

June 6, 1968

Revised June 12, 1968

MEMORANDUM

TO: Local Coalitions

THE NATIONAL COALITION PROGRAM OF TECHNICAL ASSISTANCE

Responding to the Emergency Convocation of August 1967 and to the critical urban crisis of our nation, many cities have formed local coalitions and many are or soon will be in the organizational phase. These local coalitions are becoming a vital forum for communication among different elements in the community. They are a mechanism for assessing community problems, establishing priorities, coordinating efforts and initiating new programs. They are also extremely potent vehicles for members of coalitions to individually and collectively speak out on national issues and to support, propose, or oppose legislation affecting urban problems and the resources needed for their solution.

The National Urban Coalition, in an effort to maximize the aims and objectives of local coalitions, will make available through its staff a broad technical assistance program at the request of the local coalition. This program is developed within the limits of resources presently available to the national Coalition to meet needs of local coalitions. It will be expanded and/or modified as those needs change.

The National Urban Coalition's technical assistance program will range from assisting communities to organize and launch local coalitions to concentrated assistance for specific programs. To accomplish this assistance program, the national coalition has divided its staff into four <sup>board?</sup> board units; the Local Coalition Division, the Program Development Division, the Communications Division and the separate Action Council Division.

(1) The Local Coalition Division is the operational staff of the national Coalition. Its primary task is to explain the urban coalition concept and assist communities in organizing local coalitions. It will also render general technical assistance on coalition programs and relate national issues to local coalition objectives.

(2) The Program Development Division is the program specialist staff of the national Coalition. Its primary task is to provide expert assistance in specific program areas by its staff members and through its consultant resources. It will also be the major channel for the assembly and dissemination of technical program information relative to local coalition activities.

(3) The Communications Division

(to be filled in by Brian Duff)

(4) The Urban Coalition Action Council is a separate unit of the national Coalition. The primary functions of its staff will be to promote social improvements in the nation's urban centers through its study of proposed legislation and its mobilization of community leaders across the country to support, propose and oppose legislation affecting urban problems and the resources for their solution.

Local coalitions will address requests for all forms of technical assistance to the Local Coalition Division. As the operational staff of the national Coalition, these staff members are assigned to each of the local coalitions throughout the country. They will either respond directly to the request or, if it requires extremely technical problems, refer it to the appropriate specialized division. The Urban Coalition Action Council staff will deal directly with coalitions and coalition members.

The national Coalition will provide the following forms of technical assistance upon request:

1. Provide assistance to new communities in identifying and bringing together local leaders who might be interested in the formation of a coalition. (local)
2. Provide assistance to new communities in explaining the philosophy and objectives of The Urban Coalition and in the formation and representative character of organizing and permanent steering committees. (local)

3. Provide speaker resources through the national <sup>+local</sup> Steering Committee<sup>+</sup> to assist in the launching of the local coalition. (communications, local)
4. Provide assistance to existing coalitions on improving the representative character of its steering committee and guidance on the composition, purpose and functioning of its task forces. (local)
5. Provide assistance to coalition on how they organize neighborhood groups for community leadership in coalition planning and policy making and for community generated social action projects which require no funds. (local, program development)
6. Provide guidance on dealing with the diverse elements of the black community. (local, program development)
7. Provide assistance to local coalition staffing, funding, administration and program management problems. (local, program development)
8. Provide liaison for local coalitions with Federal agencies on clarification and modification of policy and for their consideration of meritorious applications for grants. (local, program development)
9. Provide information on sources of local, state, federal and foundation funds to employ staff and to improve existing programs or start new ones to meet community priorities. (?)

10. Provide representation before various national private organizations conducting programs locally to insure that their local counterpart organization cooperate with the coalition in its effort to coordinate all programs.

11. Provide assistance to help local coalitions analyze community problems, inventory existing programs aimed at the solution of those problems and identify gaps or duplication of effort. (program development)

12. Provide a periodic newsletter to include relevant national or local surveys and studies on urban problems, information on new program concepts, Federal program guides, new national Coalition statements and policy, visual materials developed by local coalitions related to coalition goals. (communications, program development)

13. Provide a periodic program memo to include intensive case studies of successful programs of local coalitions. (program development)

14. Provide assistance on a range of specialized programs (ghetto entrepreneurship, youth mobilization, manpower, housing, education, communications, etc. (program development)

15. Provide advice to local coalitions on mechanisms by which they may coordinate existing and new community programs. (local, program development)

16. Provide assistance in the writing of applications for state, federal and foundation funds. (program development)

17. Provide assistance in developing projects and materials on attitudinal change and methods on increasing communication between the black and white community. (communications, program development)

18. Provide advise on the programmatic implementation of the Kerner Commission Report by local coalitions. (communications, program development)

19. Provide information and guidance to aid local coalitions in interpreting local, state and national legislative issues and relating them to the coalitions goals and priorities. (Action Council)

20. Provide periodic legislative reports on the status of pending national legislation of interest to coalitions and to outline significant features of newly passed legislation concerning urban problems. (Action Council)