

PROPOSAL FOR A GRANT TO \_\_\_\_\_ FOR TRAINING  
AND TECHNICAL ASSISTANCE IN MODEL CITIES

I. BACKGROUND AND PURPOSE:

The purpose of this program is to build the capacity of Model Cities residents in \_\_\_\_\_ to respond knowledgeably and effectively to the requirements of the Model Cities Program by establishing responsible neighborhood organizations so that they can assess their problems and can work effectively with city government and other local institutions in the planning, execution and evaluation of programs. It is our understanding that the Model Cities Administration and OEO will join in this project as part of an effort to build effective and responsible community participation and to make available funds and assistance to model neighborhood groups in both first and second round cities.

Two major objectives of the program are:

1. To provide citizens with a diversity of experience and capability in local institutional planning, program implementation and program evaluation.
2. To foster maximum feasible integration of organization and function by CAA and CDA neighborhood groups and to plan and move toward the eventual consolidation of resident participation organizations covering the model neighborhood area.

Inherent in making their training, technical assistance, and planning funds available is the assumption by OEO and HUD that citizens have a

major role to play in both the Community Action Program and the Model Cities Program. Further, both OEO's and HUD's philosophy

--acknowledges the right of people affected by public programs to have access to and influence on the process by which decisions about their lives are made;

--accepts that many of the best intentioned officials and technicians are often, by their training, experiences, and life-styles, unfamiliar with or even insensitive to the problems and aspirations of model neighborhood residents; therefore, resident ideas and priorities can result in more relevant, sensitive, and effective plans and programs;

--recognizes that the process of participation makes it possible for those citizens formerly outside the system to learn how it functions and how to make it function in their interest-and that the process makes it possible for residents to strengthen existing skills and to develop the kind of new skills needed for effective citizenship beyond as well as within the Model Cities Program.

In light of the above and in order to overcome these problems, OEO and HUD are encouraging CAA's, CDA's and the neighborhood groups to test this technical assistance strategy through the use of these funds. Funds allocated to neighborhood groups under these grants may be used to provide planning, training and technical assistance services to

neighborhood residents including but not limited to the following:

1. Full-time staff for neighborhood groups to plan and develop services under these programs.
2. Formal training programs for neighborhood resident groups and staff.
3. Collection and dissemination of relevant information about Model Cities and related programs to neighborhood residents.
4. Retaining consultants, (lawyers, community organizers, planners, programmatic specialists, etc.) to advise on substantive programs and planning.
5. To develop and carry out citizen evaluation of the Model Cities and all other planning activities that affect the neighborhood.
6. A portion of grant funds may be used by neighborhood groups to contract directly with organizations of their own choosing which are regularly engaged in providing T&TA.

## II. PROCESS PRIOR TO WORK PROGRAM

1. The CAA and CDA will discuss this program. (delete remainder of sentence.)
2. They will discuss their commitment for the next twelve months of funds for training and technical assistance services to neighborhood groups.

3. Designation of neighborhood groups to plan the program and receive funds by the CAA and CDA.
4. The neighborhood group with assistance acceptable to it from the CAA and CDA will decide what training and technical assistance they require for the development of the proposal for neighborhood group support funds.
5. If this assistance is not available in the city, the CAA and CDA will make every effort to obtain it. We hope OEO and the other Federal, state and local agencies involved in the Model Cities Program will make it available to the neighborhood group -- assistance which is acceptable to the group.
6. If the neighborhood group or groups feel that promised training and technical assistance is not being received or is inadequate, we, the CAA and CDA will use our good offices to remedy the situation.

### III. Work Program.

1. The neighborhood group with the above technical assistance will prepare a formal written application. They will also prepare a summary of that application for circulation to residents of the model neighborhood.
2. After the interim board and/or membership of the neighborhood group has approved the application it should be submitted through the CAA and CDA to OEO and a copy sent to HUD. If CDA funds are not included in the application, they must be integrated into the application. Prior to this submission, the CAA, CDA

and resident groups shall meet together to discuss their relationships within the framework of the proposal.

3. Included in the final application will be a descriptive history of the ways in which the steps in the work process outlined above have been met.
4. The application will also indicate the ways CDA funds and assistance will be made available to the neighborhood group. The application will show as specifically as possible what kinds of activities will be undertaken, when and how.
5. The application will also describe what, when and how of training during the program year.
6. The application will also specify how consultants hired by the neighborhood group will be accountable to the neighborhood group or groups.
7. The application will also describe how this training and technical assistance is related to CDA and CAA plans and programs.
8. The work program will spell out hiring procedures: particularly the rights and responsibilities of the neighborhood group, the CAA and CDA.
9. The work program will also indicate by name wherever possible specific CAA-CDA staff and staff of neighborhood organizations who will be involved in implementing the program.

10. We are committed to observing the terms of the HUD/OEO Agreement on local coordination in the development and implementation of this work program.

#### IV. Time Table

1. Designation of the neighborhood groups will occur no later than 30 days after the grant funds have been obligated.
2. The neighborhood group will complete the training plan no later than 60 days after the funds have been obligated.
3. The first draft of the proposal and the summary for communication to neighborhood residents should be completed no later than 75 days after the funds have been obligated.
4. The final work program will be submitted no later than 90 days after the grant funds have been obligated.

#### V. Budget

Sample CAP 25

80% Staff

20% space, overhead

## SPECIAL CONDITIONS

The Region may want to special condition the grant to insure periodic progress reports. Other desirable special conditions which Regions may want to consider are:

1. No funds under this grant ought to be expended until OEO approved the 90 day proposal which emerges from the work program described in this grant.
2. Incorporation is not necessary for release of funds from OEO provided that the CAA in conjunction with CDA agree to spend the funds as requested by the neighborhood group and indicates the mechanism with which it will make fiscal accountability to and for the group.