

August 22, 1973

Rozell Gilmore
Albina Ministerial Alliance
4936 N. E. Union Avenue
Portland, Oregon 97211

DEPARTMENT OF
PUBLIC AFFAIRS

MILDRED SCHWAB
COMMISSIONER

MODEL CITIES
AGENCY

ANDREW PAULSON
ACTING DIRECTOR

8329 N.E. UNION AVE.
PORTLAND, OR. 97211
503 253-8261

Dear Mr. Gilmore:

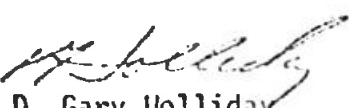
The following is a summary of requisitions and reimbursements
for Third Action Year expenditures:

<u>Report Period</u>	<u>Req. #</u>	<u>Amount Req.</u>	<u>Less O/B</u>	<u>Advance</u>	<u>Paid</u>
Advance	1188			8,552	8,522.00
August	1329	4,719.31			4,719.31
September	1387	2,856.60			2,856.60
October	1438	7,272.34	(242.71)		7,029.63
November	1482	2,336.20	(33.00)		2,303.20
December	1521	2,761.55			2,761.55
January	1601	3,837.56	(23.63)		3,813.93
February	1636	3,401.95	(144.55)		3,257.40
March	1759	4,480.96		(2,000)	2,480.96
April	1797	2,250.49	(58.65)	(1,186)	1,005.84
May					
June		<u>5,508.23</u>	<u>(54.70)</u>	<u>(5,366)</u>	<u>87.53</u>
		39,425.19	(557.24)	-0-	38,867.95

You will notice that the balance of the Third Action Year advance, \$5,366.00, has been withheld from your May-June requisitions. Also, the overbudgeted items that were withheld (\$557.24) will be reimbursed when your pending contract change request has been approved.

If you have any questions, please do not hesitate to call.

Sincerely,


D. Gary Holliday
Budget Analyst

DGH:cfc

cc: A. Raubeson
E. Roberts
A. Bowens
Fiscal Files
Official Files ✓

Albina Ministerial Alliance

4936 N.E. Union Avenue 284-7387
Portland, Oregon 97211

Social Action Director:

Rev. Samuel Johnson
Highland United Church of Christ

Executive Board

PRESIDENT

Rev. John Jackson
Mt. Olivet American Baptist

VICE PRESIDENT

Rev. Gordon Dickey
St. Andrew's Catholic

SECRETARY

Rev. Rozell G. more
Berean Baptist Church

TREASURER

Rev. Dale Stett
Mallory Ave. Christian Church

CHAPLAIN

Rev. Thomas Strayhand
Allen Temple CME Church

PROGRAM & PUBLICITY

Rev. A.L. Henderson
Bethel African Methodist Episcopal

EDUCATION

Rev. William Adix
Chaplain, Emanuel Hospital

January 9, 1973

Dear Friend:

You are cordially invited to attend a special memorial service in commemoration of the birthday of the late Dr. Martin Luther King.

This service will be held on Monday, January 15 at 7:30 p.m. at Mount Olivet Baptist Church -- 116 N.E. Schuyler, Portland, Oregon.

Tentatively, the program will include speakers on the four facets of Dr. King's accomplishments: Mayor Neil Goldschmidt will speak on human rights, Mr. Charles Crews (Chairman of the Martin Luther King Scholarship Fund of Oregon) will speak on education, Reverend John Jackson will speak on religion, and Gayle Gemmell (Administrator of the Civil Rights Division of the Bureau of Labor) will speak on civil rights.

Various civic personnel will be in attendance, with several local choirs providing music.

We would like to have as many persons as possible in attendance.

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Deputy Director



Albino Ministerial Alliance

Social Action Director:

Rev. Samuel Johnson
Highland United Church of Christ

Executive Board:

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Mt. Olivet American Baptist

VICE PRESIDENT
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Chaplain, Emanuel Hospital

4936 N.E. Union Avenue 284-7887
Portland, Oregon 97211

February 15, 1973

Dear Don:

Enclosed are a couple different minutes from past A.M.A. meetings. This is the general format I have been using (the A.M.A. members seem to prefer quite lengthy and detailed minutes, so as to inform members who were unable to attend meetings of practically everything which was said, discussed, and resolved.

This modus operandi might not meet with CDA's and/or Mr. Morris' standards, in which case Ms. DesCamp is enthusiastically and cooperatively open to suggestions and orders from headquarters.

So, to make a short story long, peruse these at your leisure and sometime before the next meeting (preferably after the s--- ceases to hit the proverbial fans around here and over there), we can get together to plan strategy for future minute-taking activities.

Yours in Christ,
(this is a religious organization, and this is official stationery...)

Mary DesCamp

Ms. M. DesCamp
Citizen at Large, etc.

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- A.M.A. GENERAL MEETING MINUTES - DECEMBER 4, 1972

The December meeting of the Albina Ministerial Alliance was held at Redeemer Lutheran Church on December 4, 1972 at 6:30 P.M. After the members present consumed a delicious meal prepared by some of the women of the church, the meeting was called to order at 7:20 by Reverend John Jackson, who asked for contributions to help defray the cost of the meal.

Reverend Jessen welcomed the group, thanked the women for their culinary efforts, then related a humorous anecdote as a note of levity.

Members present were: Reverend John Jackson (President), Rev. Samuel Johnson, Mary DesCamp, Benjamin L. Owre, Rev. Mike Collins, Rev. Edsel Goldson, Rev. Dale A. Stitt, Rev. Paul W. Eriks, Rev. Thomas Strayhand, Rev. E. C. Wilder, Bishop J. C. Foster, Rev. Rosell Gilmore, Rev. Allan Wilson, Rev. B. T. Wells, Rev. John Phipps, Rev. Werner Jessen, Mrs. Elizabeth Watson, Rev. Alfred Henderson, and special guest Charles Jordan of the Human Resources Bureau,

The minutes of the Executive Board meeting of November 30, 1972 were passed out to each member, read, and approved by the group.

