

Kimball B

GEORGIA INSTITUTE OF TECHNOLOGY
OFFICE OF RESEARCH ADMINISTRATION
RESEARCH PROJECT INITIATION

Date: 19 September 1972

Project Title: "HUD Student Work-Study Program"

Project No: E-17-502 *Term as D-48-502*

Principal Investigator: Mr. R. F. Rupnow

Sponsor: Atlanta Regional Commission

Agreement Period: From August 14, 1972 Until August 13, 1973

Type Agreement: Contract dated September 18, 1972

Amount: \$ 5,000 ARC Share * (E-17-502)
15,000 GIT Contribution (E-17-211)
\$20,000 Total

Reports Required: None specified

Sponsor Contact Person (s): Ms. Naomi Finke
Atlanta Regional Commission
Suite 910
100 Peachtree Street
Atlanta, Georgia 30303

* ARC is also paying direct to the students stipends totaling \$21,990 and contributing \$3,000 in supervisory and administrative costs.

Assigned to: School of Architecture (City Planning)

COPIES TO:

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- School Director
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Kimball B

THE GEORGIA INSTITUTE OF TECHNOLOGY
OFFICE OF RESEARCH ADMINISTRATION
SEPTEMBER 19 1972

GEORGIA INSTITUTE OF TECHNOLOGY
OFFICE OF CONTRACT ADMINISTRATION

SPONSORED PROJECT TERMINATION

no action
AJG
CHL

Date: April 1, 1976

Project Title: HUD Student Work-Study Program

Project No: D-48-502

Project Director: Dr. Roger Rupnow

Sponsor: Atlanta Regional Commission

Effective Termination Date: 12/31/75

Clearance of Accounting Charges: all cleared

Grant/Contract Closeout Actions Remaining: NONE

- Final Invoice and Closing Documents
- Final Fiscal Report
- Final Report of Inventions
- Govt. Property Inventory & Related Certificate
- Classified Material Certificate
- Other _____

CONTINUED BY D-48-507.

Assigned to: Architecture (School/Laboratory)

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| Procurement Office | Project Code (GTRI) |
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| Reports Coordinator (OCA) | |

D101 200
JLCP

H.U.D. Minority Work-Study Program
Monthly Report

Report by: Roger F. Rupnow, Associate Professor
for: Georgia Institute of Technology
Period: August 13 to October 31, 1973

Summary of student accomplishments:
(Copies of individual student reports are attached)

- a) Noel Brown has concentrated his efforts in the planning of health delivery systems. This work has included basic research as well as interviews with officials involved in the planning for and delivery of health services.
- b) Ronald Rogers, no report filed.
- c) Robert Simmons, no report filed.
- d) Angela Williams' major efforts have involved the housing conditions in the city of Atlanta. She has participated in the formulation of housing goals, the identification of various housing programs necessary to attain the housing goals. She has also worked on a study of mortgage foreclosures in the Atlanta area.
- e) Michael Wilson has also been involved in the study of housing. Included were a comparative analysis of the U.S. Census of Housing data. He has prepared housing reports based on research and interviews which were used by the various committees of the Atlanta Regional Commission.

Summary of Work-Study Coordinator Accomplishments:

The Coordinator has acted in several capacities:

1. As advisor, counselor to students in respect to their educational and work responsibilities. This has been done both on an individual and on a seminar basis.
2. As a liaison between the consultant and the A.R.C. Included in this are: advising on the establishment of appropriate "work" positions and coordinating students schedules to permit sufficient work time.
3. Participate in various meetings relating to review administration and management of the program.

Noel N. Brown Jr.

Report on Work-load at the City of Atlanta Planning Department

For HUD Work-Study program administered by the Atlanta Regional Commission

This report is on my assignments from August 20, 1973 till the present:

Since I was assigned to the City of Atlanta Planning Department, I have been working with John Matthews. I work in the Services Division, we are working with 70I money.

