

change #1

S-34-02B R

March 27, 1974

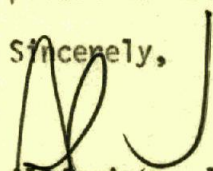
Walter Fuhrer  
Director  
Multnomah Association for Retarded Citizens  
718 West Burnside Street  
Portland, OR 97209

Dear Mr. Fuhrer:

Attached for your information is MARC's approved Contract Change, dated March 15, 1974. This change becomes effective per my signature.

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

Sincerely,

  
Al Jamison, Jr.  
Director  
MODEL CITIES AGENCY

AJ:cc

Attachment

cc: Administration  
Social  
Evaluation  
B. Jones  
Official Files





## CONTRACT CHANGE ORDER

DATE March 15, 1974

CONTRACT NO. 13921 CHANGE NO. 1, Third Action Year Ext.

PROJECT NAME MARC

PROJECT NO. 11-07

OPERATING AGENCY Multnomah Clackamas Associations for  
Retarded Children

REQUESTER Walter Fuhrer, Director

PROGRAMMATIC IMPACT None

FINANCIAL IMPACT Transforming funds from one category and  
adding them to another.

- ☒ THIS CHANGE IS NOT SUBSTANTIAL IN NATURE AND MONEY WILL NOT EXCEED TOTAL BUDGETED FOR THIS PROJECT; THE CHANGE WILL BECOME EFFECTIVE IMMEDIATELY.
- ☐ THIS CHANGE WILL REQUIRE AN ORDINANCE AND CITY COUNCIL APPROVAL BEFORE IT CAN BECOME EFFECTIVE.
- ☐ THIS CHANGE WILL REQUIRE CONFIRMATION OR APPROVAL BY HUD BEFORE IT CAN BECOME EFFECTIVE.

SUPPORTING DOCUMENTATION ATTACHED YES ☐  
NO ☒

APR ☒ DISAPP. ☐

CDA DIRECTOR

DATE

COMMISSIONER IN CHARGE

RECEIVED  
MAR 26 1974  
ADMINISTRATION

RECEIVED

MAR 26 1974

MODEL CITIES

CDA-090A

D-34-02B  
Red

PORTLAND MODEL CITIES - CITY DEMONSTRATION AGENCY

Interoffice Memorandum

March 15, 1974

TO: Mildred A. Schwab  
Commissioner of Public Affairs

FROM: Al Jamison, Jr.  
MC Director

SUBJECT: CONTRACT CHANGE REQUEST #1, CONTRACT #13921

The Multnomah Clackamas Association for Retarded Children (MARC) is requesting a contract change to basically enable themselves a stationary and functional unit in the Model Cities area. The addition of Local Travel (category #30) will provide the transportation component necessary; the addition of Space cost (category #50) will provide rental of the structure and; Furniture (category #60) will provide the necessary equipment. I feel that these changes are necessary and essential for stabilizing MARC's operation in the Model Cities area.

No additional funds are requested, therefore, I highly RECOMMEND approval. This contract change has been in abeyance for quite sometime and I personally request an immediate response.

AJ:cc

Attachments

cc: Administration  
Social  
Evaluation  
Official Files



## CONTRACT CHANGE ORDER

DATE March 15, 1974

CONTRACT NO. 13921 CHANGE NO. 1, Third Action Year Ext.

PROJECT NAME MARC

PROJECT NO. 11-07

OPERATING AGENCY Multnomah Clackamas Associations for  
Retarded Children

REQUESTER Walter Fuhrer, Director

PROGRAMMATIC IMPACT None

FINANCIAL IMPACT Transforming funds from one category and  
adding them to another.

- ☒ THIS CHANGE IS NOT SUBSTANTIAL IN NATURE AND MONEY WILL NOT EXCEED TOTAL BUDGETED FOR THIS PROJECT; THE CHANGE WILL BECOME EFFECTIVE IMMEDIATELY.
- ☐ THIS CHANGE WILL REQUIRE AN ORDINANCE AND CITY COUNCIL APPROVAL BEFORE IT CAN BECOME EFFECTIVE.
- ☐ THIS CHANGE WILL REQUIRE CONFIRMATION OR APPROVAL BY HUD BEFORE IT CAN BECOME EFFECTIVE.

