

THE UNIVERSITY OF GEORGIA  
INSTITUTE OF GOVERNMENT

TERRELL HALL

ATHENS, GEORGIA 30601

AREA CODE 404  
542-2736

June 17, 1969

Mr. John C. Johnson  
Director, Model Cities  
673 Capitol, S.W.  
Atlanta, Georgia 30315

Dear Mr. Johnson:

Based upon our meeting of May 23 and upon subsequent conversations with Mr. James L. Wright, Jr. of your staff, we wish to make the following proposal for a training program in Model Cities project planning and management. Mr. Donald T. Kelley, Assistant Professor, College of Industrial Management, Georgia Institute of Technology, will be employed by the University of Georgia to develop and implement a training program for Model Cities project agency personnel. The instruction will emphasize a network planning, critical path approach to Model Cities project management. All training will be conducted during the months of July and August, 1969.

During the training period, Mr. Kelley will conduct a maximum of six two-day classroom sessions and two one-half day follow-up sessions for each project agency represented in the classroom sessions. During the classroom meetings, participants will be introduced to the concept of network planning and its Model Cities application. Before the end of the classroom instructions, participants will begin to develop their own project networks. Follow-up sessions will be held for each project agency in order to assist project managers in the refinement of networks initiated in the classroom sessions. This approach to the training assumes that each classroom session will be attended by twelve trainees, representing four project agencies. Thus, if maximum participation is achieved, a total of seventy-two project managers representing twenty-four project agencies will receive training by August 31, 1969.

This training program will be funded primarily by a grant obtained by the University of Georgia under the provisions of Title VIII of the Housing Act of 1964. The only direct costs to be paid by participating Model Cities agencies will be the costs of travel, housing and meals if the classroom sessions are held in Athens.

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If the provisions of this proposal are acceptable to you, we are asking you to take the following action:

1. Obtain commitments from Model Cities project agencies to participate in the training program.
2. Determine the desirability of participation by selected members of your staff, and consider the feasibility of devoting the first classroom session exclusively to training your staff personnel.
3. Determine the locations for classroom sessions. Space is available at the University of Georgia's Center for Continuing Education on the following dates: July 10-11, 14-15, 16-17, 24-25, 31-August 1, 7-8. Although the Athens location offers some advantages, classroom sessions can be held in Atlanta just as easily, provided adequate classroom facilities are available.

We are extremely pleased to submit this proposal. We feel that this program can make a significant contribution to the accomplishment of City of Atlanta Model Cities program objectives. I will be available to meet with you or your staff representatives at any time to provide additional information or to finalize program arrangements.

Sincerely,

John W. Vining, Jr.  
Coordinator of Governmental Training

JWVJr:rbb

cc: Carl Sutherland  
Dan Sweat ✓  
George Berry