunities for expanding both the coverage and the sophistication of the system. For these reasons, the CDA should consider how it will: 1) check data accuracy; 2) review information needs; 3) review and update base line data; 4) review and update data files; 5) review and update report formats and processing procedures; 6) code all elements of the information system; and 7) computerize the CDA information system.

## MAJOR ACCOMPLISHMENTS DURING SECOND ACTION YEAR

Information Systems has realized major accomplishments during Second Action Year in three main areas: staffing, projects and interface (both internal and external).

### Staffing

The full number of staff, as budgeted, was hired by September of 1971. The current organization is headed by an Information Systems Supervisor. The Supervisor is supported by an Information Specialist, a Computer Programmer, two Transaction Secretaries and a File Clerk.

Although the Information Systems staff has had approximately 125 percent turnover during the first part of the year (reasons included improved job opportunities and some personal difficulties), the staff has remained stable during the last four or five months.

### Projects

The major projects accomplished in the Second Action Year were 1) designing the questionnaire; 2) administering the survey; 3) coding the completed questionnaire; 4) transferring the coded data on to load-sheets; 5) keypunching the loadsheets onto computer punch cards; 6) editing the keypunched data for errors; 7) making the actual computer runs; and 8) generating the reports. All of these activities were performed for two major surveys, one for the Portland Development Commission and the other for the CDA.

#### PDC Survey

The PDC Survey was held in one planning area and was a 100 percent household survey (2833 total) of which 1637 were interviewed. Each interview consisted of 122 questions concerning categories of housing beautification and recreation.

The results are currently in extensive use by the planning area consultants, citizens and CDA staff. The computer output resulted in approximately 2,000 pages of useful information.

#### CDA Comprehensive Neighborhood Survey

The need for reliable information covering all facets of social conditions existing in the MNA has been apparent for several years. As a means of satisfying this informational void, the CDA staff designed a comprehensive survey aimed at the unique social conditions existing in the Model Neighborhood area, contracted with a survey consultant to perform the survey, translated the survey information into computer readable format, and designed the necessary computer programs required to process the survey data into statistical tables usable by CDA staff and other interested agencies.

Occupants in approximately 1,000 houses or 10 percent of the area were interviewed according to a random selection method that ensured the

best possible cross-sectional mix, resulting in a reliable sample of existing conditions.

#### Miscellaneous Surveys

In addition to the major surveys, the department has also completed several other smaller surveys and satisfied both in-house and outside information requests.

#### Interfaces

Information Systems is continually interfacing with both internal departments and external agents (federal, state and local) to acquire new updated data.

Information Systems is the CDA representative to the Data Users Group which consists of 70 organizations. This group meets monthly to share in standardizing collection and usage of data.

Data processing services have been performed both in-house and through outside contracts. In-house service was executed on electronic accounting machine equipment. For the more complex jobs which required equipment of greater capability and sophistication, outside contracts were signed with the City/County Data Processing Authority, Castle & Cooke Computer Service, Northwest Key punch Service and the Bonneville Power Administration Computer Center.



| U. S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT<br>CITY DEMONSTRATION AGENCY BUDGET<br><b>FUNDING</b> |                    |                    |                  | <b>REQUESTED ACTION YEAR</b><br>FROM: 06-16-72      TO: 06-15-73 |                            |                  |
|---|--------------------|--------------------|------------------|--|----------------------------|------------------|
| CITY <b>Portland, Oregon</b>  |                    |                    |                  |  |                            |                  |
| <b>TABLE A - SUMMARY OF LOCAL CONTRIBUTIONS</b>   |                    |                    |                  |  |                            |                  |
| FUNDING SUMMARY   | LOCAL CONTRIBUTION |                    |                  | OTHER<br>(\$000)   | HUD<br>MC FUNDS<br>(\$000) | TOTAL<br>(\$000) |
|   | CASH<br>(\$000)    | IN-KIND<br>(\$000) | TOTAL<br>(\$000) |  |                            |                  |
| (1)   | (2)                | (3)                | (4)              | (5)  | (6)                        | (7)              |
| Program Administration  |                    | 117                | 117              |  | 468                        | 585              |
| Capital Projects and Activities   | 305                |                    | 305              | 1,045  | 3,277                      | 4,627            |
| <b>TOTAL</b>  | 305                | 117                | 422              | 1,045  | 3,745                      | 5,212            |

| <b>TABLE B</b><br><i>(Status of MC Grant Funds Cumulative through the Requested Action Year)</i> |   |  |                               |   |   |
|--|---|--|-------------------------------|---|---|
| OBLIGATIONS <sup>1</sup>   |   |  |                               | MC GRANT AMOUNTS  |   |
| PRIOR YEAR<br>CUMULATIVE<br>ACTUAL<br>1970-71<br>(1)   | CURRENT<br>YEAR<br>ESTIMATE<br>1971-72<br>(2) | REQUESTED<br>ACTION<br>YEAR<br>ESTIMATE<br>(3) | TOTAL<br>(Cols. 1+2+3)<br>(4) | CUMULATIVE<br>THROUGH LATEST<br>MC GRANT<br>BUDGET<br>(5) | ADDITIONAL<br>MC GRANT<br>REQUESTED ACTION<br>YEAR<br>(6) |
| 3,745,000  | 3,745,000                                     | 3,745,000                                      | 11,235,000                    | 11,235,000  |   |
|  |   |  |                               |   |   |

**RECAPITULATION:**

|   |               |
|---|---------------|
| 7. Cumulative MC Grants through requested action year (cols. 5+6) ... | \$ 11,235,000 |
| 8. Total obligations through requested action year (col. 4) ....      | - 11,235,000  |
| 9. Estimated unobligated balances at end of requested action year ... | -0-           |

| <b>TABLE C</b><br><i>(Comparison of Obligations and Expenditures of Model Cities Grant Funds Through Requested Action Year)</i> |                                    |   |                             |  |
|---|------------------------------------|---|-----------------------------|--|
| EXPENDITURES <sup>2</sup>   |                                    |   |                             | MC GRANT OBLIGATIONS   |
| PRIOR YEARS<br>CUMULATIVE<br>ACTUAL<br>(1)  | CURRENT<br>YEAR<br>ESTIMATE<br>(2) | REQUESTED<br>ACTION YEAR<br>ESTIMATE<br>(3) | TOTAL<br>Cols. 1+2+3<br>(4) | CUMULATIVE THOROUGH<br>REQUESTED<br>ACTION YEAR<br>(From table B, Col. 4)<br>(5) |
| 3,745,000   | 3,745,000                          | 3,745,000                                   | 11,235,000                  | 11,235,000   |

**RECAPITULATION:**

|  |            |
|--|------------|
| 6. Cumulative MC Grant obligations through requested action year (Col. 5) \$ | 11,235,000 |
| 7. MC Grant expenditures through requested action year (Col. 4) .....        | 11,235,000 |
| 8. Estimated unexpended obligations at end of requested action year .....    |            |

<sup>1</sup> **Obligations.** The term "Obligation" used herein refers to firm commitments by the City to an expenditure of funds. It refers to amount of funds committed under all executed contracts (or memorandums of understanding) with third party operating agencies. With respect to administration expenses and projects operated by the CDA staff, it refers to the funds budgeted and earmarked for expenditure for such activities.

<sup>2</sup> **Expenditures.** The term "expenditures" as used herein refers to disbursements of Model Cities Grant funds made by the City to an operating agency or contractor or payments made for other eligible expenses incurred in operating the approved Comprehensive Demonstration Program in accordance with an approved Grant Budget.



U. S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
CITY DEMONSTRATION AGENCY BUDGET

## BUDGET SUMMARY

CITY

Portland

CONTRACT NUMBER

ME-36-001

DATE

REVISED ACTION YEARS

FROM:

06-16-72

TO:

06-15=73

☒ Original Submission☐ Revision No:

(ALL FIGURES IN THOUSANDS ROUNDED TO THE NEAREST THOUSAND)

| CATEGORY<br>CODE<br>NUMBER | PROGRAM CATEGORY                            | PRIOR<br>YEARS<br>MC GRANT<br>FUNDS | CURRENT<br>APPROVED<br>BUDGET,<br>MC GRANT<br>FUNDS | REQUESTED FUNDS |                  |       | TOTAL<br>(Col.<br>5+6) | CUMULA-<br>TIVE TOTAL<br>MC GRANT<br>FUNDS<br>(Col.3+4+5) |        |
|----------------------------|---|-------------------------------------|---|-----------------|------------------|-------|------------------------|---|--------|
|                            |   |                                     |   | MC<br>GRANT     | NON HUD MC FUNDS |       |                        |   |        |
|                            |   |                                     |   |                 | FEDERAL          | STATE | LOCAL                  |   |        |
|                            |   |                                     |   |                 | (6a)             | (6b)  | (6c)                   |   | (7)    |
| (1)                        | (2)   | (3)                                 | (4)   | (5)             | (6a)             | (6b)  | (6c)                   | (7)   | (8)    |
| 10                         | Education                                   | 1082                                | 352   | 332             |                  |       | 130                    | 462   | 1766   |
| 11                         | Health                                      | 28                                  | 59  | 56              | 146              |       | 63                     | 265   | 143    |
| 15                         | Social Services                             | 442                                 | 828   | 888             | 847              | 2     | 83                     | 1820  | 2158   |
| 16                         | Recreation – Culture                        | 86                                  | 100   |                 |                  |       |                        |   | 186    |
| 17                         | Crime – Delinquency                         | 78                                  | 134   | 144             | 50               |       | 29                     | 223   | 356    |
| 20                         | Manpower and Job<br>Development             | 122                                 | 267   | 214             |                  |       |                        | 214   | 603    |
| 21                         | Economic and Business<br>Development        | 147                                 | 460   | 475             |                  |       |                        | 475   | 1082   |
| 30                         | Housing                                     | 67                                  | 536   | 199             |                  |       |                        | 199   | 802    |
| 31                         | Relocation                                  | 282                                 | 71  | 447             |                  |       |                        | 447   | 800    |
| 32                         | Transportation –<br>Communication           | 15                                  |   |                 |                  |       |                        |   | 15     |
| 33                         | Environmental Protection<br>and Development | 505                                 | 208   | 25              |                  |       |                        | 25  | 738    |
| 40                         | Citizen Participation                       | 58                                  | 263   | 202             |                  |       |                        | 202   | 523    |
| 50                         | Evaluation and<br>Information               | 71                                  | 222   | 295             |                  |       |                        | 295   | 588    |
|                            |   |                                     |   |                 |                  |       |                        |   |        |
| SUB TOTAL                  |   | 2983                                | 3500  | 3277            | 1043             | 2     | 305                    | 4627  | 9760   |
| 90                         | Program Administration                      | 762                                 | 245   | 468             |                  |       | 117                    | 585   | 1475   |
| GRAND TOTAL                |   | 3745                                | 3745  | 3745            | 1043             | 2     | 422                    | 5212  | 11,235 |

## CLEARANCE SECTION

CITY

## HUD APPROVAL

Approved Total  
Grant Amount : \$ \_\_\_\_\_

(Signature)

(Date)

It is hereby certified that City budgeting practices have been followed and that all justifications and back-up material required by City practice and by HUD is on file with the City and is available for inspection pursuant to the Grant Agreement.

DATE

SIGNATURE AND TITLE OF CITY'S CHIEF FISCAL OFFICER

SUBMISSION AUTHORIZATION:

DATE

SIGNATURE AND TITLE OF CITY'S CHIEF EXECUTIVE OFFICER

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
CITY DEMONSTRATION AGENCY BUDGET

CITY  
Portland, Oregon  
PROGRAM CATEGORY  
Education

PROGRAM CATEGORY - PROJECT BUDGET

(ALL FIGURES IN THOUSANDS ROUNDED TO THE NEAREST THOUSAND)

| (ALL FIGURES IN THOUSANDS ROUNDED TO THE NEAREST THOUSAND) |                                    |                                     |   |                       |                    |       |       |                      |
|--|------------------------------------|-------------------------------------|---|-----------------------|--------------------|-------|-------|----------------------|
| HUD<br>USE<br>ONLY   | PROJECT<br>TITLE <sup>1</sup>      | PRIOR<br>YEARS<br>MC GRANT<br>FUNDS | CURRENT<br>APPROVED<br>BUDGET,<br>MC GRANT<br>FUNDS | REQUESTED FUNDS       |                    |       |       | TOTAL<br>(Col 5 + 6) |
|  |                                    |                                     |   | MC GRANT <sup>2</sup> | NON MC GRANT FUNDS |       |       |                      |
|  |                                    |                                     |   |                       | FEDERAL            | STATE | LOCAL |                      |
| (1)  | (2)                                | (3)                                 | (4)   | (5)                   | (6a)               | (6b)  | (6c)  | (7)                  |
|  | Education Aides                    | 102                                 | 87  | 111                   |                    |       | 20    | 131                  |
|  | Pre-School<br>Expansion            | 45                                  | 61  | 82                    |                    |       | 19    | 101                  |
|  | Martin Luther King<br>Scholarships | 50                                  | 60  |                       |                    |       |       |                      |
|  | Cascade Center                     | 851                                 | 6   |                       |                    |       |       |                      |
|  | Youth Opportunity<br>School        | 34                                  | 138   | 139                   |                    |       | 91    | 230                  |
|  |                                    |                                     |   |                       |                    |       |       |                      |
|  |                                    |                                     |   |                       |                    |       |       |                      |
|  |                                    |                                     |   |                       |                    |       |       |                      |
|  | GRAND TOTAL                        | 1082                                | 352   | 332                   |                    |       | 130   | 462                  |

<sup>1</sup> Capital Projects must be identified by underlining the Project Title. Prior to start of construction, the CDA must have on file for possible HUD review a detailed capital acquisition and construction cost budget for each project supported by specifications and drawings (and any subsequent change orders) which must have been reviewed and approved by the City's Engineer, a qualified engineering consultant, or the Operating Agency's Technical Staff. At the time of submission of this budget schedule, it is necessary to have budget estimates developed in accordance with local capital budgeting practice, and these estimates shall be retained on file by the City for possible HUD review.

<sup>2</sup> Any proposed use to contract and consultant services in an activity shall be justified by a narrative statement setting forth the service to be rendered under the contract and the basis for the cost estimate. The statement shall be included as part of the appropriate work program.

| U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT<br>CITY DEMONSTRATION AGENCY BUDGET<br>PROGRAM CATEGORY -- PROJECT BUDGET |   |                                     |   |                       | CITY<br>Portland, Oregon<br>PROGRAM CATEGORY<br>Health |       |       |                      |
|--|---|-------------------------------------|---|-----------------------|--|-------|-------|----------------------|
| (ALL FIGURES IN THOUSANDS ROUNDED TO THE NEAREST THOUSAND)   |   |                                     |   |                       |  |       |       |                      |
| HUD<br>USE<br>ONLY   | PROJECT<br>TITLE <sup>1</sup>                     | PRIOR<br>YEARS<br>MC GRANT<br>FUNDS | CURRENT<br>APPROVED<br>BUDGET,<br>MC GRANT<br>FUNDS | REQUESTED FUNDS       |  |       |       | TOTAL<br>(Col 5 + 6) |
|  |   |                                     |   | MC GRANT <sup>2</sup> | NON MC GRANT FUNDS                                     |       |       |                      |
|  |   |                                     |   |                       | FEDERAL  | STATE | LOCAL |                      |
| (1)  | (2)   | (3)                                 | (4)   | (5)                   | (6a)   | (6b)  | (6c)  | 7                    |
|  | Health Design<br>Re-allocated to Health Plan (1)  | 7                                   |   |                       |  |       |       |                      |
|  | Health Planning                                   | 5                                   | 14  | 13                    |  |       | 22    | 35                   |
|  | Mental Retardation<br>Timmy Education             | 13                                  |   |                       |  |       |       |                      |
|  | Mental Retardation<br>Portland Children<br>Center |                                     | 5   |                       |  |       |       |                      |
|  | Mental Retardation<br>Pilot Education             |                                     |   |                       |  |       |       |                      |
|  | Mental Retardation<br>STAR                        | 3                                   | 8   |                       |  |       |       |                      |
|  | Mental Retardation<br>MARC                        |                                     | 33  | 43                    | 146  |       | 41    | 230                  |
|  | GRAND TOTAL                                       | 28                                  | 59  | 56                    | 146  |       | 63    | 265                  |

<sup>1</sup> Capital Projects must be identified by underlining the Project Title. Prior to start of construction, the CDA must have on file for possible HUD review a detailed capital acquisition and construction cost budget for each project supported by specifications and drawings (and any subsequent change orders) which must have been reviewed and approved by the City's Engineer, a qualified engineering consultant, or the Operating Agency's Technical Staff. At the time of submission of this budget schedule, it is necessary to have budget estimates developed in accordance with local capital budgeting practice, and these estimates shall be retained on file by the City for possible HUD review.

<sup>2</sup> Any proposed use to contract and consultant services in an activity shall be justified by a narrative statement setting forth the service to be rendered under the contract and the basis for the cost estimate. The statement shall be included as part of the appropriate work program.

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
CITY DEMONSTRATION AGENCY BUDGET

CITY  
Portland, Oregon  
PROGRAM CATEGORY  
Social Services

PROGRAM CATEGORY -- PROJECT BUDGET

(ALL FIGURES IN THOUSANDS ROUNDED TO THE NEAREST THOUSAND)

| HUD<br>USE<br>ONLY | PROJECT<br>TITLE <sup>1</sup>    | PRIOR<br>YEARS<br>MC GRANT<br>FUNDS | CURRENT<br>APPROVED<br>BUDGET,<br>MC GRANT<br>FUNDS | REQUESTED FUNDS       |                    |       |       | TOTAL<br>(Col 5 + 6) |
|--------------------|----------------------------------|-------------------------------------|---|-----------------------|--------------------|-------|-------|----------------------|
|                    |                                  |                                     |   | MC GRANT <sup>2</sup> | NON MC GRANT FUNDS |       |       |                      |
|                    |                                  |                                     |   |                       | FEDERAL            | STATE | LOCAL |                      |
| (1)                | (2)                              | (3)                                 | (4)   | (5)                   | (6a)               | (6b)  | (6c)  | 7                    |
|                    | Senior Adult<br>Service Center   | 70                                  | 136   | 171                   |                    |       |       | 171                  |
|                    | Aging Planning                   | 4                                   | 13  | 9                     | 9                  |       |       | 18                   |
|                    | Comprehensive<br>Child Care      | 84                                  | 217   | 214                   | 803                |       | 54    | 1071                 |
|                    | Consumer<br>Protection           | 28                                  | 105   | 90                    |                    |       |       | 90                   |
|                    | Multi-Service<br>Center          | 124                                 | 147   | 175                   | 35                 | 2     | 29    | 241                  |
|                    | Community<br>Care                | 67                                  | 110   | 105                   |                    |       |       | 105                  |
|                    | Foster Home Care &<br>Youth Care | 65                                  | 100   | 124                   |                    |       |       | 124                  |
| GRAND TOTAL        |                                  | 442                                 | 828   | 888                   | 847                | 2     | 83    | 1820                 |

<sup>1</sup> Capital Projects must be identified by underlining the Project Title. Prior to start of construction, the CDA must have on file for possible HUD review a detailed capital acquisition and construction cost budget for each project supported by specifications and drawings (and any subsequent change orders) which must have been reviewed and approved by the City's Engineer, a qualified engineering consultant, or the Operating Agency's Technical Staff. At the time of submission of this budget schedule, it is necessary to have budget estimates developed in accordance with local capital budgeting practice, and these estimates shall be retained on file by the City for possible HUD review.

<sup>2</sup> Any proposed use to contract and consultant services in an activity shall be justified by a narrative statement setting forth the service to be rendered under the contract and the basis for the cost estimate. The statement shall be included as part of the appropriate work program.



PROGRAM CATEGORY - PROJECT BUDGET

Portland, Oregon

## Recreation & Culture

(ALL FIGURES IN THOUSANDS ROUNDED TO THE NEAREST THOUSAND)

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<sup>2</sup> Any proposed use to contract and consultant services in an activity shall be justified by a narrative statement setting forth the service to be rendered under the contract and the basis for the cost estimate. The statement shall be included as part of the appropriate work program.

PROGRAM CATEGORY -- PROJECT BUDGET

Portland, Oregon

## Crime & Delinquency

(ALL FIGURES IN THOUSANDS ROUNDED TO THE NEAREST THOUSAND)

GRAND TOTAL

2 Any proposed use to contract and consultant services in an activity shall be justified by a narrative statement setting forth the service to be rendered under the contract and the basis for the cost estimate. The statement shall be included as part of the appropriate work program.

PROGRAM CATEGORY - PROJECT BUDGET

Portland, Oregon

## Manpower & Job Development

(ALL FIGURES IN THOUSANDS ROUNDED TO THE NEAREST THOUSAND)

GRAND TOTAL

2 Any proposed use to contract and consultant services in an activity shall be justified by a narrative statement setting forth the service to be rendered under the contract and the basis for the cost estimate. The statement shall be included as part of the appropriate work program.





PROGRAM CATEGORY - PROJECT BUDGET

Portland, Oregon

## Housing

(ALL FIGURES IN THOUSANDS ROUNDED TO THE NEAREST THOUSAND)

GRAND TOTAL

2 Any proposed use to contract and consultant services in an activity shall be justified by a narrative statement setting forth the service to be rendered under the contract and the basis for the cost estimate. The statement shall be included as part of the appropriate work program.

U.S. DEPARTMENT OF HOUSING AND HUMAN DEVELOPMENT  
CITY DEMONSTRATION AGENCY BUDGET

PROGRAM CATEGORY - PROJECT BUDGET

CITY

Portland, Oregon

PROGRAM CATEGORY

Relocation

(ALL FIGURES IN THOUSANDS ROUNDED TO THE NEAREST THOUSAND)

| HUD<br>USE<br>ONLY | PROJECT<br>TITLE <sup>1</sup> | PRIOR<br>YEARS<br>MC GRANT<br>FUNDS | CURRENT<br>APPROVED<br>BUDGET,<br>MC GRANT<br>FUNDS | REQUESTED FUNDS       |                    |       |       |                      |
|--------------------|-------------------------------|-------------------------------------|---|-----------------------|--------------------|-------|-------|----------------------|
|                    |                               |                                     |   | MC GRANT <sup>2</sup> | NON MC GRANT FUNDS |       |       | TOTAL<br>(Col 5 + 6) |
|                    |                               |                                     |   |                       | FEDERAL            | STATE | LOCAL |                      |
| (1)                | (2)                           | (3)                                 | (4)   | (5)                   | (6a)               | (6b)  | (6c)  | (7)                  |
|                    | Relocation                    | 282                                 | 71  | 447                   |                    |       |       | 447                  |
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<sup>1</sup> Capital Projects must be identified by underlining the Project Title. Prior to start of construction, the CDA must have on file for possible HUD review a detailed capital acquisition and construction cost budget for each project supported by specifications and drawings (and any subsequent change orders) which must have been reviewed and approved by the City's Engineer, a qualified engineering consultant, or the Operating Agency's Technical Staff. At the time of submission of this budget schedule, it is necessary to have budget estimates developed in accordance with local capital budgeting practice, and these estimates shall be retained on file by the City for possible HUD review.

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PROGRAM CATEGORY - PROJECT BUDGET

Portland, Oregon

PROGRAM - ALL COURSE

## Transportation

(ALL FIGURES IN THOUSANDS ROUNDED TO THE NEAREST THOUSAND)

GRAND TOTAL

15

2 Any proposed use to contract and consultant services in an activity shall be justified by a narrative statement setting forth the service to be rendered under the contract and the basis for the cost estimate. The statement shall be included as part of the appropriate work program.

PROGRAM CATEGORY - PROJECT BUDGET

Portland, Oregon

Portland, Oregon Environmental

## Protection & Development

(ALL FIGURES IN THOUSANDS ROUNDED TO THE NEAREST THOUSAND)

GRAND TOTAL

2 Any proposed use to contract and consultant services in an activity shall be justified by a narrative statement setting forth the service to be rendered under the contract and the basis for the cost estimate. The statement shall be included as part of the appropriate work program.



## PROGRAM CATEGORY - PROJECT BUDGET

Portland, Oregon

PROGRAM - ALL COUNTY

## Citizens Participation

(ALL FIGURES IN THOUSANDS ROUNDED TO THE NEAREST THOUSAND)

GRAND TOTAL

2 Any proposed use to contract and consultant services in an activity shall be justified by a narrative statement setting forth the service to be rendered under the contract and the basis for the cost estimate. The statement shall be included as part of the appropriate work program.

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Portland, Oregon

## Evaluation & Information

(ALL FIGURES IN THOUSANDS ROUNDED TO THE NEAREST THOUSAND)

GRAND TOTAL

2 Any proposed use to contract and consultant services in an activity shall be justified by a narrative statement setting forth the service to be rendered under the contract and the basis for the cost estimate. The statement shall be included as part of the appropriate work program.

U.S. DEPARTMENT OF HOUSING AND HUMAN DEVELOPMENT  
CITY DEMONSTRATION AGENCY BUDGET

CITY

Portland, Oregon  
PROGRAM CATEGORY

PROGRAM CATEGORY - PROJECT BUDGET

Program Administration

(ALL FIGURES IN THOUSANDS ROUNDED TO THE NEAREST THOUSAND)

| (ALL FIGURES IN THOUSANDS ROUNDED TO THE NEAREST) |                               |                                     |   |                       |                    |       |       |                      |
|---|-------------------------------|-------------------------------------|---|-----------------------|--------------------|-------|-------|----------------------|
| HUD<br>USE<br>ONLY                                | PROJECT<br>TITLE <sup>1</sup> | PRIOR<br>YEARS<br>MC GRANT<br>FUNDS | CURRENT<br>APPROVED<br>BUDGET,<br>MC GRANT<br>FUNDS | REQUESTED FUNDS       |                    |       |       | TOTAL<br>(Col 5 + 6) |
|   |                               |                                     |   | MC GRANT <sup>2</sup> | NON MC GRANT FUNDS |       |       |                      |
|   |                               |                                     |   |                       | FEDERAL            | STATE | LOCAL |                      |
| (1)   | (2)                           | (3)                                 | (4)   | (5)                   | (6a)               | (6b)  | (6c)  | (7)                  |
|   | Administration                | 762                                 | 245   | 468                   |                    |       | 117   | 585                  |
|   |                               |                                     |   |                       |                    |       |       |                      |
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<sup>1</sup> Capital Projects must be identified by underlining the Project Title. Prior to start of construction, the CDA must have on file for possible HUD review a detailed capital acquisition and construction cost budget for each project supported by specifications and drawings (and any subsequent change orders) which must have been reviewed and approved by the City's Engineer, a qualified engineering consultant, or the Operating Agency's Technical Staff. At the time of submission of this budget schedule, it is necessary to have budget estimates developed in accordance with local capital budgeting practice, and these estimates shall be retained on file by the City for possible HUD review.

<sup>2</sup> Any proposed use to contract and consultant services in an activity shall be justified by a narrative statement setting forth the service to be rendered under the contract and the basis for the cost estimate. The statement shall be included as part of the appropriate work program.

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

PROGRAM ADMINISTRATION BUDGET

(Use This Form as a Budget for Administration of Comprehensive City Demonstration Programs Under Section 105 of Title I of the Demonstration Cities and Metropolitan Development Act of 1966)

1. NAME OF CITY DEMONSTRATION AGENCY

PORTLAND MODEL CITIES AGENCY  
THIRD ACTION YEAR BUDGET

2. BUDGET

| a. COST CATEGORY                            | b. ESTIMATED COST FOR<br>YEAR ____ OF PROGRAM |
|---|---|
| (1) Personnel                               | 368,752                                       |
| (2) Consultants and Contract Services       | 38,067  |
| (3) Travel                                  | 13,416  |
| (4) Space                                   | 28,279  |
| (5) Consumable Supplies                     | 11,100  |
| (6) Rental, Lease, or Purchase of Equipment | 8,552   |
| (7) Other:                                  |   |
|   |   |
|   |   |
|   |   |
| TOTAL                                       | 468,166                                       |
| C. LOCAL SHARE                              |   |
| (117,041.50 )                               |   |
| D. MCA SHARE                                |   |
| (468,166.00)                                |   |

3. SUBMISSION

*Charles Jordan*  
Signature and Title of Authorized Official

b. *3/15/72*  
Date

4. APPROVAL

a. \_\_\_\_\_  
Signature and Title of Authorized HUD Official

b. \_\_\_\_\_  
Date





# PERSONNEL

DATE April 15, 1972

OPERATING AGENCY MODEL CITIES AGENCY  
 ADDRESS 5329 N.E. UNION AVENUE, PORTLAND, OREGON

TITLE OF ACTIVITY ADMINISTRATION ( page 2 )

| (A) NUMBER OF PERSONS                                 | (B) POSITION OR TITLE | (C) AVERAGE SALARY / MONTH | (D) PERCENT OF TIME ON UNDERTAKING | (E) MONTHS TO BE EMPLOYED | (F) COST (C X D X E) |
|---|-----------------------|----------------------------|------------------------------------|---------------------------|----------------------|
|   | SUB TOTAL PG.1        |                            |                                    |                           | 160,264              |
| 1   | Coordinator           | 1450                       | 100%                               | 12                        | 17,394               |
| 1   | Specialist 1          | 969                        | 100%                               | 12                        | 11,622               |
| 1   | Specialist 1          | 919                        | 100%                               | 12                        | 11,024               |
| 1   | Planning Assistant    | 678                        | 100%                               | 12                        | 8,138                |
| 1   | Planning Assistant    | 678                        | 100%                               | 12                        | 8,138                |
| 1   | Planning Assistant    | 678                        | 100%                               | 12                        | 8,138                |
| 1   | Planning Assistant    | 678                        | 100%                               | 12                        | 8,138                |
| 1   | Senior Steno          | 699                        | 100%                               | 12                        | 8,398                |
| 1   | Steno Clerk           | 563                        | 100%                               | 12                        | 6,760                |
|   | PHYSICAL              |                            |                                    |                           |                      |
| 1   | Coordinator           | 1367                       | 100%                               | 12                        | 16,406               |
| 1   | Specialist 11         | 1112                       | 100%                               | 12                        | 13,338               |
| 1   | Specialist 11         | 997                        | 100%                               | 12                        | 11,960               |
| 1   | Planning Assistant    | 678                        | 100%                               | 12                        | 8,138                |
| 1   | Planning Assistant    | 698                        | 100%                               | 12                        | 8,372                |
| 1   | Steno Clerk           | 598                        | 100%                               | 12                        | 7,176                |
| COST OF FRINGE BENEFITS (INDICATE BASIS FOR ESTIMATE) |                       |                            |                                    |                           |                      |
| TOTAL, PERSONNEL                                      |                       |                            |                                    |                           | 313,404              |
| Fringe Benefits 18                                    |                       |                            |                                    |                           | 55,348               |
| TOTAL, PERSONNEL                                      |                       |                            |                                    |                           | 368,752              |



## BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT,  
ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY ADMINISTRATION

DATE April 15, 1972

OPERATING AGENCY MODEL CITIES

ADDRESS 5329 N. E. Union Avenue, Portland, Oregon

TITLE OF ACTIVITY CONTRACTED SERVICES ( INCLUDING AUDITING )

| DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**          | AMOUNT OR VALUE OF ITEM |
|---|-------------------------|
| (20 ) CONTRACTED SERVICES<br>ITEM                       |                         |
| 1. Continuing educational & job related courses \$2,000 |                         |
| 2. STATE OF OREGON FEDERAL CO-ORDINATING 500            |                         |
| 3. Manpower girls for peak load typing 4,050            |                         |
| 1,000 Hours @ \$4.05 hr. 7,500                          |                         |
| 4. Legal services 300 hrs. @ \$25. hr. 1,000            |                         |
| 5. Staff training & seminars \$500 x 2 sessions 1,000   |                         |
| 6. Work study program, students P.S.U. & P.C.C. 2,500   |                         |
| 7. Various Consultants 50 days @ \$50 day 8,601         |                         |
| 8. Auditing- Operating agencies 9,492                   |                         |
| 9. Secretarial service 1,000                            |                         |
| 10. Dues and Membership                                 | \$37,643                |

\* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

\*\* DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADEQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 150 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



## BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT,  
ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY ADMINISTRATION

DATE April 15, 1972

OPERATING AGENCY Model Cities

ADDRESS 5329 N. E. Union Avenue, Portland, Oregon 97211

TITLE OF ACTIVITY TRAVEL

| DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**                        | AMOUNT OR VALUE OF ITEM |
|---|-------------------------|
| ( 30 ) TRAVEL, LOCAL<br>Mileage, 15,000 miles @ 11 per mile           | \$1,650                 |
| (35 ) TRAVEL, OUT OF TOWN   |                         |
| 1. 4-CDA Director conferences @2 persons<br>@ \$350 = \$700 x 4 trips | \$2,800                 |
| 2. H.U.D. Fiscal Conferences @3 persons<br>@ \$300 = \$900 x 2 trips  | 1,800                   |
| 3. Regional H.U.D. Seattle Office ( overnight )<br>10 trips @ \$50    | 500                     |
| 4. Washington, D.C.- for Grant Development-600                        |                         |
| 5. San Francisco H.U.D. Regional<br>2 trips @ \$200                   | 400                     |
| 6. Denver H.U.D. Regional<br>@ \$200                                  | 200                     |
| 7. Location to be announced LEAA<br>Confer. (1) per                   | 350                     |
| 8. Location - Hew Conferece<br>1 per x 2 trips                        | 600                     |
| 9. H.U.D. Conference<br>1 per x 2 trips                               | 400                     |
| 10. Relocation 1 per \$ 250 x 2 trips                                 | 500                     |
| 11. Housing 1 per @ \$250 x 2 trips                                   | 500                     |
|   | \$8,650                 |

\* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

\*\* DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADAQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 150 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.





## BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY ADMINISTRATION DATE April 15, 1972

OPERATING AGENCY Model Cities  
ADDRESS 5329 N. E. Union Avenue Portland, Oregon 97211

TITLE OF ACTIVITY Consumable Supplies

| DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**   | AMOUNT OR VALUE OF ITEM |
|--|-------------------------|
| ( 40 ) Consumable Supplies<br>Office supplies @ \$500 mo. x 12 mo. \$6,000<br>Postage @ \$200 mo. x 12 mo. 2,400 |                         |
| Commercial Printing @ \$200 mo. x 12 mo. 2,400<br>Blueprint, Photostat & photograph 300                          |                         |
|  | \$11,100                |

\* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

\*\* DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADEQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 150 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



## BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY ADMINISTRATION DATE April 15, 1972

OPERATING AGENCY Model Cities  
ADDRESS 5329 N. E. Union Avenue, Portland, Oregon 97211

TITLE OF ACTIVITY SPACE ( including Renovation )

| DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**     | AMOUNT OR VALUE OF ITEM |
|--|-------------------------|
| ( 50 ) SPACE ( Including Renovation )              |                         |
| Office Space @ \$ 1,692 per mo. x 12 mo. \$20,304  |                         |
| Rendvating Facilities @5% annual rent <u>1,015</u> | \$21,319                |

\* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

\*\* DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADAQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 160 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



## BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT,  
ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY ADMINISTRATION DATE April 15, 1972

OPERATING AGENCY Portland Model Cities  
ADDRESS 5329 N. E. Union Avenue, Portland, Oregon 97211

TITLE OF ACTIVITY UTILITIES ( Including Telephone )

| DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**                          | AMOUNT OR VALUE OF ITEM |
|---|-------------------------|
| (55) UTILITIES ( INCLUDING TELEPHONE )<br>29 telephones @ \$20 x 12 mo. | \$6,960                 |

\* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

\*\* DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADAQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 160 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



## BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY ADMINISTRATION DATE April 15, 1972

OPERATING AGENCY Portland Model Cities

ADDRESS 5329 N. E. Union Avenue, Portland, Oregon 97211

TITLE OF ACTIVITY Furniture & Equipment ( RENTAL & PURCHASE )

| DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**                         | AMOUNT OR VALUE OF ITEM |
|--|-------------------------|
| (60 ) Furniture & Equipment - ( RENTAL )<br>xerox @ \$600 mo. x 12 mo. | \$7,200                 |
| (65 ) Furniture & Equipment ( PURCHASE )                               |                         |
| 1. 4- 3 hole punches @ 26.95   | \$ 108                  |
| 2. 2- Desk Lamps @ 18.00   | 36                      |
| 3. 4- Tables, wood 24 x 48 @ \$50                                      | 200                     |
| 4. 1 calculator, electronic  | 600                     |
| 5. 1- cassette recorder, portable                                      | 120                     |
| 6. 4- chairs, wood straight back @ \$22                                | 88                      |
| 7. 1- plastic book binder  | 200                     |
|  | \$1,352                 |

\* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

\*\* DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADEQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 150 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



# BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT,  
ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY ADMINISTRATIVE

DATE April 15, 1972

OPERATING AGENCY Portland Model Cities

ADDRESS 5329 N. E. Union Avenue, Portland, Oregon

TITLE OF ACTIVITY INSURANCE

| DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**                 | AMOUNT OR VALUE OF ITEM |
|--|-------------------------|
| ( 70 ) INSURANCE<br>Auto Insurance, 4 Autos. @ #106 per ann um | \$424                   |

\* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

\*\* DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADAQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 150 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



## BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY ADMINISTRATIVE

DATE April 15, 1972

OPERATING AGENCY Portland Model Cities

ADDRESS 5329 N. E. Union Avenue, Portland, Oregon

TITLE OF ACTIVITY MAINTENANCE OF EQUIPMENT

| DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**   | AMOUNT OR VALUE OF ITEM |
|--|-------------------------|
| ( 71 ) MAINTENANCE OF EQUIPMENT<br>Service Contracts:<br>9- Typewriters @ \$50 per annum \$450<br>1- Sorter, mailer stuffer @ \$266 per annum \$266<br>\$716 |                         |
| AUTOMOTIVE:<br>Gas, Oil and Maintenance:<br>4- Autos @ \$50 per mo. x 12 mp. 2,400   | \$3,116                 |

\* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

\*\* DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADEQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 150 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.

# BUDGET FOR SUPPLEMENTARY GRANT ACTIVITY

DATE April 15, 1972

OPERATING AGENCY MODEL CITIES  
 ADDRESS 5329 N. E. Union Avenue, Portland, Oregon  
 TITLE OF ACTIVITY Citizens Participation

TYPE OF ENTITY — IS THE ENTITY A (CHECK APPLICABLE BOX OR BOXES BELOW)

☒ CITY DEPARTMENT☐ PUBLIC AGENCY☐ NEIGHBORHOOD — BASES☐ PRIVATE (NONPROFIT)☐ PRIVATE (FOR PROFIT)☐ OTHER (SPECIFY)

PREVIOUS APPLICATION — HAS THIS ACTIVITY, IN SUBSTANTIALLY ITS PRESENT FORM, EVER BEEN THE SUBJECT OF A PREVIOUS APPLICATION FOR FEDERAL FINANCIAL ASSISTANCE?

☒ YES☐ NO

IF YES, ATTACH AN EXPLANATORY STATEMENT.

MAINTENANCE OF EFFORT — ANY ACTIVITY WHICH IS AN EXTENSION TO THE MODEL NEIGHBORHOOD OR AN UPGRADING OF EXISTING SERVICES MUST BE ACCOMPANIED BY AN EXPLANATORY STATEMENT WHICH SHOWS THAT THE EXTENSION OR UPGRADING BEING FUNDED BY THIS BUDGET IS AN ADDITION TO AND NOT A SUBSTITUTION OF LOCAL EFFORT.

METHOD OF ALLOCATION — IF COST IS TO BE SHARED BY OTHERS ADD AN EXPLANATORY STATEMENT WHICH IDENTIFIES THE SHARING ENTITY (OR ENTITIES) AND THE METHOD OF ALLOCATION.

REMARKS—

Budget for Third Action Year

# BUDGET FOR SUPPLEMENTARY GRANT ACTIVITY (PAGE 2)

BUDGET — Citizens Participation

| CATEGORY CODE | CATEGORY TITLE                            | ESTIMATED COST | MCA SHARE (IF SHARED WITH OTHERS) |
|---------------|---|----------------|-----------------------------------|
| 10            | SALARIES (INCLUDING FRINGE BENEFITS)      | 114,611        |                                   |
| 20            | CONTRACTED SERVICES, (INCLUDING AUDITING) | 40,322         |                                   |
| 30            | TRAVEL, LOCAL                             | 601            |                                   |
| 35            | TRAVEL, OUT OF TOWN                       | 3,000          |                                   |
| 40            | CONSUMABLE SUPPLIES                       | 23,064         |                                   |
| 50            | SPACE (INCLUDING RENOVATION)              | 4,528          |                                   |
| 55            | UTILITIES (INCLUDING TELEPHONE)           | 2,160          |                                   |
| 60            | FURNITURE & EQUIPMENT (RENTAL)            | 10,800         |                                   |
| 65            | FURNITURE & EQUIPMENT (PURCHASE)          | 1,802          |                                   |
| 70            | INSURANCE                                 | 212            |                                   |
| 71            | MAINTENANCE & EQUIPMENT                   | 1,350          |                                   |
| 79            | MISC. EXPENSES                            |                |                                   |
| TOTALS        |   | 202,450        |                                   |

SUBMISSION —

SIGNATURE AND TITLE OF AUTHORIZED OFFICIAL

DATE

APPROVAL —

SIGNATURE AND TITLE OF CDA OFFICIAL

DATE







## BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #20 Consultant and Contract Services DATE April 15, 1972

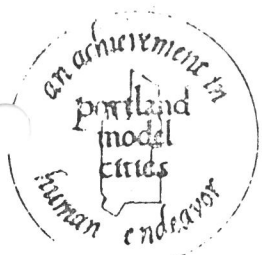
OPERATING AGENCY Model Cities  
ADDRESS 5329 N. E. Union Avenue, Portland, Oregon

TITLE OF ACTIVITY Citizen Participation

| DESCRIPTION OF ITEM* AND BASIS FOR VALUATION** |  | AMOUNT OR VALUE OF ITEM |
|--|--|-------------------------|
| City Account #                                 |  |                         |
| 399  | Training and consultation for evaluation of staff and on going resident training sessions  | 4,500                   |
| 399  | Speakers Bureau  | 2,000                   |
| 399  | Citizens Reimbursement (Eligible cost) Citizens, babysitting, transportation, job loss and stipends for residents attending training sessions (10.00). | 7,168                   |
| 399  | Reimbursement for Citizens Planning Board members 27 at 50x12 mos.   | 16,200                  |
| 399  | Reimbursement w/committee chairmen 9 @ \$15 x 12 mos.  | 1,620                   |
| 399  | Workshops & Seminars 4 sessions x \$1500 per session (250 participants includes space, training, speakers, meals, supplies).                           | 6,000                   |
| 399  | Publicity  | 2,784                   |
| Total  |  | 40,272                  |

\* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

\*\* DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADAQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 150 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



# BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #30 Travel, local DATE April 15, 1972

OPERATING AGENCY Model Cities  
ADDRESS 5329 NE Union Avenue, Portland, Oregon

TITLE OF ACTIVITY Citizen Participation

| DESCRIPTION OF ITEM* AND BASIS FOR VALUATION** | AMOUNT OR VALUE OF ITEM |
|--|-------------------------|
| City<br>Acct.<br>#<br><br>315                  | 601                     |
| Total  | 601                     |

\* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.  
\*\* DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADAQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 150 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



## BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #35 Travel, out-of-town DATE April 15, 1972

OPERATING AGENCY Model Cities  
ADDRESS 5329 NE Union Ave., Portland, Oregon

TITLE OF ACTIVITY Citizen Participation

| DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**         | AMOUNT OR VALUE OF ITEM |
|--|-------------------------|
| C/Account #<br>310 (Staff and Residents)               |                         |
| 2 Consumer Health Conferences @ \$300 = \$600          |                         |
| 1 Sickle Cell Conference @ \$304 = \$304               |                         |
| 2 C.P. Conferences @ \$200 = \$400                     |                         |
| (Held by HUD Regional Office)                          |                         |
| Other conferences (unidentifiable at this time) \$1696 |                         |
| Total  | 3,000                   |

\* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

\*\* DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADEQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 150 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.





# BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #40 Consumable Supplies DATE April 15, 1972

OPERATING AGENCY Model Cities  
ADDRESS 5329 NE Union Avenue, Portland, Oregon

TITLE OF ACTIVITY Citizen Participation

|     | DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**  | AMOUNT OR VALUE OF ITEM |
|-----|---|-------------------------|
| 250 | Stationary, printing supplies, paper & office supplies<br>@ \$420 x 12 mos. 5,040                               |                         |
| 399 | Magazines & periodicals @ \$204 per yr 216  |                         |
|     | <u>Printing</u>   |                         |
| 375 | 450 per mo x 12 mos. 5,400<br>(Flyers, newsletters, press releases, job announcements,<br>information booklets) |                         |
|     | <u>Postage</u>  |                         |
| 370 | 1st class mail 670 per mo x 12 mos. 8,040<br>Bulk rate 364 per mo x 12 mos. 4,368                               |                         |
|     | Total   | 23,064                  |

\* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.  
\*\* DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADAQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 180 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



## BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #50 Space (Including Renovation)

DATE April 15, 1972

OPERATING AGENCY Model Cities

ADDRESS 5329 NE Union Ave., Portland, Oregon

TITLE OF ACTIVITY Citizen Participation

| DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**         |       | AMOUNT OR VALUE OF ITEM |
|--|-------|-------------------------|
| 325 Office \$240 x 12 mos.                             | 2,880 |                         |
| 420 Renovation @ 10%                                   | 288   |                         |
| 325 Polling sites for Citizens Planning Board Election | 1,000 |                         |
| 325 Neighborhood organization meetings \$30 x 12 mos.  | 360   |                         |
| Total  |       | 4,528                   |

\* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

\*\* DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADEQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 150 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



## BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #55 Utilities (Including Telephone) DATE April 15, 1972

OPERATING AGENCY Model Cities

ADDRESS 5329 NE Union Ave., Portland, Ore.

TITLE OF ACTIVITY Citizen Participation

| DESCRIPTION OF ITEM* AND BASIS FOR VALUATION** | AMOUNT OR VALUE OF ITEM |
|--|-------------------------|
| 355 9 Telephones @ \$20 mo. x 12 mos.          | \$2,160                 |
| Total  | \$2,160                 |

\* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

\*\* DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADEQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 150 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



## BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #60 Furniture & Equipment (Rental)

DATE April 15, 1972

OPERATING AGENCY Model Cities

ADDRESS 5329 NE Union Ave., Portland, Ore.

TITLE OF ACTIVITY Citizen Participation

| DESCRIPTION OF ITEM* AND BASIS FOR VALUATION** | AMOUNT OR VALUE OF ITEM |
|--|-------------------------|
| 320 Xerox - \$900 per mo x 12 mos.             | 10,800 00               |
| Total  | 10,800                  |

\* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

\*\* DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADAQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 150 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.







## BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #71 Maintenance of Equipment

DATE April 15, 1972

OPERATING AGENCY Model Cities

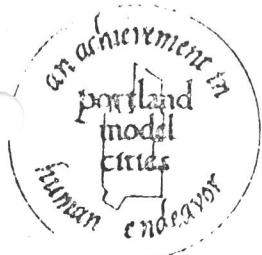
ADDRESS 5329 NE Union Ave., Portland, Ore.

TITLE OF ACTIVITY Citizen Participation

|     | DESCRIPTION OF ITEM AND BASIS FOR VALUATION**                    | AMOUNT OR VALUE OF ITEM |
|-----|--|-------------------------|
| 235 | 1-van \$50 x 12 mos. = 600<br>1-car \$50 x 12 mos. = 600<br>1200 |                         |
| 430 | 3 typewriters @ \$50 eac. per year 150                           |                         |
|     | Total  | \$1,350                 |

\* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

\*\* DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADEQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 150 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



## BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #65 Furniture & Equipment (Purchase)

DATE April 15, 1972

OPERATING AGENCY Model Cities

ADDRESS 5329 NE Union Ave., Portland, Ore.

TITLE OF ACTIVITY Citizen Participation

| DESCRIPTION OF ITEM* AND BASIS FOR VALUATION** |   | AMOUNT OR VALUE OF ITEM                       |
|--|---|---|
| 720  | 5 book cases x \$45<br>9 Desk Lamps x 18<br>24 office chairs x 25<br>1 small black board<br>4 fans @ 25<br>1 P. A. System<br>2 Wall Clocks @ \$25 | \$225<br>162<br>600<br>15<br>100<br>700<br>50 |
| Total  |   | \$1,852                                       |

\* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

\*\* DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADEQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 150 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.

# BUDGET FOR SUPPLEMENTARY GRANT ACTIVITY

DATE April 15, 1972OPERATING AGENCY MODEL CITIESADDRESS 5329 N. E. Union Avenue, Portland, OregonTITLE OF ACTIVITY Evaluation and Information Systems

TYPE OF ENTITY — IS THE ENTITY A (CHECK APPLICABLE BOX OR BOXES BELOW)

☒ CITY DEPARTMENT☐ PUBLIC AGENCY☐ NEIGHBORHOOD — BASES☐ PRIVATE (NONPROFIT)☐ PRIVATE (FOR PROFIT)☐ OTHER (SPECIFY)

PREVIOUS APPLICATION — HAS THIS ACTIVITY, IN SUBSTANTIALLY ITS PRESENT FORM, EVER BEEN THE SUBJECT OF A PREVIOUS APPLICATION FOR FEDERAL FINANCIAL ASSISTANCE?

N/A

☐ YES☐ NO

IF YES, ATTACH AN EXPLANATORY STATEMENT.

MAINTENANCE OF EFFORT — ANY ACTIVITY WHICH IS AN EXTENSION TO THE MODEL NEIGHBORHOOD OR AN UPGRADING OF EXISTING SERVICES MUST BE ACCOMPANIED BY AN EXPLANATORY STATEMENT WHICH SHOWS THAT THE EXTENSION OR UPGRADING BEING FUNDED BY THIS BUDGET IS AN ADDITION TO AND NOT A SUBSTITUTION OF LOCAL EFFORT.

N/A

METHOD OF ALLOCATION — IF COST IS TO BE SHARED BY OTHERS ADD AN EXPLANATORY STATEMENT WHICH IDENTIFIES THE SHARING ENTITY (OR ENTITIES) AND THE METHOD OF ALLOCATION.

N/A

REMARKS—

Budget for the Third Action Year



**BUDGET FOR SUPPLEMENTARY GRANT ACTIVITY  
(PAGE 2)**

**BUDGET — EVALUATION**

| CATEGORY CODE | CATEGORY TITLE                            | ESTIMATED COST | MCA SHARE (IF SHARED WITH OTHERS) |
|---------------|---|----------------|-----------------------------------|
| 10            | SALARIES (INCLUDING FRINGE BENEFITS)      | 188,725        |                                   |
| 20            | CONTRACTED SERVICES, (INCLUDING AUDITING) | 80,200         |                                   |
| 30            | TRAVEL, LOCAL                             | 1,584          |                                   |
| 35            | TRAVEL, OUT OF TOWN                       | 2,400          |                                   |
| 40            | CONSUMABLE SUPPLIES                       | 3,936          |                                   |
| 50            | SPACE(INCLUDING RENOVATION)               | 6,630          |                                   |
| 55            | UTILITIES(INCLUDING TELEPHONE)            | 2,880          |                                   |
| 60            | FURNITURE & EQUIPMENT(RENTAL)             | 8,124          |                                   |
| 65            | FURNITURE & EQUIPMENT(PURCHASE)           | 375            |                                   |
| 70            | INSURANCE                                 |                |                                   |
| 71            | MAINTENANCE & EQUIPMENT                   | 150            |                                   |
| 79            | MISC. EXPENSES                            |                |                                   |
| <b>TOTALS</b> |   | <b>295,004</b> |                                   |

**SUBMISSION —**

\_\_\_\_\_  
SIGNATURE AND TITLE OF AUTHORIZED OFFICIAL

\_\_\_\_\_  
DATE

**APPROVAL —**

\_\_\_\_\_  
SIGNATURE AND TITLE OF CDA OFFICIAL

\_\_\_\_\_  
DATE



# BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY EVALUATION DEPT. DATE April 15, 1972

OPERATING AGENCY \_\_\_\_\_

ADDRESS \_\_\_\_\_

TITLE OF ACTIVITY CONTRACTED SERVICES

| DESCRIPTION OF ITEM* AND BASIS FOR VALUATION** | AMOUNT OR VALUE OF ITEM |
|--|-------------------------|
| (20) CONTRACTED SERVICES                       |                         |
| 1. Updated Condition Survey                    | \$13,000                |
| 2. Data Processing Services- Survey            |                         |
| Computer Time Share                            |                         |
| 11 Hours @ \$400.                              | \$4,400                 |
| Key Punch Services                             | <u>2,000</u> = 6,400    |
| 3. Staff Development                           | 1,500                   |
| 4. Work Study-Students                         | 1,500                   |
| 5. Computer usage time-share @ \$400 x 12 mo.  | <u>4,800</u>            |
| for Financial & other Services                 |                         |
|  | \$27,200                |
| 6. Evaluation Program Audits                   | 53,000                  |
|  | 80,200                  |

\* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

\*\* DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADAQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 150 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



## BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY EVALUATION DEPT.

DATE April 15, 1972

OPERATING AGENCY \_\_\_\_\_

ADDRESS \_\_\_\_\_

TITLE OF ACTIVITY TRAVEL

| DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**   | AMOUNT OR VALUE OF ITEM |
|--|-------------------------|
| (30) TRAVEL, LOCAL<br>6 persons @ \$.11 x 100 miles x 12 mo. \$792<br>4 persons @ \$.11 x 150 miles x 12 mo. \$792   | \$1,584                 |
| (35) TRAVEL, OUT OF TOWN: 6 persons @ \$400 yr.<br>1. Communication & Supervision Success<br>Seattle Regional Training Center<br>U.S. Civil Service Commission<br>Seattle, Washington<br><br>2. Creative Problem Solving<br>Seattle Regional Training Center<br>U.S. Civil Service Commission<br>Seattle, Washington<br><br>3. AMR International, Inc.<br>Advanced Management Research<br>a. SAN FRANCISCO, CALIF.<br>b. CHICAGO, ILL.<br>c. WASHINGTON, D.C.<br>d. NEW YORK | \$2,400                 |

\* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

\*\* DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADEQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 150 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



# BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)



CATEGORY EVALUATION DEPT. DATE April 15, 1972

OPERATING AGENCY \_\_\_\_\_

ADDRESS \_\_\_\_\_

TITLE OF ACTIVITY CONSUMABLE SUPPLIES

| DESCRIPTION OF ITEM* AND BASIS FOR VALUATION** |            |              | AMOUNT OR VALUE OF ITEM |
|--|------------|--------------|-------------------------|
| (40) CONSUMABLE SUPPLIES                       |            |              |                         |
| Office Supplies @ \$140 x 12 mo.               |            | \$1,680      |                         |
| Library Reference Materials                    |            | 250          |                         |
|  |            | <u>1,930</u> |                         |
| Printing @ \$50 x 12 mo.                       | \$600      |              |                         |
| Data Processing Supplies                       | <u>530</u> | 1,505        |                         |
| Postage @ \$73. x 12 mo.                       |            | <u>876</u>   |                         |
|  |            |              | \$3,936                 |

\* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

\*\* DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADAQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 150 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.

# BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT,  
ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)



CATEGORY EVALUATION DEPT. DATE April 15, 1972

OPERATING AGENCY \_\_\_\_\_

ADDRESS \_\_\_\_\_

TITLE OF ACTIVITY SPACE ( Including Renovation )

| DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**  | AMOUNT OR VALUE OF ITEM |
|---|-------------------------|
| <p>(50) SPACE RENTAL</p> <p>1.-931 sq.ft. 2 \$3.50 per sq.ft. \$3,259</p> <p>2.-1037 sq.ft. @ \$3.25 per sq.ft. 3,371</p> | <p>\$6,630</p>          |

\* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

\*\* DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADAQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 150 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



## BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY EVALUATION DEPT.

DATE April 15, 1972

OPERATING AGENCY \_\_\_\_\_

ADDRESS \_\_\_\_\_

TITLE OF ACTIVITY UTILITIES

| DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**  | AMOUNT OR VALUE OF ITEM |
|---|-------------------------|
| (55) TELEPHONE<br>12 telephones @ \$20 x 12 mo. | \$2,880                 |

\* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

\*\* DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADEQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 150 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



## BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT,  
ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY \_\_\_\_\_ EVALUATION DEPT. \_\_\_\_\_ DATE April 15, 1972

OPERATING AGENCY \_\_\_\_\_

ADDRESS \_\_\_\_\_

TITLE OF ACTIVITY RENTAL, LEASE & PURCHASE OF EQUIPMENT

| DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**                               | AMOUNT OR VALUE<br>OF ITEM |
|--|----------------------------|
| (60) RENTAL OF EQUIPMENT   |                            |
| ITEM   |                            |
| 1. xerox copier @ \$400 x 12 mo.   | \$4,800                    |
| 2. 1- Data phone unit input/output terminal,<br>card reader @ \$200 x 12 mo. | 2,400                      |
| 3. 1- IBM 029 Key Punch @ \$77 x 12 mo.                                      | <u>924</u>                 |
|  | \$8,124                    |
| (65) PURCHASE - FURNITURE AND EQUIPMENT                                      |                            |
| 3- Files (legal size, four-drawer, lock)<br>@ \$125                          | \$375                      |

\* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

\*\* DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADEQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 150 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.





## BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT,  
ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY EVALUATION DEPT. DATE April 15, 1972

OPERATING AGENCY \_\_\_\_\_

ADDRESS \_\_\_\_\_

TITLE OF ACTIVITY MAINTENANCE

| DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**                                       | AMOUNT OR VALUE OF ITEM |
|--|-------------------------|
| (71) MAINTENANCE OF EQUIPMENT<br>Service Contracts<br>3 typewriters @ \$50. per year | \$150                   |

\* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

\*\* DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADAQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 160 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.

### SUPPLEMENTAL FUNDED PROJECTS .

Aside from the three CDA projects -- administration, citizens participation and evaluation -- 27 supplemental funded projects will be implemented during Third Action Year. Of these, 25 are continuing projects and 2 are new projects -- the Resident Employment Training Program (CDA Letter #11) and the Neighborhood Facility.



10-01 PROJECT... EDUCATION AIDES

NON-SUPP ☒

SUPP ☐

NEW ☐

CONT ☒

DISC ☐

### PURPOSE AND BENEFICIARIES:

Purpose: To provide employment and college course work for 20 Model Neighborhood Area residents.

To increase minority representation at the instructional level in School District #1.

To increase the number of professionally trained minority individuals in the MNA.

Beneficiaries: The beneficiaries will be those MNA residents who express a desire to receive training to enter the teaching profession. Also the children attending MNA schools will benefit from additional instructions.

### FUNDING:

|   | HUD<br>SUPPORT  | OTHER<br>FEDERAL | LOCAL  | TOTAL   |
|---|---|------------------|--------|---------|
| FIRST ACTION YEAR<br>EXPENDITURES         | 91,413  |                  |        | 91,413  |
| SECOND ACTION YEAR<br>EXPENDITURES Budget | 110,803   |                  | 20,312 | 131,115 |
| THIRD ACTION YEAR<br>BUDGET               | 110,803   |                  | 20,312 | 131,115 |
| POST-MODEL CITIES<br>PROPOSED FUNDING     | No Post Model Cities Funding commitments made as yet. |                  |        |         |

### CONTENT AND OPERATION:

The functional elements of the project are:

1. Provision of employment for MNA residents
2. Provision of training and education for MNA residents.

Key activities of the functional elements are:

1. Provision of employment for MNA residents
  - On-the-job training of participants
  - Evaluation of projects
2. Provision of training and education for MNA residents
  - Two week progress orientation
  - Three month job orientation
  - Course work at PSU
  - Course work at PCC.

### TIME TABLE:

This project will begin June 15, 1972, and will continue for 12 months. All activities are continuous over the life of the project.



## PROJECT... EDUCATION AIDES 10-01

### PROJECT ADMINISTRATION AND STAFFING:

Portland School District #1 will be the operating agency for this project.

School District #1 is responsible for all elementary and secondary education in the City of Portland. Since 1965 it has operated a Model School Program in seven of the eight elementary schools in the Model Neighborhood aimed at improving the quality of education in the MNA.

### COORDINATION:

This project will be coordinated by the Director of Career Opportunity Programs with the following agencies:

1. Portland School District #1
2. CDA
3. Portland Community College
4. Portland State University.

### CITIZENS PARTICIPATION:

1. The Citizens Planning Board Education Working Committee approved this project on February 12, 1970.
2. All monthly and quarterly progress reports are presented to the Committee and to the Board for review and recommendations.
3. A six-person screening board composed of MNA residents and personnel from the school district, PCC and PSU reviewed applicants and made recommendations to the Superintendent of Portland Schools for the COP Director, who had initial responsibility for this Project and the Project Participants.

### RESIDENT EMPLOYMENT:

1. All 20 participants in this are MNA residents.
2. Preference was extended to a MNA resident in selection of supervisory personnel.



## PROJECT... EDUCATION AIDES 10-01

### MONITORING AND EVALUATION:

This project will be subject to the monitoring and evaluation requirements as specified in the Portland CDA overall monitoring and evaluation plan.

The progress of this project will be monitored monthly through formal progress reports submitted to the CDA by the operating agency.

The progress of this project will be evaluated as part of the continuing CDA evaluation program. Representative output measures include:

- \_\_\_\_\_ Number of MNA residents hired
- \_\_\_\_\_ Number of MNA males hired
- \_\_\_\_\_ Number of MNA females hired
- \_\_\_\_\_ Number of MNA Black males hired
- \_\_\_\_\_ Number of MNA Black females hired
- \_\_\_\_\_ Number of teacher aides
- \_\_\_\_\_ Number of teacher associates
- \_\_\_\_\_ Number of aides starting project
- \_\_\_\_\_ Number of aides employed at time of reporting
- \_\_\_\_\_ Number of average hours worked per week per participant
- \_\_\_\_\_ Number of participants enrolled at PCC
- \_\_\_\_\_ Number of participants enrolled at PSU
- \_\_\_\_\_ Number of participants enrolled in remedial courses
- \_\_\_\_\_ Average number of course work hours per participant per quarter.

### ASSESSMENT: (CONT)

Twenty participants are currently funded in the Career Opportunities Program. Short-range indicators of impact show that employment has been created, and thus the minority representation in the MNA schools has increased at the instructional level. To date, no individuals have obtained teacher certification through this program, but predictions indicate that two individuals will be certified by 9/72 and four more will be certified during 3rd A.Y.

The career lattice was implemented during 2nd A.Y., providing for participant salaries to be allocated commensurate with academic standing and job training experience. Thus while impact has been minimal to date, short-range objectives have been achieved and the project is progressing toward its goal.

### BUDGET:

| CODE  | CATEGORY                  | ESTIMATE COST |
|-------|---------------------------|---------------|
| 10    | SALARIES *                | \$ 110,803    |
| 20    | CONTRACT SERVICES *       | _____         |
| 30    | TRAVEL, LOCAL             | _____         |
| 35    | TRAVEL, OUT OF TOWN       | _____         |
| 40    | CONSUMABLE SUPPLIES       | _____         |
| 50    | SPACE                     | _____         |
| 55    | UTILITIES                 | _____         |
| 60    | FURN. & EQUIP. (RENT)     | _____         |
| 65    | FURN. & EQUIP. (PURCHASE) | _____         |
| 70    | INSURANCE                 | _____         |
| 71    | MAINT. OF EQUIP.          | _____         |
| 79    | MISC. EXPENSES            | _____         |
| TOTAL |                           | \$ 110,803    |

#### \* CONSULTANT OR CONTRACT SERVICES JUSTIFICATION:

Tuition for 20 students based on maximum cost per student for four quarters (\$14,280).