Reverend Johnson reported on the Yaun Youth Centers. He stated that the centers are now accomodating six young women and seven young men. Reverend Johnson has attended several conferences recently relating to the problems of youth -- one dealing with recent legislation which would enable a youth who commits a crime NOT against a person to be released on his own recognizance immediately. Many youths, therefore, are allowed to set up a criminal pattern before any action is taken. The youth care centers face additional problems now, as strong habits have been formed before such time as the individual reaches the center. This places additional responsibility on parents, who must become more sensitive to their children and their problems. Pastors can be of assistance by counseling parents and urging them to accept the fact that their child may have a problem and obtain help for such children. Facilities are now available for adolescents from the age of 11-17, as well as for smaller children. Shelter Care Units also exist.

Rev. Alfred Henderson reported on certain aspects of the 4-C's Day Care Program which had raised some controversy in the local media the previous day. Reverend Henderson stated that according to Federal guidelines, every Model Cities resident is eligible for day care. The fee scale differs in the Model Cities area from the scale used elsewhere. The number of children in the family is taken into consideration; for example, a family of three earning \$1400 a month is not required to pay for day care, according to the fee scale. The policy of the Portland Public Schools is to not charge ANYONE for Extended Day Care.

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Reverend Henderson went on to say that the Directors of the individual centers are not responsible for choosing the children who will attend their center. The children are referred by the social workers, who operate under stringent regulations. There are not enough private day care centers to take care of the needs of the community. Reverend Henderson also said that the quote in the Journal was "taken out of context," and was therefore highly inaccurate.

Bishop Foster reported as Chairman of the Membership Committee and asked at that time for any unpaid dues from new members. He also reported on the plans for the Week of Prayer, which will be held the first full week in January (January 7-12), 1973 at the Good Samaritan Church of God in Christ, with Reverend F. J. Grear, Pastor, speaking the first night. The Good Samaritan Church of God in Christ is located on N.E. 19th and Wygant.

Bishop Foster also reported that as Chairman of the Nominating Committee, he will meet with the group and submit a list of nominees for the election which will take place the first of the year.

Reverend John Jackson commented on the City County Charter, having noticed in his perusal of the draft that no mention was made of human rights issues in the report. He is of the opinion that something should be said about the rights of PEOPLE in regard to new innovations in the area of human rights and new freedoms which now exist. In putting together an up-to-date charter, these types of things should be included. He said that if we had a mayor who was disinterested in such matters, no pressure could be brought to bear upon him to act in the interest of human rights were they not included in the City County Charter.

Reverend Jackson then introduced Mr. Charles Jordan, former executive of the Model Cities Program, and is now acting Director of the Department of Human Resources. He attended the meeting to give the members some idea of how the Department will work, and how the A.M.A. could possibly be of assistance to the Department or benefit from its existence.

Mr. Jordan emphasized the fact that his presentation was just a draft, and had not yet been accepted by the City Council; therefore was as yet unofficial.

Mr. Jordan first summarized the purposes and accomplishments of the Model Cities Program, which was a partnership, according to the Legislature, between the Federal Government, the City, and the citizens themselves. The Legislature proposed that there must be more humane way of dealing with people problems -- and Model Cities was set up as a demonstration of what could be done. (This, said Mr. Jordan, was a contradiction in itself: the Federal Government attempting to use Model Cities as a panacea for all social problems, handing over a sum of money to

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the City and the people and telling them to "run their own program." "If they broke their toy," he said, "it was their problem."

Two years ago, when Mr. Jordan took over as Director of Model Cities, a great deal of the funds were still unexpended. In a short period of time, his staff designed and put into motion 19 new programs. He said that the Model Cities program itself was put in its proper perspective, but the citizens didn't accept it, still believing it to be a cure for everyone's problems. The program was simply not designed to help everyone -- it was a demonstration.

Time was short, yet much was demonstrated. There were some failures, but many successes.

President Nixon has reportedly said that Model Cities will be finished in one year (as well as O.E.O.). This will put social agencies in a bad spot, unless local people are put into motion and begin setting up their own programs and finding the resources for funding them and carrying them out.

The cities, said Mr. Jordan, are obviously going to be here to stay, as are their problems. Therefore, the Model Cities PROCESS must be maintained -- i.e., citizen participation at the bottom (not at the top) levels, teaching comprehensive planning, etc. It is vital that local citizens become involved at this stage. The Model Cities Program mobilized many residents into activity who had previously been non-participatory on social problem-solving areas.

The Bureau of Human Resources is essentially the City of Portland taking on the social arm. The position of Director is a Civil Service Position. Mr. Jordan has not at this time decided whether or not he will compete for this job, and as yet there is no permanent staff of the Human Resources Bureau.

The Bureau of Human Resources initially wanted to incorporate the CAP Agency. The initial city council vote was negative in this regard, but the vote will undoubtedly be taken again sometime after the first of the year.

The Bureau of Human Resources will deal with local problems, placing responsibility where it belongs-- at the local level. Elections will be nonpartisan. Revenue Sharing if the City Council can be convinced that people problems need attention as well as "hardware" (sewers, lights, etc.) will be helpful in funding the Bureau of Human Resources.

Mr. Jordan and his staff want to develop a master plan for social problems in this city, and get a clear picture of what the resources are. No one at the present time is sure of what the situation in

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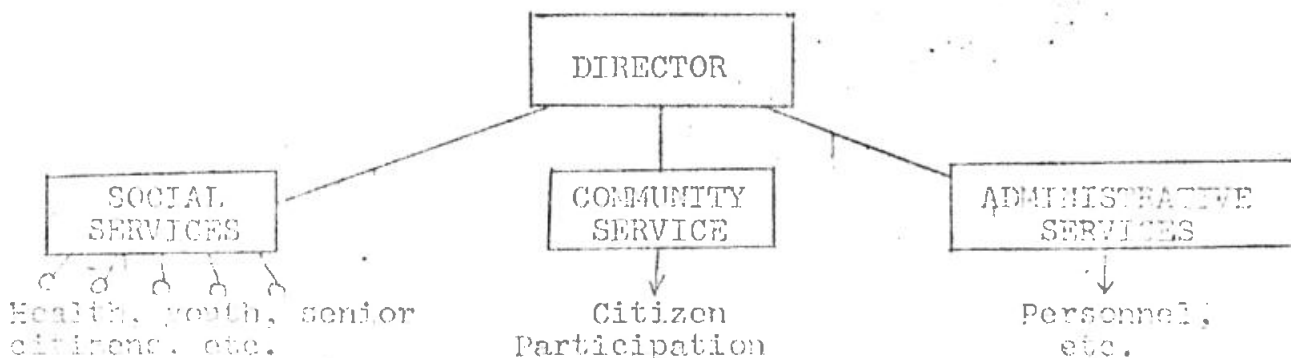
regard to either existing problems or resources available for problem-solving. In the future, hopefully, all dollars spent on social problems will go through the Human Resources Bureau.