SUPPORTING DOCUMENTATION ATTACHED

YES ☐

NO ☐

APP. ☒ DISAPP. ☐

[Signature]  
CDA DIRECTOR

DATE 3-15-74

\_\_\_\_\_  
COMMISSIONER IN CHARGE



## CONTRACT CHANGE REQUEST

—FOR CDA USE ONLY—

IDENT NO. \_\_\_\_\_

CONTRACT NO. 13921

CHANGE NO. 1

CHANGE TYPE

BUDGETARY ☒  
PROGRAMMATIC ☐

AGENCY Multnomah Association for Retarded Citizens

ADDRESS 718 W. Burnside Street, Portland, Oregon 97209

PREPARED BY Walter Fuhrer

DATE 1/1/73

CATEGORY CODE	CATEGORY TITLE	APPROVED BUDGET	PROPOSED CHANGE ±	REVISED BUDGET
10	SALARIES (INCLUDING FRINGE BENEFITS)	15,927	-3,127	13,800
20	CONTRACTED SERVICES, (INCLUDING AUDITING)	1,630		1,630
30	TRAVEL, LOCAL		1,000	1,000
35	TRAVEL, OUT OF TOWN			
40	CONSUMABLE SUPPLIES	1,050	150	1,500
50	SPACE (INCLUDING RENOVATION)		+ 500	500
55	UTILITIES (INCLUDING TELEPHONE)	140	60	500
60	FURNITURE & EQUIPMENT (RENTAL)		1,350	1,350
65	FURNITURE & EQUIPMENT (PURCHASE)	300		300
70	INSURANCE		250	250
71	MAINTENANCE & EQUIPMENT	653	-653	
79	MISC. EXPENSES		+ 70	70
TOTALS		21,000	-	21,000

JUSTIFICATION:

RECEIVED

MAR 4 1974

MODEL CITIES

SIGNATURE

Organizations of  
parents and friends,  
to help all  
the mentally retarded,  
wherever they are,  
regardless of race,  
color, creed or age

MULTNOMAH



CLACKAMAS

ASSOCIATIONS FOR RETARDED CHILDREN

718 W. Burnside — Portland, Oregon 97209 — 223-7279

March 1, 1974

Walter Fuhrer  
Executive Director

Mr. Al Jamison, Director  
Portland Model Cities  
5329 N. E. Union Avenue  
Portland, Oregon 97211

Subject: Contract No. 13921  
Project No. 11-07

Dear Mr. Jamison:

Mr. Sol Peck has relayed to us the information and additional explanations on certain items regarding subject.

We again submit "Contract Change Request"; it is a copy (true and correct) of the original filed with Elvin Roberts on January 7, 1974. Please note the copy bears "Budgetary X" only, and the Programmatic box is blank.

Re Category Code and Title:

- a) Code 10 - We are at a loss to understand how the figures were changed or amended than as indicated in our Request —which are accurate.
- b) Code 20 - unchanged and remains as submitted.
- c) Code 30 - Travel. In addition for funds to reimburse Community Worker, we anticipated expenses to transport enrollee, clients to and from project, in use of recreation, field trips, and to train enrollees in use of City Transportation facilities.
- d) Code 40 - additional sum of \$450.00 anticipated for development of expanded services: recreation, in the activities center - items and things for good uses.
- e) Code 55 - additional \$60.00 was anticipated as necessary due to increased telephone rates, and necessary equipment.
- f) Code 70 - the sum of \$250.00 to cover Liability on and off premises.

RECEIVED  
MAR 4 1974  
MODEL CITIES

Retarded  
Children  
CAN Be  
Helped!