My first assignment was to investigate the health delivery system in the City of Atlanta. I was required to do some basic research to familiarize myself with the health field. After, this basic research I went out on a number of interviews to health agencies. This is a list of the agencies that I visited:

- 1) ARC Health & Social Services Division
- 2) Research Atlanta
- 3) Fulton County Health Department
- 4) State of Georgia Human Resources Division
- 5) Grady Hospital
- 6) Southside Comprehensive Health Center
- 7) Rockdale Health Center
- 8) Economic Opportunity Atlanta
- 9) S.C.L.C.
- 10) Atlanta University Social Work Department

After these interviews with representatives from the above organizations, I wrote a number of Issues and Goal statements that was presented to the members of the Policy and Development Committee.

I was and still am involved in the Bedford-Pine transaction. As well as working on a one, five and fifteen year plan for the City of Atlanta

Noel N. Brown Jr.

Angela Y. Williams

H. U. D. WORK-STUDY ASSIGNMENTS

August 20th-31st, 1973

Compiled and collected data for the proposed draft of a "Fact Sheet" on the most often asked questions about the City of Atlanta. I also attended all meeting of the Planning and Development Committee.

September 3rd-28th, 1973

I was assigned to the Housing Section of the City of Atlanta Planning Department.

Developed Problems, Issues and Proposed Goals for the Housing Component of the Comprehensive Plan. These Problems, Issues and Proposed Goals were further reviewed by the Housing section and presented to the Planning and Development Committee for approval.

I worked with the Aldermanic Housing Committee to establish proposed housing goals and policy recommendations for the city.

Attended a meeting at Atlanta Regional Commission where the involvement of the city in present housing programs and our goals and objectives for the future were discussed.

Compiled data from the PLAN file by census tract, block, age of housing, assessed value of the property and race of the owners for the foreclosed units of housing in the city.

Identified the various subsidy programs under which the foreclosed units were financed and assessed the various problems encountered by the recipients of the programs.

Set up appointments with realtors, bank loan officers, Veterans Administration and Housing and Urban Development officials and others involved in housing programs in the City of Atlanta to discuss the foreclosure problem.

October 1st-31st, 1973

(Continuation of the Foreclosure Study)

Mapped the foreclosures in the city and was responsible for the write up of various sections of the final report.

After completion of the Foreclosure Study, I was given the subject "Pros and Cons of Rent Supplement", to do an extensive research paper in this area. An outline of this paper has been presented to my immediate supervisor. The final paper will be completed the third week of November.

Also, I attended the AIP Convention, sitting in on as many sections as possible which dealt with my work at the City of Atlanta and classes at Georgia Institute of Technology.

Activity Report of Michael D. Wilson.

Submitted to Professor Roger Rupnow As Requested of
HUD Work-Study Students. November 15, 1973.

My first few days at the Atlanta Regional Commission were spent becoming familiar with the field of housing and the staff and structure of ARC. After a few days of readings and discussions with professional planners I was given my first assignment. This project was a housing profile involving collection of data from the 1960 and '70 census. I obtained information about owner and renter occupied median house values and rent contracts. After completing these I obtained similar information about vacancy rates and racial characteristics. All information gathered was for the entire Atlanta SMSA.

The rest of August and the first few days of September were spent writing a synopsis of a report entitled This Is Our Home: It Is Not For Sale by James Harris. It required additional research which included meeting with Mr. Elmer Borgschatz, executive director of the Georgia Real Estate Commission and Pat Chapman of the Community Relations Commission. From September 14 to October 12 I researched two housing programs and wrote reports on both. These dealt with moderately priced dwelling units and the experimental housing allowance program.

During the remainder of October and early November I attended the AIP convention and the Southeastern Regional Housing Conference. I also began and completed a report on State housing Finance Agencies and Urban Development Corporations.

November 14, 1973

Attached you will find copies of the Activity Reports of Michael D. Wilson. The reports are from August 20, 1973 through November 2, 1973.

MDW:mmh

ATLANTA REGIONAL COMMISSION

MEMORANDUM

TO: James L. Green,
Division Chief

EXT. 261

DATE: 11/2/73

FROM: Michael D. Wilson,
Student Intern

EXT. 259

SUBJECT: Activity Report - 10/29/73 - 11/2/73

MONDAY - Began preparing for pictorial file of substandard housing.