The tentative plans for the Bureau of Human Resources include dividing the City of Portland into eight districts. The districts will be subdivided into neighborhoods. The District Planning Office will be made up of people from the Neighborhood. The people will hopefully decide on everything that is done within their neighborhood. The District Planning Council will make recommendations to the City Planning Board, with the citizens deciding which needs have the highest priorities. Ideally, the District Planning Council, once its credibility has been established, will replace the Portland Development Commission. Nothing should be submitted to the Council without citizen approval -- thus there would be citizen involvement in everything that goes on.

The people in the District Planning Office must be given some real authority regarding what is going on in the neighborhoods.

Mr. Jordan wants to get all Model Cities employees incorporated into the Civil Service System, which at the present time is extremely inflexible. Many persons are unable to perform sufficiently well on the tests, yet are able to do well on the job. Mr. Jordan would like the opportunity to work for one year with individuals who are at present locked out of the Civil Service System.

TENTATIVE BUREAU STRUCTURE



At the present time, the Bureau of Human Resources is operating on a budget of \$50,000 from Model Cities, with the help of loaned executives. When Federal monies are cut off, the City of Portland will have to take over the responsibility of funding this agency.

Reverend Henderson asked if there should be a resolution made

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The meeting was adjourned at 8:35 P.M.

A letter will be drafted, approved, and sent.

Reverend Henderson moved that: (1) a Liaison Committee be appointed to work with the Bureau of Human Resources to make resolutions and letters from the churches to the City Council, emphasizing the need for a great deal of revenue sharing funds to go toward social services; (2) that a letter to the City Council be sent in regard to cable television is still on the ground floor. He wishes to stress the A.M.A.'s desire for individual citizens to be able to buy stock and have shareholders in the corporation.

Reverend Jackson said that the A.M.A. is available and most willing to assist and participate in the program in its planning stages and to assist and awareness could help prevent such abuses.

Reverend Jordan also mentioned the problem of the possible abuse of revenue sharing funds by some mayors, saying also that citizens involvement and awareness could help prevent such abuses.

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ALBINA MINISTERIAL ALLIANCE
EXECUTIVE BOARD MEETING
THURSDAY, JANUARY 25, 10 A.M.

Minutes:

Present: Reverend John Jackson, Reverend Benjamin Owre, Reverend Rozell Gilmore, Bishop J. C. Foster, Reverend Thomas Strayhand, Reverend Dale Stitt, and Ms. Mary DesCamp (secretary)

Reverend Owre opened the meeting at approximately 10:15 A.M. with a prayer; the fifteen minute delay being due to the consumption of doughnuts and coffee by the members present and an informal discussion concerning the future of social action programs in the community due to President Nixon's cutbacks in Federal Funding.

Reverend Jackson stated as the first order of business that he felt that A.M.A. should draft a letter to the newspapers concerning the death of President Johnson, who was the most effective and dedicated proponent of Civil Rights to ever hold the office of President. It was mentioned that all the persons who had in the past been in the forefront of the Civil Rights Movement are now gone, and that the future holds some tremendous and formidable challenges in this area of concern.

There followed a brief discussion of the success of the Clergymen's Workshop and Rally, praising both Merrell Booker and Reverend Lockridge for the excellent presentations they had given. Dr. Merrell Booker mentioned, during his participation in the workshop, that the A.M.A. was thus far the most unique ministerial organization he had encountered and observed in the nation -- the only one that did more than "Meet and Eat." It was suggested that we publicize this organization and its efforts and accomplishments, both for the purpose of drawing support and encouraging other ministerial groups throughout the country to initiate similar projects and pursue similar goals.

The next order of business was the reading of Reverend Adix's Annual Report of A.M.A. activities. He had gone through the minutes of the past year's meetings and compiled a summary of month-by-month projects, major decisions and accomplishments. The Board approved the report (with a few minor changes). This Annual Report, along with a list of the various programs and activities sponsored and/or supported by the A.M.A. and a brief description of each, will be attached to a covering letter plus a list of all A.M.A. members and sent to all the organizations which support us in various ways or would be interested in knowing of our activities. The report will also be sent to all A.M.A. Members.

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Reverend Stitt suggested that Father Leo Remington of St. Andrew's parish be recruited into the A.M.A. Father Remington is an expert in filmmaking, photography, graphic arts, and various other fields. He is also highly knowledgeable in the area of cable television. The Board members felt that he would be a valuable asset to our organization -- perhaps being able to help put together a pamphlet visually and verbally describing the A.M.A. in its many facets.

Reverend Jackson stated that he would contact Father Remington sometime in the near future regarding membership and assistance.

Reverend Benjamin Owre was given the responsibility of contacting various civic and religious leaders to speak at the General A.M.A. Meetings. Mentioned as possible speakers were: Cleveland Gilcrease, Clara Peoples, Francis Ivancie (since parks are a vital part of the summer youth programs), Neil Goldschmidt, Mildred Schwab, as well as church leaders from various denominations.

It was mentioned that plans for the summer program cleanup committee should be made fairly soon.

The Board approved the purchase of a half page advertisement in the booklet being published by the Black Culture Month coordination committee at Portland State University. The proceeds from these ads will go toward the Cultural Exchange Program, which enables students from Portland State's Black Studies Program to go to a Black Cultural Conference in Oakland to present writings, music, etc.

Reverend Owre stated that Carl Rowan will be speaking at Portland State University on February 14 at 8 P.M. His speech will be free of charge, and will be entitled: "America-1984; Which Prejudices, Passions, and Poverties?"