Member



Agency

A Non-Profit Tax-Exempt Organization

Page Two  
Mr. Al Jamison, Director

March 1, 1974

g) Code 71 - In the budget, we allowed the sum of \$653.00 towards costs and expenses for use of one of MARC's busses; (used in the CAT Project) were advised on unavailability--therefore removed the figure.

h) Code 79 - The sum of \$70.00 for use in areas not covered by categories: lunches, snacks, etc., for enrollees.

We trust the above information will be of assistance to you in order that the intended project may proceed with dispatch. I have alerted Paul Linnman; please note he will receive a copy of our message. Hopefully, Paul will help expedite your efforts.

Sincerely,



Walter Fuhrer  
Executive Director

WF: ms

cc: Sol Peck  
Andrew Raubeson  
Paul Linnman

RECEIVED

MAR 4 1974

MODEL CITIES

*Organizations of  
parents and friends,  
to help all  
the mentally retarded,  
wherever they are,  
regardless of race,  
color, creed or age*

MULTNOMAH



CLACKAMAS

**ASSOCIATIONS FOR RETARDED CHILDREN**

718 W. Burnside - Portland, Oregon 97209 - 223-7279

March 7, 1974

Walter Fuhrer  
Executive Director

2-34-02 B. R  
**RECEIVED**  
MAR 8 1974  
MODEL CITIES

Mr. Al Jamison, Director  
Portland Model Cities  
5329 N. E. Union Avenue  
Portland, Oregon 97211

Dear Mr. Jamison:

Sol Peck telephoned today indicating additional information was necessary regarding Category Codes #50 and #60 of the Contract Change Request. We did not refer to these numbers in our last letter because we assumed the information was reasonably well spelled out in our letter of January 7, 1974, to Elvin Roberts.

Nevertheless: Item #50 (space) - \$600.00, - lease of premises presently owned by Rozelle Gilmore, who has been standing by, for implementation of the Recreation Activity community program. Upon approval of the Contract Change Request, landlord will be approached for execution of lease agreement with MARC; copy of lease will be filed with Model Cities and City of Portland.

Item #60 - Furniture and Equipment (Rental) - \$1,350.00 represents, in our opinion, a sum reasonable and necessary to provide chairs, tables, desks, office equipment, goods, items and merchandise in areas of recreation and activities, and normal supplies for use by enrollees in indicated areas. It is possible that some items may be obtained by gift or donation. If Model Cities presently has surplus equipment, we would gladly avail ourselves of proffered generosity.

I trust the above information will be of assistance to you.

Sincerely,

*Walter Fuhrer*

Walter Fuhrer  
Executive Director

WF: ms

cc: Sol Peck  
Faye Lyday

Retarded  
Children  
CAN Be  
Helped!

Member



Agency

A Non-Profit Tax-Exempt Organization



Organizations of  
parents and friends,  
to help all  
the mentally retarded,  
wherever they are,  
regardless of race,  
color, creed or age

MULTNOMAH



CLACKAMAS

**ASSOCIATIONS FOR RETARDED CHILDREN**

718 W. Burnside — Portland, Oregon 97209 — 223-7279

Walter Fuhrer  
Executive Director

March 1, 1974

Mr. Al Jamison, Director  
Portland Model Cities  
5329 N. E. Union Avenue  
Portland, Oregon 97211

Subject: Contract No. 13921  
Project No. 11-07

Dear Mr. Jamison:

Mr. Sol Peck has relayed to us the information and additional explanations on certain items regarding subject.

We again submit "Contract Change Request"; it is a copy (true and correct) of the original filed with Elvin Roberts on January 7, 1974. Please note the copy bears "Budgetary X" only, and the Programmatic box is blank.

