

R. 75-1349

RESOLUTION NO. 212327

DEC 26 1974

RESOLUTION REGARDING THE OPERATION OF THE
SAN DIEGO MODEL CITIES COMMUNITY CENTER
FOR STUDENT DEVELOPMENT BY THE MODEL CITIES
DEPARTMENT OF THE CITY OF SAN DIEGO.

WHEREAS, The City of San Diego, California, has entered into a contract with the United States Department of Housing and Urban Development (HUD) to carry out, within the City of San Diego, a Model Cities Program; and

WHEREAS, the continuance of 17 existing Model Cities projects for a period of six months from January 1 through June 30, 1975, was authorized by Resolution No. 212091, adopted November 26, 1974; and

WHEREAS, these projects are included in the Comprehensive Demonstration Plan for the Transition Period which was authorized by Resolution No. 211231, adopted August 1, 1974; and

WHEREAS, the Comprehensive Demonstration Plan for the Transition Period designated The City of San Diego as the operating agency for the Community Center for Student Development Project, hereinafter called "Project"; and

WHEREAS, the City has received funds under the Housing and Community Development Act (PL 93-383) for the continued operations of Model Cities Projects; NOW, THEREFORE,

BE IT RESOLVED, by the Council of The City of San Diego, as follows:

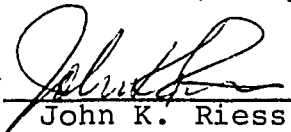
1. That the City Manager be, and he is hereby authorized to assume full responsibility for the successful operation of Project in accordance with the Grant Agreement referred to above in the first recital between The City of San Diego and HUD along with appurtenant regulations and in accordance with the terms and conditions as they may apply as set forth in the Supplementary General Conditions for Contracts with Operating Agencies and Contractors, a copy of which is on file in the office of the City Clerk as Document No. 738536.

2. That the operation of Project and costs incurred thereto shall be no more liberal than policies, procedures and practices applied uniformly to both federally assisted and other activities of the City.

3. That the City shall continue the operation of Project using Community Development Block Grant funds for a period of three months from January 1 through March 31, 1975.

4. That the City shall operate Project in a manner consistent with the Project Work Program Sheet, attached hereto as Exhibit A; Project Work Program, attached hereto as Exhibit B; and the itemized Program Budget, attached hereto as Exhibit C.

APPROVED: JOHN W. WITT, City Attorney

By 
John K. Riess, Deputy

JKR:lc:614
12/16/74
Aud.Cert.#6233

COMMUNITY CENTER FOR STUDENT DEVELOPMENT

Project Work Program Sheet

Scope of Services

- A. Agency agrees that Citizens Advisory Board will establish and maintain a Project Advisory Committee responsible for planning and implementing programs in the community center.
- B. Maintain a Black Student Development Program by:
- I. Providing and training staff for Project operation.
 - II. Establishing and maintaining liaison with high schools, colleges, universities, training schools, and the Model Neighborhood.
 1. Contact college level institutions and schools.
 2. Initiate and maintain contact with Model Neighborhood institutions to include:
 - a. Teen Program.
 - b. Social Clubs.
 - c. Churches.
 - d. Individuals.
 - e. Other appropriate Model Neighborhood institutions.
 - III. Recruiting Model Neighborhood residents for placement into post high school, vocational or educational programs in the San Diego area:
 1. Identify and contact candidates to include:
 - a. Twenty (20) students.
 - b. Thirty (30) high school dropouts.

EXHIBIT A

212327

2. Provide placement assistance in placing thirty (30) students into institutions of higher learning.
3. Provide educational counseling for sixty (60) Model Neighborhood residents.
4. Maintain a list of:
 - a. Service agencies available to residents.
 - b. Grants available to residents.
5. Test one hundred (100) program participants as a counseling service.

IV. Establishing a tutorial component for all program participants:

1. Staff the tutorial component.
 - a. Interview twenty (20) candidates.
 - b. Select ten (10) candidates for staff positions.
2. Provide tutorial assistance to all participant beneficiaries through individualized instruction to include:
 - a. Cultural awareness.
 - b. Reading.
 - c. Writing.
 - d. Verbal Communications.
 - e. Information Systems.
 - f. Subjects student requests, relating to his/her regular class study.