Reverend Jackson read a letter from Connie McCready concerning citizen ownership of cable television stock (in response to a letter sent earlier by the A.M.A.). She stated that the citizens' committee which is studying all aspects of cable television will seriously consider this question.

Reverend Jackson also stated that Clay Myers had expressed an interest in becoming more involved with the A.M.A. Secretary of State Myers is presently looking for a black accountant to fill a position available in his office in Salem.

The Board unanimously agreed that in the future, both General and Board meetings should be held at regularly scheduled monthly dates, enabling a greater number of members to attend ahead and attend. A tentative calendar of the year's meetings and activities will be compiled.

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Page 3 - A.M.A. Executive Board Meeting Minutes - Jan 25, 1973.

Reverend Owre said that he would present a proposed schedule of future speakers and present it at the February General Meeting.

It was mentioned that, due to the new setup in the Mayor's Office, the scope of the summer programs could be changed. Reverend Jackson suggested that a letter be drafted to Mayor Goldschmidt on this subject, stating that summer is a crucial time for the youth in the community and that these programs are vital and should not be cut back or eliminated.

Reverend Gilmore suggested that we look around the community and attempt to find a good location for the summer program preferably with an adequate amount of land adjacent. Reverend Stitt would like to see more supervision and control in this year's summer program.

The meeting adjourned at approximately 12:15 P.M.

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Albina Ministerial Alliance

EXECUTIVE BOARD:

PRESIDENT
Reverend John Jackson
Mt. Olive Baptist Church

**VICE PRESIDENT AND
PROGRAM DIRECTOR**
Reverend Benjamin Owre
Hughes Memorial Church and
Woodlawn Methodist Church

SOCIAL ACTION DIRECTOR
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Episcopal Church

TREASURER
Reverend Dale Still
Mallory Avenue Christian
Church

CHAPLAIN
Reverend Thomas Strayhand
Allen Temple C.M.E. Church

**CORRESPONDING
SECRETARY**
Reverend Rozell Gilmore
Emanuel Hospital Chaplaincy
Program

RECORDING SECRETARY
Sister Sidney Thomison
St. Andrew's Catholic Church

RELIGIOUS CONSULTANT
Dr. O.B. Williams
Vancouver Avenue Baptist
Church

**LIASON REPRESENTATIVE FOR
DIVISION OF NATIONAL
MISSIONS**
Reverend John Phipps
Piedmont Presbyterian Church

MEMBERSHIP CHAIRMAN
Bishop Joseph C. Foster
St. Paul COGIC

4936 N.E. Union Avenue 288-9254
Portland, Oregon 97211

March 27, 1973

Faye LyDay
Portland Model Cities
5329 NE Union Avenue
Portland, Oregon 97211

Dear Faye:

I have enclosed a copy of the letter we have sent to Mr. Raubeson regarding the "defunding" of the Welfare Supplemental Program.

Needless to say, we are sorry to see the program fold, but there is little point in crying over spilled milk at this stage of the game.

I wanted to thank you for your generous assistance in putting together what I still feel was a very good proposal--despite its being rejected by the powers that be. I was such an inept novice at the time that without your endless hours of assistance and patience the proposal would have been the work of an amateur. My years of volunteer work in various social action projects failed to supply much knowledge of Federal Guidelines, proper filling out of forms, and other tricks of the trade. Hopefully I'm learning, and you were a vital part of the educational process. It was related to me a couple of weeks ago that you had vigorously battled to keep this program in motion. You gave it all you had--which didn't come as a surprise--and your efforts before the Board are greatly appreciated by me and by the others involved in the project.

I will miss our working relationship, as it was both enlightening and enjoyable. I will probably keep attending Social Services Working Committee meetings (I guess I am a backup secretary for that committee now) so that I won't get out of touch with what is going on in the community. Despite our limited funds, the A.M.A. will be continuing its efforts in the field of social action and will be searching for new sources of revenue to begin new projects and enrich ongoing ones. It certainly seems to me that we could be

AMA**Albino Ministerial Alliance**

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receiving more funding from the churches. I am going to try to convince non-contributing and low-contributing churches to put their money where their mouths are, as the Christian Brotherhood concept obviously isn't working too well when so many people are living in poverty and degrading circumstances in the midst of an obscenely wealthy nation. As a lukewarm (technically excommunicated) Catholic, I get especially irate over that religion's vast holdings in property, jewels, art (the Vatican, for example) and other investments, then at the same time know that the Catholic Church donates nothing to this organization or similar agencies. The amount of money which has now been spent for the "Right to Life" campaign is well over a million dollars. In some instances the church provided most of the campaign expenses for candidates who held a vigorously anti-abortion stance, with no consideration for their other qualifications or views. It would seem much more relevant for the fiscal decision-makers to shift their emphasis and their concern toward those former fetuses who made it through the nine months in the womb but are now living in ghetto shacks, are often cold and undernourished, and for whom every hour of existence is a struggle. I'm no Biblical scholar, but I do recall from my Catholic upbringing that Christ spent a great deal of his short life talking about loving one's neighbor and doing unto "these the least of my brethren." Somehow, the hierarchy and most of the "practicing" Christians either missed the message or have evolved to the point of view that generosity, equality and justice is too hard a pill to swallow--thus concentrating chiefly upon dictums regarding sex, reproduction, attendance at church, and other irrelevancies.

It certainly seems that an organization built around the concept of "Right to a Decent Life" would serve a much more humane and effective purpose for the betterment of mankind than a multi-million dollar fund dedicated exclusively to the preservation of the unborn.

Excuse the rambling diatribe. I guess my disillusionment and anger with the Church was brought to the surface again a few Sundays ago, when I conned my grandmother--a fanatic Catholic--into going to St. Andrew's with me. Bert Griffin delivered an angry, inspiring sermon about the immorality of poverty and the

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AMA

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responsibility of Christians to eliminate it. He gave a lot of hard-hitting examples of living conditions here in Albina and gave us all plenty to think about. Grandma walked out of the church shaking her head and saying "Well I never...." and "Of all things...." I asked her what was wrong and she replied "Church is no place to talk about social problems. That man didn't say anything about religion or Christ. The Bishop ought to know what kinds of things he's saying to those people..." No comment.