Re Category Code and Title:

a) Code 10 - We are at a loss to understand how the figures were changed or amended than as indicated in our Request --which are accurate.

b) Code 20 - unchanged and remains as submitted.

c) Code 30 - Travel. In addition for funds to reimburse Community Worker, we anticipated expenses to transport enrollee, clients to and from project, in use of recreation, field trips, and to train enrollees in use of City Transportation facilities.

d) Code 40 - additional sum of \$450.00 anticipated for development of expanded services: recreation, in the activities center - items and things for good uses.

e) Code 55 - additional \$60.00 was anticipated as necessary due to increased telephone rates, and necessary equipment.

f) Code 70 - the sum of \$250.00 to cover Liability on and off premises.

RECEIVED  
MAR 4 1974  
MODEL CITIES

Retarded  
Children  
CAN Be  
Helped!

Member



Agency

A Non-Profit Tax-Exempt Organization

Page Two  
Mr. Al Jamison, Director

March 1, 1974

g) Code 71 - In the budget, we allowed the sum of \$653.00 towards costs and expenses for use of one of MARC's busses; (used in the CAT Project) were advised on unavailability--therefore removed the figure.

h) Code 79 - The sum of \$70.00 for use in areas not covered by categories: lunches, snacks, etc., for enrollees.

We trust the above information will be of assistance to you in order that the intended project may proceed with dispatch. I have alerted Paul Linnman; please note he will receive a copy of our message. Hopefully, Paul will help expedite your efforts.

Sincerely,



Walter Fuhrer  
Executive Director

WF: ms

cc: Sol Peck  
Andrew Raubeson  
Paul Linnman

RECEIVED  
MAR 4 1974  
MODEL CITIES

Organizations of  
parents and friends,  
to help all  
the mentally retarded,  
wherever they are,  
regardless of race,  
color, creed or age

MULTNOMAH



CLACKAMAS

ASSOCIATIONS FOR RETARDED CHILDREN

718 W. Burnside — Portland, Oregon 97209 — 223-7279

Walter Fuhrer  
Executive Director

February 26, 1974

Mr. Al Jamison, Executive Director  
Portland Model Cities  
5329 N. E. Union Avenue  
Portland, Oregon 97211

Dear Mr. Jamison:

In the matter of the Request for Contract Change relative to the projects approved by the Citizens' Planning Board in 1973 and by allocation of \$21,000, I regret to inform you that unless your action thereon is received in writing in our office by Thursday morning, February 28, 1974, I intend to present the whole matter of your failure to act on several promises before Commissioner Mildred Schwab.

Upon your succession to the office you now hold, after several days of grace to permit review of several pending contract matters, and after Sol Peck met and filed a report, you indicated to me that our item had "top priority"; "was number one on top of the pile"; that decision "would be made 'today'", "tomorrow," "immediately." On Wednesday afternoon, February 20, I telephoned you from City Human Resources Bureau to again inquire on the delay. Your reply was that you had been out of town. This reply is neither valid nor acceptable, based on promises made prior to your absence from Portland. Nevertheless, on the Wednesday indicated you again promised to relay your action to me not later than Thursday afternoon, February 21. It has not been received.

I would observe that your failure to act on promises duly made is unwarranted and without precedent. Further, the unconscionable delays have prejudiced the intended project, and the whole thereof, regarding leases of premises and other agreements for implementation as indicated in the contract between City and MARC.

Yours very truly,

Walter Fuhrer  
Executive Director

WF: ms

cc: Andy Raubeson  
Faye Lyday

RECEIVED

FEB 27 1974

Retarded  
Children  
CAN Be  
Helped!



January 17, 1974

C  
O  
P  
Y

Mrs. Faye Lyday  
City Human Resources Bureau  
Chamber of Commerce Building  
824 SW 5th Avenue  
Portland, Oregon

Subject: Mental Retardation Community Project  
Project 11-07 MNA  
New and Amended Budget

Dear Mrs. Lyday:

Pursuant to recent telephone discussions among you, Sol Peck and myself, we hereby submit a new and amended budget regarding subject. This budget, dated January 16, 1974, is submitted instead and place of the budget dated January 9, 1974. The narrative and information attached to the latter budget shall stand and serve by attachment to the new and amended budget.