- V. Providing follow-up counseling and supportive services for students:
 - 1. Follow-up on all tutorial clients.
 - 2. Follow-up on thirty (30) clients placed in schools beginning October 1, 1974.
- VI. Advertising and promoting project services:
 - 1. Speak to one (1) neighborhood adult group per month.
 - 2. Speak to one (1) neighborhood youth group per month.
 - 3. Hosting two (2) open house functions.
 - 4. Hosting workshops relative to project services.
 - 5. Submitting press releases monthly to:
 - a. Five (5) neighborhood newspapers.
 - b. One (1) daily newspaper.
 - 6. Coordinate with the Model Cities Department through monthly meetings with the Model Cities Public Information Officer.
- VII. Identifying and developing alternate funding sources.
 - 1. Identify five (5) funding sources.
 - 2. Prepare and submit three (3) grant applications.
- C. Provide training courses in community development subjects in response to community requests.
 - I. Project Advisory Committee will conduct interest survey to determine what courses should be provided.
 - II. Courses will be scheduled in coordination with resources available through Community Colleges, California State University, San Diego Adult Education and UCSD.

- D. Provide technical assistance to community through:
 - I. Field placement of three (3) university students with community groups.
 - II. Implementing a Community Development Counselor program.
 - 1. Develop plan for assisting area councils in organizational and program activities.
 - III. Develop and maintain a panel of nine (9) community development consultants from within the community to provide assistance as needed on a volunteer basis.
- E. Provide readily accessible facilities for meetings, classes and conferences for:
 - I. Model Cities Program groups.
 - II. Center program groups.
 - III. Other community groups.
- F. Develop and maintain a system for registering, recruiting and training of volunteers to serve in Model Neighborhood agencies by:
 - I. Cataloging needs for volunteers in Model Neighborhood agencies.
 - II. Developing a plan with specific objectives for recruitment and training of volunteers.
 - III. Maintaining a list of six (6) volunteers to be updated monthly.
 - IV. Coordinating with and exchanging personnel with two (2) other volunteer agencies.
- G. Develop a communications center providing information and referrals and dissemination of information to Model Neighborhood residents by:
 - I. Developing a plan in the Project Advisory Committee to include:
 - 1. Information and referral services.
 - 2. Community master calendar of events.
 - 3. Coordination with four (4) other information/referral and community agencies.

- H. Develop a reference library on Urban Affairs:
 - I. Obtaining reports and studies on the Model Neighborhood.
 - II. Subscribe to major urban affairs periodicals.
 - III. Purchase or otherwise obtain pertinent books and pamphlets.
 - IV. Contact a minimum of twenty-five (25) sources for materials.
 - V. Develop three (3) component disciplines within library.
 - 1. Economic.
 - 2. Social.
 - 3. Physical.

Legend

----- Planned
 _____ Actual

PROJECT Community Center for Student Development
 OPERATING AGENCY City of San Diego, Model Cities Department, Community Organization
 PROJECT NO. SDMC-S-16 Div.

PROJECT ELEMENTS/SUB-PROJECTS KEY ACTIVITIES	Jan	Feb	Mar						
	2. Follow-up on clients placed in schools. F. Advertise and promote project services. 1. Community speaking engagements. a. Speak to adult groups. b. Speak to youth groups. 2. Host open houses. 3. Host workshops relative to project services. 4. Submit press releases. 5. Meet with Model Cities Public Information Officer. G. Identify and develop alternate funding sources. 1. Identify funding sources. 2. Prepare grant applications. 3. Submit grant applications. III. Provide training courses in response to community needs. A. Conduct a needs survey. B. Provide training courses. C. Maintain coordination with all colleges and universities in the San Diego area. IV. Provide Technical Assistance to the community. A. Develop and maintain community consultant panel. B. Maintain a Community Development Counselor Program.	-----	-----	-----					

Legend

----- Planned
Actual

PROJECT Community Center for Student Development
OPERATING AGENCY City of San Diego, Model Cities Department, Community Organization
PROJECT NO. SDMC-S-16 Div.

