

CITY DEMONSTRATION AGENCY  
PROJECT STAR

18D

Project/Activity Endorsement Sheet

Project/Activity Title Project Star

Code Number 1-41-07 Dated \_\_\_\_\_

Contract Procedure:

☒ Regular    ☐ Change in Operating Agency    ☐ Change in Budget of Work Program    ☐ New Project

Approved:

I have reviewed and hereby approve this project/activity as described and recognize it to be an adequate and accurate presentation of facts pertaining to its purpose and beneficiaries, content and operation, schedule of activities, funding, administration, coordination, monitoring and evaluation, involvement of citizens, employment of Model Neighborhood residents, and budget.

\_\_\_\_\_  
Planning Coordinator (Physical) (Date)

\_\_\_\_\_  
Planning Coordinator (Social) (Date)

\_\_\_\_\_  
Evaluation & Information Coordinator (Date)

\_\_\_\_\_  
Citizen Participation Coordinator (Date)

\_\_\_\_\_  
Adm. Management Coordinator (Date)

CMA-25  
07/30/70  
Portland, Oregon

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\_\_\_\_\_  
(Operating Agency)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(CPB Working Committee Chairman)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(CDA Director)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(CPB Chairman)

\_\_\_\_\_  
(Date)

CDA-25a  
07/30/70  
Portland, Oregon

## PROJECT DESCRIPTION

CDA

PORTLAND, OREGON

PROJECT TITLE  
 PROJECT NUMBER  
 PROJECT STATUS ☐ New  
                           ☐ Expanded

Project Star1-41-07

OPERATING AGENCY  
 PLANNING COMPONENT  
 ADMINISTRATIVE NUMBER

Urban League of Portland  
Social Environment Programs  
1400

PROGRAM ACCOUNT  
 CITIZENS WORKING COMMITTEE

Social Services Working Committee

PROJECT FUNDING	100% SUPPLEMENTAL	USING SUPPLEMENTAL	USING CATEGORICAL	OTHER	TOTAL
Anticipated	\$8,495.00		\$76,452.00		\$84,947.00
Affirmed					

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## PROJECT STAR

SUMMARY - This project, with the Urban League as the operating agency, is a joint effort of the Urban League, Family Counseling Service, the Multnomah County Association for Retarded Children and the various associated members of the County Association brings together the expertise, skills, and resources in a coordinated research and demonstrative project for the purpose of developing more effective methods of reaching the families with mentally retarded members. The express purpose will be to involve them in meaningful programs and processes that will contribute to the development of a family and community climate in which retarded individuals will have opportunities to reach their full potential.

Their proposed activities include:

- a. To demonstrate an effective methodology for reaching and involving low-income families, containing mentally retarded persons, in parent discussion groups.
- b. To assess existing community resources for mental retardates in terms of their delivery patterns, availability and usefulness to low-income families, so that relevant practices practices can be instituted.
- c. To serve as a bridge between the low-income community and agencies serving the retardates and their families.
- d. To assist the parents in efforts to effect some rearrangement of agencies priorities, including the sponsoring agencies, with regard to programs designed to meet their needs and the rehabilitative needs of their retardates.

This program will intend to service one hundred (100) families in the IN area.

This project was funded in February, 1970, by HEW for \$76,452. The grantee support of the project, or local contribution is \$8,495.00. The \$76,452.00 represents 90 per cent of total funding.

The Urban League is requesting \$8,495.00 from CDA supplemental funds to satisfy the 10 per cent local contribution requirement.

The project employs a staff of eight (8) persons.

The project will cost \$84,947.00

The CDA portion is \$8,495.00 as local share

## I. PURPOSE AND BENEFICIARIES

### A. Purpose

Urban League of Portland, Family Counseling Service and Multnomah County Association for Retarded Children, in cooperation with their national organizations, propose to bring together their individual expertise, skills and resources in a collaborative research and demonstration project for the purpose of developing more effective ways to reach culturally deprived and disadvantaged families and involve them in meaningful programs to obtain essential services for members of their families who may be retarded.

The beneficiaries of the project will be 100 MN families (with one or more retarded members) participating in the project.

## II. CONTENT AND OPERATION

- Function-1     Demonstrating an effective methodology for reaching and involving low-income families in parent discussion groups.
- Function-2     Assessing existing community resources for mental retardates in terms of their delivery patterns, availability and usefulness to low-income families, so that relevant practices can be instituted.
- Function-3     Serving as a bridge between the low-income community and agencies serving the retardates and their families.
- Function-4     Assisting the parents in efforts to effect some rearrangement of agencies' priorities, including the sponsoring agencies, with regard to programs designed to meet their needs and the rehabilitative needs of their retardates.