10-02 PROJECT... PRE-SCHOOL EXPANSION NON-SUPP ☒SUPP ☒NEW ☐CONT ☒DISC ☐

## PURPOSE AND BENEFICIARIES:

Purpose: The purpose of this Project is to expand the Early Childhood Education Program presently being operated in Portland School District #1 for 40 to 80 four year old children from low income families in the MNA.

Beneficiaries: The beneficiaries are all residents of low income families who cannot afford private pre-school enrollment.

## CONTENT AND OPERATION:

The key functional elements are:

Function 1--To provide educational services

Function 2--To provide nutritional services

Function 3--To provide medical services

Function 4--To provide dental services

Function 5--To provide speech and hearing services

Function 6--To provide psychological services

Function 7--To provide staff in-service training and career development

Function 8--To provide parent education services.

## FUNDING:

|   | MUD<br>SUPPORT  | OTHER<br>FEDERAL \$ | LOCAL \$ | TOTAL   |
|---|---|---------------------|----------|---------|
| FIRST ACTION YEAR<br>EXPENDITURES               | 40,688  |                     |          | 40,688  |
| SECOND ACTION YEAR<br><del>EXPENSE</del> Budget | 81,674  |                     | 11,016   | 92,690  |
| THIRD ACTION YEAR<br>BUDGET                     | 81,674  |                     | 19,252   | 100,926 |
| POST-MODEL CITIES<br>PROPOSED FUNDING           | No Post Model Cities funding commitments made as yet. |                     |          |         |

## TIME TABLE:

This project will begin June 16, 1972, and will continue for 12 months. All activities are continuous over the life of the project.



## PROJECT... PRE-SCHOOL EXPANSION 10-02

### PROJECT ADMINISTRATION AND STAFFING:

The project will be administered and directly supervised by Portland Public School District #1. Immediate administrative responsibility will be given to the supervisor of the present Early Childhood Education Program.

Portland School District #1 is responsible for elementary and secondary education in the City of Portland and is presently operating a successful Early Childhood Education Project.

### COORDINATION:

The Project will be coordinated by the Director with the following agencies:

1. City Demonstration Agency
2. Portland Community College
3. Portland State University.

### CITIZENS PARTICIPATION:

Citizen participation will take place through the monthly and quarterly monitoring of the project by the CPB Education Working Committee.

### RESIDENT EMPLOYMENT:

Preference in hiring staff will be given to current Headstart teacher aides or parents in the MNA who are enrolled in the district's Professional Development Program for Headstart. Other positions will be filled with MNA residents who qualify.



## PROJECT... PRE-SCHOOL EXPANSION 10-02

### MONITORING AND EVALUATION:

This project will be subject to the monitoring and evaluation requirements as specified in the Portland CDA overall monitoring and evaluation plan.

The progress of this project will be monitored monthly through formal progress reports submitted to the CDA by the operating agency.

The progress of this project will be evaluated as part of the continuing CDA evaluation program.

Evaluation output measures include:

- ☐ MNA children enrolled in educational services
- ☐ Black MNA male children enrolled
- ☐ Black MNA female children enrolled
- ☐ Snacks and meals served per day
- ☐ Children receiving physical examinations
- ☐ Children requiring follow-up treatment
- ☐ Children receiving immunizations
- ☐ Children receiving initial dental examinations
- ☐ Children receiving follow-up dental treatment at this reporting time
- ☐ Children receiving audiometer screening
- ☐ Children referred for follow-up treatment
- ☐ Children and/or parents referred to Multnomah County Welfare Commission
- ☐ Children and/or parents referred to Family Counseling Services
- ☐ Children and/or parents referred to Multnomah County Guidance Center
- ☐ Children and/or parents referred to other service agencies
- ☐ Children given psychological tests
- ☐ Children receiving counseling services.

### ASSESSMENT: (CONT)

Pre-School Expansion presently operates 14 pre-schools in the MNA providing education for 280 four-year-olds, of which 60 are funded from HUD supplemental funds. Of the 280 students, 50 to 60 percent are MNA residents. However, this is only a small portion of the total four-year-old population within the MNA who could benefit from this service. The pre-school program is coordinated with an adult education component to provide a comprehensive education for both children and their parents. Resident reaction to this program has been favorable as voiced by parents receiving services. While the education for four-year-olds is excellent, an adequate Follow Through program has not been developed by the Portland Schools. Such a program would greatly increase the long-range impact of the pre-school program.

### BUDGET:

| CODE  | CATEGORY                  | ESTIMATE COST |
|-------|---------------------------|---------------|
| 10    | SALARIES *                | \$ 66,993     |
| 20    | CONTRACT SERVICES *       | 6,418         |
| 30    | TRAVEL, LOCAL             | 1,000         |
| 35    | TRAVEL, OUT OF TOWN       | 1,000         |
| 40    | CONSUMABLE SUPPLIES       | 1,500         |
| 50    | SPACE                     | 3,563         |
| 55    | UTILITIES                 | 200           |
| 60    | FURN. & EQUIP. (RENT)     |               |
| 65    | FURN. & EQUIP. (PURCHASE) | 500           |
| 70    | INSURANCE                 |               |
| 71    | MAINT OF EQUIP.           |               |
| 79    | MISC. EXPENSES            | 500           |
| TOTAL |                           | \$ 81,674     |

#### \* CONSULTANT OR CONTRACT SERVICES JUSTIFICATION:

This cost includes food (\$4,239), health and dental services (\$1,500), parent education (\$500) and accident in-



10-05 PROJECT... MARTIN LUTHER KING  
SCHOLARSHIP FUND

NON-SUPP ☐

SUPP ☒

NEW ☐

CONT ☒

DISC ☐

PURPOSE AND BENEFICIARIES:

Purpose: To maintain an innovative out-going program to provide the means whereby black low income and disadvantaged students can obtain a college education.

Beneficiaries: The beneficiaries will be at least 100 black students from the MNA who will be aided in securing a college education.

CONTENT AND OPERATION:

The functional elements of this project are:

Function 1--To continue and expand upon the work currently being done by the Martin Luther King Scholarship Fund in providing aid to college-bound students in need

Function 2--To involve additional college and universities in participating in the fund activities

Function 3--To initiate new methods of identifying and recruiting the scholastically qualified, financially disadvantaged students.

FUNDING:

|   | HUD<br>SUPPORT  | OTHER<br>FEDERAL | LOCAL | TOTAL   |
|---|---|------------------|-------|---------|
| FIRST ACTION YEAR<br>EXPENDITURES               |   |                  |       |         |
| SECOND ACTION YEAR<br><del>EXPENSE</del> Budget | 110,000 *   |                  | 7,976 | 117,976 |
| THIRD ACTION YEAR<br>BUDGET                     |   |                  |       |         |
| POST-MODEL CITIES<br>PROPOSED FUNDING           | No Post Model Cities Funding commitments made as yet. |                  |       |         |

\* \$60,000 on sheet 3 represents an additional allocation in the Second Action Year.

TIME TABLE:

This project will continue into Third Action Year, starting June 16, 1972. All activities are continuous over the life of the project.



## PROJECT... MARTIN LUTHER KING SCHOLARSHIP FUND 10-05

### PROJECT ADMINISTRATION AND STAFFING:

The operating agency for this project will be the Martin Luther King Scholarship Fund of Oregon, Inc.

This agency was incorporated in 1968 under the Corporation Laws of the State of Oregon. It has been operating since that date with private donations and has a successful record of performance. In the fall term of 1969, 31 students were financed; in the spring term of 1970, 27 students were financially aided;...

### COORDINATION:

This project will be coordinated with the following agencies:

1. Portland Community College
2. Portland State University
3. Lewis and Clark College
4. Mt. Hood Community College
5. All universities and colleges under the Oregon State System of Higher Education
6. Local agencies interested in aiding low income and disadvantaged students.

### CITIZENS PARTICIPATION:

Citizen participation will take place through the monthly and quarterly monitoring of the project by the Education Working Committee.

### RESIDENT EMPLOYMENT:

Residents of the Model Neighborhood, who will be the beneficiaries, will be participating in the project, some as staff, as members of the screening committee for scholarship applicants, and as members of the Board of Directors, as well as receiving scholarship aid.



# PROJECT... MARTIN LUTHER KING SCHOLARSHIP FUND 10-05

## MONITORING AND EVALUATION:

This project will be subject to the monitoring and evaluation requirements as specified in the Portland CDA overall monitoring and evaluation plan.

The progress of this project will be monitored monthly through progress reports submitted to the CDA by the operating agency.

The progress of this project will be evaluated as part of the continuing CDA evaluation program.

Evaluation output measures include:

- \_\_\_\_\_ Number of students recruited for the project
- \_\_\_\_\_ Number of students completing the full year courses
- \_\_\_\_\_ Number of students completing quarter course work
- \_\_\_\_\_ Number of students who would not have begun college work without assistance
- \_\_\_\_\_ Number of students maintaining above average grades
- \_\_\_\_\_ Number of students dropped from program because of grade failures
- \_\_\_\_\_ Number of students in program directly from MNA
- \_\_\_\_\_ Number of students who are not MNA residents.

## ASSESSMENT: (CONT)

The Martin Luther King Scholarship Fund currently provides scholarships quarterly for approximately 60 MNA students. While the large majority of students attend PSU, recipients are also enrolled at PCC, Portland Univ., Pacific Univ., Reed College and Univ. of Oregon. Participant reaction to MLK has been favorable, and it is reflected in their high degree of academic achievement.

General community reaction has also been favorable with the Education Working Committee voting the MLK Fund as its top priority project within the Education program category.

## BUDGET:

| CODE | CATEGORY                  | ESTIMATE COST |
|------|---------------------------|---------------|
| 10   | SALARIES *                | \$ 6,963      |
| 20   | CONTRACT SERVICES *       | 2,100         |
| 30   | TRAVEL, LOCAL             | 343           |
| 35   | TRAVEL, OUT OF TOWN       | 1,104         |
| 40   | CONSUMABLE SUPPLIES       | 600           |
| 50   | SPACE                     |               |
| 55   | UTILITIES                 | 840           |
| 60   | FURN. & EQUIP. (RENT)     |               |
| 65   | FURN. & EQUIP. (PURCHASE) |               |
| 70   | INSURANCE                 | 800           |
| 71   | MAINT OF EQUIP.           | 100           |
| 79   | MISC. EXPENSES            | 47,150        |
|      | TOTAL                     | \$ 60,000     |

\* CONSULTANT OR CONTRACT SERVICES JUSTIFICATION:

These expenses are for audit and technical assistance.

Automated accounting system operated by Bowens - Duncan Company (\$2,100).



10-07 PROJECT... ALBINA YOUTH  
OPPORTUNITY SCHOOL

NON-SUPP ☐

SUPP ☒

NEW ☐

CONT ☒

DISC ☐

### PURPOSE AND BENEFICIARIES:

Purpose: The purpose of this project is to continue the Albina Youth Opportunity School Program of Counseling and Educational Services to youths suspended or expelled from, or having dropped out of, public schools.

Beneficiaries: The beneficiaries will be 180 students, 13 to 18 years old, from the MNA.

### CONTENT AND OPERATION:

Function 1--Continuation of a comprehensive, individually based counseling program

Function 2--Development of an educational testing center

Function 3--Continuation of an individualized basic education program relevant to "drop-out" students' needs

Function 4--Implementation of a field work program.

### FUNDING:

|   | MUD<br>SUPPORT  | OTHER<br>FEDERAL | LOCAL* | TOTAL   |
|---|---|------------------|--------|---------|
| FIRST ACTION YEAR<br>EXPENDITURES             | 27,149  |                  |        | 27,149  |
| SECOND ACTION YEAR<br><del>XXXXX</del> Budget | 139,583   |                  | 53,000 | 192,583 |
| THIRD ACTION YEAR<br>BUDGET                   | 139,583   |                  | 91,200 | 230,783 |
| POST-MODEL CITIES<br>PROPOSED FUNDING         | No Post Model Cities Funding commitments made as yet. |                  |        |         |

### TIME TABLE:

This project will begin June 16, 1972 and will continue for 12 months. All activities are continuous over the life of the project.



## PROJECT... ALBINA YOUTH OPPORTUNITY SCHOOL 10-07

### PROJECT ADMINISTRATION AND STAFFING:

The operating agency of this project is the Albina Youth Opportunity School.

The School was created in 1968 by the Albina Church Community Action Program in cooperation with the Portland Public Schools to offer basic high school education to drop-outs.

**COORDINATION:** This project will be coordinated by the Director with the following agencies:

- |                                    |                                       |
|------------------------------------|---------------------------------------|
| 1. School District #1              | 10. Neighborhood Youth Corps          |
| 2. MacLaren School for Boys        | 11. YMCA                              |
| 3. Hillcrest School for Girls      | 12. Welfare Department                |
| 4. Multnomah County Juvenile Court | 13. Concentrated Employment Center    |
| 5. Mini-Job Corps                  | 14. Multi-Service Center              |
| 6. Vocational Village              | 15. City Bureau of Parks & Recreation |
| 7. Portland Police Department      |                                       |
| 8. Legal Aid                       |                                       |
| 9. C-CAP                           |                                       |

### CITIZENS PARTICIPATION:

The citizen participation functions in the AYOS expanded program include: keeping parents informed of factors affecting their students; using citizens in decision-making; enabling citizens to obtain employment and be part of the work force; and using a Citizens Board of Directors composed of educators and MNA residents.

### RESIDENT EMPLOYMENT:

All job vacancies will be advertised in the MNA. All staff participants in this project will be MNA residents, if possible.



## PROJECT... ALBINA YOUTH OPPORTUNITY SCHOOL 10-07

### MONITORING AND EVALUATION:

This project will be subject to the monitoring and evaluation requirements as specified in the Portland CDA overall monitoring and evaluation plan.

The progress of this project will be monitored monthly through formal progress reports submitted to the CDA by the operating agency.

The progress of this project will be evaluated as part of the continuing evaluation program. Evaluation output measures include:

- \_\_\_\_\_ Number of students contacted during month
- \_\_\_\_\_ Number of referrals made during month from School District and Social Agencies
- \_\_\_\_\_ Number of street contacts
- \_\_\_\_\_ Number of students provided counseling during month
- \_\_\_\_\_ Number of group counseling sessions held during month
- \_\_\_\_\_ Number referred to special agencies
- \_\_\_\_\_ Number of parents counseled during the month
- \_\_\_\_\_ Number of students returned to regular education programs
- \_\_\_\_\_ Number of non-readers determined
- \_\_\_\_\_ Number of diagnostic examinations administered during the month
- \_\_\_\_\_ Number of students utilizing the reading laboratory
- \_\_\_\_\_ Number of individual programs developed from testing
- \_\_\_\_\_ Number of non-achievers enrolled in program
- \_\_\_\_\_ Number progressed in basic skills
- \_\_\_\_\_ Number achieving acceptable social tolerance levels
- \_\_\_\_\_ Number enrolled in physical education classes
- \_\_\_\_\_ Number participating in team activities
- \_\_\_\_\_ Number enrolled in health classes
- \_\_\_\_\_ Number referred to health service agencies
- \_\_\_\_\_ Number provided with occupational training

### ASSESSMENT: (CONT)

The planning of the Albina Youth Opportunity School speaks to realistic and specific needs for the Model Neighborhood's so called drop-outs and low achievers who need a continuing interest in obtaining a education. It provides employment for Model Neighborhood residents.

### BUDGET:

| CODE | CATEGORY                  | ESTIMATE COST |
|------|---------------------------|---------------|
| 10   | SALARIES *                | \$ 90,475     |
| 20   | CONTRACT SERVICES *       | 10,825        |
| 30   | TRAVEL, LOCAL             | 3,300         |
| 35   | TRAVEL, OUT OF TOWN       |               |
| 40   | CONSUMABLE SUPPLIES       | 6,093         |
| 50   | SPACE                     | 12,200        |
| 65   | UTILITIES                 | 9,664         |
| 60   | FURN. & EQUIP. (RENT)     |               |
| 65   | FURN. & EQUIP. (PURCHASE) | 1,987         |
| 70   | INSURANCE                 | 2,350         |
| 71   | MAINT OF EQUIP.           | 900           |
| 79   | MISC. EXPENSES            | 1,789         |
|      | TOTAL                     | \$ 139,583    |

#### \* CONSULTANT OR CONTRACT SERVICES JUSTIFICATION:

Psychiatric, administrative educational consultants (\$3600). Bookkeeping and accounting (\$7224.68)



10-08

## PROJECT... CASCADE CENTER

NON-SUPP ☒SUPP ☒NEW ☐CONT ☒DISC ☐

## PURPOSE AND BENEFICIARIES:

Purpose: To serve as an educational, recreational and cultural center for residents of North and Northeast Portland. To provide services to fulfill this role.

Beneficiaries: Citizens of all age groups residing in the MNA and adjacent areas.

## CONTENT AND OPERATION:

The operating agency is responsible for the following functional elements by providing:

Function 1 - The first two years of courses leading to a college degree

Function 2 - Two years of technical and vocational training

Function 3 - Opportunities for improvement of skills and general education

Function 4 - Educational and related activities for senior citizens

Function 5 - Part-time and full-time opportunities to earn high school and college diplomas

Function 6 - Family services, including day care and home-related classroom courses

## FUNDING:

|   | HUD<br>SUPPORT  | OTHER<br>FEDERAL # | LOCAL # | TOTAL   |
|---|---|--------------------|---------|---------|
| FIRST ACTION YEAR<br>EXPENDITURES               |   |                    |         |         |
| SECOND ACTION YEAR<br><del>EXPENSE</del> Budget | 851,000   |                    |         | 851,000 |
| THIRD ACTION YEAR<br>BUDGET                     | *   |                    |         | -       |
| POST-MODEL CITIES<br>PROPOSED FUNDING           | Activities are funded through Portland Community College system |                    |         |         |

- \* A capital acquisition during Second Action Year to be paid back in services over a five-year period.

## TIME TABLE:

Provided the project is recertified annually and its functions are carried out as agreed, the property will be turned over to PCC in 1976 for use as a community college.





10-08 **PROJECT...** CASCADE CENTER

**PROJECT ADMINISTRATION AND STAFFING:**

The project is administered by Portland Community College, which operates the facility and implements its various programs.

**COORDINATION:**

The Cascade Center Advisory Committee provides continuing coordination of the project with the CDA.

**CITIZENS PARTICIPATION:**

The Cascade Center Advisory Committee is composed of five CPB members and four MNA residents appointed by PCC.

The CPB must approve recertification each year.

**RESIDENT EMPLOYMENT:**

Open positions are posted at the Center by PCC.



10-08 PROJECT... CASCADE CENTER

### MONITORING AND EVALUATION:

Evaluation will be based on the involvement of MNA residents in the program, the general community acceptance of the program and a determination of the programs benefit to the Model Neighborhood.

The "recertification" procedure is designed to ensure that sufficient benefit from the investment is being received. An amount of services and specific benefits equal to \$100,000 a year must be documented before recertification can occur.

### ~~MAINTENANCE EFFORTS (MNA)~~

### ASSESSMENT: (CONT)

As its March 7, 1972, meeting, the CPB approved recertification and valuation of 1971-72 services of \$249,954. The Evaluation Committee, however, expressed serious concern with the method of valuating services and with the limited services provided by the Center. The CDA Director was directed to initiate immediate renegotiation of the lease agreement, and each CWC was directed to submit three priority projects for implementation at the Center.

### BUDGET:

| <u>CODE</u> | <u>CATEGORY</u>           | <u>ESTIMATE COST</u> |
|-------------|---------------------------|----------------------|
| 10          | SALARIES *                | \$ _____             |
| 20          | CONTRACT SERVICES *       | _____                |
| 30          | TRAVEL, LOCAL             | _____                |
| 35          | TRAVEL, OUT OF TOWN       | _____                |
| 40          | CONSUMABLE SUPPLIES       | _____                |
| 50          | SPACE                     | _____                |
| 55          | UTILITIES                 | _____                |
| 60          | FURN. & EQUIP. (RENT)     | _____                |
| 65          | FURN. & EQUIP. (PURCHASE) | _____                |
| 70          | INSURANCE                 | _____                |
| 71          | MAINT OF EQUIP.           | _____                |
| 79          | MISC. EXPENSES            | _____                |
| TOTAL       |                           | \$ _____             |

\* CONSULTANT OR CONTRACT SERVICES JUSTIFICATION:



11-02 **PROJECT...** HEALTH COORDINATING  
AND PLANNING

NON-SUPP ☒

SUPP ☒

NEW ☐

CONT ☒

DISC ☐

### PURPOSE AND BENEFICIARIES:

Purpose: To continue the development of a program or programs for the delivery of health services, to improve the health level of Model Neighborhood (MN) residents by providing more accessible and better medical, dental and mental health services and to assist MN residents to enter into health occupations.

Beneficiaries: The target group and beneficiaries will be the approximate 39,000 MNA residents.

### CONTENT AND OPERATION:

During the third year of this project, the following functions will be performed:

Function 1--To plan and assist in the development of programs for the delivery of needed health services

Function 2--To initiate or demonstrate methods to improve the accessibility of health services such as medical, dental and mental health for MNA residents

Function 3--To serve as a coordinating body for the consumer and providers of health services to assure against the unnecessary duplication of vital health resources and to improve on the utilization of existing health services

Function 4--To serve as an evaluating body on various proposals and applications for funding for health programs to assure that such programs meet a determined need and priority

Function 5--To assist in the training of Health Planning Assistants in health planning techniques.

### FUNDING:

|   | MUD<br>SUPPORT  | OTHER<br>FEDERAL * | LOCAL * | TOTAL  |
|---|---|--------------------|---------|--------|
| FIRST ACTION YEAR<br>EXPENDITURES               | 7,000   | 7,000              |         | 14,000 |
| SECOND ACTION YEAR<br><del>EXPENSE</del> Budget | 13,270  | 17,654             |         | 30,294 |
| THIRD ACTION YEAR<br>BUDGET                     | 13,270  | 21,813             |         | 35,083 |
| POST- MODEL CITIES<br>PROPOSED FUNDING          | It is probable that this program can be continued as a part of Comprehensive Health Planning and some type of local funds such as UGN if Model Cities funding is not available in the future. |                    |         |        |

\* The total cost is \$36,976.43. The amount of \$15,163.58 is being requested from CDA. \$10,113.53 will be paid by HEW and \$11,699.32 by OEO through grants to CHPA.

### TIME TABLE:

This is a continuing project and application is being made to continue its operations through Model Cities Third Action Year, June 16, 1972 to June 15, 1973.

A detailed work program and time table in relationship to the activities of this project for third action year will be designed by the Health Planner before continuation into Third Action Year.



## PROJECT... HEALTH COORDINATING AND PLANNING 11-02

### PROJECT ADMINISTRATION AND STAFFING:

The operating agency will be the Comprehensive Health Planning Association (CHPA) for the Metropolitan Portland Area (which includes the State of Oregon Administrative District No. 2, Multnomah, Clackamas, Washington and Columbia Counties).

The CHPA has assigned a Health Planner to the City Demonstration Agency (CDA). The Health Planner will be a full-time CHPA staff member, administratively responsible to the CDA, and working under the immediate supervision of the CDA Director.

Two Health Planner Assistant Trainees have been assigned for training through the New Careers Program. One trainee works under the supervision of the Health Planner at Model Cities and the other works at the CHPA office.

### COORDINATION:

The operating agency will develop and maintain coordination and cooperation in all planning phases with other health-related agencies such as the Multnomah County Division of Public Health, the Oregon State Board of Health, the Oregon Regional Medical Program, the University of Oregon Medical and Dental Schools, and other public and private health agencies which function in, or are concerned with, the health and well-being of the Model Neighborhood and its residents.

### CITIZENS PARTICIPATION:

Citizen participation will be active through the Health Working Committee and its sub-committees. This project will be dependent upon the CDA Citizens Participation Department for assistance in communicating with MNA residents. MNA residents are members of the Board of Directors of the Comprehensive Health Planning Association.

### RESIDENT EMPLOYMENT:

The Health Planner assistant trainees of this project will be residents of the MNA.

Maximum opportunity for MNA resident employment will be provided in health projects developed by operating agencies. This will be accomplished by advertising all job vacancies in the MNA and by having a CPB member involved in the screening.



## PROJECT... HEALTH COORDINATING AND PLANNING 11-02

### MONITORING AND EVALUATION:

This project will be monitored and evaluated by CDA in accordance to its methods established for such purposes. The Health Planner will also report its progress quarterly to the Health Working Committee and to CHPA upon request.

The functions of the project may be evaluated as to the achievement of the following objectives:

- Function 1: Appropriate health programs are designed and specific health needs in personal health services, mental health and dental are being met and employment and training assistance are being given
- Function 2: Methods of making health services more accessible are designed and are economical and feasible
- Function 3: Plans for health services are made by providers and consumers and appropriate resources are kept informed of Model Cities Health needs and plans
- Function 4: On-going and planned programs receive input and assistance from MNA consumers and consumers become more informed
- Function 5: A training procedure is outlined and trainees are being trained successfully.

### MAINTENANCE EFFORTS (NEW)

#### ASSESSMENT: (CONT)

Program operated with difficulty mainly due to unclear objectives. Project Description for Third Action Year has more clearly defined objectives and goals.

### BUDGET:

| CODE  | CATEGORY                  | ESTIMATE COST |
|-------|---------------------------|---------------|
| 10    | SALARIES *                | \$ 11,064     |
| 20    | CONTRACT SERVICES *       | 106           |
| 30    | TRAVEL, LOCAL             | 1,000         |
| 35    | TRAVEL, OUT OF TOWN       | 1,100         |
| 40    | CONSUMABLE SUPPLIES       |               |
| 50    | SPACE                     |               |
| 55    | UTILITIES                 |               |
| 60    | FURN. & EQUIP. (RENT)     |               |
| 65    | FURN. & EQUIP. (PURCHASE) |               |
| 70    | INSURANCE                 |               |
| 71    | MAINT OF EQUIP.           |               |
| 79    | MISC. EXPENSES            |               |
| TOTAL |                           | \$ 13,270     |

\* CONSULTANT OR CONTRACT SERVICES JUSTIFICATION: For services of clinics, hospitals and other institutions. Family planning, Health planning and health careers and manpower.





11-07

PROJECT... MENTAL RETARDATION  
UMBRELLANON-SUPP ☒SUPP ☒NEW ☐CONT ☒DISC ☐

## PURPOSE AND BENEFICIARIES:

Purpose: To act as an umbrella agency for mental retardation programs by providing transportation and training; compiling data through research and demonstration; establishing rehabilitation and summer camp recreation services for 1972; developing and mounting public programs in the prevention of lead poisoning, rubella and rubeola, PKU and pre-maturity; and pursuing child care services for the mentally retarded.

Beneficiaries: All persons in the MNA who have been currently diagnosed, screened or evaluated as being mentally retarded or exceptional; all persons who have been incorrectly diagnosed and labeled mentally retarded and who have been disadvantaged thereby and their families.

## FUNDING:

|  | HUD<br>SUPPORT   | OTHER<br>FEDERAL * | LOCAL* | TOTAL   |
|--|--|--------------------|--------|---------|
| FIRST ACTION YEAR<br>EXPENDITURES                    |  |                    |        |         |
| SECOND ACTION YEAR<br><del>EXPENDITURES</del> Budget | 38,087   | 146,921            |        | 185,008 |
| THIRD ACTION YEAR<br>BUDGET                          | 42,279   | 146,921            | 41,024 | 230,224 |
| POST-MODEL CITIES<br>PROPOSED FUNDING                | The possibility of using sources other than Model Cities for funding is being explored by the director of this program. Because of the demonstrated need for |                    |        |         |

the service, private agencies may be a source for funds if Model Cities funds are not available.

## CONTENT AND OPERATION:

Function 1--Administer projects and programs serving the MNA mentally retarded

Function 2--Provide transportation to and from the site of training for about 85 to 100 trainable mentally retarded, ages 6 to 18. Also, to transport the parents or siblings of mentally retarded children to and from medical and dental appointments or to the University of Oregon Medical School

Function 3--Provide limited on-the-job training in automotive, custodial, maintenance and clerical duties for the mentally retarded and physically handicapped

Function 4--Provide for the employment of MR and physically handicapped persons in the CAT project as possible

Function 5--Develop and execute educational programs for the mentally retarded of the MNA through execution of a sub-contract with Pilot Education

Function 6--Contract for a research and demonstration project to develop more effective ways to reach culturally deprived and disadvantaged families and assist them in obtaining essential services for members of their families who may be retarded.

## TIME TABLE:

This project, first funded in September 1971, will continue, if funded (and funded for new programs) until June 15, 1973.



11-07

**PROJECT... MENTAL RETARDATION UMBRELLA****PROJECT ADMINISTRATION AND STAFFING:**

This project will continue to be executed by the Multnomah Association for Retarded Children, an organization under the Oregon Statutes pertaining to non-profit corporations, to plan, coordinate programs and represent the mentally retarded in Multnomah County.

The MARC is well qualified to be the operating agency. It maintains a high and valuable status among community agencies in the promotion of services and programs, legislative activities and working with professional and community resources.

It was organized in 1953 under Oregon Statutes relating to non-profit corporations. Its Board of Directors(18) is composed of parents, educators, industrial and minority groups. The present officers are: Tri-County United Good Neighbors, Oregon Association for Retarded Children, Tri-County Community Council, and National Association for Retarded Children.

**COORDINATION:**

This project will maintain frequent contacts with all agencies previously mentioned in this description to promote comprehensive planning and delivery of services to the mentally retarded. To further facilitate coordination, there will be representation from this project on the Mental Retardation Task Force which serves as a part of Model Cities Health Subcommittee on Mental Health.

**CITIZENS PARTICIPATION:**

The citizens participation functions shall be performed by the Citizen Participation staff of the CDA. Additional dissemination of information will be generated by MARC through the news media and agency newsletter.

This project has been and will continue to be subject to the approval of the Health Working Committee of the CDA. A member of the CPB will be appointed to the Advisory Board.

**RESIDENT EMPLOYMENT:**

Recruitment for personnel will be done in the Model Neighborhood. MNA residents will be hired as they meet requirements for the positions for which they apply.



11-07

**PROJECT... MENTAL RETARDATION UMBRELLA****MONITORING AND EVALUATION:**

Monitoring and evaluation of the project will be subject to the requirements specified in the Portland CDA overall Evaluation Plan. Under this plan, the progress of projects are monitored on a monthly basis and are evaluated for objective planning, operation, response, impact and cost benefit. The progress of the programs may be evaluated by output measures or the achievement of its functions.

**~~MAINTENANCE EFFORTS (NEW)~~****ASSESSMENT: (CONT)**

The program has operated as planned after overcoming some start-up problems.

**BUDGET:**

| <u>CODE</u> | <u>CATEGORY</u>           | <u>ESTIMATE COST</u> |
|-------------|---------------------------|----------------------|
| 10          | SALARIES *                | \$ 27,158            |
| 20          | CONTRACT SERVICES *       | 7,312                |
| 30          | TRAVEL, LOCAL             | 476                  |
| 35          | TRAVEL, OUT OF TOWN       | 78                   |
| 40          | CONSUMABLE SUPPLIES       | 343                  |
| 50          | SPACE                     | 1,950                |
| 55          | UTILITIES                 | 360                  |
| 60          | FURN. & EQUIP. (RENT)     | 2,171                |
| 65          | FURN. & EQUIP. (PURCHASE) |                      |
| 70          | INSURANCE                 | 488                  |
| 71          | MAINT OF EQUIP.           | 1,905                |
| 79          | MISC. EXPENSES            | 38                   |
|             | TOTAL                     | \$ 42,279            |

\* CONSULTANT OR CONTRACT SERVICES JUSTIFICATION:



15-01

PROJECT...

SENIOR ADULT  
SERVICE CENTERNON-SUPP ☐SUPP ☒NEW ☐CONT ☒DISC ☐**PURPOSE AND BENEFICIARIES:**

The primary purpose in operating a Senior Adult Service Center is to employ on part-time basis a minimum of 46 older MNA residents to assist and serve other older MNA residents. Services offered during Third Action Year will include:

1. Outreach Services
2. Telephone Reassurance Services
3. Handyman Services
4. Transportation Services

The prime beneficiaries of this service project will be among the approximately 7,000 persons age 62 and over residing in the Model Neighborhood Area.