PROJECT ELEMENTS/SUB-PROJECTS KEY ACTIVITIES	Jan	Feb	Mar																
(Cont'd).																			

These procedures are mandatory unless the agency is given official notice before February 15, 1975 by the City that the project will be funded beyond March 31, 1975 or unless the agency furnishes Model Cities by February 15, 1975 with a written certification that other funds will be available to sustain project operations beyond March 31, 1975. In the event that neither of the above events occur, and the project is to be terminated March 31, 1975, there will be no project services during March of 1975.

PROJECT ELEMENTS/SUB-PROJECTS OUTPUT MEASURES	MONTHLY PERFORMANCE STANDARDS		
	Jan	Feb	Mar
I. Maintain Project Advisory Committee.			
A. # of committee members.	9	9	9
II. Initiate a Black Student Development program.			
A. # of staff training sessions.	1	1	1
B. Recruit Model Neighborhood Residents for placement.			
1. # of dropouts contacted.		15	15
2. # of students contacted.		10	10
3. # of persons placed.		10	30
4. # of residents receiving counseling.	10	10	30
5. # of participants in testing/counseling services.	25	25	50
C. Establish and maintain a tutorial component.			
1. # of tutors maintained.	10	10	10
2. # of individuals receiving tutorial services.	20	20	20
D. Provide follow-up counseling and supportive services.			
1. # of clients contacted (placement).			30
E. Advertise and promote project services.			
1. # of adult groups spoken to.	1	1	1
2. # of youth groups spoken to.	1	1	1
3. # of open houses held.		1	1
4. # of workshops hosted.		1	1
5. # of press releases.	1		1
F. Identify and develop alternate funding sources.			

PROJECT Community Center for Student Development
 OPERATING AGENCY City of San Diego, Model Cities Department, Community Organization Division
 PROJECT NO. SDMC-S-16

PROJECT ELEMENTS/SUB-PROJECTS OUTPUT MEASURES	MONTHLY PERFORMANCE STANDARDS		
	Jan	Feb	Mar
II. (Cont'd).			
1. # of sources identified.	1	2	1
2. # of grant applications prepared.		1	2
3. # of grant applications submitted.		1	2
III. Provide technical assistance to the community.			
A. # of students in field placement.	3	3	3
B. # of members on consultant panel.	9	9	9
IV. Develop and maintain a system for registering, recruiting and training volunteers.			
A. # of volunteers maintained.	6	6	6
B. # of coordinating volunteer agencies.	2	2	2
V. Develop a communications center.			
A. # of coordinating agencies.	4	4	4
VI. Develop a reference library on urban affairs.			
A. # of library components.	4		
B. # of library material sources.	25		

PROJECT _____ Community Center for Student Development PROJECT NO. SDMC-S-16
OPERATING AGENCY City of San Diego, Model Cities Department, Community Organization Division

PROJECT ELEMENTS/SUB-PROJECTS OUTPUT MEASURES	Unit	Month		%	To Date		REMARKS
		Plan	Actual		Plan	Actual	
Maintain Project Advisory Committee.	members						
A. # of members on committee.	members						
Initiate a Black Student Development Program.							
B. # of staff training sessions. Recruit Model Neighborhood residents for placement.	sessions						
1. # of dropouts contacted.	dropouts						
2. # of students contacted.	students						
3. # of persons placed.	persons						
4. # of residents receiving counseling services.	residents						
C. Establish and maintain a tutorial component.	tutors						
1. # of tutors maintained.	tutors						
2. # of individuals receiving tutorial services.	indiv.						
D. Provide follow-up counseling and supportive services.	clients						
1. # of clients contacted (placement).	clients						
E. Advertise and promote project services.	groups						
1. # of adult groups spoken to.	groups						
2. # of youth groups spoken to.	groups						
3. # of open houses held.	events						
4. # of workshops hosted.	workshops						
5. # of press releases.	releases						
F. Identify and develop alternate							