Anyway, all things considered, I am growing more and more discouraged about the condition of this country. When Nixon is able to sell an essentially racist and sexist package to the people of this country, with no bones about it, and have them buy it--even against their best interests for the most part--then the U.S.A. is in pretty sad shape. Assassination wouldn't work, as it would take 21 assassinations before a humane man would reach the top of the succession line. A violent revolution--given the high ratio of bigots to non-bigots--would backfire, leaving the poor, the minorities and the sympathetic-to-the-cause either dead, injured, incarcerated in jail, or living in a police state more vicious than the one we have at present.

But until the day when people get their heads turned around and functioning properly and the inexcusable problems and conditions are obliterated and replaced with peace and good will, we've all got to keep up the battle and, more than ever, increase our efforts and strengthen our commitments. Anything else would be treason.

Peace,



Mary DesCamp

February 20, 1973

Rev. John H. Jackson, President
Albina Ministerial Alliance
4936 N.E. Union Avenue
Portland, Oregon 97211

Dear Reverend Jackson:

I am writing in response to your letter of February 1, 1973 requesting a number of changes in contract terms for your Third Action Year contract. As you are no doubt aware, Portland Model Cities has been advised by HUD that we must expect severe budget cuts. In this situation it is important that we take all possible steps to conserve resources. As one step in this direction we have imposed a freeze on hiring and a moratorium on contract changes.

Our budget review committee and the entire Citizens Planning Board is embarking on a series of work sessions to set priorities and deal with the funding crisis. We expect to have a firm plan of action by March 6, 1973 and all operating agencies will then be informed.

We will contact you as soon as possible after March 6, 1973 and advise you further. In the meantime you should maintain your project spending at a level that is in strict compliance with your contract.

Sincerely,

14

ANDREW RAUBESON
ACTING DIRECTOR

AR:ce

bcc: M. Schwab
M. Opton
E. Roberts
L. Patton
J. Loving
Official Files ✓

bcc: L. Patton
F. LyDay
Official Files
Author/Raubeson

April 6, 1973

The Reverend John H. Jackson, President
Albina Ministerial Alliance
4936 N.E. Union Avenue
Portland, Oregon 97211

Dear Reverend Jackson:

I am writing in response to your letter of March 26, 1973. Unfortunately, as you state in your letter, the A.M.A. has been unfairly criticized for many aspects of the program that actually pre-date its assuming the role of Operating Agency for the Emergency Welfare Project. However, it is my belief that a project of this type is not feasible unless operated by an agency that can afford to run the program for little or no operating expense.

When the Department of Housing and Urban Development announced the cut in the Portland Model Cities allocation the Citizens Planning Board was placed in a situation of cutting nearly \$2 million for our budget. The Board, of course, is not happy with this situation nor am I. Fortunately, some of the needed services that you enumerate in your letter -- fuel oil and school clothes, for instance -- are still available through Community Care, Incorporated.

I cannot foresee funds becoming available in June for a rotating loan fund. However, we intend to keep very close track of spending levels in the coming year and to reprogram unexpended funds quarterly. Our first reprogramming of funds will occur in September, 1973. I frankly do not know what procedures we will have to follow regarding equipment purchased with Model Cities funds. We will have to get advice from HUD and the City Property Control office prior to June 15, 1973 and will advise you as soon as we have this information.

If you have any further questions I will attempt to answer them.

Sincerely,

/s/ c
ANDREW RAUBESON
ACTING DIRECTOR

PORTLAND MODEL CITIES - CITY DEMONSTRATION AGENCY

Interoffice Memorandum

TO: Andrew Raubeson
Acting Director

FROM: Raymond Joe
Planning Assistant

DATE: May 11, 1973

RE: Social Services Working Committee recommendation of
Supplemental Welfare Proposal

The Social Services Working Committee recommended, in the meeting of May 8, 1973, that the Supplemental Welfare Program submit a request to the Citizens Planning Board for funding of \$20,050 to be allocated when and if funds become available.

Rev. Samuel Johnson, of the Albina Ministerial Alliance, stated that they are trying to obtain funding from other sources so as the program will be able to operate in an effective manner for the Model Neighborhood.

For your information and in-put, I am attaching the Supplemental Welfare proposal.

RJ 

cc: Atg. Soc. Coord./LyDay
Author/Joe
Official files (2) ✓
dl
5/11/73

33-041-
C-37-03H-01

THE CITY OF
PORTLAND



OREGON

DEPARTMENT OF
PUBLIC AFFAIRS

MILDRED SCHWAB
COMMISSIONER

MODEL CITIES
AGENCY

ANDREW RAUBESON
ACTING DIRECTOR

5329 N.E. UNION AVE.
PORTLAND, OR. 97211
503/288-8261

April 30, 1973

Rev. Samuel Johnson
Director
Albina Ministerial Alliance
4936 N. E. Union Avenue
Portland, Oregon 97211

Dear Rev. Johnson:

As you are aware, the Emergency Loan Program is not being refunded by this agency for the Fourth Action Year. You are requested to meet at this office, May 11, 1973, at 2:30 p.m., to discuss the phasing out of this program.

Please be prepared to discuss the following items:

1. inventory of office equipment
2. dollar value of loans outstanding
3. recovery of advance payment
4. establishing a trust fund for your loan account
5. repayment to the City of loan re-payments as they are collected

If you have any questions, please call me at the number shown above.

Sincerely,

Elvin D. Roberts
Admn. Management Coordinator

EDR:cfc

cc: A. Raubeson
B. Jones
G. Holliday
A. Bowen
F. LyDay
Official Files ✓



HARL HAAS, District Attorney for Multnomah County
1002 Executive Bldg., Portland, Oregon 97204, Telephone (503) 248-3162

June 11, 1973

CHIEF DEPUTY

J. Gary McClain

SENIOR COUNSEL

Tom P. Price

SENIOR DEPUTIES

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Michael T. Bailey
Harold J. Blank
Harold C. Hart
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Wendell Birkland
Herbert C. Sundby
Kenneth J. Keller
Thomas C. Howes
Bruce L. Byerly
Douglas B. Dawson
John C. Ray
Roger G. Weidner

Mr. Andrew Robison
Director,
Model Cities Program
5329 N.E. Union
Portland, Oregon

Dear Mr. Robison:

Pursuant to our telephone conversation of this date, please find enclosed a xerox copy of "Welfare Supplemental Loan Fund Policies and Procedures" attached to a letter of tentative approval dated April 23, 1971, and signed by Mr. Charles Jordan. I received these papers from Mr. Ralph Hawkins, Multnomah County Accounting Director.