**FUNDING:**

|  | MUD<br>SUPPORT  | OTHER<br>FEDERAL \$ | LOCAL \$ | TOTAL   |
|--|---|---------------------|----------|---------|
| FIRST ACTION YEAR<br>EXPENDITURES                    | 40,635  |                     |          | 40,635  |
| SECOND ACTION YEAR<br><del>EXPENDITURES</del> Budget | 171,427   |                     |          | 171,427 |
| THIRD ACTION YEAR<br>BUDGET                          | 171,427   |                     |          | 171,427 |
| POST-MODEL CITIES<br>PROPOSED FUNDING                | Staff and CDA is aggressively trying to secure state, local, public or private monies to continue this project. |                     |          |         |

**CONTENT AND OPERATION:**

The Senior Adult Service Center is located in the MNA. The Council on Aging of the City of Portland and Multnomah County will continue to operate and coordinate the following functions:

Function 1--Maintain operation of the Senior Adult Service Center

Function 2--Provide Outreach Services

Function 3--Provide Telephone Reassurance

Function 4--Provide Handyman Services

Function 5--Provide Transportation Services.

**TIME TABLE:**

This project funded in April 1971 is now operational and is providing services out of the building which was remodeled for \$16,000. The proposed continuation of the project is for one year--June 16, 1972, to June 15, 1973.



## PROJECT... SENIOR ADULT SERVICE CENTER 15-01

### PROJECT ADMINISTRATION AND STAFFING:

The City-County Council on Aging has been created by joint action of the Portland City Council and the Multnomah County Board of Commissioners. It has the authority to act on behalf of the city and the county in matters concerning programs for the elderly.

The City-County Council on Aging is presently developing programs for older persons within the Portland Model Cities Program. Council staff have established with the older persons from the Model Neighborhood a Committee for Older Adults and have worked closely with the membership of that committee to develop this project proposal. The Council on Aging also administers a Senior Community Service Project funded by the Department of Labor and is also the local agency responsible for Oregon's Areawide Model Project on Aging.

### COORDINATION:

The City-County Council on Aging's area-wide responsibilities will insure that program coordination will be facilitated with any present and future programs serving older persons. All monthly and quarterly progress reports will be submitted to the Evaluation Coordinator of the CDA to provide information and facilitate coordination of other project proposals submitted to CDA.

### CITIZENS PARTICIPATION:

Planning this project was initiated April 14, 1970. Older MNA residents have participated in every step of the planning and implementation of this project. There is an Advisory Board of 9 older residents which meets monthly with the Center staff to receive operational reports and to make policy and recommendations.

### RESIDENT EMPLOYMENT:

All job positions will be advertised in the MNA. All part-time positions are specifically for older MNA residents; MNA residents will be given preference for the administrative position.



# PROJECT... SENIOR ADULT SERVICE CENTER 15-01

## MONITORING AND EVALUATION:

Evaluation will be carried out according to the overall evaluation plan of the Portland Model Cities Program.

Process-output measures by which the project progress will be judged include:

### 1. Maintain operation of the Senior Adult Service Center:

- \_\_\_\_\_ Number of conferences with the building owner, CDA staff, working committees, City Attorney's office and District Attorney's office
- \_\_\_\_\_ Number of positions available
- \_\_\_\_\_ Number of MNA residents interviewed and hired
- \_\_\_\_\_ Number of older MNA residents hired

### 2. Provision of Outreach Services:

- \_\_\_\_\_ Number requesting and receiving services
- \_\_\_\_\_ Number to whom service has been discontinued
- \_\_\_\_\_ Number referred for other services

### 3. Provision of Telephone Reassurance:

- \_\_\_\_\_ Number requesting services, receiving phone calls and referred for other services

### 4. Provision of Handyman Services:

- \_\_\_\_\_ Number requesting services, receiving minor home repairs, such as repairing door latches, windows, furniture, changing light bulbs, unclogging drains, unsticking windows and other services requested and served

### 5. Provision of Transportation Services:

- \_\_\_\_\_ Number of persons transported
- \_\_\_\_\_ Number of miles logged per month
- \_\_\_\_\_ Number of service routes established.

## ASSESSMENT: (CONT)

Project administration, operation and coordination have been above average. The project has hired senior citizens to help other senior citizens which has proved a very effective technique. The operating agency has applied CDA management techniques and evaluation formats to its other operations outside the MNA. Impact of the project has exceeded projected year end levels for all project functions. After three-quarters, Outreach Services is 300 percent over goal, Telephone Reassurance is 20 percent over goal, Handyman Service is 250 percent over goal and the Transportation component is averaging 650 elderly residents per month. For the Third Action Year, Evaluation has recommended expanding CDA funds, consolidation with Aging 15-02, categorical funding for future action years, and more local publicity.

## BUDGET:

| CODE  | CATEGORY                  | ESTIMATE COST |
|-------|---------------------------|---------------|
| 10    | SALARIES *                | \$ 141,128    |
| 20    | CONTRACT SERVICES *       | 8,162         |
| 30    | TRAVEL, LOCAL             | 5,875         |
| 35    | TRAVEL, OUT OF TOWN       | 1,250         |
| 40    | CONSUMABLE SUPPLIES       | 2,170         |
| 50    | SPACE                     | 3,875         |
| 55    | UTILITIES                 | 4,426         |
| 60    | FURN. & EQUIP. (RENT)     | 1,351         |
| 65    | FURN. & EQUIP. (PURCHASE) | 825           |
| 70    | INSURANCE                 | 250           |
| 71    | MAINT. OF EQUIP.          | 1,765         |
| 79    | MISC. EXPENSES            | 350           |
| TOTAL |                           | \$ 171,427    |

\* CONSULTANT OR CONTRACT SERVICES JUSTIFICATION: This cost includes auditing, payroll, purchasing services of Multnomah County at 5% of direct costs (18,982 x .05 = 949.00)



15-02 PROJECT... AGING DESIGN

NON-SUPP ☐

SUPP ☒

NEW ☐

CONT ☒

DISC ☐

### PURPOSE AND BENEFICIARIES:

Purpose: The purpose of this program is to continue the project authorized by the City of Portland Ordinance No. 130469, which is to plan for the delivery of services to the aging; these services are described in 3.181, Total Care for the Aging, of the Model Cities Plan.

Beneficiaries: The beneficiaries of this program will be among the approximately 7,000 persons age 62 and over living in the MNA.

### CONTENT AND OPERATION:

The key functional elements in the project are:

Function 1--Interest and recruit older adults in the MNA to become active in the project

Function 2--Prepare a plan for delivery of services to older adults in the MNA

Function 3--Construct linkages with agencies capable of operating older adult programs and encourage them to develop applications with potential operating agencies for funds to operate the programs.

### FUNDING:

|  | HUD<br>SUPPORT   | OTHER<br>FEDERAL \$ | LOCAL \$ | TOTAL  |
|--|--|---------------------|----------|--------|
| FIRST ACTION YEAR<br>EXPENDITURES                    | 6,286  | 3,950               |          | 10,236 |
| SECOND ACTION YEAR<br><del>EXPENDITURES</del> Budget | 9,067  | 16,715              |          | 25,782 |
| THIRD ACTION YEAR<br>BUDGET                          | 9,067  | 8,862               |          | 17,929 |
| POST-MODEL CITIES<br>PROPOSED FUNDING                | Staff and the CDA are aggressively trying to secure state, local, public, or private funding to continue this project. |                     |          |        |

### TIME TABLE:

This project will extend over a 12-month period beginning June 16, 1972 through June 15, 1973.



15-02 **PROJECT... AGING DESIGN**

**PROJECT ADMINISTRATION AND STAFFING:**

This project will be operated by the City-County Council on Aging which is an agency established by intergovernmental agreement to plan, coordinate and operate programs for the elderly in the City of Portland and Multnomah County.

This project will, according to the proposed budget, continue the position of Planning Coordinator and Planning Assistant. Through this staff, the City-County Council on Aging will continue to prepare a plan for delivery of services in cooperation with the Citizens Planning Board "Sub-Committee for Older Adults" and the Executive of the Sub-Committee.

**COORDINATION:**

This project will be coordinated by the Planning Coordinator with the following agencies:

1. CDA
2. Senior Citizens Group
3. Portland Metropolitan Steering Committee
4. Tri-County Community Council.

**CITIZENS PARTICIPATION:**

Citizens will participate in the program planning as members of the Sub-Committee for Older Adults.

Citizens will also help monitor the project through review and action in the monthly and quarterly reports.

**RESIDENT EMPLOYMENT:**

Preference will be given to MNA residents in the selection of all personnel involved in the project.



15-02 **PROJECT...** AGING DESIGN

**MONITORING AND EVALUATION:**

This project will be subject to the monetary and evaluation requirements as specified in the Portland CDA Evaluation Plan.

The progress of this project will be monitored on a monthly basis by the CDA through formal progress reports.

Output measures monitored and evaluated include the number of the following:

- \_\_\_\_\_ MNA residents hired by age, sex and race
- \_\_\_\_\_ Meetings of the Sub-Committee for Older Adults
- \_\_\_\_\_ Persons in attendance (average)
- \_\_\_\_\_ Meetings of Executive Committee of the Sub-Committee for Older Adults
- \_\_\_\_\_ Persons in attendance (average)
- \_\_\_\_\_ Meeting notices sent out to MNA residents
- \_\_\_\_\_ Proposals submitted to the Citizens Planning Board
- \_\_\_\_\_ Proposals approved by the Citizens Planning Board.

**ASSESSMENT: (CONT)**

This project provides continuous planning for the Senior Adult Service Center. The project has ensured proper direction and functional activity for SASC as well as providing for the needs of senior citizens in other planning efforts in the metropolitan area. The staff of the project continue to exhibit above-average levels of performance, and can be credited with a significant role in the successful implementation of programs at SASC. Evaluation has recommended that this project be consolidated with SASC, that the project should undertake responsibility for utilization of categorical resources, and that the operation of programs for senior adults be expanded throughout the MNA.

**BUDGET:**

| CODE  | CATEGORY                  | ESTIMATE COST |
|-------|---------------------------|---------------|
| 10    | SALARIES *                | \$ 7,553      |
| 20    | CONTRACT SERVICES *       | 418           |
| 30    | TRAVEL, LOCAL             | 144           |
| 35    | TRAVEL, OUT OF TOWN       |               |
| 40    | CONSUMABLE SUPPLIES       | 442           |
| 50    | SPACE                     | 360           |
| 55    | UTILITIES                 | 150           |
| 60    | FURN. & EQUIP. (RENT)     |               |
| 65    | FURN. & EQUIP. (PURCHASE) |               |
| 70    | INSURANCE                 |               |
| 71    | MAINT OF EQUIP.           |               |
| 79    | MISC. EXPENSES            |               |
| TOTAL |                           | \$ 9,067      |

**\* CONSULTANT OR CONTRACT SERVICES JUSTIFICATION:**

This cost includes auditing, payroll, purchasing services of Multnomah County at 5% of direct costs.



15-03

## PROJECT...

COMPREHENSIVE  
CHILD CARENON-SUPP ☐SUPP ☒NEW ☐CONT ☒DISC ☐

## PURPOSE AND BENEFICIARIES:

Purpose: The purpose of this project is to improve the quality of child care services for each family in the MNA and to develop the most efficient and economical methods for delivering child care services to families in need of such services. A further purpose of this project is to assure continuity of child care services to each MNA family requiring such services.

Beneficiaries: Beneficiaries of this project will be all MNA parents requiring day care, night care and emergency care services.

## CONTENT AND OPERATION:

The functional elements of this project are:

Function 1--To serve as a focal point to provide and coordinate a system of night and daytime care of MNA children

Function 2--To provide approved MNA homes for the care of children of MNA working mothers

Function 3--To establish pre-school and school age child care centers to serve MNA children and parents.

## FUNDING:

|  | HUD<br>SUPPORT  | OTHER<br>FEDERAL \$ | LOCAL \$ | TOTAL     |
|--|---|---------------------|----------|-----------|
| FIRST ACTION YEAR<br>EXPENDITURES                    | 107,198   | 408,911             | 27,261   | 543,370   |
| SECOND ACTION YEAR<br><del>EXPENDITURES</del> Budget | 194,211   | 728,292             | 48,553   | 971,056   |
| THIRD ACTION YEAR<br>BUDGET                          | 214,000   | 802,500             | 53,500   | 1,070,000 |
| POST-MODEL CITIES<br>PROPOSED FUNDING                | Staff and CDA is aggressively trying to secure state, local, public and private money to continue this project. |                     |          |           |

**TIME TABLE:** The Comprehensive Child Care Project was approved and funded for \$351,912 during the Second Action Year. The proposed \$1,070,000 budget is for a continuance of that project and its activities Third Action Year. The life of the project is for one year - June 16, 1972, through June 15, 1973. In addition, a contract for emergency day care services to the Metropolitan 4-C Council provides the emergency day care service to clients of the State Multi-Service Center. Funding for this project is not a part of this budget.





## PROJECT... COMPREHENSIVE CHILD CARE 15-03

### PROJECT ADMINISTRATION AND STAFFING:

The Metropolitan Area 4-C Council will act as operating agency for this project. The Tri-County 4-C Council area has been selected by the Regional 4-C Committee (chaired by the Commissioner of Social Rehabilitation Services), as one of this Region's select 4-C communities. The Metropolitan 4-C Council will operate all phases of this project with the exception of contracting the operation of the Group Day Care (pre-school and school age) Center to Portland School District #1 and Berean Child Care Center.

### COORDINATION:

The Metropolitan Area 4-C Council Director will coordinate the following community resources and supportive services:

1. Children's Services Division
2. Kaiser Health Plan (OEO funded)
3. Health services from Emanuel Hospital
4. Multi-Service Center
5. University of Oregon Medical School, all departments
6. Portland Bureau of Parks & Recreation for recreation
7. Multnomah Association for Retarded Children, for parent activities
8. Multnomah County Health Department for physical and mental health
9. Oregon Society of Crippled Children and Adults

### COORDINATION: (Cont.)

10. Portland Public Schools
11. Gutman Counseling Service
12. Family Counseling Service
13. Urban League
14. Portland Council of Churches.

### CITIZENS PARTICIPATION:

Citizens participation is to be accomplished in the following ways:

1. This project was approved by the Citizens Planning Board
2. Each specific service will have a policy advisory board made up of parents of those using the service, representatives of agencies providing the service, and community representatives.

### RESIDENT EMPLOYMENT:

Resident employment is to be accomplished in the following ways:

1. Qualified citizens of the community will be given priority for employment in all operations
2. Curriculum for training will be designed with full participation of citizens.



# PROJECT... COMPREHENSIVE CHILD CARE 15-03

## MONITORING AND EVALUATION:

This project will be subject to the monitoring and evaluation requirements as specified in the Portland CDA overall monitoring and evaluation plan.

The progress of this project will be monitored monthly through formal progress reports submitted to the CDA by the operating agency.

The progress of this project will be evaluated as part of the continuing CDA evaluation program.

Evaluation output measures include:

- \_\_\_\_\_ Number of families assisted in identifying their children's needs
- \_\_\_\_\_ Number of families utilizing day care services
- \_\_\_\_\_ Number of day care services coordinated
- \_\_\_\_\_ Number of staff members providing training
- \_\_\_\_\_ Number of MNA residents employed in this program by race, sex and age
- \_\_\_\_\_ Number of monthly referrals made to other agencies
- \_\_\_\_\_ Number of persons seeking information
- \_\_\_\_\_ Number of members on policy board
- \_\_\_\_\_ Number of jobs created by this project
- \_\_\_\_\_ Number of children provided family day care during month
- \_\_\_\_\_ Number of small group care provided
- \_\_\_\_\_ Number of agencies coordinated in project
- \_\_\_\_\_ Number of children provided care during month
- \_\_\_\_\_ Number of day care centers operated and number of months operated.

**ASSESSMENT: (CONT)** Child Care is currently provided for an average of 1600 MNA children monthly. 5 centers are now funded by CDA, in addition to a Family Day and Night Care program, a MNA referral point and supervisory day care through School District #1.

For children receiving care, the services have been good, but services have not reached the original estimated target group of 2900. Significant MNA employment has been created and impact is positive.

## BUDGET:

| CODE | CATEGORY                  | ESTIMATE COST |
|------|---------------------------|---------------|
| 10   | SALARIES *                | \$ 113,236    |
| 20   | CONTRACT SERVICES *       | 84,603        |
| 30   | TRAVEL, LOCAL             | 3,659         |
| 35   | TRAVEL, OUT OF TOWN       |               |
| 40   | CONSUMABLE SUPPLIES       | 6,294         |
| 50   | SPACE                     | 528           |
| 55   | UTILITIES                 | 4,771         |
| 60   | FURN. & EQUIP. (RENT)     |               |
| 65   | FURN. & EQUIP. (PURCHASE) |               |
| 70   | INSURANCE                 | 909           |
| 71   | MAINT. OF EQUIP.          |               |
| 79   | MISC. EXPENSES            |               |
|      | TOTAL                     | \$ 214,000    |

\* CONSULTANT OR CONTRACT SERVICES JUSTIFICATION:

See attached budget justification sheet



## BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY 20 Contracted Services (Including Auditing)

DATE \_\_\_\_\_

OPERATING AGENCY Metropolitan Area 4-C Council

ADDRESS 1630 SW Morrison, Portland, Oregon 97205

TITLE OF ACTIVITY Comprehensive Child Care 15-03

| DESCRIPTION OF ITEM* AND BASIS FOR VALUATION** | AMOUNT OR VALUE OF ITEM |
|--|-------------------------|
| Homemaking services                            | 44,250                  |
| Social Services                                | 92,281                  |
| Transportation                                 | 48,313                  |
| Training                                       | 7,600                   |
| 5% Administration charge                       | 50,950                  |
| Audit  | 2,800                   |
| Bookkeeping                                    | 18,552                  |
| Purchase of Child Care Houses                  | 133,980                 |
| Food   | 23,272                  |
| Laundry  | 1,020                   |
| Total  | 423,018                 |

\* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

\*\* DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADEQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 150 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.

15-05 PROJECT... CONSUMER PROTECTION NON-SUPP ☐SUPP ☒NEW ☐CONT ☒DISC ☐**PURPOSE AND BENEFICIARIES:**

**Purpose:** The purpose of this proposal is to continue, expand and strengthen the Consumer Protection Program in the MNA for a large number of distinctive groups residing therein, who will receive maximum benefits from their expenditures on the open market.

**Beneficiaries:** This program will benefit all senior citizens, persons on welfare, ADC mothers, the under-educated, the unemployed and the unskilled.

**FUNDING:**

|  | HUD<br>SUPPORT   | OTHER<br>FEDERAL | LOCAL | TOTAL  |
|--|--|------------------|-------|--------|
| FIRST ACTION YEAR<br>EXPENDITURES                    | 44,127   |                  |       | 44,127 |
| SECOND ACTION YEAR<br><del>EXPENDITURES</del> Budget | 89,724   |                  |       | 89,724 |
| THIRD ACTION YEAR<br>BUDGET                          | 89,724   |                  |       | 89,724 |
| POST-MODEL CITIES<br>PROPOSED FUNDING                | Staff and the CDA are aggressively trying to secure state, local, public, or private funding to continue this project. |                  |       |        |

**CONTENT AND OPERATION:**

The functional elements of the project are:

Function 1--Establish and operate a Consumer League branch office

Function 2--Establish a consumer education program

Function 3--Establish a consumer research program

Function 4--Establish a communication center for destination and distribution of consumer research

Function 5--Consumer legislation, such as:

- Consumer protection programs supported and/or submitted to the legislature
- Removal of deficiency judgment system
- Resale regulation
- Regulation of private employment agencies
- Uninsured motorist law changes
- Number of consumer protection programs adopted by the state legislature.

**TIME TABLE:**

The life of the project is for one year--June 16, 1972, to June 15, 1973--and is a progression of the Second Action Year and its activities.



15-05 **PROJECT...** CONSUMER PROTECTION

**PROJECT ADMINISTRATION AND STAFFING:**

The program for the Third Action Year will be operated by the Oregon Consumer League as the operating agency.

**COORDINATION:**

Coordination with other agencies was firmly established during the First and Second Action Years. During the Third Action Year, extended coordination and relationships will be established and maintained with:

- |                                    |          |
|------------------------------------|----------|
| 1. Albina Multi-Service Center     | 8. CEP   |
| 2. Community Care                  | 9. PMSC. |
| 3. Senior Adult Service Center     |          |
| 4. Albina Youth Opportunity School |          |
| 5. Nero Industries                 |          |
| 6. Loaves and Fishes               |          |
| 7. Albina Ministerial Alliance     |          |

**CITIZENS PARTICIPATION:**

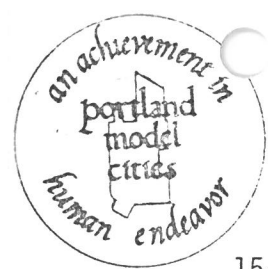
The CPB Social Services Working Committee will review and pass upon this proposal. For the Third Action Year, this committee will receive monthly and quarterly reports directly from this project by mail.

In the Third Action Year budget, two full-time MNA employees are proposed. The positions will be filled by people from the MNA who must live as low-income consumers on a daily basis.

**RESIDENT EMPLOYMENT:**

All job vacancies will be advertised in the MNA.





## 15-05 PROJECT... CONSUMER PROTECTION

### MONITORING AND EVALUATION:

This project will be evaluated by CDA and, if required, by another agency under contract with the CDA. Monitoring will be done through monthly and quarterly reports. Additional evaluation will be conducted by the Oregon Consumer League. The following are process output measures by which project progress will be judged:

#### Function 1--Education:

- \_\_\_\_\_ Number of classes held
- \_\_\_\_\_ Number of demonstrations conducted
- \_\_\_\_\_ Number of counseling sessions held
- \_\_\_\_\_ Number of newsletters distributed
- \_\_\_\_\_ Number of staff training sessions
- \_\_\_\_\_ Types and amount of curricula developed

#### Function 2--Consumer Complaints:

- \_\_\_\_\_ Number and nature of complaints received
- \_\_\_\_\_ Number of complaints resolved
- \_\_\_\_\_ Number of referrals (breakdown by agencies to which referred)

#### Function 3--Mediation:

- \_\_\_\_\_ Number of investigations conducted
- \_\_\_\_\_ Number of conferences held with seller on behalf of consumer
- \_\_\_\_\_ Number of resolutions after conferences
- \_\_\_\_\_ Number of referrals after conferences

#### Function 4--Research:

- \_\_\_\_\_ Number of spot checks conducted
- \_\_\_\_\_ Number of warnings given
- \_\_\_\_\_ Number of studies and results.

### ASSESSMENT: (CONT)

This project services a rather specialized need within the Model Cities program and has had, compared to projects funded at similar levels, a relatively low impact on the community. The most effective aspect of the program has been the mediation and conciliation service the project provides to those who feel they have been treated unfairly or were sold inferior goods. While the average number of complaints is only one per day the project estimates a savings of \$30,000 to Model Neighborhood residents through the third quarter. Evaluation has recommended that the project should emphasize conciliation and mediation functions, and should actively seek non-supplemental funding.

### BUDGET:

| CODE  | CATEGORY                  | ESTIMATE COST |
|-------|---------------------------|---------------|
| 10    | SALARIES *                | \$ 77,446     |
| 20    | CONTRACT SERVICES *       | 5,878         |
| 30    | TRAVEL, LOCAL             | 923           |
| 35    | TRAVEL, OUT OF TOWN       | 917           |
| 40    | CONSUMABLE SUPPLIES       | 3,780         |
| 50    | SPACE                     | 1,800         |
| 55    | UTILITIES                 | 2,640         |
| 60    | FURN. & EQUIP. (RENT)     | 1,090         |
| 65    | FURN. & EQUIP. (PURCHASE) | 600           |
| 70    | INSURANCE                 | 650           |
| 71    | MAINT. OF EQUIP.          |               |
| 79    | MISC. EXPENSES            |               |
| TOTAL |                           | \$ 89,724     |

#### \* CONSULTANT OR CONTRACT SERVICES JUSTIFICATION:

This cost include auditing, payroll, purchasing, services of Bowens - Duncan Company at 5% of direct cost.



15-06

## PROJECT...MULTI-SERVICE

CENTER  
#2NON-SUPP ☐SUPP ☒NEW ☐CONT ☒DISC ☐

## PURPOSE AND BENEFICIARIES:

Purpose: To continue the expanded programs at the State Multi-Service Center initiated in the First Action Year by Model Cities. These programs are the functions of this project.

Beneficiaries: Low-income and/or unemployed who are clients of the State Multi-Service Center.

## CONTENT AND OPERATION:

The functional elements of this project are:

Function 1--To establish an Emergency Day Care Center

Function 2--To supplement the efforts of the County Welfare Commission through supplemental benefits

Function 3--To establish a Medical Clinic in the Center

Function 4--To establish a Dental Clinic in the Center.

## FUNDING:

|  | MUD<br>SUPPORT  | OTHER<br>FEDERAL | LOCAL  | TOTAL   |
|--|---|------------------|--------|---------|
| FIRST ACTION YEAR<br>EXPENDITURES              | 117,190   |                  |        | 117,190 |
| SECOND ACTION YEAR<br><del>XXXXXX</del> Budget | 175,225   |                  |        | 175,225 |
| THIRD ACTION YEAR<br>BUDGET                    | 175,225   | 34,808           | 31,177 | 241,210 |
| POST-MODEL CITIES<br>PROPOSED FUNDING          | Staff and CDA are aggressively exploring state, local and federal monies to continue project. |                  |        |         |

\* Title IV-A \$34,808  
State of Oregon 1,800  
County Health Dept. 29,377

## TIME TABLE:

The Multi-Service Center project was approved and funded for \$206,336 during the Second Action Year.

The \$241,210 budget for the Third Action Year is a continuation from last year's program.



15-06

**PROJECT... MULTI-SERVICE CENTER #2****PROJECT ADMINISTRATION AND STAFFING:**

This program will be administered by the State of Oregon's Multi-Service Center.

The State Multi-Service Center is a division of the State of Oregon's Human Resources Committee. It has operated a consortium of welfare delivery services in the MNA for a period of two years. It is primarily concerned with state programs of employment, welfare services, vocational rehabilitation, correction, medical, dental and mental health problems specifically in the MNA.

**COORDINATION:**

The project will be coordinated by the director of the State of Oregon's Multi-Service Center with the agencies presently providing services within the Multi-Service Center, including:

- |                                       |                        |
|---------------------------------------|------------------------|
| 1. Employment Division                | 9. Other Community Re- |
| 2. Vocational Rehabilitation Division | sources and            |
| 3. Public Welfare Division            | Supportive             |
| 4. Correction Division                | Services               |
| 5. Department of Motor Vehicles       |                        |
| 6. Multnomah County Health Department |                        |
| 7. Red Cross                          |                        |
| 8. Food Stamp Program                 |                        |

**CITIZENS PARTICIPATION:**

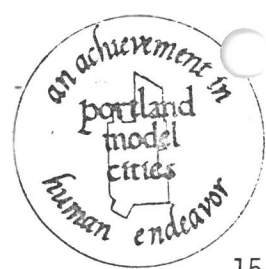
Citizens participation is to be accomplished in the following ways:

1. This project was approved by the Citizens Planning Board
2. Each specific service will have a policy advisory board made up of parents of those using the service, representatives of agencies providing the service and community representatives.

**RESIDENT EMPLOYMENT:**

Resident employment is to be accomplished in the following ways:

1. Qualified citizens of the community will be given priority for employment in all operations.
2. Curriculum for training will be designed with full participation of citizens.



15-06 **PROJECT...** MULTI-SERVICE CENTER #2

**MONITORING AND EVALUATION:**

This project will be subject to the monitoring and evaluation requirements as are specified in the CDA Evaluation Plan.

The progress of the project will be monitored on a monthly basis by the CDA through formal progress reports.

The progress will be evaluated as part of the continuing CDA evaluation program. Evaluation output measures include:

\_\_\_\_ Number of clients served  
\_\_\_\_ Average age

Length of care by:

Sex: \_\_\_\_ M \_\_\_\_ F

Race: \_\_\_\_ Black \_\_\_\_ Other

\_\_\_\_ Number of MN residents hired and trained  
\_\_\_\_ Number receiving aid for reuniting families  
\_\_\_\_ Number receiving loan aid (temporary)

Special needs numbers because of:

\_\_\_\_ Full pay check wait  
\_\_\_\_ Exhausted welfare check  
\_\_\_\_ Emergency shelter or utility deposit needed  
\_\_\_\_ Replacement of household goods and appliances destroyed in disaster

\_\_\_\_ Number of MNA residents employed  
\_\_\_\_ Number receiving medical care  
\_\_\_\_ Number receiving dental care.

**ASSESSMENT: (CONT)**

The impact of the services provided has been positive. According to the October 15 CDA evaluation of Multi-Service Center: "There has been significant impact in the number of services offered and the number of people it has progressively helped...its impact is acknowledged by the target group and receives a positive reception by MNA residents."

**BUDGET:**

| CODE | CATEGORY                  | ESTIMATE COST |
|------|---------------------------|---------------|
| 10   | SALARIES *                | \$ 104,063    |
| 20   | CONTRACT SERVICES *       | 12,126        |
| 30   | TRAVEL, LOCAL             | 904           |
| 35   | TRAVEL, OUT OF TOWN       |               |
| 40   | CONSUMABLE SUPPLIES       | 9,296         |
| 50   | SPACE                     | 8,729         |
| 55   | UTILITIES                 | 1,610         |
| 60   | FURN. & EQUIP. (RENT)     |               |
| 65   | FURN. & EQUIP. (PURCHASE) | 503           |
| 70   | INSURANCE                 | 1,256         |
| 71   | MAINT OF EQUIP.           |               |
| 79   | MISC. EXPENSES            | 36,738        |
|      | TOTAL                     | \$ 175,225    |

\* CONSULTANT OR CONTRACT SERVICES JUSTIFICATION:

For bookkeeping, audit, administrative overhead, laboratory and laundry.



15-07

PROJECT...

COMMUNITY CARE  
ASSOCIATIONNON-SUPP ☐SUPP ☒NEW ☐CONT ☒DISC ☐**PURPOSE AND BENEFICIARIES:**

**Purpose:** The purpose of the Community Care Association is to make maximum use of existing sources of foods, clothing, furniture, appliances and other services which are essential to improve the quality of life of residents of the MNA. Community participation through volunteer support is encouraged in meeting needs.

**Beneficiaries:** This program will benefit all MNA residents in the following areas:

1. Unemployed and low income families will be the primary target groups, but all Tri-County families will be eligible
2. Organizations and agencies coordinating with Community Care will receive services and products, through referrals, for their clients
3. Volunteer resources of Model Cities and its agencies along with individuals and organizations from the entire city will be involved.

**FUNDING:**

|  | HUD<br>SUPPORT  | OTHER<br>FEDERAL | LOCAL | TOTAL   |
|--|---|------------------|-------|---------|
| FIRST ACTION YEAR<br>EXPENDITURES                    | 67,109  |                  |       | 67,109  |
| SECOND ACTION YEAR<br><del>EXPENDITURES</del> Budget | 110,030   |                  |       | 110,030 |
| THIRD ACTION YEAR<br>BUDGET                          | 105,030   |                  |       | 105,030 |
| POST-MODEL CITIES<br>PROPOSED FUNDING                | Agency is aggressively seeking private, public, local, state and federal funds for the continuation of the program. |                  |       |         |

**CONTENT AND OPERATION:**

This project will include the following functions:

- Function 1--Operation and expansion of a program for harvesting, processing, canning, storing and distributing of food products to needy families
- Function 2--Establishment and operation of a custom cannery
- Function 3--Operation of a central clearing outlet for the exchange of free clothing, furniture, appliances and household articles
- Function 4--Operation of a moving component
- Function 5--Establishment and operation of a cooperative food program
- Function 6--Operation of sewing component
- Function 7--Operation of membership Discount Services component
- Function 8--Establishment and operation of a farming component, including acquiring land, livestock and poultry
- Function 9--Preparation for serving - this function includes in-house meals (served in our building), carry-out meals (for home consumption by clients), and distribution of hot "Meal on Wheels" concept to MNA residents.