CDBG/MODEL CITIES - City of San Diego
PROJECT PROGRESS REPORT

Page 2 of 2 Pages
Month of _____
Months To Date _____

PROJECT Community Center for Student Development
OPERATING AGENCY City of San Diego, Model Cities Department, Community Organization Division
PROJECT NO. SDC-S-16

PROJECT ELEMENTS/SUB-PROJECTS OUTPUT MEASURES	Unit	Month		%	To Date		REMARKS
		Plan	Actual		Plan	Actual	
(Cont'd)							
Funding sources.	Sources						
1. # of sources identified.	Applic.						
2. # of grant applications prepared.							
3. # of grant applications submitted.							
Provide technical assistance to the community							
A. # of students in field placement.	Students						
B. # of members on consultant panel.	Members						
Develop and maintain a system for registering, recruiting and training volunteers.							
A. # of volunteers maintained.	Volunteers						
B. # of coordinating volunteer agencies.	Agencies						
Develop a communications center.							
A. # of coordinating agencies.	Agencies						
Develop a reference library on urban affairs.							
A. # of library components.	Compn.						
B. # of sources.	Sources						

CD-203

CDBG/MODEL CITIES - City of San Diego
CITY OF SAN DIEGO

PROJECT NAME Community Center for Student Development
 OPERATING AGENCY City of San Diego, Model Cities Department,
Community Organization Division

PROJECT NUMBER SMC -S-16
 QUARTER _____ To _____

STATUS OF GRANT APPLICATIONS

Please include all grants
that are pending from
previous months

Agency and Program to whom applied	Application or Pre- Application	Amount Requested	Date Submitted	Purpose of Requested funds	Status (Approval Disapproval Pending)	Amount Received and time period of grant

CDBG/MODEL CITIES
CITY OF SAN DIEGO

PROJECT NAME Community Center for Student Development
OPERATING AGENCY City of San Diego, Model Cities Department,
Community Organization Division

PROJECT NUMBER SDMC-S-16
QUARTER TO

P/B REPORT

(Total Number of P/B's-
Unduplicated Count:)

Profile of P/B's	Students Contacted	Students Placed	Person Cnsl'd	Persons Tested/ Cnsl'd	Volunteers Mobilized
<u>Residency</u> MNR Non-MNR <u>Sex</u> Male Female <u>Ethnicity</u> Black Chicano Caucasian Amer. Ind. Pan Asian Other <u>Age</u> 10-15 15-20 20-25 25-30 30-40 40-50 <u>Educational Level</u> 7-9 Grades 10-12 Grades High School Graduate Some College					

OPERATING AGENCY Community Organization Div. Model Cities Department			PROJECT Community Center for Student Development				
C.D.B.G./MODEL CITIES PROJECT BUDGET			PROGRAM CATEGORY Social Services				
CONTRACT PERIOD FROM: 1/1/75 TO: 3/31/75			<input checked="" type="checkbox"/> ORIGINAL SUBMISSION <input type="checkbox"/> REVISION NO. _____				
	PRIOR YEARS CDBG FUNDS (1)	CURRENT APPROVED BUDGET CDBG FUNDS (2)	CD Block GRANT (3)	REQUESTED FUNDS			TOTAL (Col. 3 & 4) (5)
				FEDERAL (4a)	STATE (4b)	LOCAL (4c)	
PERSONNEL EXPENSE			-0-				-0-
NON-PERS. EXPENSE			27,000				27,000
OUTLAY EQUIPMENT PROPERTY ACQUIS. CONSTRUCTION			-0- -0- -0-				-0- -0- -0-
OUTLAY TOTAL			-0-				-0-
SUB-TOTAL - NON-PERS. EXP. & OUTLAY			27,000				27,000
GRAND TOTAL			27,000				27,000
TOTAL LOCAL SHARE BREAKDOWN BY:				CASH		X	
				IN-KIND			

NOTES:

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EXHIBIT C

REVIEW AND APPROVAL		AUTHORIZATION	
<i>R.B. Schwartz</i> OPERATING AGENCY DIRECTOR	12/13/74 DATE	<i>Ben</i> MODEL CITIES DIRECTOR	12/13/74 DATE
<i>J.A. [Signature]</i> C.D.B.G. Coordinator	12/16/74 DATE		
<i>[Signature]</i>	12/13/74		12/13/74