TUESDAY - Out of the office.

WEDNESDAY - Met with Herbert Goree of EOA along with Gilbert Patterson to discuss location of substandard housing pockets.

THURSDAY - Attended Housing Task Force meeting.

FRIDAY - Reviewed plans for pictorial file of substandard housing pockets. Studied Housing and Development Reporter to become more familiar with the housing field.

MDW:mmh

ATLANTA REGIONAL COMMISSION

M E M O R A N D U M

TO: James L. Green,
Chief, Housing Division

EXT. 261 DATE: 10/26/73

FROM: Michael D. Wilson,
Student Intern

EXT. 259

SUBJECT: Activity Report - 10/22/73 - 10/26/73

MONDAY - Holiday - Out of the office

TUESDAY - Worked on report of Housing Finance Agencies.

WEDNESDAY - Completed first draft of report on Housing
Finance Agencies.

THURSDAY - Out of the office

FRIDAY - Submitted report on Southeastern Regional Housing
Conference along with Gilbert Patterson.. Received
new assignment from Emerson Bryan.

MDW:mmh

ATLANTA REGIONAL COMMISSION

M E M O R A N D U M

TO: James L. Green,
Chief, Housing Division

EXT. 261 DATE: 10/19/73

FROM: Michael D. Wilson,
Student Intern

EXT. 259

SUBJECT: Activity Report - 10/15/73 - 10/19/73

MONDAY - Attended Southeastern Regional Housing Conference.

TUESDAY - Attended Southeastern Regional Housing Conference.

WEDNESDAY - Began report on State Housing Finance Agencies.

THURSDAY - Out of the office.

FRIDAY - Worked on report of State Housing Finance Agencies.

MDW:mmh

ATLANTA REGIONAL COMMISSION

M E M O R A N D U M

TO: I. Emerson Bryan,
Housing Division

EXT. 265 DATE: 10/12/73

FROM: Michael D. Wilson,
Student Intern

EXT. 259

SUBJECT: Activity Report - 10/08/73 - 10/12/73

Monday - Completed Housing Allowance Report.

Tuesday - Out of the office.

Wednesday - Revised Housing Allowance Report.

Thursday - Out of the office.

Friday - Revised Moderately Priced Dwelling Unit Report.

MDW:mmh

ATLANTA REGIONAL COMMISSION

M E M O R A N D U M

TO: I. Emerson Bryan,
Housing Division

EXT. 265 DATE: 10/05/73

FROM: Michael D. Wilson,
Student Intern

EXT. 259

SUBJECT: Activity Report - 10/01/73 - 10/05/73

Monday - Worked on Housing Allowance report.

Tuesday - Out of the office

Wednesday - Worked on Housing Allowance report.

Thursday - Out of the office

Friday - Worked on 236 Housing Dot Map.

MDW:mmh

ATLANTA REGIONAL COMMISSION

M E M O R A N D U M

TO: ✓ I. Emerson Bryan,
Housing Division

EXT. 265 DATE: 09/28/73

FROM: ✓ Michael D. Wilson,
Student Intern

EXT. 259

SUBJECT: Activity Report - 09/24/73 - 09/28/73

Monday - Completed report on Moderately Priced Dwelling
Units (MPDU).

Tuesday - Out of the office

Wednesday - Began report on HUD Housing Allowance Program.
Attended ARC Commission meeting.

Thursday - Out of the office

Friday - Continued Housing Allowance report.

MDW:mmh

MEMORANDUM

TO: I. Emerson Bryan,
Housing Division

EXT. 265 DATE: 09/21/73

FROM: Michael Wilson,
Student Intern

EXT. 259

SUBJECT: Activity Report - 09/17/73 - 09/21/73

Monday - Out of the office.

Tuesday - Worked on report of Moderately Priced Dwelling Units (MPDU).

Wednesday - Continued work on report. Worked with Gilbert Patterson on the construction of a base map with overlays showing the direction of population growth in the Atlanta area. Revised synopsis on housing obstacles.