**TIME TABLE:**

No definite time frame can be ascertained with any degree of accuracy. Each facet of the present program will continue to operate concurrently as time, personnel and equipment allow. The new custom cannery component and all expanded operations, including the cooperative farming component, will begin immediately upon receipt of Third Action Year covering funds.





## PROJECT... COMMUNITY CARE ASSOCIATION 15-07

### PROJECT ADMINISTRATION AND STAFFING:

This project will be operated by the Community Care Association with the policy and program advice of the Board of Directors as outlined in the by-laws.

The project will be managed by a salaried Director and a staff of 24.

The Director is responsible for total program administration, including the continuous planning, evaluating, and budgeting for the program, and overseeing and coordinating of the various functional elements. The Director will report directly to the City Demonstration Agency and the Citizens Planning Board.

### COORDINATION:

The Community Care Association will relate directly to the Model Cities concept of improving the quality of life for MNA residents, since it will make available and accessible coordination of food and household articles to the needy families of the area. The operating agency will be required to submit a statement indicating how staff and other resources will be used to carry out the functions of the project. A part of this statement will include identification of responsible personnel for each key activity and a statement of strategy for the coordination of community resources and supportive services.

**CITIZENS PARTICIPATION:** The citizen participation functions in the Community Care Program include:

1. Keeping citizens informed of factors affecting their lifestyle, particularly as related to good nutrition
2. Enabling citizens to organize and function as an effective and representative decision-making body
3. Using citizens in decision-making
4. Enabling citizens to obtain employment and be a part of the work force
5. Encouraging and stimulating widespread and effective "voluntary" program for citizens.

### RESIDENT EMPLOYMENT:

Model Neighborhood residents will be employed in all capacities where qualified and accessible. All staff positions will be advertised extensively in the MNA.



# PROJECT... COMMUNITY CARE ASSOCIATION 15-07

## MONITORING AND EVALUATION:

The following is a summary of process-output measures by which project progress is evaluated:

- ☐ Number of jobs created by this project
- ☐ Number of MNA residents hired by race, sex and age
- ☐ Number of volunteers involved in each aspect of the program
- ☐ Manhours spent in planning and evaluation
- ☐ Number of vehicles used in project
- ☐ Number of families served by project with food, clothing, furniture, appliances, or other household items
- ☐ Number of meals served, and number of persons served in our facility
- ☐ Number of families moved
- ☐ Number of farms contacted
- ☐ Number of farms harvested
- ☐ Number of CCAI acres cleared, planted
- ☐ Number of CCAI acres harvested
- ☐ Number of pounds of food harvested and prepared
- ☐ Number of livestock and poultry processed
- ☐ Number of pounds of food distributed
- ☐ Number of people served in facility
- ☐ Number of contributions
- ☐ Number of referrals
- ☐ Number of pounds/types of household goods distributed
- ☐ Number of businesses subscribing to Discount Services
- ☐ Number of acres donated
- ☐ Number of meals served in facility
- ☐ Number of meals delivered
- ☐ Number of staff and volunteer man hours.

## ASSESSMENT: (CONT)

This project has continued to demonstrate high levels of service and favorable reception by MNA residents. The staff of the operating agency has shown improvement particularly in management reporting and problem-solving abilities. Several significant steps have been taken to increase the substance of the program including the submission of proposals for OEO funding, and coordination with county extension nutrition programs. The project director has been named to the State Board of Agriculture. Evaluation has recommended a \$20,000 increase in third year funds to ensure coordination with Expanded Food Nutrition program, further development of outside resources and continued coordination with similar programs.

## BUDGET:

| CODE  | CATEGORY                  | ESTIMATE COST |
|-------|---------------------------|---------------|
| 10    | SALARIES *                | \$ 78,774     |
| 20    | CONTRACT SERVICES *       | 8,151         |
| 30    | TRAVEL, LOCAL             |               |
| 35    | TRAVEL, OUT OF TOWN       |               |
| 40    | CONSUMABLE SUPPLIES       | 2,288         |
| 50    | SPACE                     | 5,700         |
| 55    | UTILITIES                 | 1,200         |
| 60    | FURN. & EQUIP. (RENT)     | 1,500         |
| 65    | FURN. & EQUIP. (PURCHASE) | 1,100         |
| 70    | INSURANCE                 | 3,500         |
| 71    | MAINT. OF EQUIP.          | 2,817         |
| 79    | MISC. EXPENSES            |               |
| TOTAL |                           | \$ 105,030    |

\* CONSULTANT OR CONTRACT SERVICES JUSTIFICATION:

For accounting services, canning and processing, fumigating and repairs and garbage services.



15-09-00

## PROJECT... YOUTH CARE CENTER

NON-SUPP ☒SUPP ☐NEW ☐CONT ☒DISC ☐

## PURPOSE AND BENEFICIARIES:

Purpose: To provide intermediate care and treatment for those youths who have been involved in delinquent behavior, those who cannot tolerate a foster home; to enable these youngsters to continue public school and to utilize the resources in their community; and to provide family services which will enable the child to make positive adjustments in his community.

Beneficiaries: Youth Care Center beneficiaries include:

1. The residents of the MNA
2. Approximately 36 juveniles who are recipients of the proposal
3. Twenty-two MNA residents who are employed in the program.

## FUNDING:

|  | MUD<br>SUPPORT   | OTHER<br>FEDERAL | LOCAL | TOTAL   |
|--|--|------------------|-------|---------|
| FIRST ACTION YEAR<br>EXPENDITURES                    | 64,998   |                  |       | 64,998  |
| SECOND ACTION YEAR<br><del>EXPENDITURES</del> Budget | 84,653   |                  |       | 84,653  |
| THIRD ACTION YEAR<br>BUDGET                          | 84,653   | 214,735          |       | 299,388 |
| POST-MODEL CITIES<br>PROPOSED FUNDING                | Several possible funding sources for this project have been explored to date, and additional sources of funds will be sought during 3rd Action Year. |                  |       |         |

## CONTENT AND OPERATION:

This project will include the following functions:

Function 1--Coordination

Function 2--Continued operation of three group youth care centers (one for girls and two for boys) in the Model Neighborhood Area

Function 3--Establish a Model Cities-Child Care Centers Advisory Committee

Function 4--Provide training and employment for Model Cities residents

Function 5--Family Service/After care.

These five functional elements are sufficient for providing alternative means to extend care and services to disadvantaged children using all of the resources within the community to treat the dependent and delinquent child. This care will be given to the child at a period of time prior to when commitment to the state training school would be indicated. This program is continued rehabilitative service to dis-functioning youth that will make use of the resources in the community, thus reducing the need for commitment to the state detention institution.

## TIME TABLE:

This project is funded to June 15, 1972, and upon receipt of funding will continue for the duration of the Model Cities Program. For the 12 months covering the period June 16, 1972 through June 15, 1973, the schedule of activities is as follows: All phases of the project will be operational during the 3rd Action Year.



## PROJECT... YOUTH CARE CENTER 15-09-00

### PROJECT ADMINISTRATION AND STAFFING:

The Childrens Services Division has leased three buildings which will house respectively: 10 boys, 12 boys, 10 girls. Each building will adequately house a group of 12 teenage children, including an apartment for the house-parents in the MNA.

The CSD has been operating similar youth care centers throughout the City of Portland since July of 1967. The CSD is familiar with the building requirements and the procedures for establishing a facility of this nature.

**COORDINATION:** The state Childrens Service Division proposes a closely linked, community based program involving maximum use of community services in the MNA. The primary agencies involved in service to youth in the proposal are as follows:

- |                                    |                               |
|------------------------------------|-------------------------------|
| 1. School District #1              | 7. Portland Police Department |
| 2. MacLaren School for Boys        | 8. Legal Aid                  |
| 3. Hillcrest School for Girls      | 9. C-CAP                      |
| 4. Multnomah County Juvenile Court | 10. Neighborhood Youth Corps  |
| 5. Mini-Job Corps                  | 11. YMCA                      |
| 6. Vocational Village              | 12. Welfare Department        |

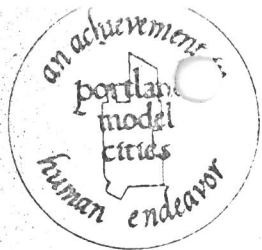
### CITIZENS PARTICIPATION:

The Citizens Participation functions in the Juvenile Care and Foster Homes Expanded Program include: Keeping parents informed of factors affecting their students; using of citizens in decision-making; enabling citizens to obtain employment and be part of the work force; and using a Citizens Board of Directors composed of educators and MNA residents.

### RESIDENT EMPLOYMENT:

All job vacancies will be advertised in the MNA. All staff participants in this project will be MNA residents if possible.





# PROJECT... YOUTH CARE CENTER 15-09-00

## MONITORING AND EVALUATION:

### Establish Three Youth Care Centers:

- \_\_\_\_\_ Number of referrals by age, race, sex and school area
- \_\_\_\_\_ Number of referrals compared to other Youth Care Centers
- \_\_\_\_\_ Number of referrals by source of referral
- \_\_\_\_\_ Number of children placed by age, race, sex and school area
- \_\_\_\_\_ Number of children placed compared to other Youth Care Centers
- \_\_\_\_\_ Number of children placed by source of referrals
- \_\_\_\_\_ Number of children by disposition
- \_\_\_\_\_ Number of children involved in recidivism
- \_\_\_\_\_ Number of parents involved in group sessions

### Establish a Child Care Advisory Committee:

- \_\_\_\_\_ Number of meetings attended by committee
- \_\_\_\_\_ Number of recommendations made to CDA and Childrens Service Division
- \_\_\_\_\_ Number of reports prepared
- \_\_\_\_\_ Number of activities and field trips of the committee

### Provide Training and Employment for Model Cities Residents:

- \_\_\_\_\_ Number of residents employed in project by age, sex, race and school area
- \_\_\_\_\_ Number of training programs attended.

### \*Consultant or contract services justification:

This cost includes accounting services(\$6264), dental and medical costs(\$1800), professional consulting services (\$8820), foster home care (\$5400), parent development (\$500) and staff development (\$500).

## ASSESSMENT: (CONT)

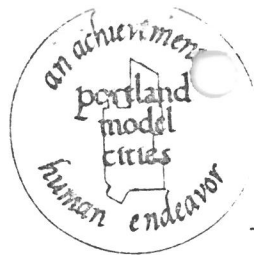
According to the CDA Quarterly Evaluation of February, 1972, "The potential impact of the program is speculated to make a significant difference on the target group. It has been regarded as a preventive effort to decrease the rate of delinquency in the MNA...(although) assessment of total impact is premature from initial observation, the target group's needs are being met."

The evaluation recommended that Acheson House, which is in the process of moving to a new location, implement the family model for youth in its care and establish a data collection program in order to chart individual progress and create a base for future program alterations.

## BUDGET:

| CODE | CATEGORY                  | ESTIMATE COST |
|------|---------------------------|---------------|
| 10   | SALARIES *                | \$ 51,601     |
| 20   | CONTRACT SERVICES *       | 6,611         |
| 30   | TRAVEL, LOCAL             | 3,168         |
| 35   | TRAVEL, OUT OF TOWN       |               |
| 40   | CONSUMABLE SUPPLIES       | 1,586         |
| 50   | SPACE                     | 5,267         |
| 55   | UTILITIES                 | 2,889         |
| 60   | FURN. & EQUIP. (RENT)     | 1,266         |
| 65   | FURN. & EQUIP. (PURCHASE) | 33            |
| 70   | INSURANCE                 | 2,052         |
| 71   | MAINT OF EQUIP.           | 512           |
| 79   | MISC. EXPENSES            | 9,668         |
|      | TOTAL                     | \$ 84,653     |





15-10 PROJECT... FOSTER HOME CARE

NON-SUPP ☒

SUPP ☒

NEW ☐

CONT ☒

DISC ☐

### PURPOSE AND BENEFICIARIES:

Purpose: The purpose of this project is to provide an enriched foster family care program in the MNA through intensive recruitment and a fee-for-service to foster parents as an aid in recruiting foster homes, particularly from families who have marginal incomes but can provide adequate care for foster children.

### Beneficiaries:

1. Residents of the MNA
2. The approximately 20 children who are recipients of the proposal
3. The approximately 20 families who will be certified as foster family homes for the project
4. Parents of the children who are placed in the foster family project
5. MNA residents who are employed in the project.

### FUNDING:

|  | HUD<br>SUPPORT   | OTHER<br>FEDERAL * | LOCAL * | TOTAL   |
|--|--|--------------------|---------|---------|
| FIRST ACTION YEAR<br>EXPENDITURES              |  |                    |         |         |
| SECOND ACTION YEAR<br><del>XXXXXX</del> Budget | 38,822   |                    |         | 38,822  |
| THIRD ACTION YEAR<br>BUDGET                    | 38,822   | *72,564            |         | 111,386 |
| POST-MODEL CITIES<br>PROPOSED FUNDING          | Other possible funding sources for this project will be explored in the 3rd Action Year. It is anticipated that this project may become a part of the State Foster Care Program. |                    |         |         |

\* Title IV-A funds

### CONTENT AND OPERATION:

This project will include the following functions:

Function 1--Continue, expand and enrich the foster family care project

Function 2--Establish the Model Cities Foster Parents Federation

Function 3--Provide training and employment for MNA residents

Function 4--Develop a liaison with the schools on behalf of the children in the project and provide preventive work for newly identified cases from school referrals.

### TIME TABLE:

The period which this time table spans is from 6/16/72 to 6/15/73.

All phases of the project will be expanded and enriched soon after funding begins as is possible.



## PROJECT... FOSTER HOME CARE 15-10

### PROJECT ADMINISTRATION AND STAFFING:

This project will be administered by the Oregon Children's Services Division through its Multi-Service Center District Office.

### COORDINATION:

This project will be coordinated with the following agencies:

1. Albina Legal Aid Society
2. Portland Public Schools
3. Neighborhood Youth Corps
4. Albina Youth Opportunity School
5. YMCA
6. YWCA
7. Welfare Division
8. Health Department
9. University of Oregon Medical School
10. Police Community Relations
11. Multnomah Juvenile Court
12. PMSC

### COORDINATION: Cont.

13. C-CAP
14. Highland Community Center
15. Metropolitan Youth Commission
16. Albina Ministerial Assoc.
17. MC Youth Care Centers
18. OSU Extension Service
19. Metro 4-C Council
20. State of Oregon - Albina Multi-Service Center

### CITIZENS PARTICIPATION:

MNA residents will be involved in this project as follows:

1. Selected for the four top positions and other staff positions
2. Members of the Foster Parents Federation
3. Planning and evaluation of the program
4. Certified as foster parents.

Children of the MNA will benefit from the improved working relationship with the MC CSD.

### RESIDENT EMPLOYMENT:

All job vacancies will be advertised in the MNA. A CPB member will be involved in the screening process. There will be opportunities for employment of MNA residents at all levels. The director will be responsible for recruiting for staff positions from resident population.



## PROJECT... FOSTER HOME CARE 15-10

### MONITORING AND EVALUATION:

This project will be evaluated according to the overall CDA evaluation requirements. Monitoring will be done by monthly and quarterly reports. Process-output measures by which the project's progress will be judged include the following:

- \_\_\_\_\_ Number of MNA residents certified as foster parents
- \_\_\_\_\_ Number of children referred for placement in the MNA foster home project
- \_\_\_\_\_ Number of own(natural) parents receiving individual counseling
- \_\_\_\_\_ Number of children who return home
- \_\_\_\_\_ Number of above regular rates paid
- \_\_\_\_\_ Number of children receiving on-going medical/dental/psychiatric care while in foster care
- \_\_\_\_\_ Number of MNA staff employed on this project
- \_\_\_\_\_ Number of group formation meetings (or organizational meetings attended by foster parents)
- \_\_\_\_\_ Number of foster parents who are members
- \_\_\_\_\_ Number of foster parents attending each meeting
- \_\_\_\_\_ Number of MNA residents, natural parents and CSD staff involved in a foster parent training program
- \_\_\_\_\_ Number of formal educational courses offered to staff/foster parents/parents/other interested MNA residents
- \_\_\_\_\_ Number of informal but planned discussions attended by parents/foster parents/staff
- \_\_\_\_\_ Number of contacts with MN area schools
- \_\_\_\_\_ Number of referrals from schools
- \_\_\_\_\_ Number of school referrals being referred to other agencies
- \_\_\_\_\_ Number of school referrals entering foster care
- \_\_\_\_\_ Number of school referrals receiving counseling/psychiatric care.

### ASSESSMENT: (CONT)

This project, originally operated by the Multnomah County Juvenile Court, is being expanded with Title IV-A funds and will be operated by the CSD (State of Oregon) beginning April, 1972.

The project has been successful in recruiting foster homes for minority children in the MNA and is presently being expanded for the placement of 20 foster children in 20 certified foster homes. The program includes several innovative approaches to foster care: the fee-for-service concept, the training development program for parents, and the special rate payments for exceptional children.

### BUDGET:

| CODE | CATEGORY                  | ESTIMATE COST |
|------|---------------------------|---------------|
| 10   | SALARIES *                | \$ 13,882     |
| 20   | CONTRACT SERVICES *       | 22,809        |
| 30   | TRAVEL, LOCAL             | 780           |
| 35   | TRAVEL, OUT OF TOWN       |               |
| 40   | CONSUMABLE SUPPLIES       |               |
| 50   | SPACE                     | 203           |
| 65   | UTILITIES                 | 900           |
| 60   | FURN. & EQUIP. (RENT)     | 162           |
| 65   | FURN. & EQUIP. (PURCHASE) |               |
| 70   | INSURANCE                 |               |
| 71   | MAINT OF EQUIP.           |               |
| 79   | MISC. EXPENSES            | 86            |
|      | TOTAL                     | \$ 38,822     |

\* CONSULTANT OR CONTRACT SERVICES JUSTIFICATION:

See attached Contract Services budget sheet.



## BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY #20 Contracted Services (Including Auditing) DATE 3-3-72

OPERATING AGENCY State of Oregon Children's Services Division

ADDRESS Dept. of Human Resources, 516 Public Service Bldg., Salem

TITLE OF ACTIVITY Foster Home Care

| DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**                          | AMOUNT OR VALUE OF ITEM |
|---|-------------------------|
| 1. Fee-for-service - 20 children x \$50 per mo. x 12 mos.               | 12,000                  |
| 2. Board @ \$85 per mo. x 6 children x 12 mos.                          | 6,120                   |
| 3. Board @ \$105 per mo x 14 children x 12 mos.                         | 17,640                  |
| 4. Special rates @ \$35 per mo. x 6 children x 12 mos.                  | 2,520                   |
| 5. Foster & natural parents training development                        | 3,000                   |
| 6. Professional staff development                                       | 3,000                   |
| 7. Psychiatric and psychological consultation @ \$255 per mo. x 12 mos. | 3,060                   |
| Total   | 47,340                  |

\* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

\*\* DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADEQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 160 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



16-02 PROJECT... YOUTH RECREATION PROJECT

NON-SUPP ☒

SUPP ☐

NEW ☐

CONT ☒

DISC ☐

### PURPOSE AND BENEFICIARIES:

Purpose: The project will provide a format for Model Neighborhood Area youth to create its own activity programs, and also, to benefit from services offered by government and private youth service agencies to be housed within the facility.

Beneficiaries: The beneficiaries of this project are the MNA residents and especially the MNA youth between the ages of 12 and 21.

### FUNDING:

|   | HUD<br>SUPPORT   | OTHER<br>FEDERAL | LOCAL | TOTAL   |
|---|--|------------------|-------|---------|
| FIRST ACTION YEAR<br>EXPENDITURES                   |  |                  |       |         |
| SECOND ACTION YEAR<br><del>EXPENDITURE</del> Budget | 153,827*   |                  |       | 153,827 |
| THIRD ACTION YEAR<br>BUDGET                         |  |                  |       |         |
| POST-MODEL CITIES<br>PROPOSED FUNDING               | It is the hope of the Program Director that Post MC funding may come from HEW, BORRC, and through private foundations. |                  |       |         |

\* \$100,000 on sheet 3 represents an additional allocation in the Second Action Year.

### CONTENT AND OPERATION:

The functional elements of the project are:

Function 1--Intensify social, recreational and cultural programming for summer months

Function 2--Provide MNA youth with skills and experiences that will make them better able to compete in both the educational and job markets

Function 3--Create activities that will give MNA youth exposure to different cultural lifestyles as well as better awareness and appreciation of their own

Function 4--Provide education and alternatives with regard to current drug and delinquency problems

Function 5--Provide a legal counselor that will give guidance and act as advocate for MNA youth in court

Function 6--Provide guidance and referral information, and coordinate activities with other youth serving agencies.

### TIME TABLE:

This program is in operation and will expand operation of all phases throughout the life of the project. The contract period for this project will be from June 16, 1972, through June 15, 1973.





16-02 **PROJECT... YOUTH RECREATION PROJECT**

**PROJECT ADMINISTRATION AND STAFFING:**

The operating agency for this project will be the Youth Affairs Council. This is a non-profit organization established specifically to supervise youth projects in the MNA. It is incorporated under the laws of the State of Oregon.

It is composed of representatives of all senior and youth agencies of the MNA interested in the development of MNA youth and service programs for them.

Program is to remain flexible so as to allow functions of project to change with the staff and participants.

**COORDINATION:**

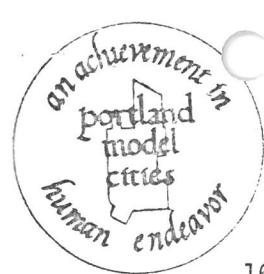
- 1) Youth project, through the Youth Advisory Board, will coordinate all services and activities affecting the MNA youth; the Youth Activities Council, as developer of the project, will be responsible for ensuring that facility is comprehensive in its services and programs.
- 2) To ensure coordination with other CDA projects, all CDA working committees will be informed about the facilities makeup, and their ideas will be solicited and included in the project if found relevant. Neighborhood associations will be solicited for their ideas and support.

**CITIZENS PARTICIPATION:**

- 1) Recreation and Culture Working Committee
- 2) The Citizens Planning Board
- 3) A Model Neighborhood Youth Board which will be elected once a year
- 4) Youth Affairs Council.

**RESIDENT EMPLOYMENT:**

This project will employ 10 MNA residents where qualified and accessible.



## 16-02 PROJECT... YOUTH RECREATION PROJECT

### MONITORING AND EVALUATION:

This project will be subject to the monitoring and evaluation requirements as are specified in the Portland CDA Overall Evaluation Plan. According to this plan, the progress of this project will be monitored on a monthly basis by CDA through formal progress reports. It will be evaluated for objectives, planning, operational and Model Neighborhood response, resource level, impact and cost benefit. Output measures include:

#### Secure Staff:

- Number of MNA residents employed
- Number of minority MNA residents employed
- Qualifications of key personnel

#### Continue Youth Policy Board:

- Number of youth composing Policy Board
- Age level of Youth Policy Board
- Number of school attendance areas represented on Youth Policy Board
- Number of MNA youth agencies represented on Youth Policy Board
- Number of public school students represented on Youth Policy Board

#### Plan and Submit Work Program:

- Number of plans submitted to CDA
- Type of plans submitted to CDA
- Number of youth agencies coordinated in developing this plan
- Number of alternatives developed to secure execution of work program
- Number of stated objectives to achieve in the work program

#### Operate Youth Program:

- Number of program facets placed into execution
- Type of recreational programs placed into execution
- Length of programs placed into execution
- Number of persons serviced by programs placed into execution.

### ASSESSMENT: (CONT)

The Youth Recreation Project has had good impact, but has been lacking adequate equipment, organization within the staff and within the Youth Affairs Council.

The needs of the project to achieve its objectives are the following:

- 1) The Director needs to spend more time with his staff and appoint a Deputy Director to act in his absence.
- 2) Secure all necessary equipment, office and recreational, and search out and secure a larger facility.

### BUDGET:

| CODE  | CATEGORY                  | ESTIMATE COST |
|-------|---------------------------|---------------|
| 10    | SALARIES *                | \$ 59,282     |
| 20    | CONTRACT SERVICES *       | 16,988.00     |
| 30    | TRAVEL, LOCAL             | 500           |
| 35    | TRAVEL, OUT OF TOWN       | 1,800         |
| 40    | CONSUMABLE SUPPLIES       | 2,994         |
| 50    | SPACE                     | 3,000         |
| 55    | UTILITIES                 | 5,460         |
| 60    | FURN. & EQUIP. (RENT)     |               |
| 65    | FURN. & EQUIP. (PURCHASE) | 8,480         |
| 70    | INSURANCE                 | 689           |
| 71    | MAINT OF EQUIP.           |               |
| 79    | MISC. EXPENSES            | 807           |
| TOTAL |                           | \$ 100,000    |

#### \* CONSULTANT OR CONTRACT SERVICES JUSTIFICATION:

These expenses are for audit, technical assistance, and program activity contract services.



17-01 PROJECT...

POLICE COMMUNITY  
RELATIONSNON-SUPP ☒SUPP ☒NEW ☐CONT ☒DISC ☐**PURPOSE AND BENEFICIARIES:**

Purpose: The Police Community Relations Project is designed to improve the relationship between the police and the residents of the MNA.

Beneficiaries: The beneficiaries are all residents of the MNA who will gain increased confidence and understanding in the processes of law and justice and in the personnel who work to maintain them.

**CONTENT AND OPERATION:**

The functional elements of the Project are:

Function 1--Operation of PCR Center in the MNA

Function 2--Community Service Officer (CSO) Program

Function 3--Eight MNA Advisory Committees

Function 4--Public Safety Advisory Committee

Function 5--Additional officers assigned to PCR project.

**FUNDING:**

|  | HUD<br>SUPPORT   | OTHER<br>FEDERAL | LOCAL  | TOTAL   |
|--|--|------------------|--------|---------|
| FIRST ACTION YEAR<br>EXPENDITURES                    | 90,647   |                  |        | 90,647  |
| SECOND ACTION YEAR<br><del>EXPENDITURES</del> Budget | 144,250  | 75,000           |        | 219,250 |
| THIRD ACTION YEAR<br>BUDGET                          | 144,250  | 50,000           | 28,815 | 223,065 |
| POST-MODEL CITIES<br>PROPOSED FUNDING                | Other sources of funding will be explored in the 3rd Action Year. It is hoped that this project may become a regular part of the Portland Police Department. |                  |        |         |

**TIME TABLE:**

This project began September 1, 1970. The period which this time table spans is for 12 months from June 16, 1972 to June 15, 1973.

The phases of this project are operational at this time and will continue at their present level for the Third Action Year, with the exception of the Police In-Service Training Program and Police Youth Program, which are not included in the Third Action Year.



## PROJECT... POLICE COMMUNITY RELATIONS 17-01

### PROJECT ADMINISTRATION AND STAFFING:

The operating agency of this project is the Portland Police Department.

It alone has the unique qualifications and expertise to operate the project.

The Law and Justice Working Committee made the following recommendations on 1-10-72 to the Portland Police Department concerning the PCR project:

- 1) That the PPD concentrate its efforts on minority recruitment, with the objective of doubling its number of black officers in the next year
- 2) That a training program for civil service testing be implemented to prepare recruits to take and pass the police exam.

### COORDINATION:

This project will be coordinated by the Police Community Relations Unit Director.

Because of the nature of the project, coordination with other agencies is minimal.

The project will initiate and maintain liaison with other social agencies as necessary for clear communication.

### CITIZENS PARTICIPATION:

Citizens will be involved in this project through advisory and safety committees made up of area residents and CDA staff.

Citizens will have direct input through the Center's staff.

### RESIDENT EMPLOYMENT:

Preference will be given to MNA residents in hiring all staff members.



## PROJECT... POLICE COMMUNITY RELATIONS 17-01

### MONITORING AND EVALUATION:

This project will be subject to the monitoring and evaluation requirements as specified in the Portland CDA overall monitoring and evaluation plan.

The progress of this project will be monitored monthly through formal progress reports submitted to the CDA by the operating agency.

The progress of this project will be evaluated as part of the continuing CDA evaluation program.

Representative output measures include:

- \_\_\_\_\_ Number of MNA residents employed
- \_\_\_\_\_ Number of black MNA residents employed
- \_\_\_\_\_ Number of MNA residents employed as CSO
- \_\_\_\_\_ Number of persons seeking information or help at the Center
- \_\_\_\_\_ Number of hours per day Center is open
- \_\_\_\_\_ Number of hours per day CSO are out in MNA
- \_\_\_\_\_ Number of official school visitations CSO make
- \_\_\_\_\_ Number of citizens serving on committees
- \_\_\_\_\_ Number of times committees meet (average per month).

### ASSESSMENT: (CONT)

The areas of concern are as follows:

1. The major emphasis of the project should be devoted to training uniformed officers who work in the MNA
2. The operation of the PCR project must be problem oriented
3. The officers and CSO must function as advocates of the people
4. Two major functions of the project have been dropped. The in-service training program for MNA

### ASSESSMENT: (CONT)

officers was cancelled due to its negative impact, and the development of a youth program was eliminated due to the difficulty of implementing a program satisfactory to all parties concerned.

According to the CDA quarterly report (February, 1972) "...the operation of the PCR project has had little effect on both community feeling and respect and police policy and procedure." The evaluation recommended that the project not be funded for 3rd action year. Because of the real need for a strong PCR project in the MNA, the CPB approved this project with the hope that these major areas of concern will be addressed in the 3rd AY.

### BUDGET:

| CODE | CATEGORY                  | ESTIMATE COST |
|------|---------------------------|---------------|
| 10   | SALARIES *                | \$ 137,116    |
| 20   | CONTRACT SERVICES *       | 4,800         |
| 30   | TRAVEL, LOCAL             |               |
| 35   | TRAVEL, OUT OF TOWN       | 1,170         |
| 40   | CONSUMABLE SUPPLIES       |               |
| 50   | SPACE                     |               |
| 55   | UTILITIES                 |               |
| 60   | FURN. & EQUIP. (RENT)     |               |
| 65   | FURN. & EQUIP. (PURCHASE) | 1,164         |
| 70   | INSURANCE                 |               |
| 71   | MAINT OF EQUIP.           |               |
| 79   | MISC. EXPENSES            |               |
|      | TOTAL                     | \$ 144,250    |

#### \* CONSULTANT OR CONTRACT SERVICES JUSTIFICATION:

This cost includes auditing at \$3,016 and stipends for the MNA Advisory Committee members at \$4,800.





20-01

## PROJECT... OPERATION STEP-UP

NON-SUPP ☐SUPP ☒NEW ☐CONT ☒DISC ☐

## PURPOSE AND BENEFICIARIES:

Purpose: The purpose of Operation Step-Up within the Third Action Year is to provide upward mobility to: a) unemployed MNA residents who do not qualify for CEP Assistance; b) underemployed MNA residents satisfying the following definitions: 1) persons occupying an employment position below their abilities; 2) persons demonstrating adequate skill levels and abilities to learn and possessing the motivation necessary to employment upgrading; 3) persons possessing skills no longer easily usable; 4) persons with the desire to work full-time employed on a part-time basis; 5) persons holding credentials not valid.

Beneficiaries: The primary target group will be the MNA residents with employment problems, including MNA residents who are serving sentences in correction institutions but who qualify for work release or are eligible under the Newgate Program.

## CONTENT AND OPERATION:

The functional elements of this project are:

Function 1--Negotiating goals for resident employment, training and career advancement in all contracts made possible by the Model Cities Program

Function 2--Organizing and promoting organization of major employers for the purpose of adopting and enforcing affirmative action resolutions to employ MNA residents

Function 3--Assisting all employers in meeting their commitment to the employment of MNA residents

Function 4--Assisting MNA residents in obtaining employment in areas of their interest and capability

Function 5--General administration of the project.