OPERATING AGENCY Community Organization Div. Model Cities Department			PROJECT Community Center for Student Development				
BUDGET EXHIBIT FOR OPERATING AGREEMENT			PROGRAM CATEGORY Social Services				
CONTRACT PERIOD FROM: 1/1/75 TO: 3/31/75			<input checked="" type="checkbox"/> ORIGINAL SUBMISSION <input type="checkbox"/> REVISION NO. _____				
COST CATEGORY	PRIOR YEARS CDBG FUNDS (1)	CURRENT APPROVED BUDGET CDBG FUNDS (2)	CD Block GRANT (3)	REQUESTED FUNDS			TOTAL (Col. 3 & 4) (5)
				FEDERAL (4a)	STATE (4b)	LOCAL (4c)	
PERSONNEL EXPENSE			-0-				-0-
NON-PERS. EXP. & OUTLAY			27,000				27,000
GRAND TOTAL			27,000				27,000
TOTAL LOCAL SHARE BREAKDOWN BY:				CASH			
				IN-KIND			

NOTES:

any.

06-132 (4-6-61)

DEPT./DIV. Community Center for Student Development
Community Organization Div., Hotel Cities Dept.

THE CITY OF SAN DIEGO, CALIF. OF INIA
ANNUAL BUDGET REQUEST
FUND NO. 2910
FISCAL YEAR 1975

DATE 1/1/75

DEPT. ACTIVITY & DESCRIPTION	ACCT. NO.	PRIOR YEARS ACTUAL EXPENSE		CURRENT YEAR BUDGET	TO DATE ACTUAL EXPENDITURES	EST. TOTAL EXPENDITURES	DEPARTMENTAL BUDGET REQUEST	PRELIMINARY BUDGET	FINAL BUDGET
Personnel Expense							-0-		
Non-Personnel Exp.									
Transportation	3210						354		
Postage	3211						180		
Telephone	3212						270		
Spec. Dept. Exp.	3217						360		
Printing	3231						360		
Utilities	3241						330		
Water Services	3244						120		
Repairs of Equipment	3251						390		
Repairs of Building	3252						345		
Professional Services	3295						20,989		
Miscell. Contr. Serv.	3299						572		
Office Supplies	3301						300		
Janitorial Supplies	3311						270		
Books	3360						450		
Periodicals	3361						240		
Unclassified Mat.	3399						270		
Rent	3411						900		
Rental of Equipment	3414						300		
Total Non-Personnel Exp.							27,000		
Total Activity							27,000		

BY W. V.

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USE WHEN ENTRIES ON FORM DP-103, ANNUAL BUDGET REQUEST, REQUIRE EXPLANATION
SEE BUDGET MANUAL FOR PREPARATION INSTRUCTIONS

Estimated costs for staffing and classes/training for Community Center for Student Development program; this cost is estimated for a period of 13 weeks.

1 Coordinator @ \$6/hr for 520 hours	3,120
1 Training Specialist @ \$5/hr for 390 hours	1,950
1 Recruiter/Information Spec. @ \$5/hr for 520 hours	2,600
1 Secretary/Receptionist @\$4/hr for 520 hours	2,080
2 Urban Studies Students @ \$2.50/hr for 180 hours each	900
10 Tutors @\$2.50/hr for 120 hours each	3,000
4 Community Development Counselors @\$2.50/hr for 240 hours each	2,400
	Subtotal \$16,050
Social Security @5.85%	939
	Subtotal 16,989
Classes in political process - 4 sessions with 50 students @\$40 each	2,000
Seminars on Community Development - 4 sessions with 50 students @\$40 each	2,000
	Total for 3 months \$20,989

FISCAL YEAR	OBJECT ACCOUNT TITLE	DEPT./ACTIVITY NO.	OBJ. ACCT. NO.
1975	Professional Services		3295

OBJECT ACCOUNT BUDGET EXPLANATION

FM-121 (Rev. 7-74)
20-121 (rev. 11-69)

MODEL CITIES PROGRAM - CITY OF SAN DIEGO
ESTIMATED MONTHLY EXPENDITURE SCHEDULE

--BLOCK GRANT FUNDS--

PROJECT Community Center for Student Development
OPERATING AGENCY Community Organization Div., Model Cities Dept.