The following is a list of the key activities within the functional elements:

- Activity-1     Provide a peer group climate for increasing knowledge of mental retardation as related to problems of participating families;
- Activity-2     Help the parents develop a more realistic appraisal of the retardate's capabilities;
- Activity-3     Enable them to make effective use of available services for family retardates;
- Activity-4     Enable them to become involved in decision making in planning and obtaining adequate, essential, preventative and rehabilitative services for retardates, either within or out of their community.

- Activity 2-1 Staff will begin immediately to assess existing community resources for the retarded using questionnaires and structured interview forms developed by the National Project Staff. All agencies, department, and institutions serving the retarded and their families, either directly or indirectly, will be surveyed to obtain information as follows:
- Activity 2-2 Establish procedures for selection of clients, types of services offered, and appropriateness of services.
- Activity 2-3 To change and impart knowledge to agency personnel regarding such issues as cultural deprivation, consumer participation in agency planning and decision making, use of para-professionals, and institutionalization versus community care.
- Activity 2-4 Impart philosophy regarding types of services needed by the retarded and their families, the potential of various levels of retarded to achieve personal or vocational independence, and the degree of cooperation needed among community resources in order to assist the retarded to achieve their optimal potential.
- Activity 3-1 Recruit families, participating or non-participating, by referral from community agencies or through door-to-door inquiry. Following are a list of participating agencies:
- a. The Department of Vocational Rehabilitation - referral, training and counseling.
  - b. Board of Education - training, education and counseling.
  - c. Public Health Nurses - examination diagnosis referral.
  - d. Department of Welfare - referral, financial assistance.
  - e. Local Association for the Retarded - referral and counseling.
  - f. Continuing participation from the families will be anticipated.
- Activity 4-1 Concurrent with the parent discussion group activities, casework and individual follow-through, both local and national staff and model neighborhood participants will work with local agencies and institutions to generate and improve services to the retarded and their families.
- Activity 4-2 Group and individual meetings, in addition to seminars, will be conducted for the staff, and administrations of agencies, institutions, and community organizations with the intent of sensitizing them to the needs, priorities, values, and life styles of the target populations. Participants of the project will play important roles in the planning and implementation of the project activities.



### III. TIMETABLE

This project was partially funded by HEW on February 1, 1970. Director and staff have been employed, the project is in operation. It is executed through December 31, 1970. It is part of a three year project - 1973.

### IV. FUNDING

This project has been funded by HEW for a total federal share of \$76,452.00. The local share of \$8,495.00 is being sought from CDA supplemental funds to complete the total budget needs of \$84,947.00. When MC funds are no longer available, STAR will seek funds in the public and private donation sector.

### V. PROJECT ADMINISTRATION

- A. The operating agency for the project will be the Urban League of Portland. The Portland Urban League has for a number of years operated a field office in the Model Cities area, delivering services and acting as a resource in the community. The League enjoys a very good relationship with the Portland Public School System, with agreement reached that the Albina schools, which comprise the Model School area, will serve as the project's chief referral agency for children already tested and classified. In addition to this source, the local Family Service and NRA agencies, who will be working with the Urban League in this project, have agreed to refer persons needing the services of this project as planned. There will be close cooperation with the Division of Vocational Rehabilitation, which has endorsed the project. (See pages 11-15)
- B. The project will be managed by a salaried Director who will report to the Executive Board of the Urban League. The Director will be responsible for carrying out all the functions and authorized activities of the project. In addition to the Director, there will be a full time secretary. To assist the Director in carrying out the program, the following staff will be required: An administrative assistant, two (2) social workers, three (3) neighborhood workers.

### VI. COORDINATION

- C. The operating agencies will 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 (a). identification of responsible personnel for each key activity, and (b). a statement of strategy for the coordination of the following community resources and supportive services:

Public Welfare  
Health Services from Emanuel Hospital  
Dental Service  
University of Oregon Medical School - all departments

Portland Bureau of Parks, for recreation  
Multnomah Association for Retarded Children, for  
parent activities.  
Multnomah County Health Department, for physical and  
mental health help.  
Oregon Society of Cripple Children and Adults, Inc.  
Portland Public Schools  
Gutman Rehabilitation Association  
Family Counseling Service  
Portland Council of Churches

VII. MONITORING AND EVALUATION

This project will be subject to the monitoring and evaluation as are specified in the Portland CDA overall Evaluation Plan. This plan provides for the progress of this project to be monitored on a monthly basis through formal progress reports. The project will be evaluated for objectives, planning, contract negotiation, operation and institutional response, resource level, and cost/benefit. The CDA Evaluation Plan has made provision for spending three (3%) per cent of the cost of this for its evaluation (See Evaluation Project Plan).