## FUNDING:

|   | HUD<br>SUPPORT   | OTHER<br>FEDERAL * | LOCAL * | TOTAL   |
|---|--|--------------------|---------|---------|
| FIRST ACTION YEAR<br>EXPENDITURES               | 81,427   |                    |         | 81,427  |
| SECOND ACTION YEAR<br><del>EXPENSE</del> Budget | 213,730  |                    |         | 213,730 |
| THIRD ACTION YEAR<br>BUDGET                     | 213,730  |                    |         | 213,730 |
| POST-MODEL CITIES<br>PROPOSED FUNDING           | The program will apply to private sources for post-Model Cities funding. |                    |         |         |

## TIME TABLE:

This project is continuing for a 12-month period from June 16, 1972, to June 15, 1973. It is expected there will be a need for this project, with expansion, during the life of the Model Cities Program.

1st - 2nd months: Office Development

4th -12th months: Client recruitment

All other functions and activities are ongoing.



20-01 **PROJECT... OPERATION-STEP UP**

**PROJECT ADMINISTRATION AND STAFFING:**

The operating agency for this project is Nero Industries, Inc. The operating agency will be solely responsible for administering the program. It will implement the program and report to the CDA monthly on the status of the project.

**CONTINUATION OF COORDINATION:**

5. City-County Council on Aging
6. Governor's Manpower Commission
7. Portland State University
8. Portland Community College
9. Local technical training schools
10. Local professional organizations
11. Local industries
12. Local businesses

**CITIZENS PARTICIPATION:**

The Step-Up program will promote the following functional elements of citizen participation:

1. Keeping MNA residents informed of factors affecting their lives
2. Use of citizens in decision-making
3. Enabling citizens to obtain employment and be a part of the work force.

**COORDINATION:**

This program will be coordinated with other existing local manpower agencies such as the Office of Economic Opportunity, Portland Metropolitan Steering Committee/Concentrated Employment Program. The project will also be coordinated with the following agencies:

1. Community Care Association, Inc.
2. Oregon Consumer League
3. State Multi-Service Center
4. Metropolitan 4-C's Council

**RESIDENT EMPLOYMENT:**

Operation Step-Up will comply with the provisions as specified in the CDA Resident Employment and Training Plan.



## 20-01 PROJECT... OPERATION STEP-UP

### MONITORING AND EVALUATION:

This project will be subject to the monitoring and evaluation requirements as specified in the Portland CDA overall monitoring and evaluation plan.

The progress of this project will be evaluated as part of the continuing CDA evaluation program. Output measures include:

- \_\_\_\_\_ Number of agencies requesting assistance
- \_\_\_\_\_ Number of agencies assisted
- \_\_\_\_\_ Number of assisted agencies expressing satisfaction
- \_\_\_\_\_ Total distribution of public information
- \_\_\_\_\_ Announcements
- \_\_\_\_\_ Number of MNA residents in client bank
- \_\_\_\_\_ Total number requesting assistance in employment
- \_\_\_\_\_ Number of career plans developed for MN residents
- \_\_\_\_\_ Percentage whose needs were fully met
- \_\_\_\_\_ Number of education and training opportunities provided for MNA residents
- \_\_\_\_\_ MNA unemployment rate
- \_\_\_\_\_ City-wide unemployment rate
- \_\_\_\_\_ Total number of staff broken down by professionals, para-professionals, clerical
- \_\_\_\_\_ Total number of minorities
- \_\_\_\_\_ Number of vacant (unfilled) positions.

### ASSESSMENT:

The January monthly report indicates the following total progress to date: 372 clients interviewed, 139 referred to other agencies, 143 career plans designed, 154 individuals enrolled in educational or training courses, and 65 clients placed in upgraded employment positions or positions leading to upward mobility.

### ASSESSMENT: (CONT)

According to the October 15 CDA evaluation of Operation Step-Up: "There are no other projects in the Model Neighborhood like Operation Step-Up. It is above average in its innovativeness, progress in eliminating the unemployment and underemployment problem, inter-agency coordination and cooperation, staff sensitivity and service. It has aided many people in attending school in order to advance their work situation. It has not only involved itself in upgrading the individual mentally, but monetarily also."

### BUDGET:

| CODE  | CATEGORY                  | ESTIMATE COST |
|-------|---------------------------|---------------|
| 10    | SALARIES *                | \$ 92,945     |
| 20    | CONTRACT SERVICES *       | 71,273        |
| 30    | TRAVEL, LOCAL             | 3,000         |
| 35    | TRAVEL, OUT OF TOWN       | 8,100         |
| 40    | CONSUMABLE SUPPLIES       | 9,140         |
| 50    | SPACE                     | 13,300        |
| 55    | UTILITIES                 | 5,100         |
| 60    | FURN. & EQUIP. (RENT)     | 8,100         |
| 65    | FURN. & EQUIP. (PURCHASE) | 976           |
| 70    | INSURANCE                 | 700           |
| 71    | MAINT OF EQUIP.           | 600           |
| 79    | MISC. EXPENSES            | 496           |
| TOTAL |                           | \$ 213,730    |

#### \* CONSULTANT OR CONTRACT SERVICES JUSTIFICATION:

For individualized instruction, training, testing, technical assistance, accounting, attorney, and advisory board stipends.



20-02 PROJECT... RESIDENT EMPLOYMENT  
AND TRAINING

NON-SUPP ☐

SUPP ☒

NEW ☒

CONT ☐

DISC ☐

**PURPOSE AND BENEFICIARIES:**

Purpose: The purpose of the Resident Employment and Training Project is to maximize employment training and career development opportunities for the residents of Portland MNA in all phases of the CCDP; in all phases of federally assisted projects, and in all phases of local commercial business and industry.

Beneficiaries: The primary target group will be the MNA residents with employment problems. The beneficiaries will be all of the MNA residents.

**CONTENT AND OPERATION:**

The functional elements of this project will include:

Function 1--Negotiating goals for resident employment, training and career advancement in all contracts made possible by CCDP

Function 2--Organizing and promoting the organization of agencies for the purpose of adopting and enforcing affirmative action resolutions to employ MNA residents

Function 3--Assisting all employing agencies in meeting their commitments to resident employment

Function 4--Assisting MNA residents in obtaining employment in the areas of their interest

Function 5--General administration of the project.

**FUNDING:**

|  | HUD<br>SUPPORT   | OTHER<br>FEDERAL * | LOCAL* | TOTAL   |
|--|--|--------------------|--------|---------|
| FIRST ACTION YEAR<br>EXPENDITURES                    |  |                    |        |         |
| SECOND ACTION YEAR<br><del>EXPENDITURES</del> Budget |  |                    |        |         |
| THIRD ACTION YEAR<br>BUDGET                          | 100,000  |                    |        | 100,000 |
| POST-MODEL CITIES<br>PROPOSED FUNDING                | Efforts will be made to solicit categorical funding through the U. S. Dept. of Labor and all other state and local manpower agencies |                    |        |         |

\*

**TIME TABLE:** This project will begin for a 12 month period from June 16, 1972 to June 15, 1973. Activities 2-1, 3-1 and 4-1 will begin the first month and ends the third. Activity 5-1 will begin the first month and end the second month. Activity 1-1 will begin the first month and end the fourth. Activity 2-3 will begin the second month and end the sixth month. Activity 4-2 will begin the fourth month and continue for the duration of the project. All other activities are on-going.





## PROJECT... RESIDENT EMPLOYMENT AND TRAINING PROJECT 20-02

### PROJECT ADMINISTRATION AND STAFFING:

The operating agency for this project, to be determined, will be solely responsible for administering the program. It will implement the program and report to the CDA monthly on the status of the project.

### COORDINATION:

10. State Employment Service
11. Community Centers
12. NAB
13. OIC
14. PMSC
15. Portland Public Schools
16. Emanuel Hospital

### CITIZENS PARTICIPATION:

The Resident Employment and Training Project will promote the following functional elements:

1. Keeping MNA residents informed of factors affecting their lives
2. Using citizens in decision-making
3. Enabling citizens to obtain employment and be a part of the work force.

### COORDINATION:

The project will be coordinated with the following agencies:

1. Community Care Association
2. Oregon Consumer League
3. Community Coordinated Child Care
4. Senior Adult Service Center
5. State Multi-Service Center
6. CEP
7. Urban League
8. Albina Education Center
9. Legal Aid

### RESIDENT EMPLOYMENT:

Maximum opportunity will be provided for MNA residents to become part of the staff to implement this plan.





## PROJECT... RESIDENT EMPLOYMENT AND TRAINING PROJECT

### MONITORING AND EVALUATION:

This project will be subject to the monitoring and evaluation requirements as specified in the Portland CDA overall monitoring and evaluation plan.

The progress of this project will be evaluated as part of the continuing CDA evaluation program. Output measures include:

- \_\_\_\_\_ Number of persons holding director's position in CCDP projects
- \_\_\_\_\_ Percentage of MNA residents holding director's position
- \_\_\_\_\_ Percentage of black persons holding director's position
- \_\_\_\_\_ Total number of professional employees
- \_\_\_\_\_ Total number of agencies with resident employment goals
- \_\_\_\_\_ Percentage requesting assistance
- \_\_\_\_\_ Percentage substantially assisted
- \_\_\_\_\_ Total distribution of public information announcements
- \_\_\_\_\_ Total number requesting assistance in employment
- \_\_\_\_\_ Percentage whose needs were fully met
- \_\_\_\_\_ MNA unemployment rate
- \_\_\_\_\_ City-wide unemployment rate
- \_\_\_\_\_ Total number of staff, broken down by professional, para-professional, clerical
- \_\_\_\_\_ Total number of MNA residents, broken down by professional, para-professional, clerical
- \_\_\_\_\_ Total number of blacks
- \_\_\_\_\_ Number of vacant(unfilled) positions
- \_\_\_\_\_ Number of persons enrolled in the program
- \_\_\_\_\_ Number of people who have secured employment through the program.

### MAINTENANCE EFFORT: (NEW)

#### ~~ASSESSMENT~~ (CONT)

This project, which is an extension of services to the MNA or an upgrading of existing services in the MNA being funded by supplementary grants, is in addition to and not a substitution for local efforts.

### BUDGET:

| CODE  | CATEGORY                  | ESTIMATE COST |
|-------|---------------------------|---------------|
| 10    | SALARIES *                | \$ 33,345     |
| 20    | CONTRACT SERVICES *       | 57,787        |
| 30    | TRAVEL, LOCAL             | 1,100         |
| 35    | TRAVEL, OUT OF TOWN       |               |
| 40    | CONSUMABLE SUPPLIES       | 500           |
| 50    | SPACE                     | 2,900         |
| 55    | UTILITIES                 | 900           |
| 60    | FURN. & EQUIP. (RENT)     |               |
| 65    | FURN. & EQUIP. (PURCHASE) | 3,468         |
| 70    | INSURANCE                 |               |
| 71    | MAINT OF EQUIP.           |               |
| 79    | MISC. EXPENSES            |               |
| TOTAL |                           | \$ 100,000    |

\* CONSULTANT OR CONTRACT SERVICES JUSTIFICATION: For legal services, form design and data collection, seminars and workshops, general administration cost, educational materials and equipment.



21-01 PROJECT... COMMUNITY DEVELOPMENT PROGRAM

NON-SUPP ☐ SUPP ☒ NEW ☐ CONT ☒ DISC ☐

PURPOSE AND BENEFICIARIES:

Purpose: The Community Development Program has three objectives:

1. To increase the number of viable resident owned and operated business enterprises
2. To increase the number and quality of management level positions held by MNA residents in business enterprises
3. To increase the total number of business enterprises in and near the MNA to provide residents with an increased number of job and management opportunities in locations convenient to the MNA.

Beneficiaries: The participants will be new and existing MNA resident entrepreneurs. Beneficiaries will be all MNA residents through:

1. Increased MNA resident participation in ownership and operation of viable business enterprise
2. Increased MNA resident employment and income
3. Improved consumer products and services.

FUNDING:

|  | HUD<br>SUPPORT   | OTHER<br>FEDERAL \$ | LOCAL \$ | TOTAL   |
|--|--|---------------------|----------|---------|
| FIRST ACTION YEAR<br>EXPENDITURES              | 199,000  |                     |          | 199,000 |
| SECOND ACTION YEAR<br><del>XXXXXX</del> Budget | 430,609  |                     |          | 430,609 |
| THIRD ACTION YEAR<br>BUDGET                    | 430,609  |                     |          | 430,609 |
| POST-MODEL CITIES<br>PROPOSED FUNDING          | Opportunities for future funding of operating expenses will be explored with EDA, OMBE and private financial institutions. |                     |          |         |

CONTENT AND OPERATION:

The functional elements of the program and the key activities within these functional elements are the following:

1. To deliver technical assistance and management counseling to MNA business enterprises by providing:
  - Pre-investment business planning assistance to MNA business enterprises
  - Continuous management counseling to MNA business enterprises to assist in solving post-investment operating problems.
2. To prepare resident entrepreneurs for greater participation in established credit markets by:
  - Providing assistance to MNA business enterprises in preparing SBA and other loan applications
  - Negotiating business loans for MNA business enterprises
  - Providing loan seed monies to MNA business enterprises for use as either fixed or operating capital.
3. To promote the MNA and convenient areas for new jobs and productive business enterprises by:
  - Engaging in planning for specific industrial or commercial development projects
  - Developing information to assist new enterprises to locate in the MNA
  - Contacting the metropolitan business community to develop job opportunities for MNA businessmen.

TIME TABLE:

The Community Development Program will continue on June 16, 1972, through June 15, 1973, at which time additional CDA funding will be sought. During the 3rd Action Year additional effort will go into securing funding from sources other than CDA.



## PROJECT... COMMUNITY DEVELOPMENT PROGRAM 21-01

### PROJECT ADMINISTRATION AND STAFFING:

The Community Development Program will be operated and administered by the Metropolitan Economic Development Industrial Alliance, Inc., (MEDIA, Inc.) a non-profit, private Oregon corporation. MEDIA, Inc., is a local development corporation, licensed to participate in the full range of SBA direct and guarantee loan programs. The Corporation Board of Directors consists of three technically qualified individuals appointed by the CPB and representing the MNA economic community, and three members nominated by the CDA Director who represent both the greater Portland and MNA economic community. All board members possess the business-financial talent necessary to the project's success.

### COORDINATION:

The Community Development Program will be coordinated with all resource organizations. Representatives of the Portland Chamber of Commerce, U.S. Small Business Administration, U.S. Department of Commerce, the City's major financial institutions, the Port of Portland, and the State of Oregon's Economic Development Division assisted in design of the Community Development Program. This participation and cooperation will continue to be encouraged and maintained.

### CITIZENS PARTICIPATION:

MNA resident participation in implementation of the Community Development Program will include the following elements:

1. MNA business and community leaders will serve on the operating agency board of directors and executive committee.
2. Regular progress reports will be given to CDA working committees to discuss quarterly reports and operation of the MEDIA program.

### RESIDENT EMPLOYMENT:

Preference will be extended to MNA residents in the selection of personnel at all levels of the Community Development Program staff.



# PROJECT... COMMUNITY DEVELOPMENT PROGRAM 21-01

## MONITORING AND EVALUATION:

The Community Development Program will be monitored and through periodic progress reports to CDA will be evaluated by the CDA evaluation staff.

The progress of the Community Development Program will be measured by the following process output measures:

### Monthly Workflow: New Applications for Service

- Case terminated after initial contact--infeasible proposal, lack of impact, client does not return
- Case continued

#### (a) Referred for technical assistance

Feasibility reviews

Refer to loan processing

Refer to management counseling

Terminate case

Provide management counseling

Terminal counseling

Refer to loan processing

#### (b) Referred for loan processing

Referred for seed money loans

Loans completed

Loans rejected

Referred for technical assistance or continued counseling

Referred for SBA and other loans

Referral to lender institutions

Loans completed

Loans rejected

Referred for technical assistance or counseling

#### (c) Referred for continuous management counseling

Contacts with prospective MNA enterprises

No further action

Referred for service

Information developed for prospective entrepreneur

Loans made to prospective entrepreneur

Investments for site acquisition.

## ~~MAINTENANCE EFFORT~~ (NEW)

### ASSESSMENT: (CONT)

The project has made considerable progress in defining and implementing an operating strategy to better utilize MEDIA's limited resources toward meeting the goal of economic development. The current development of an economic plan should provide needed information regarding investment and assistance opportunities. More effort should be forthcoming during the Third Action Year to establish better communications with the MNA and to provide feedback to the operating agency.

## BUDGET:

| CODE | CATEGORY                  | ESTIMATE COST |
|------|---------------------------|---------------|
| 10   | SALARIES *                | \$ 164,026    |
| 20   | CONTRACT SERVICES *       | 12,735        |
| 30   | TRAVEL, LOCAL             | 2,002         |
| 35   | TRAVEL, OUT OF TOWN       | 3,500         |
| 40   | CONSUMABLE SUPPLIES       | 4,112         |
| 50   | SPACE                     | 9,800         |
| 55   | UTILITIES                 | 3,550         |
| 60   | FURN. & EQUIP. (RENT)     | 2,220         |
| 65   | FURN. & EQUIP. (PURCHASE) | 0             |
| 70   | INSURANCE                 | 0             |
| 71   | MAINT OF EQUIP.           | 350           |
| 79   | MISC. EXPENSES            | 228,314       |
|      | TOTAL                     | \$ 430,609    |

\* CONSULTANT OR CONTRACT SERVICES JUSTIFICATION:

See attached budget justification.

# BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY 20 - Contracted Services

DATE February 9, 1972

OPERATING AGENCY MEDIA, Inc.

ADDRESS 4128 N.E. Union Avenue, Portland, Oregon

TITLE OF ACTIVITY 21-01 Community Development

| DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**  | AMOUNT OR VALUE OF ITEM |
|---|-------------------------|
| A. Consultants:<br><br>Qualified consultants and organizations (specialists in real estate appraisal, accounting, bookkeeping, food technology and processing, market research) will be contracted to assist the corporation in providing service for clients, and to study potential areas of clients' activities. | \$ 9,435.00             |
| B. Public Relations, Publications, Professional Organizations<br><br>Public relations, publications, membership in professional organizations - \$41.66/mo. x 12  | 500.00                  |
| C. C.P.A. Auditing  | 1,000.00                |
| D. Bookkeeper   | 1,800.00                |
| TOTAL   | \$12,735.00             |

\* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

\*\* DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADEQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 150 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.





21-02

# PROJECT

CONTRACTOR MANAGEMENT

NON-SUPP ☐

SUPP ☒

NEW ☐

CONT ☒

DISC ☐

## PURPOSE AND BENEFICIARIES:

Purpose: The purpose of the Contractor Management Project is to improve the competitive position of the MNA construction industry. The participants will be:

1. Albina Contractors Association members
2. Any other MNA based contracting or sub-contracting concern
3. Any MNA entrepreneur desiring entry into the construction industry.

Beneficiaries: Beneficiaries will be MNA residents through:

1. Improved efficient and expanded scale of MNA construction firms
2. Increased employment in the MNA construction industry
3. Improved community-industry relations.

## FUNDING:

|  | HUD<br>SUPPORT   | OTHER<br>FEDERAL \$ | LOCAL \$             | TOTAL   |
|--|--|---------------------|----------------------|---------|
| FIRST ACTION YEAR<br>EXPENDITURES              | 22,000   |                     |                      | 22,000  |
| SECOND ACTION YEAR<br><del>XXXXXX</del> Budget | 44,023   |                     |                      | 44,023  |
| THIRD ACTION YEAR<br>BUDGET                    | 44,023   |                     | (proposed)<br>72,000 | 116,023 |
| POST-MODEL CITIES<br>PROPOSED FUNDING          | Additional funding is now being sought from various sources including the Natl. Association of Minority Contractors. |                     |                      |         |

## CONTENT AND OPERATION:

The Contractor Management Project will utilize supplemental funding to hire a full-time business manager and secretary who will be responsible to administer and coordinate over-all project functions:

Function 1--Assist all MNA based construction firms in bidding for and securing construction contracts

Function 2--Assist all MNA based construction firms to obtain greater participation in existing government programs

Function 3--Provide technical and management assistance available to all MNA based construction firms

Function 4--Assist MNA residents to gain entry into the construction industry.

The project will employ a Construction Management Officer, a Loan and Bond Officer and a Contract Development Officer to carry out proposed activities.

## TIME TABLE:

The Contractor Management Project will continue through the Third Action Year. Efforts are currently underway to provide additional funding needed to expand to program.



## PROJECT...

CONTRACTOR MANAGEMENT

21-02

### PROJECT ADMINISTRATION AND STAFFING:

The Contractor Management Project will be operated and administered by the Albina Contractors Association, a private, non-profit, Oregon corporation. The business manager will be directly responsible to the Association Board of Directors and Association President as the organization's chief executive officer. The staff will be responsible to the business manager and will be directed in their activities by him.

### COORDINATION:

The primary function of the business manager will be to coordinate expansion opportunities with resources available through organizations such as the Associated General Contractors and the Small Business Administration. MEDIA, Inc., the Model Neighborhood community development project, will be utilized for technical assistance and in project staffing of the loan and bond officer and contract development officer until additional funding is secured. Coordination will be established with Portland Community College to ensure full utilization of educational and technical resources.

### CITIZENS PARTICIPATION:

The majority of the membership of the Albina Contractors Association are MNA residents.

The CDA will assume responsibility for keeping the pertinent elements of the Citizens Participation structure informed of project progress.

### RESIDENT EMPLOYMENT:

Preference will be extended to MNA residents in obtaining personnel for this project.



# PROJECT... CONTRACTOR MANAGEMENT 21-02

## MONITORING AND EVALUATION:

The Contractor Management Project will be monitored through monthly and quarterly reports to the CDA and will be evaluated as specified in the CDA evaluation plan. Progress will be measured by the following measures:

### Function 1:

- Number of contractors and subcontractors enrolled in project training programs and seminars
- Number of contracts secured by MNA based construction firms as a result of project training activity
- Dollar value of contracts secured by MNA based construction firms as a result of project activity
- Number of new surety bonds and new performance bonds secured by MNA based construction firms
- Number of subcontracts let to MNA contractors from MNA general contractors

### Function 2:

- Number of MNA based construction firms participating in "8-A" program
- Number of contracts secured through "8-A" programs as a result of project activity

### Function 3:

- Man-hours committed to delivery of management assistance to MNA based construction firms
- Number of MNA based construction firms requesting management assistance
- Number of MNA based construction firms receiving management assistance

### Function 4:

- Number of MNA residents participating in training programs
- Number of contacts made with potential MNA contractors.

## ~~MAINTENANCE EFFORT~~ (NEW)

### ASSESSMENT: (CONT)

The potential impact of this project has been increased through recent changes in project administration and improved technical staffing. This has enabled a closer working relationship with economic development institutions and local and national contractors associations. Additional effort will go into improving the skills and the financial capability of MNA contractors, as well as securing additional contracts. A new impact will be to attract new subcontractors to the association and provide a greater impact upon employment.

## BUDGET:

| CODE | CATEGORY                  | ESTIMATE COST |
|------|---------------------------|---------------|
|      |                           | 27,263        |
| 10   | SALARIES *                | \$ 6,294      |
| 20   | CONTRACT SERVICES *       | 550           |
| 30   | TRAVEL, LOCAL             | 2,100         |
| 35   | TRAVEL, OUT OF TOWN       | 996           |
| 40   | CONSUMABLE SUPPLIES       | 4,420         |
| 50   | SPACE                     | 900           |
| 55   | UTILITIES                 | 1,500         |
| 60   | FURN. & EQUIP. (RENT)     | -----         |
| 65   | FURN. & EQUIP. (PURCHASE) | -----         |
| 70   | INSURANCE                 | -----         |
| 71   | MAINT. OF EQUIP.          | -----         |
| 79   | MISC. EXPENSES            | -----         |
|      | TOTAL                     | \$ 44,023     |

\* CONSULTANT OR CONTRACT SERVICES JUSTIFICATION:

See attached Budget Justification

# BUDGET JUSTIFICATION

(ATTACH THIS FORM TO EACH BUDGET FOR A CAPITAL PROJECT, ACTIVITY, AND TO THE PROGRAM ADMINISTRATION BUDGET)

CATEGORY 20 Contracted Services (Including Auditing) DATE January 1972

OPERATING AGENCY Albina Contractors Association, Inc.

ADDRESS 3611 N.E. Union Avenue

TITLE OF ACTIVITY Contractors Management Project

| DESCRIPTION OF ITEM* AND BASIS FOR VALUATION** |  | AMOUNT OR VALUE OF ITEM |
|--|--|-------------------------|
| Activity 1.1                                   | Instructors fees for training program and seminars plus acquisition of materials for training by consultants: 3 seminars @ \$634/seminar | 1,900                   |
| Function 2                                     | Management assistance to MN-based construction firms (use of consultant services)  | 2,000                   |
| Activity 3.3                                   | Public information releases (radio, newspapers, flyers, pamphlets)   | 1,194                   |
| Activity 3.4                                   | Accounting and bookkeeping support and auditing (use of consultant services)   | 1,200                   |
| TOTAL  |  | \$6,294                 |

\* FOR PERSONNEL COSTS USE PERSONNEL JUSTIFICATION FORM.

\*\* DESCRIBE THE ITEM IN SUFFICIENT DETAIL TO INSURE THAT IT IS ADAQUATELY IDENTIFIED AND INDICATE THE BASIS FOR DETERMINING OR COMPUTING ITS VALUE. FOR EXAMPLE, OFFICE SPACE RENTAL FOR TWO PROFESSIONALS: 150 SQUARE FEET AT \$2.00 PER SQUARE FOOT, INCLUDING UTILITIES AND JANITORIAL SERVICES.



30-02

PROJECT...

RESIDENTIAL DEVELOPMENT  
PROGRAMNON-SUPP ☐SUPP ☒NEW ☒CONT ☐DISC ☐

## PURPOSE AND BENEFICIARIES:

Purpose: This project will set up a non-profit Housing Development Corporation, RDP, to increase the housing supply for Model Neighborhood residents and assist them in securing housing adequate to their needs anywhere in the metropolitan area. The RDP will provide technical and economic assistance to all types of housing developers (e.g., non-profit sponsors, limited dividends, etc.); it will also have the capability of sponsoring housing projects itself.

Beneficiaries: All residents will benefit from an increase in the supply of standard housing.

## FUNDING:

|  | MUD<br>SUPPORT  | OTHER<br>FEDERAL \$ | LOCAL \$ | TOTAL   |
|--|-----------------|---------------------|----------|---------|
| FIRST ACTION YEAR<br>EXPENDITURES                    | 0               |                     |          | 0       |
| SECOND ACTION YEAR<br><del>EXPENDITURES</del> Budget | 306,432         |                     |          | 306,432 |
| THIRD ACTION YEAR<br>BUDGET                          |                 |                     |          |         |
| POST-MODEL CITIES<br>PROPOSED FUNDING                | None at present |                     |          |         |

## CONTENT AND OPERATION:

The functional elements of the Project are:

Function 1--Set up the RDP organization and hire staff

Function 2--Develop an adequate supply of housing in the MNA

Function 3--Continuously plan and coordinate all housing activity in MNA

Function 4--Assist residents in locating housing adequate to their needs

Function 5--Administer a revolving fund for pre-construction to their needs

Function 6--Locate funding for Model Cities housing program and for operation of RDP.

## TIME TABLE:

This project is planned to begin operation June 15, 1972 of Model Cities Third Action Year. The CDA will take the necessary steps (i.e., set up Board of Directors) to ensure that the RDP will be operational as of June 15, 1972, during the Second Action Year.





## PROJECT... RESIDENTIAL DEVELOPMENT PROGRAM 30-02

### PROJECT ADMINISTRATION AND STAFFING:

There is no existing agency or agencies that can or do perform all the functions of the Model Cities RDP. The RDP is designed to coordinate the efforts of existing agencies and build upon their resources.

The RDP will be a private non-profit corporation, incorporated in the State of Oregon for the purpose of providing adequate housing to residents of the Model Neighborhood. Policy will be determined by a nine-man Board of Directors; six members will be appointed by the Model Cities Citizens Planning Board and three by the Mayor. The actual administration of the RDP housing program will be performed by a full-time staff headed by an Executive Director who will be responsible for the functional elements of the project. The Executive Director will be assisted by a staff of professional housing experts.

### COORDINATION:

This project has built-in coordination elements (see Functional Element #3). The CDA will be responsible for coordination with other CDA projects. For example, it is expected that close coordination and cooperation will be necessary between this project and the "Contractors Management", "Community Development" and "Comprehensive and Neighborhood Planning" projects. The CDA will achieve this through frequent meetings with the respective agencies.

### CITIZENS PARTICIPATION:

Residents will comprise two-thirds of the membership of the RDP Board of Directors. In addition, where RDP develops multi-family projects in the MNA, the affected neighborhood organization must "sign-off" prior to construction.

### RESIDENT EMPLOYMENT:

Preference will be given in all cases to Model Neighborhood residents. A training program will be set up to hire residents to fill community worker positions and eventually enable them to move up in the organization.

# PROJECT... RESIDENTIAL DEVELOPMENT PROGRAM 30-02

## MONITORING AND EVALUATION:

The progress of the project will be measured in three ways. First, a comparison in the relationship to the number of housing units shown needed through continuous planning and monitoring, and the number of units actually built will be made. Second, a comparison will be made between the number and the types of units planned for, in the operational objectives, and the number and types of units actually built. Finally, a comparison will be made between the number of houses shown in planning and monitoring, and the number and type of houses that were in the yearly plan.

The evaluation will be quantitative in determining the planned number of housing compared with the number actually produced.

Along with the evaluation, will be a critique of the plans, policies and procedures of the organization to determine if they are in keeping with the needs of MNA residents.

Evaluation will also be conducted on the proportion of money being expended to contractors and citizens within the MNA.

A complete evaluation will be documented and submitted to the Executive Director, the Board of Directors, the Citizens planning Board, the Mayor's Office and the City Council.

The evaluation process will be carried out by representatives from the CDA and the Citizens Planning Board.

## MAINTENANCE EFFORT : (NEW)

### ASSESSMENT: (CONT)

This project will supplement the City's ongoing public housing program operated by the Housing Authority of Portland and its urban renewal neighborhood development program operated by the Portland Development Commission.

## BUDGET:

| CODE | CATEGORY                  | ESTIMATE COST |
|------|---------------------------|---------------|
| 10   | SALARIES *                | \$ 99,084     |
| 20   | CONTRACT SERVICES *       | 16,000        |
| 30   | TRAVEL, LOCAL             | 1,440         |
| 35   | TRAVEL, OUT OF TOWN       | 1,600         |
| 40   | CONSUMABLE SUPPLIES       | 6,064         |
| 50   | SPACE                     | 12,000        |
| 55   | UTILITIES                 | 1,800         |
| 60   | FURN. & EQUIP. (RENT)     | 0             |
| 65   | FURN. & EQUIP. (PURCHASE) | 11,537        |
| 70   | INSURANCE                 | 500           |
| 71   | MAINT. OF EQUIP.          | 200           |
| 78   | MISC. EXPENSES            | 156,207       |
|      | TOTAL                     | \$ 306,432    |

### \* CONSULTANT OR CONTRACT SERVICES JUSTIFICATION:

A. Legal \$35/hr. x 100 = \$3500

B. Real Estate/Marketing \$25/hr. x 500 = \$12,500



30-03

**PROJECT...HOUSING REPAIR**NON-SUPP ☐SUPP ☒NEW ☐CONT ☒DISC ☐**PURPOSE AND BENEFICIARIES:**

Purpose: To provide grants up to \$1,000 to repair defective conditions in owner-occupied, single-family homes that adversely affect the health, safety, welfare and quality of life on the residents. Beneficiaries will be selected using Section 235 income limits.

Beneficiaries: It is expected that 179 homes may be repaired under this project. This project will be operated throughout the Model Neighborhood EXCEPT in NDP Impact or Target Areas.

**CONTENT AND OPERATION:**

Function 1--Administer the project

Function 2--Publicize the project

Function 3--Receive applications and determine eligibility

Function 4--Process grants

Function 5--Verify work completed

Function 6--Operation of Citizens Review Committee.