DESCRIPTION	Acct. No.	MONTH			TOTAL BUDGET
		1	2	3	
Personnel Expense		-0-	-0-	-0-	-0-
Non-Personnel Exp.					
Transportation	3210	118	118	118	354
Postage	3211	60	60	60	180
Telephone	3212	90	90	90	270
Spec. Dept. Exp.	3217	120	120	120	360
Printing	3231	120	120	120	360
Utilities	3241	110	110	110	330
Water Services	3244	40	40	40	120
Repairs of Equip.	3251	130	130	130	390
Repairs of Building	3252	115	115	115	345
Professional Services	3295	6,996	6,996	6,997	20,989
Misc. Cont. Services	3299	190	191	191	572
Office Supplies	3301	100	100	100	300
Janitorial Supplies	3311	90	90	90	270
Books	3360	150	150	150	450
Periodicals	3361	80	80	80	240
Unclass. Mat.	3399	90	90	90	270
Rent	3411	300	300	300	900
Rental of Equip.	3414	100	100	100	300
Total Non-Personnel Exp.		8,999	9,000	9,001	27,000
Outlay - Equipment	4540	-0-	-0-	-0-	-0-
Total Activity		8,999	9,000	9,001	27,000

CD 205A (12/74)

ewj

CERTIFICATE OF CITY AUDITOR AND COMPTROLLER

Risso
12-11-74
4:30

CERTIFICATION OF UNALLOTTED BALANCE

I HEREBY CERTIFY that the money required for the allotment of funds for the purpose set forth in the foregoing resolution is available in the Treasury, or is anticipated to come into the Treasury, and is otherwise unallotted.

Amount \$ _____ Fund _____
Purpose _____

Auditor and Comptroller of
The City of San Diego, Calif.

Date _____, 19 _____ By _____

1974 DEC 20 PM 1:44

CERTIFICATION OF UNENCUMBERED BALANCE

I HEREBY CERTIFY that the indebtedness and obligation to be incurred by the contract or agreement authorized by the hereto attached resolution, can be incurred without the violation of any of the provisions of the Charter of the City of San Diego; and I do hereby further certify, in conformity with the requirements of the Charter of the City of San Diego, that sufficient moneys have been appropriated for the purpose of said contract, that sufficient moneys to meet the obligations of said contract are actually in the Treasury, or are anticipated to come into the Treasury, to the credit of the appropriation from which the same are to be drawn, and that the said moneys now actually in the Treasury, together with the moneys anticipated to come into the Treasury, to the credit of said appropriation, are otherwise unencumbered.

Not to exceed \$ 27,000.00

Dated Dec 11, 19 74

W.B. Sage

Auditor and Comptroller of
The City of San Diego, Calif.

BY *Matt Supa*

Job Order
Resolution No.

Fund 2910 Dept./Activity _____ Object _____ Project No. _____

Purpose To implement project through Human Resources Dept, Trans. Dept, Recreation Dept,
and Model Cities Dept. Subject to approval of Community Devel. Block Grant.

Vendor Community Center for Students Development.

CERTIFICATE NO. 6233

Passed and adopted by the Council of The City of San Diego on **DEC 26 1974**,
by the following vote:

Councilmen	Yeas	Nays	Excused	Absent
Gil Johnson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maureen F. O'Connor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lee Hubbard	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leon L. Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Floyd L. Morrow	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bob Martinet	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jim Ellis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jim Bates	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mayor Pete Wilson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

AUTHENTICATED BY:

PETE WILSON
Mayor of The City of San Diego, California.

(Seal)

EDWARD NIELSEN
City Clerk of The City of San Diego, California.

By *Kathleen Martinez*, Deputy.

1974 DEC 20 PM 1:45

Office of the City Clerk, San Diego, California

Resolution Number **212327** Adopted **DEC 26 1974**
E.L.