The progress of the project will be measured by the following output measures:

Function-1

_____	number of operating agencies that provided the services
_____	" " persons seeking information
_____	" " referrals made during month to various agencies
_____	" " participants provided counseling services during month
_____	" " MN members on advisory boards of agencies providing services to the mentally retarded
_____	" " model neighborhood residents on board of mentally retarded agencies.
_____	" " children and families participating in project
_____	" " parents attending project's meeting per month

Function-2

_____	number of community services available to families with retardation problems
_____	Number of man hours spent on survey
_____	" " operating agencies that provided coordinated services to project

Function-2 (con't)

\_\_\_\_\_ number of services available to retardates outside  
of MNA

\_\_\_\_\_ total number of agencies contacted for services

Function-3

\_\_\_\_\_ number of families recruited from agencies

\_\_\_\_\_ " " " " by door-to-door inquiry or  
by staff efforts

\_\_\_\_\_ " " " involved in project after three months

\_\_\_\_\_ " " " assisted financially by other agencies

\_\_\_\_\_ " " " involved in training and counseling

\_\_\_\_\_ " " " involved in diagnostic evaluations

Function-4

\_\_\_\_\_ number of families involved in follow-through program

\_\_\_\_\_ " " " program implemented

\_\_\_\_\_ " " services initiated and established

\_\_\_\_\_ " " seminars, locally, conducted for staff and  
other agencies

\_\_\_\_\_ " " participants interviewed in the planning and  
implementation of activities

VIII. CITIZEN PARTICIPATION

The Social Services Working Committee approved this project Apr. 14, 1972

The Citizens Participation (CP) functions in the Portland City  
Demonstration Program include:

Function-1 Keeping citizens informed of factors affecting their lives

Function-2 Enabling citizens to organize and function as an effective  
and representative decision-making body.

Function-3 Use of citizens in decision making

Function-4 Enabling citizens to obtain employment and be part of  
the work force

Function-5 Encouragement and stimulation of widespread and effective  
"voluntary programs" for citizens.

## Citizen Participation (con't)

The STAR-mentally retarded project encourage and support CP function 2,3,4, and 5. These functions are encouraged in the following operations:

- a. This project is subject to the approval of the Citizens' Working Committee as well as the approval of the Citizens' Planning Board
- b. Parent or citizen of low-income family groups will be involved in activities of the project pertaining to services to be provided for their children.
- c. The eight (8) staff positions made possible by this project will provide jobs for MN residents. The CDA and STAR will assure that maximum opportunity is extended to Model Neighborhood residents in recruiting and hiring.

### IX. RESIDENT EMPLOYMENT

(See paragraph C of Section VIII of this description)

### X BUDGET

This project will cost \$8,495.00 for the period February 1, 1970 through December 31, 1970.

The budget is itemized by key activities of the functional elements as well as by line items. The following pages show the budget itemized into seven line items each of which is justified in detail on succeeding pages.

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

BUDGET FOR SUPPLEMENTARY GRANT ACTIVITY

(Use This Form as a Budget for Each Activity (Including Relocation)  
Funded Under Section 105 of Title I of the Demonstration Cities and  
Metropolitan Development Act of 1966)

1. NAME OF CITY DEMONSTRATION AGENCY

PORTLAND CDA - PORTLAND, OREGON

2. BRIEF DESCRIPTIVE TITLE OF ACTIVITY

S.T.A.R. (Serving to Advance Rehabilitation) Proposal 1-41-07

3. NAME, ADDRESS AND ZIP CODE OF OPERATING ENTITY

Urban League of Portland  
5329 N. E. Union Avenue, Room 202

4. TYPE OF ENTITY - Is the entity a (Check applicable box or boxes):

☐ City Department

☐ Public Agency

☐ Neighborhood-based

☒ Private (Nonprofit)

☐ Private (Profit Making)

☐ Other (Specify)

5. PREVIOUS APPLICATION - Has this activity, in substantially its present form, ever been the subject of a previous application for Federal financial assistance?

☒ NO

☐ YES

If "YES", attach an explanatory statement.

6. 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 efforts.

The funds requested are necessary to cover staffing and operation of this project.

7. 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.

The project cost will be \$8,495.00 this is part of a total budget proposal of \$84,947.00. HEW has granted \$76,452.00. The funds requested are to cover the 10% local share.