It is my understanding that the above "Procedures" were formally approved at the first meeting of the Multi-Service Center Loan Committee on April 26, 1971, and that subsequent changes in the procedures were made and agreed upon with Model Cities from time to time.

Thank you for your interest and assistance in this matter.

Sincerely,

HARL HAAS
District Attorney for
Multnomah County, Oregon

By J. Bradford Benziger
J. Bradford Benziger
Senior Deputy District Attorney

JBB:dm

Enclosure

RECEIVED

JUN 12 1973

MODEL CITIES



April 23, 1971

Mr. Leon Harris
Administrator
Multi-Service Center
5202 North Vancouver Avenue
Portland, Oregon 97227

Dear Mr. Harris:

The CDA staff has reviewed the proposed policy and procedure format, submitted by your staff at the April 21, 1971, meeting in Mr. Yancey's office, regarding administering the Supplemental Welfare component.

The CDA will accept this proposal as satisfactory in concept, but would like to suggest the additions and deletions as enumerated on the attached outline, for purposes of increased clarification and avoidance of future misconceptions of execution.

The CDA's primary concern in the execution of any project is in a manner that will generate no cause for caustic criticism on the part of the Model Neighborhood residents, and particularly our parent agency, HUD, who retains the right and responsibility of auditing our records.

May I reiterate my previous comment regarding the CDA's unstinted confidence in the Multi-Service Agency to execute this type of program, and extend the CDA's most sincere wishes for every success possible for the Program.

Sincerely yours,

Charles Jordan
Director

cc:
Official files (2)
Director
✓ Author/Yancey
✓ Ralph Hawkins Co./Acct. Office, 1021 S. W. Fourth Avenue
A. Ricks/Evaluation
E. Roberts/Administration

RECEIVED

JUN 12 1973

MODEL CITIES

gh
4/23/71

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....by one of two Welfare Aides.
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because of literate ability, the Loan Coordinator (Welfare
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Supplemental Welfare funds must have two (2) signatures;
the Chairman of the Loan Committee, and one of the other
four (4) members of the Loan Committee."

RECEIVED

JUN 12 1973

MODEL CITIES

WELFARE SUPPLEMENTAL LOAN FUND
POLICIES AND PROCEDURES

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To provide this service in an organized and fiscally accountable manner of business, said procedures are hereby incorporated, as follows:

1. THE LOAN COMMITTEE WILL BE RESPONSIBLE FOR MAKING THE DECISION TO GRANT OR DENY A REQUEST FOR FINANCIAL AID.
2. THE LOAN COMMITTEE SHALL CONSIST OF A CHAIRMAN, VICE-CHAIRMAN, AND ONE DELEGATED REPRESENTATIVE FROM EACH OF THE FOLLOWING AGENCIES: EMPLOYMENT, JUVENILE PAROLE AND PROBATION, HEALTH, AND THE DEPARTMENT OF VOCATIONAL REHABILITATION. SAID LOAN COMMITTEE IS ASSEMBLED BY ADMINISTRATION AND A MINIMUM OF THREE (3) DELEGATED MEMBERS OR ALTERNATES WILL BE NECESSARY IN ORDER TO CONVENE AS AN ACTING COMMITTEE.

RECEIVED
JUN 12 1973
MODEL CITIES

APPLICATIONS ARE SUBMITTED TO THE LOAN COMMITTEE
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APPLICATION COORDINATOR AND THE TEAM SHALL BE
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NO APPLICATIONS, OTHER THAN EMERGENCY APPLICATIONS,
WILL BE CONSIDERED BY THE LOAN COMMITTEE AT A TIME
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THE LOAN COMMITTEE WILL CONVENE - REGULARLY, TWICE
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HOWEVER IN THE CASE OF AN EMERGENCY, THE LOAN COMMITTEE
WILL CONVENE.

THERE SHALL BE NO FUNDS DISBURSED, FOR ANY REASON,
WITHOUT PROPER DOCUMENTATION, AND REVIEW BY THE
CONVENED LOAN COMMITTEE MEMBERS.

*Grants?
see pgs 5.*

III. DOCUMENTATION OF APPLICATIONS:

EACH CLIENT WHO APPLIES SHALL BE INFORMED OF THE
NATURE OF INFORMATION NEEDED FOR HIS APPLICATION
AND ^(the coordinator) SHALL BEAR MAJOR RESPONSIBILITY, IF ABLE, FOR
DOCUMENTING HIS NEED.

RECEIVED
JUN 12 1973
MODEL CITIES

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a. TO BE ELIGIBLE FOR AID UNDER THIS PROGRAM AN APPLICANT MUST RESIDE IN THE MODEL NEIGHBORHOOD ^{MARGINAL} AND MUST HAVE ~~NO~~ FINANCIAL RESOURCES ~~OR INSUFFICIENT~~ ~~RESOURCES~~, INCLUDING PUBLIC WELFARE ASSISTANCE, TO MEET A CRITICAL FINANCIAL NEED.

b. NON-RECIPIENTS OF PUBLIC WELFARE ASSISTANCE WILL BE REQUIRED TO APPLY FOR PUBLIC WELFARE ASSISTANCE AND OBTAIN A REFERRAL FROM A STAFF MEMBER OF THE ALBINA MULTI-SERVICE CENTER. ^{Referral slip must be attached to} HOWEVER IF NOT ELIGIBLE, ^{Don't apply} ^{from -} THE APPLICANT WILL BE REFERRED TO THE COMMUNITY TEAM AND THE TEAM SHALL SEEK OTHER RESOURCES TO MEET THE CLIENTS NEEDS.

c. IN EVERY CASE, IN ORDER TO DETERMINE ELIGIBILITY OF THE APPLICANT, INVESTIGATION WILL BE MADE TO INSURE THAT ALL REQUESTS FOR FINANCIAL AID ARE BASED ON LEGITIMATE NEEDS.

