

GEORGIA INSTITUTE OF TECHNOLOGY  
OFFICE OF CONTRACT ADMINISTRATION  
SPONSORED PROJECT INITIATION

Date: 8/5/80

Project Title: REVISION OF ECONOMIC DEVELOPMENT EVALUATION HANDBOOK

Project No: A-2681

Project Director: Mr. R. B. Cassell, EDL

Sponsor: AIDC EDUCATIONAL FOUNDATION

*misc*

Agreement Period: From June 12, 1980 Until January 31, 1981

Type Agreement: STANDARD INDUSTRIAL AGREEMENT DATED 6/12/80

Amount: \$7,000

Reports Required: QUARTERLY REPORTS

Sponsor Contact Person (s):

Technical Matters

Contractual Matters  
(thru OCA)

Richard Preston  
AIDC EDUCATIONAL FOUNDATION  
66 Railroad Avenue  
Box 474  
South Hamilton, MA 01982

Defense Priority Rating:

Assigned to: EDL/ARD (School/Laboratory)

COPIES TO:

Project Director  
Division Chief (EES)  
School/Laboratory Director  
Dean/Director—EES  
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Library, Technical Reports Section  
EES Information Office  
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Project File (OCA)  
Project Code (GTRI)  
Other F. L. Cain

GEORGIA INSTITUTE OF TECHNOLOGY  
OFFICE OF CONTRACT ADMINISTRATION

SPONSORED PROJECT TERMINATION

Date: 6/10/81

Project Title: Revision of Economic Development Handbook

Project No: A-2681

Project Director: R. B. Cassell, EDL

Sponsor: AIDC Educational Foundation

Effective Termination Date: 1/31/81

Clearance of Accounting Charges: 1/31/81

Grant/Contract Closeout Actions Remaining:

- ☒ Final Invoice ~~and Closing Documents~~
- ☐ Final Fiscal Report
- ☐ Final Report of Inventions
- ☐ Govt. Property Inventory & Related Certificate
- ☐ Classified Material Certificate
- ☐ Other \_\_\_\_\_

Assigned to: EDL/ARD (School/Laboratory)

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EES Research Public Relations (2)  
Project File (OCA)  
Other: \_\_\_\_\_



66 RAILROAD AVENUE, BOX 474, SOUTH HAMILTON, MASSACHUSETTS - 01982  
TELEPHONE: (617) 468-7361

June 27, 1980

Ms. Jeanne McFarland  
Chief  
Economic Research Division  
United States Department of Commerce  
Room 6225  
Washington, DC 20230

Re: OER-544-G-79-5 (99-7-13351.4)

Dear Ms. McFarland:

This is our first quarterly progress report under the above referenced Grant as amended.

During the period under review Dr. R. M. Sparks, Chairman of the Board of the AIDC Educational Foundation and myself met with Mr. Robert B. Cassell of the Georgia Institute of Technology and outlined the program of work for the revision of "Evaluating Economic Development Programs: A Methodology Handbook" called for by the terms of the Grant extension.

The program of work is based upon the experience which we gained in the eight seminars held nation-wide during 1979 and early '80. In the course of these seminars informal critiques were written by both attendees and the faculty. In consequence, it was determined to be desirable to rework several of the modules and generally "sharpen up the language" of the Handbook.

The Foundation has entered into a contract for \$7000.00 with the Georgia Technological Institute. Mr. Robert B. Cassell has been placed in charge by Georgia Tech. He is thoroughly familiar with the Handbook and with the necessary revisions being in constant contact with both Dr. Sparks and myself. He estimates that the work can be completed in time for a draft report to be submitted in December as called for under the Grant. } *you do know you?*

I must add that throughout the period under review and as always has been the case, Dr. Paul Braden of your office has been most cooperative in every way. We look forward to the completion of the work and the production of the revised Handbook.