## 8. BUDGET

a. COST CATEGORY	b. ESTIMATED COST	c. MCA SHARE (If cost is being shared with others)
(1) Personnel	69,947.00	6,994.70
(2) Consultants and Contract Services	5,000.00	500.00
(3) Travel	2,000.00	200.00
(4) Space	4,500.00	450.00
(5) Consumable Supplies	1,300.00	130.00
(6) Rental, Lease, or Purchase of Equipment		
(7) Other:	2,200.00	220.00
<b>TOTAL</b>	<b>\$84,947.00</b>	<b>8,494.70 - 10% \$8,495.00 R.O.</b>

## 9. SUBMISSION:

a. \_\_\_\_\_  
*Signature and Title of Authorized Official*b. \_\_\_\_\_  
*Date*

## 10. APPROVAL:

a. \_\_\_\_\_  
*Signature and Title of Authorized HUD Official*b. \_\_\_\_\_  
*Date*

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

PERSONNEL

(Attach This Form to Each Activity Budget Justification)

1. NAME OF CITY DEMONSTRATION AGENCY

PORTLAND CDA - PORTLAND, OREGON

2. BRIEF DESCRIPTIVE TITLE OF PROJECT OR ACTIVITY

S. T. A. R. (Serving to Advance Rehabilitation) Proposal 1-41-07

3. NAME, ADDRESS AND ZIP CODE OF OPERATING ENTITY

Urban League  
5329 N. E. Union Ave., Room 202

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)
1	Project Director	1,166.66	100%	12	14,000.00
1	Administrative Assistant	541.66	100%	12	6,500.00
1	Secretary	433.33	100%	12	5,200.00
2	Social Workers X	833.33	100%	12	210,000.00
3	Neighborhood Workers	450.00	100%	12	16,200.00

COST OF FRINGE BENEFITS (Indicate Basis for Estimate)

TOTAL, PERSONNEL	61,900.00
F.I.C.A., RETIREMENT, DISABILITY, HEALTH INSURANCE, WORKMAN'S COMP., 13%	8,047.00
TOTAL, PERSONNEL	69,947.00

## U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

## BUDGET JUSTIFICATION

(Attach This Form to Each Budget for a Capital Project,  
Activity, and to the Program Administration Budget)

## 1. NAME OF CITY DEMONSTRATION AGENCY

PORTLAND CITY DEMONSTRATION AGENCY

## 2. BRIEF DESCRIPTIVE TITLE OF CAPITAL PROJECT OR ACTIVITY

S.T.A.R. (SERVING TO ADVANCE REHABILITATION)

## 3. NAME, ADDRESS AND ZIP CODE OF OPERATING ENTITY

URBAN LEAGUE  
5329 N. E. Union Ave., Room 202

4. DESCRIPTION OF ITEM* AND BASIS FOR VALUATION**	AMOUNT OR VALUE OF ITEM
<u>Contracted Services</u>	
Association for Retarded sub total ----- \$5,000	\$5,000.00
<u>Travel</u>	
Staff - Local, Conferences & Clients sub total ----- 2,000	2,000.00
<u>Office Space</u> sub total ----- 4,500	4,500.00
<u>Consumable supplies</u>	
Office supplies, Educational material sub total ----- 1,300	1,300.00
<u>Other Expenditures</u>	
Telephone & Telegraph sub total ----- 1,200	1,200.00
<u>Conferences, Workshops &amp; Institutes</u> sub total ----- 500	500.00
<u>Client Services</u>	
Babysitting, Psychological Testing, Medical expenses sub total ----- 500	500.00
TOTAL	\$15,000.00

\* 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.



## Administration

Following is a list of job requirements:

Job Title: Executive Director

A. Fundamental Objectives:

The Executive Director of the Star Project is responsible to the Urban League Board of Directors and CDA for the administration of the Star Project. The director is to direct and supervise staff to accomplish the objectives and strategies of the program, according to CDA's policies and Federal regulations and guidelines. The director is also to analyze, plan, develop and recommend to CDA new projects which will enable the Star program to meet the needs of the community.

B. Reports to:

Portland CDA and Urban League Board of Directors.

C. Duties and Responsibilities:

To be responsible for the direction and supervision of the Project's staff to accomplish the objectives and directives of the Project.

To maintain close and continuous contact with the poverty community, agencies, boards, and the Portland community at large.

To direct and provide leadership in the development of programs to insure a maximum impact on community needs.

To provide leadership in the development of program coordination.

To work closely with the CPB to keep them advised of the status of program implementation, problems and needs.

To work with private and public agencies, both voluntary and funded, to interpret information about the external programs to the retarded and to communicate the needs of the retarded to those administering the programs.

To develop and assist in training programs.

D. Salary \$14,000.00

Job Title: Administrative Assistant/Bookkeeper

A. Qualifications

(1) At least a high school graduate, college if possible.

