

# CITY OF ATLANTA



April 8, 1969

CITY HALL ATLANTA, GA. 30303

Tel. 522-4463 Area Code 404

IVAN ALLEN, JR., MAYOR

R. EARL LANDERS, Administrative Assistant  
MRS. ANN M. MOSES, Executive Secretary  
DAN E. SWEAT, JR., Director of Governmental Liaison

## MEMORANDUM

To: Concerned Parties

From: Sam Williams, Staff Director, Atlanta Urban Corps

Subject: Urban Corps Status

Tuesday, April 1, Sam Williams assumed position of Urban Corps staff director, salaried by Southern Regional Education Board and "loaned" to the Atlanta Youth Council.

Most of the first week was spent in taking inventory of various phases of the Urban Corps. The most immediate problem is finance. A small administrative fund was donated by SREB and Dan Sweat, Assistant to the Mayor. Present inventory of work study funds available this summer for Urban Corps is 138 student positions at 80% cost. All of these are not firm commitments. VISTA will finance 25 interns at full cost. Mr. Bill Ramsay and Charles Sweet are visiting financial aid offices of Atlanta colleges in an effort to "squeeze" more off-campus work study funds free. Fund raising from private sources is under way with no results as yet. A businessmen's luncheon is scheduled for April 29 in an effort to get fund commitments. A fund raising group has been established under the leadership of Bill Adams of Georgia Tech.

Definition of job openings is under way. It appears that the city can accept at least 100 students. Definite job slots will be defined the week of April 11 in city departments. City financing and administration will be explained in a meeting of department heads April 8. A city intern developing team will visit each department during the week.

Internship development of non-federal non-city agencies will begin April 8. Initial contacts and requests for 158 interns from these agencies has been handled by Terry Allen. Student teams will more clearly define each intern request during the next two weeks and hopefully make new contacts in other agencies.



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Federal agencies have agreed to participate as much as possible. One hundred of their summer interns will attend Urban Corps orientation meetings and our development teams will visit federal agencies to help them in choosing certain intern slots. Federal interns will be chosen and placed by federal agencies by merit of their civil service examination scores. Cooperation this year is hopefully aimed at some placement system of Urban Corps interns in future years.

Joe Kimmins has been loaned part-time from the Peace Corps Regional Office and will be assisting on intern development. Diane Wilson, a Spelman graduate, has been hired fulltime to assist in internship development. Russ Caldwell will work part-time in program development and is on loan from the Georgia Municipal League. Fulltime secretaries are badly needed.

Urban Corps offices will open the week of April 11. The address will be 30 Courtland Street, Atlanta, Georgia 30303. The telephone number is 525-2662. We hope to have someone manning the phones by Monday, April 14. Calls are presently being handled through the Youth Council at 522-4463, Ext. 437.

Student recruitment will begin through financial aid offices in each college the week of April 18. Mayor Allen will make a formal announcement of the city's participation April 9 in a press release. Brochures describing the Urban Corps and student application forms will be printed the week of April 11.

The Board of Trustees will meet April 18 to elect 8 people to the Executive Board and to pass resolutions and approve minutes so the IRS will grant us a tax exempt status for donations.

Exact estimates on number of interns is impossible at this time. No work beginning date has been set. The most important fact is that the Urban Corps is alive and struggling to get on its feet.

Large thanks to: Bill Ramsay, SREB  
Dan Sweat, City Hall  
Rich Speer, Georgia Tech  
The Atlanta Constitution  
and an endless list

This memo is not for publication.

SW:fy