V. MAINTENANCE OF FUNDS ...

a. REPAYMENT OF MONEY, GRANTED TO CLIENTS FROM SUPPLEMENTARY WELFARE FUNDS, IS NOT A CONDITION OF OBTAINING SAID FUNDS; HOWEVER, IN EVERY CASE WHEN FUNDS ARE DISBURSED, THE APPLICANT SHALL BE ENCOURAGED TO REPAY THE AID SO THAT FUNDS CAN BE CONTINUED TO BE AVAILABLE TO AID OTHER PERSONS IN NEED. WHERE REPAYMENT IS MADE, IT WILL BE INTEREST FREE.

ANY RECIPIENT OF THE MAXIMUM LOAN OF \$250.00 IS IN-ELIGIBLE FOR ANY ADDITIONAL LOAN WITHIN A SIX (6) MONTH PERIOD.

RECEIVED

JUN 12 1973

MODEL CITIES

VI. PROCEDURES FOR ACCURATE ACCOUNTING WILL BE AS FOLLOWS:

a. ALL FINANCIAL RECORDS PERTAINING TO THE WELFARE SUPPLEMENTAL LOAN FUND, INCLUDING COPIES OF CORRESPONDENCE, WILL BE KEPT AND MAINTAINED BY THE BOOKKEEPER. THE BOOKKEEPER WILL BE ACCOUNTABLE TO THE LOAN COMMITTEE AND PROVIDE INFORMATION INCLUDING:

1. THE ACCOUNT WILL BE MAINTAINED AT THE FREEDOM BANK OF FINANCE ONLY.
2. A FINAL LINE ACCOUNT OF THE LOAN AND "THE AMOUNT OF MONEY DEPOSITED BY MODEL CITIES."
3. A STATEMENT OF DEPOSIT WITH THE FREEDOM BANK OF FINANCE INCLUDING SPECIAL NEEDS/ LOAN FUND ACCOUNT.
4. A STATEMENT OF ACCOUNT ACTIVITY FROM THE FREEDOM BANK OF FINANCE.
5. ALL CANCELLED CHECKS WILL BE IN THE CUSTODY OF THE BOOKKEEPER.

Should there be mention to Picty?

b. THE BOOKKEEPER WILL BE RESPONSIBLE FOR DEPOSITING RECEIPTS OF LOAN PAYMENTS AND ALL MONIES MADE AVAILABLE TO THE LOAN FUND ACCOUNT.

c. A COMPLETE LEDGER WILL BE MAINTAINED - IN A MANNER THAT WILL PROVIDE IMMEDIATE CURRENT ACCOUNTING OF THE STATUS OF THE LOAN FUND.

d. ALL CHECKS FOR AID TO CLIENTS WILL BE A RESULT OF THE LOAN COMMITTEE CONVENING AND EVALUATING THE DOCUMENTATION OF EACH LOAN APPLICATION.

RECEIVED
JUN 12 1973
MODEL CITIES

e. ABSOLUTELY NO CHECKS WILL BE MADE WITHOUT THE APPROVAL OF THE LOAN COMMITTEE.

f. THE BOOKKEEPER - ONLY - WILL MAKE OUT THE CHECKS FOR LOANS AND WILL RECEIPT ALL REPAYMENTS.

g. ALL CHECKS MUST BE SIGNED BY THE CHAIRMAN *and other members*
~~OR VICE-CHAIRMAN~~ OF THE LOAN COMMITTEE.

h. ALL CHECK STUBS WILL BE COMPLETED PROVIDING:
THE DATE, CLIENT'S IDENTITY, AMOUNT AND PURPOSE
OF THE CHECK ISSUED.

i. ALL FINANCIAL RECORDS PERTAINING TO THE
WELFARE SUPPLEMENTAL LOAN FUND - INCLUDING COPIES
OF CORRESPONDENCE WILL BE KEPT AND MAINTAINED BY
THE BOOKKEEPER.

VII. CRITERIA FOR DISBURSING FUNDS CLASSIFIED AS A "GRANT"

a. ONLY WHEN CIRCUMSTANCES REGARDING THE CLIENT'S
PERSONAL WELFARE ARE SO DIRE AND EMERGENT. AND,
IT IS OBVIOUSLY UNREALISTIC TO EXPECT REPAYMENT, WILL
THE MONIES BE DISBURSED AND CLASSIFIED AS "SPECIAL
NEEDS GRANT."

VIII. • IN ORDER TO MAKE APPLICATION FOR A LOAN FROM THE
WELFARE SUPPLEMENTAL LOAN FUND, THE FOLLOWING
DOCUMENTS ARE TO BE COMPLETED AND SUBMITTED TO THE
LOAN APPLICATION COORDINATOR:

a. REQUEST FOR FINANCIAL AID.

b. NON-WELFARE CLIENTS MUST HAVE DOCUMENTATION
REGARDING THEIR INELIGIBILITY FOR WELFARE SERVICES.

c. REVOLVING LOAN FUND REPAYMENT AGREEMENT, JUN 12 1973

MODEL CITIES

July 6, 1973

Rev. Sam Johnson
Albina Ministerial Alliance
Emergency Supplemental Welfare
4936 N. E. Union Avenue
Portland, Oregon 97211

Dear Rev. Johnson:

This office has not received your May or June fiscal report. You are requested to submit these reports immediately!

As you know, the Emergency Supplemental Welfare Program was not refunded for the Third Action Year extension. Therefore, it is necessary to close this project out. At an earlier meeting, the close-out procedures were discussed with you, they were:

1. submit a final fiscal report
2. submit an inventory of all equipment
3. submit a contract change request for over-budget categories
4. submit an accounts receivable schedule of all loans outstanding

No further funds will be released by this agency until the items mentioned above are complied with. If you have any questions regarding this matter, please contact me.