- (2) Residence in Model Cities area.
- (3) Demonstrated administrative ability.
- (4) Knowledgeable of Model Cities area, people, facilities.
- (5) The ability to communicate, understand and relate to the personnel, residents, and the broader community.
- (6) The ability to follow instructions and direction of Director.

B. Reports to:

Assistant is responsible to the Director of Project.

C. Duties and Responsibilities:

1. To assist Director.
2. Will keep payroll records of project and be responsible for monthly and quarterly reports.
3. Director will assign duties of coordinators.

D. Salary \$6,500.00

Job Title: Secretary

A. Qualifications

- (1) At least a high school graduate.
- (2) Resident of Model Cities area.
- (3) Demonstrated administrative ability.
- (4) Knowledgeable of Model Cities area, people, facilities.
- (5) The ability to communicate, understand and relate to the personnel, residents and the broader community.

B. Fundamental Objectives:

The secretary is responsible for all general and specific secretarial duties which include typing, taking dictation, running duplicating equipment, and other secretarial functions, which will assist the project in reaching its objectives and goals.

C. Reports to:

Executive Director.

D. Duties and Responsibilities:

To perform secretarial duties for the Executive Director and staff. This includes taking dictation, typing, keeping calendar of appointments and events, screening office visitors and directing the flow of traffic in the office.

To order supplies and maintain related records.

To be responsible for the preparation of all contracts and subcontract agreements.

To supervise other clerical staff as assigned.

To draft letters and memos for professional staff as directed.

To maintain or supervise the maintenance of the program files.

To perform other secretarial duties as may be requested by the Executive Director as well as other professional staff.

E. Salary:

\$ 5,200

## PROJECT STAR

### Job Description

#### Neighborhood Worker

#### Job Summary:

The social work assistant is to be a neighborhood worker who assists the Project social worker in reaching and helping families served by the Project. He is a member of the total Project team but is directly responsible to the social worker. He has responsibility for learning the function and purpose of the Project and of the three agencies which the Project represents. He performs basic administrative tasks related to the job such as time planning and reports.

#### Duties and Responsibilities:

Under the direction and supervision of the social worker, he performs responsibilities assigned to him. He may be expected to interpret the Project's purpose and function to community, contact people, and families to be served; seek out community resources and help families to make communications with them; escort family members to other resources; make home visits; assist with preparations for group sessions; and in other ways assist the social worker and work with other members of the Project team in relation to the Project's total job.

#### Qualifications:

Graduation from high school or G.E.D. is desirable. He should have genuine interest in people and their well being, warmth and the capacity to communicate, appreciation of and respect for individual differences. Other important qualifications are responsible work habits, a capacity to grow and develop on the job and to work co-operatively with others and believe in the Project's purpose and goals.

#### Salary:

\$5,400 annually

## PROJECT STAR

### Job Description

#### Social Worker

#### Job Summary:

The social worker will work as a member of the Project team with a primary responsibility of providing social work services to families and individuals in the Project group. He must have skills in outreach techniques and an ability to work well with neighborhood workers and other professional staff of the team. He must be familiar with the purpose and functions of each of the participating agencies and with community resources. He will participate with other members of the team in interpreting the needs of families and developing plans for more effective utilization of existing resources, and for the improvement or expansion of services to meet the needs of low-income minority families and retardate members.

#### Duties and Responsibilities:

Under the general direction of the local Project Director, the social worker will provide skilled social work service including individual counseling and/or work with groups. He will make appropriate use of the neighborhood worker, understanding the importance and distinct role that the assistant can provide in reaching and helping families. He will participate as a part of the team in determining priorities and strategies for action and in decisions as to who will be primarily responsible for a particular facet or phase. Case finding will be a function of the total team as will referral and follow-through with the social worker assuming considerable responsibility for the latter. The social worker will consult with appropriate agencies such as: The Urban League of Portland, Family Counseling Service and Multnomah Association for Retarded Children.

#### Qualifications:

An MSW degree and/or a demonstrated competence in social work practice. He should have some basic knowledge about mental retardation and he must have the ability to reach out to low income minority families and involve them in meaningful programs so that they may obtain essential services. He must be able to work as a part of a team, with imagination and innovation. The ability to do the job and empathy with Model Neighborhood residents will be of prime importance.

#### Salary:

\$10,000 annually



DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE

SOCIAL AND REHABILITATION SERVICE

WASHINGTON, D.C. 20201

March 19, 1970

In reply refer to  
Project No. RD-3330-GA-70

Mr. E. Shelton Hill  
Executive Director  
Urban League of Portland  
Community Service Building  
718 W. Burnside Suite 404  
Portland, Oregon 97209

Dear Mr. Hill:

We are pleased to send you the document confirming the grant award recently approved for your research and demonstration project. The budget is the same as requested in the application unless a revised budget sheet is attached.