Sincerely,

*(P)*

Richard Preston

RP:lm  
Copy to: Mr. Robert Cassell ✓  
Dr. Robert Sparks



RBC

66 RAILROAD AVENUE, BOX 474, SOUTH HAMILTON, MASSACHUSETTS - 01982  
TELEPHONE: (617) 468-7361

October 1, 1980

Dr. Jeanne McFarland  
Office of Economic Research  
Economic Development Admin.  
Room 6225  
U.S. Dept. of Commerce  
Washington, D.C. 20230

By Phone  
Oct 10

Dear Dr. McFarland:

Herewith the second quartely report on project #OER-554-G-77-6(99-7-01336.1).

As previously reported Mr. Robert B. Cassell of the Georgia Institute of Technology under sub-contract from the AIDC Educational Foundation is responsible for the revision of "Evaluating Economic Development Programs: A Methodology Handbook".

At Mr. Cassell's suggestion we have requested a review of the legal status of the revision, vis-à-vis Dr. Ray Milkman of the Lazar Institute under whose direction, you will recall, the study was undertaken and the "Handbook" first published. Due to the fact the EDA paid for both the preparation of the study and the publishing of the "Handbook", we have been proceeding on the basis that the "Handbook" is a public document and not liable to copywrite. Our request, therefore, is simply to seek legal clarification for the benefit of all concerned.

Mr. Cassell has written a plan of action for the revision of the "Evaluation Handbook" directed to the Technical Advisory Committee of the AIDC Educational Foundation. In it he has made certain job assignments and has set a deadline of October 24, 1980 for submission of the Technical Advisory Committee's suggested revisions. A copy of Mr. Cassell's memorandum is attached.

The AIDC Educational Foundation has respectfully requested your office to remit the remaining funds under subject grant estimated (to be \$10,000.00) to the end that the work called for may be concluded by the 31st of December 1980.

We would like to again thank you, Mr. Braden and others of your office for you continuing interest and important assistance in seeing this project through to it's completion.

Sincerely,

/ Richard Preston

RP/mld

~~Enclosure~~

cc: Robert B. Cassell  
Robert M. Sparks

OCT-6 1980

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2681



Georgia Institute of Technology  
ENGINEERING EXPERIMENT STATION  
ATLANTA, GEORGIA 30332

February 24, 1981

Dr. Paul Braden  
Bureau of Economic Research  
Economic Development Administration  
Room 6225  
U. S. Department of Commerce  
14th and Constitution  
Washington, D. C. 20230

Dear Paul:

Under separate cover I am transmitting to you two photocopies of our final revision of the Evaluating Economic Development Programs -- A Methodology Handbook.

This revision, prepared under auspices of the AIDC Educational Foundation and the sponsorship of the Economic Development Administration, represents a major revision of the Handbook issued in 1978.

As pointed out in the Introduction, the Handbook was field-tested by our Technical Advisory Committee in a series of seven seminar-workshops. Out of that experience, together with the preparation of a "User's Guide" of the original version, we have improved this edition.

You will note that the combination and sequence of the modules and discussion of the evaluation process have been restructured to present a more logical flow. Thus, development plans and organizations precede the economic development process and from this follow the economic inventory, job impact and so on.

Secondly, the analytical approaches which may be employed with some of the modules have been upgraded and made more applicable to development groups. We have restructured some of this material for a wider audience than just the economic development districts in mind.

Finally, a number of improvements have been made in the language and in application of the examples. Two of the modules have been extensively revised to make them more appropriate and useful.

I know you will want to review this material before publishing it. Thus, I shall maintain here the original per our last telephone conversation. However,

Dr. Paul Braden  
Page 2

I would plead that since we have exceeded the budget for this project that the amount of change and rewrite should be reduced to the barest possible minimum.

I look forward to hearing from you at a very early moment as to conclusion of this work.

Cordially,

Robert B. Cassell  
Principal Research Scientist

RBC:ds

LIBRARY DOES NOT HAVE

Final Revision - EVALUATING ECONOMIC DEVELOPMENT PROGRAMS -- A METHODOLOGY HANDBOOK