Sincerely,

Elvin D. Roberts
Admn. Management Coordinator

EDR:cfc

cc: A. Raubeson
G. Holliday
Official Files ✓



August 22, 1973

DEPARTMENT OF
PUBLIC AFFAIRS
MILDRED SCHWAB
COMMISSIONER

Allen Bowens
Eastside Bookkeeping and Accounting
525 N. E. Killingsworth
Portland, Oregon 97211

MODEL CITIES
AGENCY

Re: Reconciliation of Payments to Emergency Welfare from
08-17-72 to 05-29-73

ANDREW RAUBESON
ACTING DIRECTOR

Dear Mr. Bowens:

5329 N.E. UNION AVE.
PORTLAND, OR. 97211
503/288-8261

The Model Cities records, as well as the City's, agree that the following payments were made to Albina Ministerial Alliance on behalf of the Emergency Welfare Project:

	<u>Vo. #</u>	<u>Amount</u>
08-17-72	20572	\$8,552.00
10-04-72	24041	4,719.31
10-31-72	25970	2,856.60
11-30-72	28819	7,029.63
12-28-72	31150	2,303.20
01-22-73	32620	2,761.55
03-05-73	32620	2,761.55
03-23-73	41284	2,480.96
04-27-73	41284	2,480.96
05-29-73	43684	<u>1,005.84</u>
Total Paid		\$38,780.42
Due AMA - Final Billing		<u>87.53</u>
		\$38,867.95
Plus Overbudget Due		<u>557.24</u>
Total Paid and Due		\$39,425.19

All vouchered payments have been verified and cancelled by the City. Please examine your bank statements.

Sincerely,

Elvin D. Roberts
Admn. Management Coordinator

EDR:cfc

cc: A. Raubeson
R. Gilmore
G. Holliday
Official Files ✓



HARL HAAS, District Attorney for Multnomah County
1002 Executive Bldg., Portland, Oregon 97204, Telephone (503) 248-3162

June 11, 1973

CHIEF DEPUTY

J. Gary McClain

SENIOR COUNSEL

Tom P. Price

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Mr. Andrew Robison
Director,
Model Cities Program
5329 N.E. Union
Portland, Oregon

Dear Mr. Robison:

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It is my understanding that the above "Procedures" were formally approved at the first meeting of the Multi-Service Center Loan Committee on April 26, 1971, and that subsequent changes in the procedures were made and agreed upon with Model Cities from time to time.

Thank you for your interest and assistance in this matter.

Sincerely,

HARL HAAS
District Attorney for
Multnomah County, Oregon

By 
J. Bradford Benziger
Senior Deputy District Attorney

JBB:dm

Enclosure

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JUN 12 1973

MODEL CITIES

2

WELFARE



April 23, 1971

Mr. Leon Harris
Administrator
Multi-Service Center
5202 North Vancouver Avenue
Portland, Oregon 97227

Dear Mr. Harris:

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Sincerely yours,

Charles Jordan
Director

cc:
Official files (2)
Director
✓ Author/Yancey
Ralph Hawkins Co./Acct. Office, 1021 S. W. Fourth Avenue
A. Ricks/Evaluation
E. Roberts/Administration

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JUN 12 1973

MODEL CITIES

gh
4/23/71

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MODEL CITIES

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Grants?
See pref 5.

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JUN 12 1973

MODEL CITIES

e. ABSOLUTELY NO CHECKS WILL BE MADE WITHOUT THE APPROVAL OF THE LOAN COMMITTEE.

f. THE BOOKKEEPER - ONLY - WILL MAKE OUT THE CHECKS FOR LOANS AND WILL RECEIPT ALL REPAYMENTS.

g. ALL CHECKS MUST BE SIGNED BY THE CHAIRMAN *Other member* ~~OR VICE-CHAIRMAN~~ OF THE LOAN COMMITTEE.

h. ALL CHECK STUBS WILL BE COMPLETED PROVIDING: THE DATE, CLIENT'S IDENTITY, AMOUNT AND PURPOSE OF THE CHECK ISSUED.

i. ALL FINANCIAL RECORDS PERTAINING TO THE WELFARE SUPPLEMENTAL LOAN FUND - INCLUDING COPIES OF CORRESPONDENCE WILL BE KEPT AND MAINTAINED BY THE BOOKKEEPER.

VII. CRITERIA FOR DISBURSING FUNDS CLASSIFIED AS A "GRANT"

a. ONLY WHEN CIRCUMSTANCES REGARDING THE CLIENT'S PERSONAL WELFARE ARE SO DIRE AND EMERGENT. AND, IT IS OBVIOUSLY UNREALISTIC TO EXPECT REPAYMENT, WILL THE MONIES BE DISBURSED AND CLASSIFIED AS "SPECIAL NEEDS GRANT."

VIII. • IN ORDER TO MAKE APPLICATION FOR A LOAN FROM THE WELFARE SUPPLEMENTAL LOAN FUND, THE FOLLOWING DOCUMENTS ARE TO BE COMPLETED AND SUBMITTED TO THE LOAN APPLICATION COORDINATOR:

a. REQUEST FOR FINANCIAL AID.

b. NON-WELFARE CLIENTS MUST HAVE DOCUMENTATION REGARDING THEIR INELIGIBILITY FOR WELFARE SERVICES.

c. REVOLVING LOAN FUND REPAYMENT AGREEMENT.

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MODEL CITIES

March 20, 1974


Rev. John Jackson
Chairman of the Board
Albina Ministerial Alliance
4936 N. E. Union Avenue
Portland, OR 97211

Dear Rev. Jackson:

I am sure that by now you have received the audit report prepared by the auditing firm of Andrew L. Branch and Co., P. S. on Albina Ministerial Alliance, a Portland Model Cities Project, for the period August 1, 1972, through November 15, 1973.

As is normal in audit procedures, please address the findings and reply in writing, to my attention, within fifteen calendar days from receipt of this letter, outlining the progress made to date and plans to resolve those matters of concern included in the report.

Sincerely,


Al Jamison, Jr.
Director
MODEL CITIES AGENCY

AJ:cc

cc: Administration
Evaluation
K. Hammon
B. Jones
C. Wray
Official Files ✓