We are enclosing our Guide for Management of Approved Project Funds, which contains instructions relative to project expenditures and other information pertinent to the conduct of the project, also a sample of each form required for future project reports. Please note particularly the statement of conditions governing grant awards attached to the award document.

If you have need of our assistance at any time, please feel free to call on us.

Sincerely yours,

James F. Garrett  
Assistant Administrator  
Research, Demonstrations, and Training

Enclosures

cc: Mr. Chatmen  
Mr. Hamilton  
Mr. Haugen, Gen., Ore.  
Mr. Chouinard, Reg. IX  
DGM  
Dr. Criswell  
Mr. Lesowitz

ATTACHMENT #1

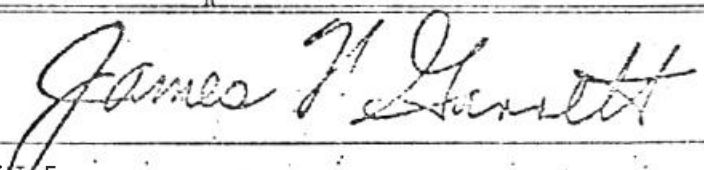
(v)

78 8265

## STATEMENT OF GRANT AWARD

(See attached statement for conditions governing grant)

FIN 30/11203971

Name and Address of Grantee Urban League of Portland Community Service Building, Suite 404 718 West Burnside Portland, Oregon 97209		Project Director (or Co-Director) Mr. Vernon Chatman Urban League of Portland Community Service Building, Suite 404 718 West Burnside Portland, Oregon 97209	
Project Identification  Project Star (Serving to Advance Rehabilitation)		Payee (Project Financial Officer) Mr. Elton Hamilton Board Member Urban League of Portland Community Service Building, Suite 404 718 West Burnside Portland, Oregon 97209	
Grant Period Dates  February 1, 1970, through January 31, 1971		SRS Grant No.  RD-3380-GA-70	
DETAIL OF GRANT AWARD		AWARD ACTION:	
1. Approved Total Project Cost	\$ 84,947	<input checked="" type="checkbox"/> Initial Award	
2. Grantee Support of Project	\$ - 8,495	Continuation Award	
3. Federal Support of Project  (Percent of Total Project Cost <u>20.00</u> )	\$ 76,452	Supplemental Award	
4. Indirect Cost for Project	\$ - - -	FUTURE FEDERAL SUPPORT:	
5. Amount of Adjustment/Carry-over from Prior Fiscal Year	\$ - - -	Project Support Approved for This Grant Period Only	
		This is Terminating Grant Period for Federal Support	
		<input checked="" type="checkbox"/> Support Budgeted as follows for two Additional Years	
		at \$76,600 each year	
GRANT CODE: 51/77/22/60		SIGNATURE	
AUTHORITY/APPROPRIATION: SECTION 4 (a) (1) PUBLIC LAW 365, 83RD CONGRESS AS AMENDED, 7500504 - 41.41 CAN 05061812 (19)			
DATE February 1, 1970			
REMARKS		NAME AND TITLE James F. Garrett Assistant Administrator Research, Demonstrations, and Training	

ATTACHMENT #1

# APPROVED PROJECT BUDGET

Grantee: : Urban League of Portland  
Project Title : Project Star (Serving to Advance Rehabilitation)  
VRA Grant No. : 12-P-55300/0-01

<u>Category</u>	<u>Amount</u>
Personnel	\$69,995.00
Supplies	800.00
Travel	2,000.00
Other Expenses	6,700.00
Client Services	500.00

Total Project Cost	<hr/> \$84,947.00
Federal Share	76,452.00
Grantee Share	8,495.00

Explanation of Adjustments: Travel has been reduced by \$500, other expenses has been reduced by \$1,350; funds for equipment have been deleted as outlined in SRS letter dated February 27, 1970.



DEPARTMENT OF  
HEALTH, EDUCATION, AND WELFARE  
SOCIAL AND REHABILITATION SERVICE  
WASHINGTON, D. C. 20201

CONDITIONS GOVERNING AWARDS FOR RESEARCH AND DEMONSTRATION GRANTS  
approved under Section 4 (a) (1), Public Law 565, 83rd Congress

These conditions accompany, and must remain attached to, each Statement of Grant Award issued for a research and demonstration grant

GENERAL CONDITIONS

Funds granted for this project will be used only for the conduct of the project as approved.

The grantee will request that the project be revised whenever the approved plan of operation or method of financing is materially changed.