The new budget totals \$26,352.00, a reduction of \$9,828.00 from the budget for \$36,180.00 filed on January 9, 1974.

We regret the circumstances and/or situation dictating the lesser budget amount. As indicated to you via telephone, the MARC, and I personally, are extremely loath to sponsor, operate and administer a project which from the start is not adequately financed. The new budget is less than bare-bones in provision for an adequate and business-like facility for a beginning service to help meet the unmet needs in the Model Neighborhood Area. For over three years last past, the MARC has continuously brought to the attention of MNA's Citizens Planning Board, Committees, and Staff the need of the services to provide comprehensive services for the mentally retarded, labelled retarded, developmentally disabled and disadvantaged persons. We especially refer to our letters to Cecil Yancy and Beatrice Gilmore, copies attached to the narrative in support of this budget. Our pleas have fallen on deaf ears.

We hold the present (new) budget to be inadequate for the purposes intended. For example, among other things, we have a communication from the Oregon State Health Division that considerable repairs and refurbishings are necessary prior to approval for use of the Gilmore house at 114 N. Alberta: screens on all windows,

RECEIVED

JAN 17 1974

MODEL CITIES

Mrs. Faye Lyday  
New and Amended Budget  
January 17, 1974

page 2

replace Formica top on kitchen drainboard, replace gutter pipes, painting, among some of the items.

Who is to stand the cost of labor and equipment? There are no budgetary provisions.

Predicated on the proposition that City and MNA presently entertain sincere intentions in purpose to undertake the establishment of comprehensive services for the persons herein indicated, MARC will with honesty and sincerity join with City and MNA as represented by the newly amended budget. The decision for positive action rests with City and MNA.

Sincerely,

Walter Fuhrer  
Executive Director

WFmeh  
Enc: Budget

cc: ✓ Elvin Roberts  
Andrew Raubeson  
Sol Peck

Y  
d  
O  
C

RECEIVED  
JAN 17 1974  
MODEL CITIES

# PROPOSAL WORKSHEETS

## A. PROJECT INFORMATION

Date Approved \_\_\_\_\_

1. Project title Mental Retardation Community Project
2. Project category Health
3. Project status ☐ New ☐ Substantially revised  
☒ Continuing Date first funded September, 1971
4. Project no. 11-07 Previous project no. same
5. Contract term July 1, 1974 to June 30, 1975
6. Operating Agency (O/A) Multnomah Association for Retarded Citizens

Address 718 W. Burnside

Director Mr. Walter Fuhrer

Telephone 223-7279

Legal status ☐ City Dept. ☐ Other public agency

☒ Private (nonprofit) ☐ Private (for profit)

☐ Other \_\_\_\_\_

Authorized signature(s) \_\_\_\_\_  
 (Attachment 1) \_\_\_\_\_

7. Project office (if different from operating agency)

Address 114 N. E. Alberta, Portland, Oregon

Director to be recruited

Telephone \_\_\_\_\_

8. Funding recap

AY	Model Cities Supplemental	Categorical	Other	Total
1				
2				
3	35,132			124,440
4	21,000			21,000
5	9,172		17,180	26,352

9. Model Cities responsibilities

Working Committee Health

Staff Planning Component Health

Staff Planner Sol Peck

Staff Evaluator Pat Ollison



## BUDGET SUMMARY

DATE 1/16/74

PROJECT NO. 11-07

PROJECT TITLE Mental Retardation Community Project

CATEGORY CODE	CATEGORY TITLE	TOTAL BUDGET	MODEL CITIES SHARE
10	SALARIES (INCLUDING FRINGE BENEFITS)	19,252	9,172
20	CONTRACTED SERVICES (INCLUDING AUDITING)	2,300	
30	TRAVEL, LOCAL	200	
35	TRAVEL, OUT OF TOWN	200	
40	CONSUMABLE SUPPLIES	850	
50	SPACE (INCLUDING RENOVATION)	1,500	
55	UTILITIES (INCLUDING TELEPHONE)	525	
60	FURNITURE & EQUIPMENT (RENTAL)	200	
65	FURNITURE & EQUIPMENT (PURCHASE)	200	
70	INSURANCE	425	
71	MAINTENANCE OF EQUIPMENT		
79	MISC. EXPENSES	600	
TOTALS		26,352	9,172