**FUNDING:**

|  | HUD<br>SUPPORT | OTHER<br>FEDERAL * | LOCAL * | TOTAL   |
|--|----------------|--------------------|---------|---------|
| FIRST ACTION YEAR<br>EXPENDITURES              | 60,235         |                    |         | 60,235  |
| SECOND ACTION YEAR<br><del>XXXXXX</del> Budget | 244,930        |                    |         | 244,930 |
| THIRD ACTION YEAR<br>BUDGET                    | 199,126        |                    |         | 199,126 |
| POST-MODEL CITIES<br>PROPOSED FUNDING          |                |                    |         |         |

**TIME TABLE:**

The Housing Repair Project has been in operation since May 1971. The functions outlined in this project description will be implemented starting June 16, 1972. Response to an urgent request will be given immediate attention, except where the Citizens Review Committee must make a decision. In such cases, the operating agency will notify the Committee member as soon as it appears their decision will be necessary. In cases of situations which are not urgent, work will commence as the Operating Agency work load permits.



# PROJECT... HOUSING REPAIR 30-03

## PROJECT ADMINISTRATION AND STAFFING:

The Portland Development Commission is the present operating agency. PDC, which is the urban renewal agency for the City of Portland, is qualified to do so because of its experience in the conduct of housing rehabilitation through federally aided Section 115 Rehabilitation Grants and Section 312 Rehabilitation Loans in the City.

## HOUSING REPAIR GRANT LIMITS (same as Section 235)

Gross income - 5%; - \$300 for each minor child = adjusted income.

|           | Number of Persons in the Family |       |       |       |       |       |       |
|-----------|---------------------------------|-------|-------|-------|-------|-------|-------|
| adj. inc. | 1                               | 2     | 3     | 4     | 5     | 6     | 7     |
|           | 4,050                           | 4,590 | 5,400 | 5,940 | 6,480 | 7,020 | 7,560 |
|           | 8                               | 9     | 10    |       |       |       |       |
|           | 3,100                           | 8,640 | 9,180 |       |       |       |       |

## COORDINATION:

Portland Development Commission staff will coordinate the activities of the project. Specifically, these include the inspections of the homes by PDC staff and City personnel, the servicing of the Citizens Review Committee, and the arrangement for work to be done by the contractors. PDC will cooperate closely with the Albina Contractors Association, Inc.

## CITIZENS PARTICIPATION:

Citizens participation will be through the Citizens Review Committee. This Committee will be composed of eight members who will hold membership for one-year terms. The committee members will be selected by the Citizens Planning Board from the MNA school districts (Humboldt, Boise, Eliot, Irvington, Sabin, King, Vernon and Woodlawn), one member from each district. This Committee will have review power on all grants, and can grant exceptions in cases where income limits are exceeded and hardship exists.

## RESIDENT EMPLOYMENT:

The operating agency will utilize existing staff for this project. As positions become open, MNA residents will be given hiring preference.



# PROJECT... HOUSING REPAIRS 30-03

## MONITORING AND EVALUATION:

Progress will be measured by the number of homes successfully repaired and by the number of cases the Citizens Review Committee successfully handles. The CDA staff will assist the Citizens Review Committee in their evaluation of the project. The CDA will receive quarterly progress reports and monthly operating reports from the Portland Development Commission, conduct monthly interviews and evaluate the project.

## ~~MAINTENANCE EFFORTS~~ ASSESSMENT: (CONT)

This project has operated successfully during the First and Second Action Years. During that period, over 200 homes have received Housing Repair assistance. This project is necessary to help those homeowners whose homes are ineligible for Neighborhood Development Program loans and grants.

## BUDGET:

| CODE | CATEGORY                  | ESTIMATE COST |
|------|---------------------------|---------------|
| 10   | SALARIES *                | \$ 43,455     |
| 20   | CONTRACT SERVICES *       | 143,191       |
| 30   | TRAVEL, LOCAL             |               |
| 35   | TRAVEL, OUT OF TOWN       |               |
| 40   | CONSUMABLE SUPPLIES       |               |
| 50   | SPACE                     |               |
| 55   | UTILITIES                 | 12,000        |
| 60   | FURN. & EQUIP. (RENT)     |               |
| 65   | FURN. & EQUIP. (PURCHASE) |               |
| 70   | INSURANCE                 |               |
| 71   | MAINT OF EQUIP.           |               |
| 79   | MISC. EXPENSES            | 480           |
|      | TOTAL                     | \$ 199,126    |

\* CONSULTANT OR CONTRACT SERVICES JUSTIFICATION:

Labor & Materials 179 jobs @ \$799.94 ea. = \$143,191





31-01

## PROJECT... RELOCATION

NON-SUPP ☐SUPP ☒NEW ☐CONT ☒DISC ☐

## PURPOSE AND BENEFICIARIES:

This project will provide relocation services and payment benefits authorized by the Uniform Relocation and Real Property Acquisition Policies Act of 1970 to Model Neighborhood households, businesses and non-profit organization that are displaced as a result of either (a) Model Cities funded projects or (b) non-federally funded projects involving public acquisition for redevelopment or code enforcement in the MNA. Individual relocation projects must specifically be made a part of the Relocation Plan to qualify for Model Cities relocation benefits.

## FUNDING:

|   | HUD<br>SUPPORT  | OTHER<br>FEDERAL \$ | LOCAL \$ | TOTAL   |
|---|---|---------------------|----------|---------|
| FIRST ACTION YEAR<br>EXPENDITURES                   | 17,000  |                     |          | 17,000  |
| SECOND ACTION YEAR<br><del>EXPENDITURE</del> Budget | 352,681   |                     |          | 352,681 |
| THIRD ACTION YEAR<br>BUDGET                         | 446,760   |                     |          | 446,760 |
| POST-MODEL CITIES<br>PROPOSED FUNDING               | Exploration will be undertaken during the Third A.Y. to bring all MNA displacement under the Uniform Act or equivalent. |                     |          |         |

## CONTENT AND OPERATION:

The Portland Development Commission will be the operating agency for this activity. PDC will be responsible for providing staff to carry out the relocation services and to make payments in accordance with the Model Cities Relocation Plan.

The Relocation Review Committee will be assisted by CDA staff to carry out the Committee's activities.

The CDA is responsible for evaluating and monitoring relocation activities. CDA personnel will be designated to work with and monitor the operating agency.

The functional elements of the project are:

Function 1--Survey displacees to provide information on housing needs

Function 2--Locate relocation housing and provide information on housing supply by type

Function 3--Provide information and counseling for displacees

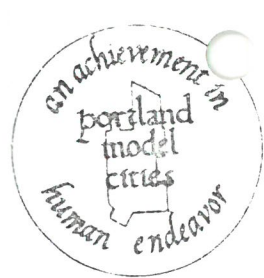
Function 4--Provide housing service to displacees

Function 5--Make accessible health/social/economic services to accomplish successful relocation

Function 6--Provide assistance to the Relocation Review Committee.

## TIME TABLE:

This project will continue through the Third Action Year, June 16, 1972 to June 15, 1973.



## PROJECT... RELOCATION 31-01

### PROJECT ADMINISTRATION AND STAFFING:

The Portland Development Commission is the central relocation agency for the City of Portland. The CDA has contracted with the Development Commission to provide all relocation services which may be needed as the result of Model Cities Program activities. The relocation staffing pattern is based upon the workload.

### COORDINATION:

This project will relate to all Model Cities projects which cause physical displacement of people, and to other non-federally funded projects which have been included in the Relocation Plan. It must relate to and utilize Model Cities health, social and economic services to successfully handle relocation problems. The CDA has the responsibility to ensure coordination of all relocation activities with social services which are available either in the community or through the Model Cities program. The CDA will assist in coordination by constantly informing the Relocation Agency of changes in the availability of services and monitoring relocation services.

### CITIZENS PARTICIPATION:

Citizens will have several inputs into the relocation procedure:

1. Direct contact with the Relocation Agency
2. Direct contact with the CDA staff
3. Direct contact with the Relocation Review Committee
4. Participation in CDA Citizen Participation Structure.

### RESIDENT EMPLOYMENT:

MNA residents will be given preference for all relocation staff positions.

# PROJECT... RELOCATION 31-01

## MONITORING AND EVALUATION:

Progress will be measured by the number of displacees successfully relocated in standard structures and by the number of cases the Review Board successfully handles.

The CDA will receive monthly progress reports from the Relocation Agency and conduct monthly interviews. The CDA evaluation staff will conduct the evaluation of the project. Process output measures include:

### Hire Staff Administration:

- ☐ Number of MNA residents
- ☐ Number of non-residents
- ☐ Number of residents trained (or in training in relocation administration)

### Relocation Services:

- ☐ Number of MNA residents receiving services
- ☐ Number of non-residents receiving services
- ☐ Number of residents trained or in training

### Locate Relocation Housing by Type & Price Range:

- ☐ Total HAP units available
- ☐ Total private sector
- ☐ Total FHA supplement units
- ☐ Number non-residential resources

### Inform and Counsel Displacees:

- ☐ Total MNA displacees contacted
- ☐ Residential
- ☐ Non-residential

### Provided Housing for Displacees:

- ☐ Number relocated and where

### Provided Health and Social Services:

- ☐ Number of displacees helped

### Operation of Review Board:

- ☐ Number of cases handled.

## ~~MAINTENANCE EFFORT~~ ~~(NEW)~~

### ASSESSMENT: (CONT)

The Relocation Project has had some difficulty due to the lack of an approved Relocation Plan and clear federal policies determining eligibility. However, both of these problems are being worked out and the Third Action Year program will be more comprehensive and effective in bringing relocation benefits and services to the MNA.

## BUDGET:

| CODE | CATEGORY                    | ESTIMATE COST |
|------|-----------------------------|---------------|
| 10   | SALARIES *                  | \$ 29,447     |
| 20   | CONTRACT SERVICES *         | 4,101         |
| 30   | TRAVEL, LOCAL               | 352           |
| 35   | TRAVEL, OUT OF TOWN         |               |
| 40   | CONSUMABLE SUPPLIES         |               |
| 50   | SPACE                       | 4,300         |
| 55   | UTILITIES                   |               |
| 60   | FURN. & EQUIP. (RENT)       |               |
| 65   | FURN. & EQUIP. (PURCHASE)   |               |
| 70   | INSURANCE                   |               |
| 71   | MAINT OF EQUIP. (Relocation |               |
| 79   | MISC. EXPENSES Payments)    | 408,060       |
|      | TOTAL                       | \$ 446,760    |

\* CONSULTANT OR CONTRACT SERVICES JUSTIFICATION:

Legal services required for project administration.





33-02

# PROJECT...

COMPREHENSIVE AND NEIGHBORHOOD PLANNING-  
ELIOT COMPONENT

NON-SUPP ☐

SUPP ☒

NEW ☐

CONT ☒

DISC ☐

## PURPOSE AND BENEFICIARIES:

Purpose: This project will staff and maintain a site office in the Eliot Neighborhood Planning Area during the Third Action Year until the area is included in the Neighborhood Development Program.

Beneficiaries: Residents will benefit by having a site to go to for information and assistance regarding housing and neighborhood planning

## CONTENT AND OPERATION:

Function 1--Administer project.

Function 2--Assist the Eliot Neighborhood Program Association

- . Arrange for neighborhood meetings
- . Provide information and technical assistance
- . Distribute flyers, notices, etc.

Function 3--Prepare and submit to the City and HUD an Urban Renewal application for the Neighborhood Development Program in Eliot.

## FUNDING:

|  | HUD<br>SUPPORT | OTHER<br>FEDERAL * | LOCAL * | TOTAL  |
|--|----------------|--------------------|---------|--------|
| FIRST ACTION YEAR<br>EXPENDITURES                    |                |                    |         |        |
| SECOND ACTION YEAR<br><del>EXPENDITURES</del> Budget |                |                    |         |        |
| THIRD ACTION YEAR<br>BUDGET                          | 25,000         |                    |         | 25,000 |
| POST-MODEL CITIES<br>PROPOSED FUNDING                |                |                    |         |        |

## TIME TABLE:

This project is currently operating the site office in the Eliot Planning Area. Operation of this office using Model Cities funds will continue until June 1973 or until the area is included in the Neighborhood Development Program.



## PROJECT... COMPREHENSIVE & NEIGHBORHOOD PLANNING - ELIOT COMPONENT 33-02

### PROJECT ADMINISTRATION AND STAFFING:

The Portland Development Commission, the Urban Renewal Agency for the City, will operate this project. PDC has experience in urban renewal activities throughout the City and the Model Neighborhood.

### COORDINATION:

The Portland Development Commission will coordinate the functions of the Eliot Site Office with the other Neighborhood Development offices. The City Demonstration Agency will coordinate the Eliot neighborhood planning with the Model Cities Comprehensive Plan.

### CITIZENS PARTICIPATION:

Citizens will be directly involved through regular meetings of the Eliot Neighborhood Organizations.

### RESIDENT EMPLOYMENT:

Model Neighborhood residents will be given preference in hiring for all positions.



**PROJECT... COMPREHENSIVE & NEIGHBORHOOD PLANNING - ELIOT COMPONENT 33-02**

**MONITORING AND EVALUATION:**

Progress will be measured by the success in generating participation at Eliot meetings and informing residents about Eliot's planning. The following output measures will be used:

- \_\_\_ Number of Eliot meeting scheduled
- \_\_\_ Number of participants at Eliot meetings
- \_\_\_ Number of flyers, meeting notices sent out
- \_\_\_ Number of telephone inquiries.

~~XX/INTENANCE/EX/FO/XX/NEW/~~

**ASSESSMENT: (CONT)**

This project was to be completed by June 15, 1972, with the inclusion of the Eliot Area in the Neighborhood Development Program. Should Eliots' NDP application not be submitted or approved by June 15, 1972, then this project will continue to operate a site office in Eliot to maintain community interest and participation.

It is anticipated, in any event, that an NDP application will be approved for Eliot during Third Action Year.

**BUDGET:**

| CODE | CATEGORY                  | ESTIMATE COST |
|------|---------------------------|---------------|
|      |                           | \$ 17,710     |
| 10   | SALARIES *                |               |
| 20   | CONTRACT SERVICES *       |               |
| 30   | TRAVEL, LOCAL             |               |
| 35   | TRAVEL, OUT OF TOWN       |               |
| 40   | CONSUMABLE SUPPLIES       | 3,060         |
| 50   | SPACE                     | 4,230         |
| 55   | UTILITIES                 |               |
| 60   | FURN. & EQUIP. (RENT)     |               |
| 65   | FURN. & EQUIP. (PURCHASE) |               |
| 70   | INSURANCE                 |               |
| 71   | MAINT OF EQUIP.           |               |
| 79   | MISC. EXPENSES            |               |
|      | TOTAL                     | \$ 25,000     |

\* CONSULTANT OR CONTRACT SERVICES JUSTIFICATION:



33-03

## PROJECT...

COMPREHENSIVE PLAN  
PLANNING COMMISSIONNON-SUPP ☐SUPP ☒NEW ☐CONT ☒DISC ☐

## PURPOSE AND BENEFICIARIES:

Purpose: To provide an overall framework or "skeleton" on which detailed neighborhood plans can be based. This framework of the Model Cities Comprehensive Plan is to be flexible so that it can adapt to detailed neighborhood plans; and it is intended to relate neighborhood plans to each other and to city-wide plans and development.

Beneficiaries: Residents will benefit by having their neighborhoods planned in accordance with their needs and desires. They will further benefit by having the Model Cities Comprehensive Plan adopted by the City Planning Commission and City Council as a part of the City's overall Comprehensive Plan.

## FUNDING:

|   | MUD<br>SUPPORT | OTHER<br>FEDERAL * | LOCAL * | TOTAL  |
|---|----------------|--------------------|---------|--------|
| FIRST ACTION YEAR<br>EXPENDITURES               | 7,295          |                    |         | 7,295  |
| SECOND ACTION YEAR<br><del>EXPENSE</del> Budget | 25,325         |                    |         | 25,325 |
| THIRD ACTION YEAR<br>BUDGET                     | 25,325         |                    |         | 25,325 |
| POST-MODEL CITIES<br>PROPOSED FUNDING           |                |                    |         |        |

\*

## CONTENT AND OPERATION:

Function 1--Complete the development of the five basic components of the Comprehensive Plan, continue coordination of the neighborhood plans, and develop the framework plans

A. Complete the five basic components: 1) commercial/economic, 2) land use controls, 3) housing policy, 4) transportation, 5) community facilities

B. Coordinate neighborhood plans

C. Develop framework plans

Function 2--Seek adoption of the Comprehensive Development Plan for the Model Cities District and some specific elements of the plan.

## TIME TABLE:

This project has been in operation since December 1, 1970. The activities outlined in this Project Description should be completed no later than June 16, 1973.



## PROJECT... COMPREHENSIVE PLAN 33-03

### PROJECT ADMINISTRATION AND STAFFING:

This project will be administered by the Portland City Planning Commission. The Planning Commission will be responsible for all the functional elements outlined in this Project Description, and for the supervision of contracted services. Functions 1 and 2 will be contracted to an Urban Planning Consultant.

### COORDINATION:

Coordination of this project with other physical projects will be carried out by the CDA Physical Program Staff. Functional Element 1, item "B", specifies that this project shall coordinate with the five detailed neighborhood plans.

During the Third Action Year the CDA will convene monthly coordination meetings with representatives from Portland Development Commission, City Planning Commission, neighborhood consultants, City Traffic Engineer, HUD, and the Commissioner of Public Safety.

### CITIZENS PARTICIPATION:

Citizens will participate through review and approval procedures: each neighborhood organization must approve the plan; the Physical Environment Working Committee and the Model Cities Planning Board must also review and approve the plan.

### RESIDENT EMPLOYMENT:

The project will use two existing staff, one of which is a MNA resident. It is envisioned that no new staff will be hired.



# PROJECT...

COMPREHENSIVE PLAN 33-03

## MONITORING AND EVALUATION:

Success of this project will be measured by the degree to which the plans reflect MNA needs and desires and whether such plans are implemented.

Evaluation of the neighborhood plans will be executed by neighborhood residents themselves, with the assistance of the P.E. & H. Working Committee.

The Comprehensive Plan will be evaluated by the Citizens Planning Board.

In all cases, the CDA Physical Program Staff will assist the above groups to evaluate the plans by writing critiques of such plans.

## ~~MAINTENANCE EFFORT~~ ~~NEW~~

### ASSESSMENT: (CONT)

This project has performed adequately during Second Action Year. Experience has shown that development and approval of a Plan that is responsive to neighborhood needs is more time consuming than anticipated.

This project will only be termed "successful" if the Comprehensive Plan and the detailed neighborhood plans are adopted by the Planning Commission and City Council.

## BUDGET:

| CODE  | CATEGORY                  | ESTIMATE COST |
|-------|---------------------------|---------------|
| 10    | SALARIES *                | \$ 5,832      |
| 20    | CONTRACT SERVICES *       | 19,493        |
| 30    | TRAVEL, LOCAL             |               |
| 35    | TRAVEL, OUT OF TOWN       |               |
| 40    | CONSUMABLE SUPPLIES       |               |
| 50    | SPACE                     |               |
| 55    | UTILITIES                 |               |
| 60    | FURN. & EQUIP. (RENT)     |               |
| 65    | FURN. & EQUIP. (PURCHASE) |               |
| 70    | INSURANCE                 |               |
| 71    | MAINT OF EQUIP.           |               |
| 79    | MISC. EXPENSES            |               |
| TOTAL |                           | \$ 25,325     |

\* CONSULTANT OR CONTRACT SERVICES JUSTIFICATION:

\$16.50/hour x 1181.3 hours = \$19,493

33-04 **PROJECT...** NEIGHBORHOOD FACILITY NON-SUPP ☐SUPP ☒NEW ☒CONT ☐DISC ☐**PURPOSE AND BENEFICIARIES:**

Purpose: This project will construct a multi-purpose neighborhood center offering a variety of concentrated community, health, recreational or social services.

This project will provide the local 1/3 cash share to be matched with HUD's Neighborhood Facilities Grant.

The cost of operation and maintenance of the Neighborhood Center itself will be assumed by the agencies occupying the Center.

Beneficiaries: This project will benefit the 10,000 to 20,000 residents in its service area by providing better access to services.

**FUNDING:**

|  | HUD<br>SUPPORT | OTHER<br>FEDERAL * | LOCAL | TOTAL   |
|--|----------------|--------------------|-------|---------|
| FIRST ACTION YEAR<br>EXPENDITURES              |                |                    |       |         |
| SECOND ACTION YEAR<br><del>BUDGET</del> Budget | **<br>139,000  | 358,000            |       | 497,000 |
| THIRD ACTION YEAR<br>BUDGET                    |                |                    |       |         |
| POST-MODEL CITIES<br>PROPOSED FUNDING          |                |                    |       |         |

\* 2/3 HUD share + \$80,000 Relocation Grant

\*\* \$139,000 on sheet 3 represents an additional allocation in the Second Action Year.

**CONTENT AND OPERATION:**

Function 1 --Preparation of a HUD Neighborhood Facilities application

Function 2 --Site acquisition and relocation

Function 3 --Construction

Function 4 --Start-up of center

Function 5 -- Continuous operation of center.

**TIME TABLE:**

It is expected that the City of Portland will submit a Neighborhood Facilities application to HUD no later than April 1, 1972. Site acquisition and construction would then commence as soon after June 16, 1972 as possible.





## PROJECT... NEIGHBORHOOD FACILITY 33-05

### PROJECT ADMINISTRATION AND STAFFING:

This project will be operated by the Neighborhood Facility applicant, the City of Portland, and whatever Agency or City Bureau it designates as operating agency of the Neighborhood Center. (This will be defined in the application.)

### COORDINATION:

This Project will be coordinated with other CDA projects both by CDA staff and a multi-disciplined task force composed of members from each CDA working committee and the Citizens Planning Board.

### CITIZENS PARTICIPATION:

Participation will occur in two ways. During the Planning of the facility, the above-mentioned task force and the Citizens Planning Board will make policy decisions.

Once the Center is operational, an incorporated Board of Directors formed of neighborhood residents and agencies involved will make continuous policy decisions.

### RESIDENT EMPLOYMENT:

The Operating Agency of the N.F. will attempt to hire MNA residents for all core staff positions. Each participating agency will be required to develop an Affirmative Action Program which includes the following: 1. Take steps to ensure that MNA residents have equal opportunity in hiring; 2. Develop a training program for MNA residents to allow them to be promoted; 3. Outline a promotional policy. This Affirmative Action Program will be reviewed for approval by the Neighborhood Facility Board of Directors.



PROJECT... NEIGHBORHOOD FACILITY 33-04

MONITORING AND EVALUATION:

Any evaluation of this project's impact will require constant monitoring of the effectiveness of the services within the Center. To do this, the CDA will require monthly reports on the Center's activities and level of resident participation.

MAINTENANCE EFFORT: (NEW)

~~ASSIGNMENT: XXXXXXXX~~

Construction and operation of this facility is in addition to the City of Portland Park Bureau's ongoing Park and Recreation Center Program.

BUDGET:

| <u>CODE</u> | <u>CATEGORY</u>           | <u>ESTIMATE COST</u> |
|-------------|---------------------------|----------------------|
| 10          | SALARIES *                | \$ _____             |
| 20          | CONTRACT SERVICES *       | 139,000              |
| 30          | TRAVEL, LOCAL             | _____                |
| 35          | TRAVEL, OUT OF TOWN       | _____                |
| 40          | CONSUMABLE SUPPLIES       | _____                |
| 50          | SPACE                     | _____                |
| 65          | UTILITIES                 | _____                |
| 60          | FURN. & EQUIP. (RENT)     | _____                |
| 65          | FURN. & EQUIP. (PURCHASE) | _____                |
| 70          | INSURANCE                 | _____                |
| 71          | MAINT OF EQUIP.           | _____                |
| 79          | MISC. EXPENSES            | _____                |
| TOTAL       |                           | \$ 139,000           |

\* CONSULTANT OR CONTRACT SERVICES JUSTIFICATION:

### NON-SUPPLEMENTAL FUNDED PROJECTS

Of the nine projects described in this section, eight are continuing and one is included for the first time. The Kaiser Health Center now has a level of funding which greatly increases its beneficial impact on the community at large and the MNA in particular, so it has been included as a part of Third Action Year Plan.

## EMANUEL HOSPITAL FAMILY PLANNING CLINICS

Total family planning services are provided by three clinics to MNA residents. Continuing services include physical examination and laboratory tests, fundamental instruction on physiology and birth control, fertility and contraceptive services, family planning information centers in Emanuel and Multnomah County Hospitals and community coordination. New services provided by the clinics are individual and family counseling and nutritional guidance.

Non-medical volunteer, some from the MNA, serve as receptionist, clerks, stenographers and bookkeepers; professional volunteers include guidance counselors and a nutritionist.

The project is operated and monitored by the Emanuel Hospital. Current funding level is approximately \$4 million.

## EMANUEL URBAN RENEWAL PROGRAM

The Emanuel Urban Renewal Plan calls for acquisition, clearance and sale of land to the Emanuel Hospital for medical and related facilities. The City of Portland will also receive land for municipal facilities as part of this plan. Estimated completion date is 1979, and no major changes are anticipated at this time.

The Emanuel program is administered by the Portland Development Commission and is monitored and evaluated by that agency and by HUD. An active citizens' role is carried out by the Emanuel Hospital Displaced Persons Association, which is an incorporated organization of local residents formed to ensure adequate services to residents throughout the program.

Funding for the program currently stands at \$7,281,307 federal and \$2,196,078 non-federal.



## HEAD START AND FOLLOW THROUGH

Both of these child development programs have great impact in the MNA. Head Start for pre-schoolers and Follow Through for children in the lower primary grades are designed to provide educational, nutritional and social services for children and their parents who are economically disadvantaged.

Evaluation of the programs is carried out by Portland Public Schools. A Policy Advisory Committee includes parents of children involved in the program.

Funding levels are as follows:

|                | <u>Federal</u> | <u>Non-Federal</u> |
|----------------|----------------|--------------------|
| Head Start     | 590,000        | 149,000            |
| Follow Through | 888,000        | 135,000            |

## KAISER COMPREHENSIVE HEALTH SERVICES CENTER

The Kaiser health services program includes complete preventive, diagnostic and treatment services for medical, dental and mental health. It is administered by Kaiser through PMSC.

Although not located in the MNA, it is estimated that at least half of the project's funds benefit MNA residents. For 1972, funding levels are \$1,906,000 federal (OE0) and \$209,000 non-federal.

## LEGAL AID

Through the legal aid project, legal services regarding matters of civil law are provided to low income persons according to OEO guidelines. A staff of attorneys, investigators and secretaries provides counsel, legal services and assistance in civil litigation.

Legal Aid is administered through the Portland Metropolitan Steering Committee in cooperation with the Multnomah County Bar Association and the Legal Aid Board of Directors. Several low income citizens are members of this board, and hiring preference is given to MNA residents for all staff positions.

Current funding level is \$269,000 from OEO and \$67,000 non-federal; approximately half of these funds impact on the MNA. Monitoring and evaluation is carried out by nationally directed OEO evaluation teams.

## NEIGHBORHOOD DEVELOPMENT PROGRAM

Developed as an urban renewal project, NDP activities were extended from two to seven of the eight MNA sub-neighborhoods during Second Action Year; only Eliot is not included. Through NDP, funds are available for housing rehabilitation, street and park improvements, real estate purchase and relocation benefits and services.

The Portland Development Commission is the NDP operating agency and reports progress quarterly to the CDA. Citizen participate through the CWC's and as staff members of the local PDC office.

Current funding levels are \$3,061,208 federal (HUD) and \$834,877 non-federal. All funds impact the MNA.

## NEIGHBORHOOD YOUTH CORPS

Designed to aid low income young people, ages 14 to 18, the NYC program provides employment opportunities and on-the-job training for high school students. No major changes to the program are planned during Third Action Year.

Administered by Portland Public Schools throughout the Portland metropolitan area, the program is evaluated by NYC local headquarters, employees of the program and the Department of Labor.

Current funding levels are \$607,170 federal and \$76,740 non-federal. Approximately 10 percent of these funds impact on the MNA.



## PORTLAND METROPOLITAN STEERING COMMITTEE

The PMSC serves as a coordinating, monitoring and sometimes funding body to implement the 1964 Economic Opportunity Act. PMSC programs run the gamut of social services including education, health, legal, family, human relations, housing, employment, child care and aging services.

PMSC is administered by a board of directors which is divided equally to represent public agencies, private agencies and low income citizens. PMSC programs are not monitored or evaluated by the CDA, except in a few cases where local match funds are supplied by the CDA.

Current funding levels for PMSC central administration are \$229,000 from OEO and \$58,000 non-federal. Approximately half of these funds impact the MNA. Funding levels for specific PMSC projects important to the MNA are also located in this section.

## TEACHER CORPS

The Teacher Corps is a program designed specifically to train teachers to work with disadvantaged children and in schools with large minority populations. Currently in Cycle 7, the program itself is composed of 75 percent minority teacher interns. Included in the program are training courses at PSU and practice teaching at selected schools -- Jefferson and Adams High Schools in Portland, MacLaren School for Boys in Woodburn and Hillcrest School for Girls in Salem.

The Portland portion of the program is funded for \$77,000 from HEW's Office of Education and a non-federal share of \$8,000. Approximately 75 percent of the funds benefit MNA residents.

The Education Working Committee and CPB approve the program each year, but its evaluation is carried out by PSU and Portland Public Schools. Selected MNA residents participate as teacher interns.

BASE ENTITLEMENT FOR  
HUD SUPPLEMENTAL GRANT

AMOUNT OF BASE DETERMINED UNDER THE  
PRIOR YEAR'S CALCULATION (\$000)

\$34,894

ADJUSTMENTS OF PRIOR CALCULATIONS:

MINUS: Amounts of non-Federal share  
for capital projects and activities  
planned for the prior year and  
included in the prior year's base  
calculation, but not initiated,  
times 80 percent.

\$ 0

PLUS: Amounts of non-Federal share for  
capital projects and activities  
initiated during the prior year,  
but not included in the prior year's  
base calculation, times 80 percent.

\$ 0

MINUS: Amounts of decrease in non-Federal  
share for capital projects and  
activities, from that included  
in a prior year's base calculation,  
times 80 percent.

\$34,333

( 406-Emanuel  
561 ( 136-Fremont  
( 19-Transit

PLUS: Amounts of increase in non-Federal  
share for capital projects and activities  
over that included in a prior year's base  
calculation, times 80 percent.

\$36,491

( 89-ANIP  
2158 ( 82-PSU  
( 1987-Columbia  
Sec. Sewer

ADJUSTED BASE

\$36,491

MINUS: Amount of supplement grant funds obligated  
by HUD under the prior year's contract.

\$ 3,745

CARRY OVER CREDIT

\$32,746

PLUS: Amounts of non-Federal share for capital  
projects and for those activities not  
funded on an annual basis which are ex-  
pected to be initiated in the next year  
and are specified in the Third Year  
Action Program, times 80 percent.  
(See Rule 3)

\$ 1,257

PLUS: Amounts of non-Federal share for activities  
funded on an annual basis which are expected  
to be carried out in the next year and are  
specified in the Third Year Action Program,  
times 80 percent. (See Rule 3)

\$ 2,022

BASE FOR NEXT YEAR

\$36,025

DOCUMENTATION FOLLOWS.

STATEMENT OF NON-FEDERAL  
CONTRIBUTIONS

| I. ACTIVITIES (see Table 1)                 | <u>(\$000)</u> | <u>(\$000)</u> |
|---|----------------|----------------|
| Department of Agriculture                   | 18             |                |
| Department of Health, Education and Welfare | 1,786          |                |
| Department of Housing and Urban Development | 5              |                |
| Department of Justice                       | 67             |                |
| Department of Labor                         | 63             |                |
| Department of Transportation                | 12             |                |
| Office of Economic Opportunity              | <u>577</u>     |                |
|   |                | \$2,528        |
| II. CAPITAL PROJECTS (see Table 2)*         |                |                |
| Department of Housing and Urban Development | 835            |                |
| Environmental Protection Agency             | <u>736</u>     |                |
|   |                | <u>\$1,571</u> |
| TOTAL                                       |                | \$4,099        |

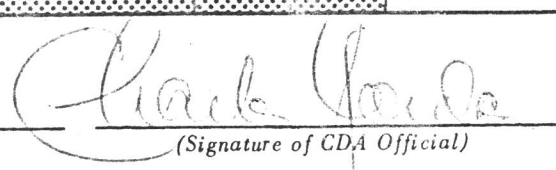
\*NOTE: Many Capital Projects included in Second Action Year submission will have continuing impact during Third Action Year but are not included in this computation. See Portland Model Cities Second Action Year Plan.