The grantee will make required reports and maintain necessary records and accounts, including property and financial records, to assure a proper accounting for all project funds, both Federal and grantee shares. These records will be made available to the Department of Health, Education, and Welfare for audit purposes.

The Administrator, Social and Rehabilitation Service may initiate a revision in any project, or take other necessary action, because of changes which may be made in Federal appropriations, laws, regulations, or policies governing Section 4 of the amended Vocational Rehabilitation Act.

The Administrator, Social and Rehabilitation Service may terminate any project in whole, or in part, for cause. Such action may result (1) if reports indicate that Federal funds are being ineffectively used, (2) if the grantee fails to either comply with any agreement or to carry out the project in accordance with the approved application, or (3) if any project reports are incorrect or incomplete in any material respect.

Project funds, both Federal and grantee shares, are available for use only during the grant period. Funds may not be obligated or expended prior to the beginning date or subsequent to the ending date shown. Funds obligated by the close of the grant period may be liquidated (paid out) after the ending date.

The Federal and grantee shares of the approved project cost establish a relationship which must be adhered to in project expenditures. The grantee is expected to make expenditures from grantee funds in proportion to the expenditure of Federal funds. At the end of the grant period when project expenditures are totalled, the expenditures charged to the Federal award may not exceed the amount obtained by applying the Federal percent of the approved project cost to the total actual project expenditures made.

Any support recommended for a project beyond the current grant period is subject to satisfactory progress in project operations and is conditional upon the availability of appropriated funds. The amount of Federal support will be determined annually.

CIVIL RIGHTS

This project will be operated in compliance with Title VI of the Civil Rights Act of 1964, which states: "No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity receiving Federal financial assistance."

#### INVENTIONS

Any invention arising out of the activities assisted by this grant shall be promptly and fully reported to the Administrator, Social and Rehabilitation Service. Ownership and the manner of disposition of all rights in and to such invention shall be determined by the Administrator, Social and Rehabilitation Service. Such reports shall be furnished directly to the Administrator, Social and Rehabilitation Service, separate and distinct from and independent of any other requirement under this grant for the submission of reports and whether or not reference to such invention has been made in any progress or other report furnished to Government personnel. The report shall sufficiently describe and identify the invention, appropriately illustrated by sketch or diagram, to permit the invention to be understood and evaluated.

In every case where a grantee files a patent application on an invention made under a grant, he shall include in the first paragraph of the specification of the patent application filed and any patent issued, the following statement:

"The invention described herein was made in the course of, or under, a grant with the Department of Health, Education, and Welfare."

#### COPYRIGHTS

Grantees may publish results of any special projects without prior review by the Social and Rehabilitation Service, provided that such publications carry a footnote acknowledging assistance received under the special project grant, and that copies of the publications are furnished to the Social and Rehabilitation Service. Where a grant results in a book or other copyrightable material, the author is free to copyright the work, but the Social and Rehabilitation Service reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use, all copyrightable or copyrighted material resulting from the grant-supported activity.

#### ANTI-RIOT PROVISIONS

Section 907 (Public Law 90-132) of the Department Appropriation Act for Fiscal Year 1968 requires that:

"No part of the funds appropriated under this Act shall be used to provide payments, assistance, or services, in any form, with respect to any individual convicted in any Federal, State, or local court of competent jurisdiction, of inciting, promoting, or carrying on a riot, or any group activity resulting in material damage to property or injury to persons, found to be in violation of Federal, State, or local laws designed to protect persons or property in the community concerned."

Grantees and contractors will be expected to take appropriate action in response to specific information which raises doubt as to the eligibility of an individual under Section 907. It is further expected that such individuals will be given fair notice of a proposed cessation of payments, assistance, or services, and an opportunity to respond to the proposed termination of payments on such matters as questions of accuracy of identification, or whether conviction was for an activity prohibited by Section 907.



**TRI-AGENCY PROJECT STAR**  
**SERVING TO ADVANCE REHABILITATION**

202 Walnut Park Building  
 5329 N. E. Union Avenue  
 Portland, Oregon 97211 . 287-4181

**TRI-AGENCY**

**Urban League of  
 Portland**



**Family  
 Counseling Service**



**Multnomah Association  
 For Retarded Children**



**STAFF**

**Nathan Nickerson**  
 Executive Director

**Margaret Solomon**  
 Adm. Asst. Bookkeeper

**Kathryn Bogle**  
 Social Worker

**Shirley Hamilton**  
 Social Worker

**Inez Brewer**  
 Neighborhood Worker

**Bill Hunter**  
 Neighborhood Worker

**Mary Morris**  
 Neighborhood Worker

**Marinda Givands**  
 Secretary Receptionist

April 28, 1970

Mrs. Irene Hollis, Chairman  
 Social Service Working Committee  
 Portland, Oregon