O/A APPROVAL

Walter D. ...  
SIGNATURE & TITLE

Ex. Director

1/16/74  
DATE

CDA APPROVAL

\_\_\_\_\_  
SIGNATURE & TITLE

\_\_\_\_\_  
DATE









# BUDGET JUSTIFICATION

(CATEGORIES 20 THROUGH 79)

DATE 1/16/74

PROJECT NO. 11-07

PROJECT TITLE Mental Retardation Community Project (City HRR Funded)

CATEGORY CODE	DESCRIPTION OF ITEM AND BASIS FOR VALUATION	ITEM TOTAL	CATEGORY TOTAL
20	Consultation, including Administrative	1,500	
	Bookkeeping Services	800	2,300
30	Travel, Local	200	200
35	Travel, Out of Town	200	200
40	Consumable Supplies: Educational materials: \$25 per person per year x 20	500	
	Office Supplies, Literature	100	
	Consumable Supplies, Other than Educational	250	850
50	Space Rental	1,500	1,500
55	Utilities: Light, Heat, Water, Telephone	625	625
60	Furniture and Equipment (Rental) for office and activity center	200	200
65	Furniture and Equipment Purchase: Office and Activity Center	200	200
70	Insurance: Fidelity Bond Liability Fire	75 250 100	425
79	Miscellaneous: Special Transportation-- Clients enrolled in facility, recreation, etc.	600	600



# BUDGET JUSTIFICATION

(CATEGORIES 20 THROUGH 79)

DATE 1/16/74

PROJECT NO. 11-07

PROJECT TITLE Mental Retardation Community Project

CATEGORY CODE	DESCRIPTION OF ITEM AND BASIS FOR VALUATION			ITEM TOTAL	CATEGORY TOTAL
	<u>SUMMARY</u>				
	Total	City HRB	CDA		
10	19,252	10,080	9,172		
20	2,300	2,300			
30	200	200			
35	200	200			
40	850	850			
50	1,500	1,500			
55	625	625			
60	200	200			
65	200	200			
70	425	425			
79	600	600			
	<hr/> 26,352	<hr/> 17,180	<hr/> 9,172		

Organizations of  
parents and friends,  
to help all  
the mentally retarded,  
wherever they are,  
regardless of race,  
color, creed or age

MULTNOMAH



CLACKAMAS

**ASSOCIATIONS FOR RETARDED CHILDREN**

718 W. Burnside — Portland, Oregon 97209 — 223-7279

RECEIVED

JAN 8 1974

MODEL CITIES

Walter Fuhrer  
Executive Director

January 7, 1974

Mr. Elvin Roberts, Acting Director  
5329 N. E. Union  
Portland Model Cities Program  
Portland, Oregon 97211

Re: Agreement of June 16, 1973 by and  
between City of Portland and the  
MARC. Project No. 11-07.

Dear Elvin:

In the matter for the Agreement, CPB approved an allocation of \$21,000.00, and City agreed to reimburse Agency for said amount in performance of the services described therein.

Your records will show that Community Worker-Liaison Person was hired at \$7,800.00, plus fringe benefits. The remainder of the balance, approximating \$9,000.00, remained uncommitted. Therefore, the activities-educational services were not implemented. There possibly were valid reasons for the delay, principally because the Parents' Committee organized for direction, concern and involvement was unable to agree on how the balance of funds should be used, that is, for an activities-educational service, a group home (residential) or a combination of both. The cost of establishing and operating a residential facility was considerably in excess of the \$9,000.00 (plus). We sought additional resources through Mental Health Division, State Developmental Disabilities Council, a joint effort with St. Vincent de Paul, and private agencies. Our efforts came to naught--for the Home.