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

MODEL CITIES PROGRAM

STATEMENT OF NON-FEDERAL CONTRIBUTION

TABLE 1 - ACTIVITIES

|  |                               |   |  |   |  |
|--|-------------------------------|---|--|---|--|
| NAME OF CITY DEMONSTRATION AGENCY AND STATE:<br>PORTLAND MODEL CITIES OREGON |                               | NAME OF MODEL NEIGHBORHOOD AREA (If pertinent): |  |   |  |
| 1. FEDERAL AGENCY AND<br>TYPE OF GRANT                                       | 2. IDENTIFICATION OF<br>GRANT | FISCAL<br>YEAR                                  | AMOUNT OF<br>FEDERAL<br>GRANT<br>(\$000) | REQUIRED<br>NON-FEDERAL<br>SHARE<br>(\$000)   | REQUIRED NON-<br>FED. SHARE<br>APPLICABLE<br>TO MODEL<br>NEIGHBORHOOD<br>(\$000) |
| A Calendar Year  |                               | 1971  | B  | C   | D  |
| DOA - Food Stamps  | Food Stamps                   |   | 3,448                                    | 90  | 18   |
| TOTAL  |                               |   |  |   | 18   |
| SUBMITTED BY:  |                               |   |  |   |  |
| March 13, 1972<br>(Date)   |                               | Executive Director<br>(Title of CDA Official)   |  | <br>(Signature of CDA Official) |  |



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
MODEL CITIES PROGRAM  
STATEMENT OF NON-FEDERAL CONTRIBUTION  
TABLE 1 - ACTIVITIES

| NAME OF CITY DEMONSTRATION AGENCY AND STATE:<br>PORTLAND MODEL CITIES OREGON |  | NAME OF MODEL NEIGHBORHOOD AREA (If pertinent): |  |   |  |
|--|--|---|--|---|--|
| 1. FEDERAL AGENCY AND<br>TYPE OF GRANT                                       | 2. IDENTIFICATION OF<br>GRANT                  | FISCAL<br>YEAR                                  | AMOUNT OF<br>FEDERAL<br>GRANT<br>(\$000) | REQUIRED<br>NON-FEDERAL<br>SHARE<br>(\$000) | REQUIRED NON-<br>FED. SHARE<br>APPLICABLE<br>TO MODEL<br>NEIGHBORHOOD<br>(\$000) |
| DHEW   | A  | 1970-71   | B  | C   | D  |
| HSMHA  | CHP Partnership for Health<br>Planning         |   | 64                                       | 64  | 19   |
| HSMHA  | Maternal & Child Health<br>Services            |   | 270                                      | 135   | 18   |
| SRS  | Vocational Rehab Basic<br>Support              |   | 1,438                                    | 360   | 36   |
| SRS  | Old Age Assistance                             |   | 234                                      | 78  | 9  |
| SRS  | Aid to the Blind                               |   | 162                                      | 81  | 10   |
| SRS  | Aid to Permanently and<br>Totally Disabled     |   | 1,519                                    | 506   | 61   |
| SRS  | Aid to Families with<br>Dependent Children     |   | 9,971                                    | 3,324                                       | 399  |
| SRS  | Emergency Welfare<br>Assistance                |   | 37                                       | 37  | 4  |
| SRS  | Medical Assistance Grants<br>to States         |   | 3,566                                    | 2,377                                       | 285  |
| SRS  | Ageing Grants for Community<br>Planning        |   | 64                                       | 43  | 5  |
| SRS  | Urban League, MR Research<br>and Demonstration |   | 69                                       | 10  | 10   |
| TOTAL  |  |   |  |   | 856  |

SUBMITTED BY:

March 13, 1972  
(Date)

Executive Director  
(Title of CDA Official)

*Charles Ford*  
(Signature of CDA Official)

## U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

## MODEL CITIES PROGRAM

## STATEMENT OF NON-FEDERAL CONTRIBUTION

## TABLE 1 - ACTIVITIES

| NAME OF CITY DEMONSTRATION AGENCY AND STATE:<br>PORTLAND MODEL CITIES OREGON |  | NAME OF MODEL NEIGHBORHOOD AREA (If pertinent): |  |   |  |
|--|--|---|--|---|--|
| 1. FEDERAL AGENCY AND<br>TYPE OF GRANT                                       | 2. IDENTIFICATION OF<br>GRANT                  | FISCAL<br>YEAR                                  | AMOUNT OF<br>FEDERAL<br>GRANT<br>(\$000) | REQUIRED<br>NON-FEDERAL<br>SHARE<br>(\$000) | REQUIRED NON-<br>FED. SHARE<br>APPLICABLE<br>TO MODEL<br>NEIGHBORHOOD<br>(\$000) |
| A  |  | 1971-72   | B  | C   | D  |
| DHEW-OE<br>Vocational Education  | Coop Work Experience,<br>Fund 22               |   | 15                                       | 39  | 3  |
|  | Disadvantaged and Handi-<br>capped, VEA D-9-72 |   | 17                                       | 34  | 2  |
| In-Service Education   | Civil Rights Act, Title IV,<br>Fund 43         |   | 87                                       | 67  | 67   |
| Teacher Corps  | EPDA, Fund 68 (872)                            |   | 77                                       | 8   | 6  |
| Compensatory Education   | Title I, ESEA I-1,2,3-72                       |   | 2,245                                    | 1,907                                       | 852  |
| TOTAL  |  |   |  |   | 930  |

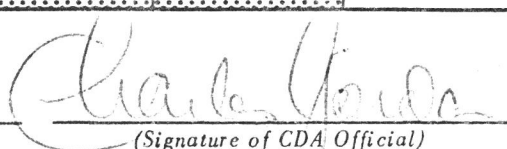
SUBMITTED BY:

March 13, 1972  
(Date)

Executive Director  
(Title of CDA Official)

*Charles G. Gordo*  
(Signature of CDA Official)

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
MODEL CITIES PROGRAM  
STATEMENT OF NON-FEDERAL CONTRIBUTION  
TABLE 1 - ACTIVITIES

| NAME OF CITY DEMONSTRATION AGENCY AND STATE:<br>PORTLAND MODEL CITIES OREGON |                               | NAME OF MODEL NEIGHBORHOOD AREA (If pertinent): |  |  |  |
|--|-------------------------------|---|--|--|--|
| 1. FEDERAL AGENCY AND<br>TYPE OF GRANT                                       | 2. IDENTIFICATION OF<br>GRANT | FISCAL<br>YEAR                                  | AMOUNT OF<br>FEDERAL<br>GRANT<br>(\$000) | REQUIRED<br>NON-FEDERAL<br>SHARE<br>(\$000)  | REQUIRED NON-<br>FED. SHARE<br>APPLICABLE<br>TO MODEL<br>NEIGHBORHOOD<br>(\$000) |
| A  |                               | 1971-72   | B  | C  | D  |
| DHUD - 701 Grants  | CRAG Planning                 |   | 190                                      | 95   | 5  |
| TOTAL  |                               |   |  |  | 5  |
| SUBMITTED BY:  |                               |   |  |  |  |
| March 13, 1972<br>(Date)   |                               | Executive Director<br>(Title of CDA Official)   |  | <br>(Signature of CDA Official) |  |

## U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

## MODEL CITIES PROGRAM

## STATEMENT OF NON-FEDERAL CONTRIBUTION

## TABLE 1 - ACTIVITIES

| NAME OF CITY DEMONSTRATION AGENCY AND STATE:<br>PORTLAND MODEL CITIES OREGON |   | NAME OF MODEL NEIGHBORHOOD AREA (If pertinent): |  |   |  |
|--|---|---|--|---|--|
| 1. FEDERAL AGENCY AND<br>TYPE OF GRANT                                       | 2. IDENTIFICATION OF<br>GRANT                 | FISCAL<br>YEAR                                  | AMOUNT OF<br>FEDERAL<br>GRANT<br>(\$000) | REQUIRED<br>NON-FEDERAL<br>SHARE<br>(\$000) | REQUIRED NON-<br>FED. SHARE<br>APPLICABLE<br>TO MODEL<br>NEIGHBORHOOD<br>(\$000) |
| A  |   | 1971-72   | B  | C   | D  |
| DOJ - LEAA   | Columbia Region Information<br>Sharing System |   | 200                                      | 67  | 2  |
|  | Metropolitan Portland Correc-<br>tion Project |   | 86                                       | 29  | 9  |
|  | Regional Narcotics                            |   | 80                                       | 27  | 14   |
|  | Diagnostic Center                             |   | 42                                       | 14  | 7  |
|  | Youth Progress                                |   | 30                                       | 10  | 4  |
|  | Detoxification Center                         |   | 187                                      | 62  | 6  |
|  | Police Community Relations                    |   | 7  | 2   | 2  |
|  | Counterpoint Youth Service<br>Bureau          |   | 39                                       | 13  | 3  |
|  | Runaway Program and Crisis<br>Home            |   | 58                                       | 19  | 2  |
|  | City/County Criminal Planning<br>Office       |   | 47                                       | 13  | 7  |
|  | Public Defender                               |   | 50                                       | 17  | 10   |
|  | Consumer Protection                           |   | 15                                       | 5   | 1  |
| TOTAL  |   |   |  |   | 67   |

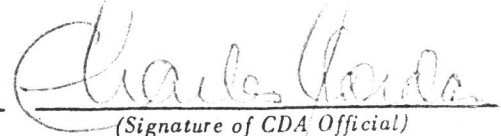
SUBMITTED BY:

March 13, 1972

(Date)

Executive Director

(Title of CDA Official)



(Signature of CDA Official)

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
MODEL CITIES PROGRAM  
STATEMENT OF NON-FEDERAL CONTRIBUTION  
TABLE 1 - ACTIVITIES

| NAME OF CITY DEMONSTRATION AGENCY AND STATE:<br>PORTLAND MODEL CITIES OREGON |                               | NAME OF MODEL NEIGHBORHOOD AREA (If pertinent): |  |   |  |
|--|-------------------------------|---|--|---|--|
| 1. FEDERAL AGENCY AND<br>TYPE OF GRANT                                       | 2. IDENTIFICATION OF<br>GRANT | FISCAL<br>YEAR                                  | AMOUNT OF<br>FEDERAL<br>GRANT<br>(\$000) | REQUIRED<br>NON-FEDERAL<br>SHARE<br>(\$000) | REQUIRED NON-<br>FED. SHARE<br>APPLICABLE<br>TO MODEL<br>NEIGHBORHOOD<br>(\$000) |
| A  |                               | 1971-72   | B  | C   | D  |
| DOL<br>New Careers   | PMSC N2                       |   | 152                                      | 59  | 55   |
| Neighborhood Youth<br>Corps  | DOL-3-72                      |   | 607                                      | 77  | 8  |
| TOTAL  |                               |   |  |   | 63   |

SUBMITTED BY:

March 13, 1972

(Date)

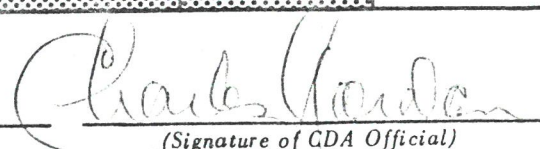
Executive Director

(Title of CDA Official)

*Charles Gordon*  
(Signature of CDA Official)



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
MODEL CITIES PROGRAM  
STATEMENT OF NON-FEDERAL CONTRIBUTION  
TABLE 1 - ACTIVITIES

| NAME OF CITY DEMONSTRATION AGENCY AND STATE:<br>PORTLAND MODEL CITIES OREGON  |                               | NAME OF MODEL NEIGHBORHOOD AREA (If pertinent): |  |   |  |
|---|-------------------------------|---|--|---|--|
| 1. FEDERAL AGENCY AND<br>TYPE OF GRANT  | 2. IDENTIFICATION OF<br>GRANT | FISCAL<br>YEAR                                  | AMOUNT OF<br>FEDERAL<br>GRANT<br>(\$000) | REQUIRED<br>NON-FEDERAL<br>SHARE<br>(\$000) | REQUIRED NON-<br>FED. SHARE<br>APPLICABLE<br>TO MODEL<br>NEIGHBORHOOD<br>(\$000) |
| A   |                               | 1971-72   | B  | C   | D  |
| DOT<br>Urban Transit<br>Technical Studies   | ORE T9-4                      |   | 66                                       | 33  | 3  |
| Comprehensive Driver<br>Education   | DOT-1-72                      |   | 138                                      | 88  | 9  |
| TOTAL   |                               |   |  |   | 12   |
| SUBMITTED BY:<br><br><div style="display: flex; justify-content: space-between;"> <div> <u>March 13, 1972</u><br/>(Date)           </div> <div> <u>Executive Director</u><br/>(Title of CDA Official)           </div> <div> <br/>(Signature of CDA Official)           </div> </div> |                               |   |  |   |  |

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
MODEL CITIES PROGRAM  
STATEMENT OF NON-FEDERAL CONTRIBUTION  
TABLE 1 - ACTIVITIES

| NAME OF CITY DEMONSTRATION AGENCY AND STATE:<br>PORTLAND MODEL CITIES OREGON |  | NAME OF MODEL NEIGHBORHOOD AREA (If pertinent): |  |   |  |
|--|--|---|--|---|--|
| 1. FEDERAL AGENCY AND<br>TYPE OF GRANT                                       | 2. IDENTIFICATION OF<br>GRANT                | FISCAL<br>YEAR                                  | AMOUNT OF<br>FEDERAL<br>GRANT<br>(\$000) | REQUIRED<br>NON-FEDERAL<br>SHARE<br>(\$000) | REQUIRED NON-<br>FED. SHARE<br>APPLICABLE<br>TO MODEL<br>NEIGHBORHOOD<br>(\$000) |
| A Calendar Year 1971   |  |   | B  | C   | D  |
| OEO<br>Community Action<br>Programs  | PMSC Central Administration                  |   | 229                                      | 58  | 29   |
|  | PMSC Alcoholism Counseling<br>and Recovery   |   | 75                                       | 18  | 2  |
|  | PMSC Economic Development                    |   | 98                                       | 26  | 7  |
|  | PMSC Youth Development                       |   | 171                                      | 51  | 26   |
|  | Family Planning                              |   | 55                                       | 14  | 7  |
|  | Family Services - Albina                     |   | 90                                       | 44  | 44   |
|  | Legal Aid Services                           |   | 269                                      | 67  | 34   |
|  | Foster Grandparent                           |   | 99                                       | 15  | 3  |
|  | Kaiser Comprehensive<br>Health Services      |   | 1,906                                    | 209   | 105  |
|  | Irvington/Parry Center,<br>Metro 4C Fund 95  |   | 97                                       | 36  | 36   |
| Head Start   | Albina Child Development<br>Center           |   | 322                                      | 77  | 77   |
|  | Early Childhood Education,<br>E2 (1971-1972) |   | 268                                      | 72  | 72   |
| Follow Through   | Fund 56 (1970-1972)                          |   | 888                                      | 135   | 135  |
| TOTAL  |  |   |  |   | 577  |

SUBMITTED BY:

March 13, 1972

(Date)

Executive Director

(Title of CDA Official)

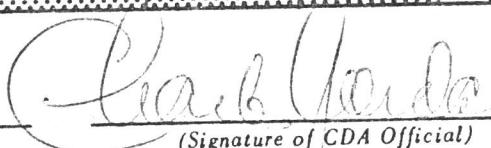
(Signature of CDA Official)

## U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

## MODEL CITIES PROGRAM

## STATEMENT OF NON-FEDERAL CONTRIBUTION

## TABLE 2 - CAPITAL PROJECTS (Other than Public Housing)

| NAME OF CITY DEMONSTRATION AGENCY AND STATE:   |   | NAME OF MODEL NEIGHBORHOOD AREA (If pertinent): |                                  |   |  |   |
|--|---|---|----------------------------------|---|--|---|
| PORTLAND MODEL CITIES OREGON   |   |   |                                  |   |  |   |
| 1. FEDERAL AGENCY<br>AND TYPE OF GRANT   | 2. PROJECT NAME AND<br>NUMBER                     | % WITHIN<br>OR NO. OF<br>MILES<br>FROM MNA      | DATE OF<br>FEDERAL<br>COMMITMENT | IF NO FED.<br>COMMITMENT,<br>GIVE DATE<br>OF<br>APPLICATION | AMOUNT OF<br>FEDERAL<br>GRANT<br>(\$000) | REQUIRED<br>NON-<br>FEDERAL<br>SHARE<br>(\$000) |
| A  |   | B   | C                                | D   | E  | F   |
| DHUD<br>Urban Renewal  | Neighborhood<br>Development<br>Program<br>ORE A-5 | 100%  | 6-30-71                          |   | 3,061                                    | 835   |
| TOTAL  |   |   |                                  |   |  | 835   |
| SUBMITTED BY: <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div> <u>March 13, 1972</u><br/>(Date)           </div> <div> <u>Executive Director</u><br/>(Title of CDA Official)           </div> <div> <br/>(Signature of CDA Official)           </div> </div> |   |   |                                  |   |  |   |

NAME OF CITY DEMONSTRATION AGENCY AND STATE:

NAME OF MODEL NEIGHBORHOOD AREA (If pertinent):

PORTLAND MODEL CITIES OREGON

SUBMITTED BY:

(Signature of CDA Official)

## ACTION PLAN SUMMARY

The Third Action Year Plan fulfills three objectives of the Portland Model Cities Program:

1. It documents progress and direction of the Model Cities Program
2. It provides a definitive yet flexible framework for program activities during Third Action Year
3. It satisfies Department of Housing and Urban Development program justification and planning requirements.

The four major sections of the Plan are I. Planning Statements, II. CDA Action Plans, III. Project Action Plans, and IV. Base Entitlement.

### PLANNING STATEMENTS

Planning statements document the development of Third Action Year Plan, the survey of current MNA conditions, the revision of program objectives by category, and the development of an overall program strategy.

#### Third Year Planning

Participants included the 27-member policy and review Citizens Planning Board; the nine Citizens Working Committees and Neighborhood Organizations which act as planning bodies; various technical assistance groups, including the CDA and other agencies and consultants; the Portland City Council; and the monitoring and evaluation groups, including citizens, CDA staff, the City of Portland and outside consultants.

#### MNA Conditions

Most important among the surveys used to compile statistics regarding current MNA conditions is the CDA 1971 Comprehensive Neighborhood Survey. This survey indicates that rapid and dramatic changes continue to occur in community structure:

1. Overall MNA population is decreasing while
  - Percentage of non-white population is now more than half total MNA population
  - Percentage of total Portland non-white population residing in MNA is now over 85 percent
2. Increased segregation exists in schools based on this population distribution
3. Unemployment is high
  - Rates twice as high for blacks compared to whites
  - Income disparities more pronounced
4. Quality of housing is declining
5. Crime rate continues to rise



6. Welfare recipients in MNA (6 percent of county population) receive 25 percent of total county assistance
7. Recreational and cultural activities in the MNA are few
8. Traffic safety is a major problem.

A priority ranking of program categories was derived from the resident survey, from operating agency data, and from citizens participating in the Model Cities Program:

1. Housing
2. Manpower and Job Development
3. Education
4. Health
5. Environmental Protection and Development
6. Crime and Delinquency
7. Social Services
8. Recreation and Culture
9. Economic and Business Development
10. Relocation
11. Citizens Participation
12. Transportation and Communication.

#### Program Objectives

Objectives have been revised and restructured to more nearly meet conditions revealed by the MNA survey. The one exception will be a continued emphasis on Citizens Participation activities, which the CDA believes is essential in order to ensure problem-solving activities in the MNA after Model Cities supplemental funding is no longer available. Housing and Manpower and Job Development categories will receive special emphasis during Third Action Year.

#### Strategy

In implementing the CCDP, CDA strategy has been three-fold: identify problems, define solutions and select appropriate operational structures. With regard to projects, the CDA's role is confined to coordination, planning, monitoring, fiscal control and citizen involvement; implementation is carried out by MNA residents and operating agencies. The CDA believes that effective citizens participation in the decision-making process provides the greatest contribution to achieving institutional change.

Responsibility for the CDA has been shifted from the Mayor to the Commissioner of Public Safety, in order to provide better coordination between the CDA and other human resource activities already grouped there. Close liaison is maintained with the City Auditor's Office, City Attorney's Office, Management Services Bureau and Administrative Review Committee.

Supplemental funds are used to increase existing services, bring services to MNA that were previously available only outside the MNA and develop new services to meet unique needs. A major new allocation of resources into CDA programs is Title IV-A funding, Social Security

Act, to be used in child care and youth care programs. One CDA project has included a portion of its operational costs in this year's City budget.

To achieve broad-based community support, the CDA maintains a continuing public information program, a Speakers Bureau and a wide range of professional memberships. To achieve maximum resident employment, the CDA grants MNA residents preference for all agency positions and encourages all operating agencies to act similarly. Also, an Affirmative Action Plan with regard to minority employment was recently adopted by the Portland City Council.

## CDA ACTION PLANS

### Administration

The CDA Table of Organization is complete at 50-1/2 full-time staff members plus 10 part-time community organizers. Evaluation and Information Systems functions were reorganized during Second Action Year as two separate departments, in order to provide an autonomous and easily accessible information source. The two departments, however, will continue to work closely.

Fiscal monitoring is accomplished by the CDA's Administrative Support division supplemented by the City Auditor's Office; a switch from manual entry to an automated accounting system is planned during Third Action Year. Project monitoring is accomplished by the CDA's Evaluation Department in conjunction with the CPB Evaluation Committee and CDA planning staff.

Program coordination flows mainly through the Office of Commissioner-in-charge, but the CDA has regular meetings with other public and private agencies whose services affect the MNA. Citizen involvement in planning, coordinating and monitoring is through the working committees, CPB and other boards and councils as elected or appointed members.

### Citizen Participation

The long-range goal of Citizens Participation is to ensure that MNA residents will have sufficient knowledge, skills and opportunities to work and plan together with public and private agencies in order to resolve community problems.

During Second Action Year, significant accomplishments included a major input to program planning and monitoring by the CPB and working committees; the formation of a CPB Budget Review Committee; intensive orientation for new CPB members; and a CP Workshop and Model Neighborhood Rally.

A special task force is reviewing the CP structure to assess its effectiveness and recommend alterations. Staffing is stable. Staff members will concentrate on giving technical assistance in the field of community organizing during Third Action Year, rather than simple clerical assistance.



## Resident Employment

CDA policies and procedures to ensure maximum resident employment include a preference granted MNA residents for all CDA positions and a clause affirming this policy inserted in all CDA-operating agency contracts. The table below presents current staff residency for both CDA and its operating agencies.

|  | CDA            |                     | Operating Agencies |                     |
|--|----------------|---------------------|--------------------|---------------------|
|  | Live In<br>MNA | Live Outside<br>MNA | Live In<br>MNA     | Live Outside<br>MNA |
| Professional, technical,<br>managerial | 7              | 14                  | 137                | 73                  |
| Para-professional                      | 8              | 2                   | 8                  | 3                   |
| Clerical                               | 7              | 7                   | 38                 | 15                  |

Interagency training programs are encouraged and the CDA will continue to support CEP, NYC and other programs as possible.

CDA staff members are excused for up to six hours per week for training or educational purposes; those who complete courses satisfactorily are reimbursed for all tuition and fees. Staff attend conferences, seminars and workshops as budgets permit.

Cascade Center, purchased during Second Action Year, is leased to Portland Community College for operation as an educational, recreational and cultural center for residents of North and Northeast Portland. Other colleges and universities in the metropolitan area give continuing support through specialized programs, notably PSU and its MNA Learning Center which offers reduced tuition rates to residents.

An Affirmative Action Plan with regard to minority employment was adopted recently by the Portland City Council and is expected to be implemented during Third Action Year. The Resident Employment and Training project, planned along guidelines in CDA Letter #11, will also be implemented during Third Action Year.

## Relocation

A general relocation plan is submitted as part of Third Action Year Plan to meet the requirements of HUD Hdbk.1371.1. This plan states objectives and outlines the following policies and activities:

1. Administration
2. Relocation standards
3. Relocation assistance advisory program
  - For families and individuals
  - For business concerns
4. Property management policies
5. Assurance of equal opportunity in housing
6. Grievance procedures
7. Resident involvement in planning and implementation
8. Relocation payment plan and procedures
9. Eligibility requirements.

Since the housing survey is not complete at this time, figures for Third Action Year relocation project are estimates. These figures indicate approximately 500 families will be displaced during Third Action Year by all public agencies in the City of Portland. FHA-assisted housing resources are estimated to be 141 low income rental units, 54 moderate income rental units and 1,750 moderate income homes for sale. Relocation payments for Model Cities covered displacement are estimated at \$416,750 and assistance costs at \$29,950.

### Evaluation

The CDA's Evaluation Department is responsible for the creation and implementation of its plans, development of its evaluative tools, administration of its analysis and the coordination of its activities related to CCDP programs.

Evaluation's work program will be modified to produce three, rather than four, major reports during Third Action Year, as follows:

1. Report I (10-15-72)--Project evaluation, with special emphasis on assessment of initial operational performance and the adequacy of management tools
2. Report II (2-15-73)--Project evaluation, assessment of progress against objectives
3. Report III (6-15-73)--Project evaluation oriented towards achievement and merit throughout Third Action Year; Model Cities program evaluation.

The evaluation questionnaire and plan were amended during Second Action Year to broaden the scope of evaluative activity and to sharpen inquiry. Report content now includes project status; planning; contract negotiation; project administration, operation and coordination; impact; resource utilization; and recommendations. Special reports are prepared as requested. All reports are thoroughly documented; sources include operating agency monthly status reports, interviews and special reports; participant interviews; survey information; special reports and inquiries; and CDA audits.

Evaluation activities are coordinated with the CPB Evaluation Committee, the working committees, special consultants, CDA planning and Information Systems staff, and operating agency staff.

### Information Systems

The Information Systems Department is creating an agency-wide management information system to provide factual data for all decision-makers. Thus, procedures are developed to identify needed information and implemented to collect, store, process and report this information on a routine basis. The Department also provides counsel to operating agencies and other CDA divisions with regard to supplying input to the system and utilizing its feedback.

Five general activities are carried out by Information Systems staff: Analysis of information needs, identification of data sources, collection and processing of the data, reporting the information and maintaining and expanding the system. In addition, the department maintains a central CDA file, transcribes minutes of all meetings and performs surveys as required.

Two major surveys were accomplished in Second Action Year, one for the Portland Development Commission and one for the CDA--a comprehensive neighborhood survey. Although results of the MNA survey are still being verified and cross-tabulated, significant base line data should emerge for use during Third Action Year. Staffing is stable.



## Budgets

For Third Action Year, a budget of \$3,745,000 is proposed. Each project, its operating agency and its budget are listed below.

| <u>Project No.</u> | <u>Project Name/Operating Agency</u>   | <u>3rd AY Budget (\$000)</u> |
|--------------------|--|------------------------------|
| 10-01              | Education Aides/Portland School District #1                                    | \$ 111                       |
| 10-02              | Pre-school Expansion/PSD #1  | 82                           |
| 10-05              | Martin Luther King Scholarship Fund/<br>MLK Scholarship Fund of Oregon, Inc.   | 60*                          |
| 10-07              | Albina Youth Opportunity School/Same   | 139                          |
| 10-08              | Cascade Center/Portland Community College                                      | ---**                        |
| 11-02              | Health Coordinating and Planning/<br>Comprehensive Health Planning Association | 13                           |
| 11-07              | Mental Retardation Umbrella/<br>Multnomah Association for Retarded Children    | 43                           |
| 15-01              | Senior Adult Service Center/<br>City-County Council on Aging                   | 171                          |
| 15-02              | Aging Design/City-County Council on Aging                                      | 9                            |
| 15-03              | Comprehensive Child Care/<br>Metropolitan Area 4-C Council                     | 214                          |
| 15-05              | Consumer Protection/Oregon Consumer League                                     | 90                           |
| 15-06              | Multi-Service Center #2/State of Oregon<br>Albina Multi-Service Center         | 175                          |
| 15-07              | Community Care Association/Same  | 105                          |
| 15-09              | Youth Care Center/State of Oregon<br>Children's Services Division              | 85                           |
| 15-10              | Foster Home Care/State of Oregon CSD   | 39                           |
| 16-02              | Youth Recreation/Youth Affairs Council   | 100*                         |
| 17-01              | Police Community Relations/Portland<br>Police Department                       | 144                          |
| 20-01              | Operation Step-Up/Nero Industries, Inc.  | 214                          |
| 20-02              | Resident Training and Employment/<br>To be announced                           | 100*                         |
| 21-01              | Community Development/MEDIA, Inc.  | 431                          |
| 21-02              | Contractor Management/Albina Contractors Assn.                                 | 44                           |
| 30-02              | Residential Development/To be announced  | 306*                         |
| 30-03              | Housing Repair/Portland Development Commission                                 | 199                          |
| 31-01              | Relocation/PDC   | 447                          |
| 33-02              | Comprehensive Neighborhood Planning, Eliot<br>Component/PDC                    | 25                           |
| 33-03              | Comprehensive Plan, Boise-Humboldt/<br>City Planning Commission                | 25*                          |
| 33-04              | Neighborhood Facility/To be announced  | 139*                         |
| 40-01              | Citizens Participation/CDA   | 202                          |
| 50-01              | Evaluation-Information/CDA   | 295                          |
| 90-01              | Administration/CDA   | 468                          |

\*Allocated from previous year's budget

\*\*Capital expenditure of \$851,000 during Second Action Year

## PROJECT ACTION PLANS

### Supplemental Funded Projects

In addition to the three CDA projects--administration, citizens participation and evaluation-information--there are 27 projects proposed for supplemental funding during Third Action Year. Two are new--the Resident Training and Employment project and the Neighborhood Facility project. They are categorized as follows:

| <u>Category/<br/>No. of Projects</u>          | <u>Third Action Year<br/>Budget (\$000)</u> | <u>Cumulative 3-Yr<br/>Total (\$000)</u> |
|---|---|--|
| Education/5                                   | \$ 332                                      | \$ 1,766                                 |
| Health/2                                      | 56  | 143                                      |
| Social Services/6                             | 888   | 2,158                                    |
| Recreation and Culture/1                      | ---   | 186                                      |
| Crime and Delinquency/3                       | 144   | 356                                      |
| Manpower and Job<br>Development/2             | 214   | 603                                      |
| Economic and Business<br>Development/2        | 475   | 1,082                                    |
| Housing/2                                     | 199   | 802                                      |
| Relocation/1                                  | 447   | 800                                      |
| Transportation and<br>Communication/0         | ---   | 15                                       |
| Environmental Protection and<br>Development/3 | 25  | 738                                      |
| Citizens Participation                        | 202   | 523                                      |
| Evaluation-Information                        | 295   | 588                                      |
| Administration                                | <u>468</u> \$3,745                          | <u>1,475</u> \$11,235                    |

### Non-Supplemental Funded Projects

Projects having a major impact on the MNA, not supported by HUD supplemental funds, are as follows:

1. Emanuel Hospital Family Planning Clinics
2. Emanuel Urban Renewal Plan
3. Head Start and Follow Through
4. Kaiser Comprehensive Health Services Center
5. Legal Aid
6. Neighborhood Development Program
7. Neighborhood Youth Corps
8. Portland Metropolitan Steering Committee
9. Teacher Corps.

### BASE ENTITLEMENT

Calculations for entitlement to HUD supplemental funds based on non-federal contributions to activities and capital projects in the MNA indicate a base of \$36,025,000 for next year.