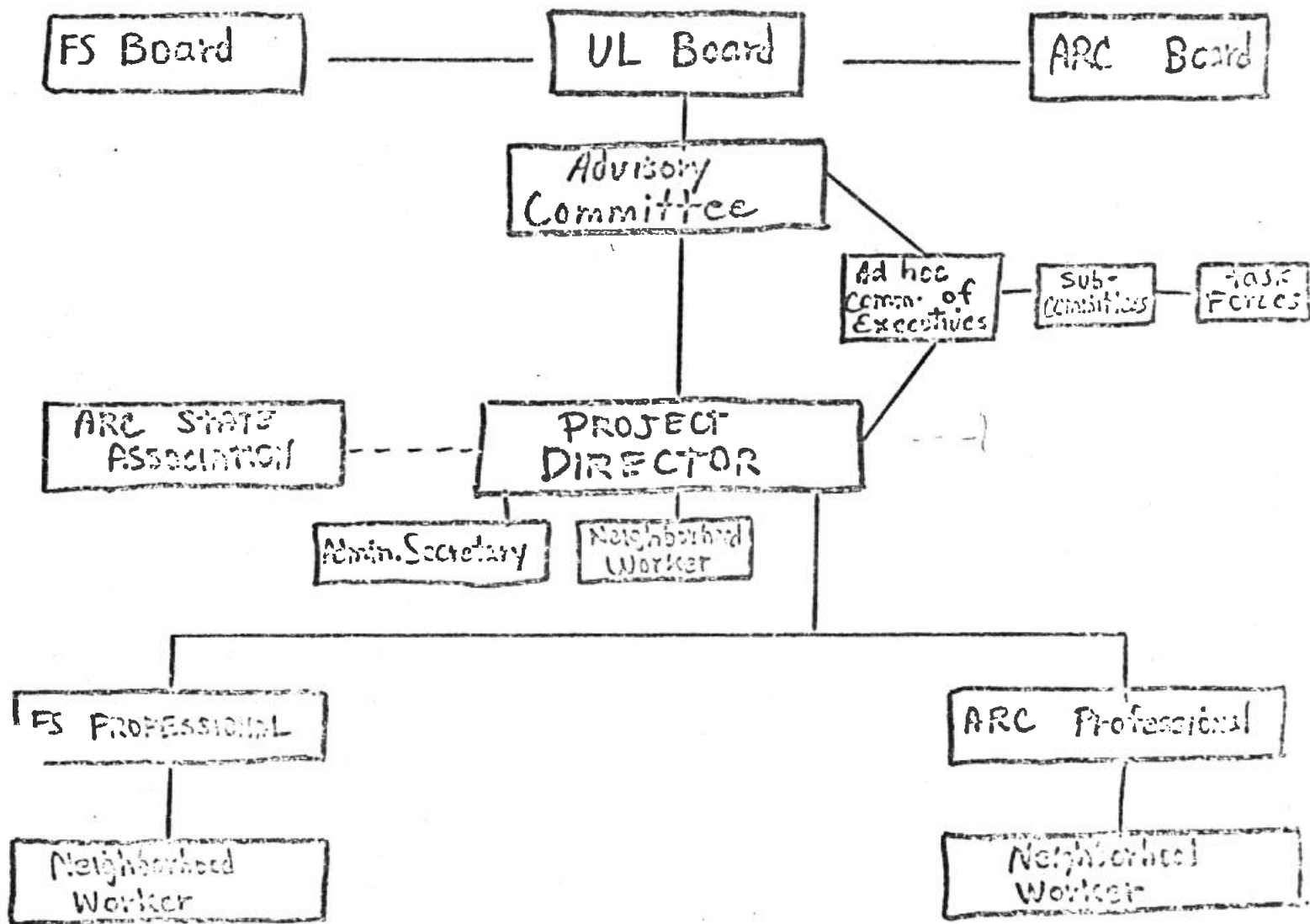
Dear Mrs. Hollis:

Project STAR has been funded by the Social and Rehabilitation Service under the Department of Health, Education and Welfare with a federal grant amounting to \$76,452, which is 90% of the total budget of \$84,947. We are in need of the 10% local share amounting to \$8,495, and are asking for that amount of supplemental funds from C.D.A.

Very truly yours,

*Nathan W. Nickerson*  
 Nathan W. Nickerson  
 Director

# TRI-AGENCY PROJECT ON MENTAL RETARDATION



## SATELLITE STRUCTURE