We then proposed:

- 1) Use the funds now to establish the activity-educational center.
- 2) Prepare a budget for 1974-75 to provide continuation of the A-E Center.
- 3) Develop a Home as a Residential facility. The 1974-75 budget to be filed with City Department of Human Resources, but of the total Model Cities to "pick up" a portion thereof from funds allocated to it for 1974-75.

Retarded  
Children  
CAN Be  
Helped!

Member



Agency

A Non-Profit Tax-Exempt Organization

Page Two  
Mr. Elvin Roberts

January 7, 1974

For implementation: #1, Reverend Peterson, Berean Baptist Church, has offered the Teen-Age Center (N. Wygant), first floor, for occupancy and use in purposes of an activity center; 2) Rozelle Gilmore has agreed to lease to MARC the premises at 114 N. Alberta Street for purposes relative to the educational services, to house the MARC-M.C. field office, to provide for and serve as a central location for parents-community meetings; and 3) as a beginning effort to establish a residential facility to serve M.R.-Developmentally Disabled persons whose interests and welfare would be better served in the Home.

We propose to involve students, graduate and undergraduate, of Portland Community College (Cascade Center), and Portland State University for assistance in all areas of benefit to clients of the services-facilities.

A copy of the Gilmore-MARC lease will be filed with you and City.

Attached is Request for Contract Changes for immediate and full implementation of the project. We hope you can indicate your approval by telephone on January 10--our target date.

You will note from supportive information attached to the "Request" that it will be necessary to purchase, lease, obtain by donation, considerable equipment, furniture, items and things necessary to provide the intended services. We shall endeavor to obtain all goods and merchandise in a manner commensurate to insure conservation of the dollar. We are informed that Model Cities may have available excess office equipment: a typewriter, desk, a few chairs, wastebaskets, and possibly additional items of supplies which Center could profitably use.

Also, please note the dollar amounts for use in furnishing the activity, educational, kitchen, office, one bedroom; these are our best estimates, but the amounts may be more or less, depending on our success in obtaining all items.

Mr. Sol Peck and I are meeting to draft the budget and supportive information for the year July 1, 1974 to June 30, 1975.

We urgently recommend for your consideration the procedures outlined above.

Thank you, Elvin.

Sincerely,

*Walter Fuhrer*

Walter Fuhrer  
Executive Director

WF: ms  
Encl.

cc: Mrs. Faye Lyday  
Sol Peck  
Mary Hein



## CONTRACT CHANGE REQUEST

—FOR CDA USE ONLY—

IDENT NO. \_\_\_\_\_

CONTRACT NO. 13921

CHANGE NO. 1

CHANGE TYPE

BUDGETARY ☒ PROGRAMMATIC ☒

AGENCY Multnomah Association for Retarded Citizens

ADDRESS 718 W. Burnside, Room 316, Portland, Oregon 97209 (formerly Children)

PREPARED BY Walter Fuhrer DATE 1/4/74

CATEGORY CODE	CATEGORY TITLE	APPROVED BUDGET	PROPOSED CHANGE ±	REVISED BUDGET
10	SALARIES (INCLUDING FRINGE BENEFITS)	19,027	-3,127	13,800
20	CONTRACTED SERVICES, (INCLUDING AUDITING)	1,630		1,630
30	TRAVEL, LOCAL		+1,000	1,000
35	TRAVEL, OUT OF TOWN			
40	CONSUMABLE SUPPLIES	1,050	+450	1,500
50	SPACE (INCLUDING RENOVATION)		+600	600
55	UTILITIES (INCLUDING TELEPHONE)	440	+60	500
60	FURNITURE & EQUIPMENT (RENTAL)		+1,350	1,350
65	FURNITURE & EQUIPMENT (PURCHASE)	300		300
70	INSURANCE		+250	250
71	MAINTENANCE & EQUIPMENT	653	-653	
79	MISC. EXPENSES		+70	70
TOTALS		21,000	-	21,000

JUSTIFICATION:

SIGNATURE

CDA-132