Thursday - Out of the office.

Friday - Continued report on MPDU's.

MW:mmh

TO: I. Emerson Bryan,
Housing Division

EXT.265 . DATE: 09/14/73

FROM: ✓ Michael D. Wilson,
Student Intern

EXT.259

SUBJECT: Activity Report - 09/10/73 - 09/14/73

Monday - Met with Jean Bartle in order to discuss housing the elderly. Began color-coding tract maps to indicate Black migration in the Atlanta area for 1960, 1970, and 1973.

Tuesday - Met with Pat Chapman of the Community Relations Commission. Continued color coding tract maps.

Wednesday - Completed tract maps. Researched elderly housing. Met with Tony Landers and other interns.

Thursday - Continued elderly housing project. Attended affirmative Fair Housing meeting at Atlanta Community Relations Commission.

Friday - Researched Moderately Priced Dwelling Units (MPDU).

MW:mmh

TO: I. Emerson Bryan,
Housing Division

EXT. 265 DATE: 09/10/73

FROM: Michael Wilson,
Student Intern

EXT. 259

SUBJECT: Activity Report - ~~August~~ 03-07, 1973
Sept.

Monday - Holiday

Tuesday - Completed report on Open Housing.

Wednesday - Attended Regional Development Plan meeting. Collected data for ten census tracts in south Atlanta.

Thursday - Began researching housing of the elderly. Attended Transit Station Area Development meeting.

Friday - Gathered information on elderly housing problems at Georgia State University Library.

MW:mmh

M E M O R A N D U M

TO: I. Emerson Bryan,
Urban Planner, Housing

EXT. 265 DATE: 08/31/73

FROM: Michael D. Wilson,
Student Intern, Housing

EXT. 259

SUBJECT: Activity Report - August 27, 1973 - August 31, 1973

Monday - Familiarized myself with the Real Estate License Law and began reading This Is Our Home: It Is Not For Sale by James Harris. Both are to prepare for a report and statistics on obstacles to Open Housing and the rights of the public.

Tuesday - Continued and finished This Is Our Home: It Is Not For Sale. Received additional assignment to obtain statistics and information about housing for the aged during meeting with Emerson Bryan and Ann Meriwether.

Wednesday - Began writing synopsis of This Is Our Home: It Is Not For Sale with concentration upon obstacles and problems of Open Housing.

Thursday - Continued synopsis. Met with Elmer Borgschatz, Executive Director of the Georgia Real Estate Commission. Went to City of Atlanta Planning Office with Gilbert Patterson in order to get maps.

Friday - Neared completion of report.

MW:mmh

MEMORANDUM

TO: I. Emerson Bryan,
Urban Planner

EXT. 265 DATE: 08/27/73

✓ FROM: Michael D. Wilson,
Student Intern,

EXT. 259

SUBJECT: Activity Report for the Week of August 20, 1973 -
August 24, 1973.

Monday - Began to familiarize myself with ARC through discussions and reading.

Tuesday - Met with Emerson Bryan and Ann Meriwether to begin Housing Profile. Surveyed MARTA Stations at West Lake, Lenox Square, Hightower, Ashby Street, and Vine City.

Wednesday - Worked on Housing Profile all day. Completed data for owner and renter occupied median house value and rent contract for 1960 and 1970, and began data for vacancy rates during latter part of the day.

Thursday - Continued work on Housing Profile. Began collecting on data on racial characteristics.

Friday - Completed Housing Profile data on racial characteristics. Continued ARC familiarization through reading.

MW:ramh

H.U.D. Minority Work-Study Program
Monthly Report

Report by: Roger R. Rupnow, Associate Professor
for: Georgia Institute of Technology

Period: January 1, 1974 to February 25, 1974

Student Reports:

Reports outlining the work of Ronald Rogers, DeKalb County Planning Department and Robert Simmons, Research Atlanta for the period to December 31 were received. Copies are attached. Reports were also received from Mrs. Brown, Simmons, and Wilson for the month of January. Copies are also attached.

Summary of Work-Study Coordinator Activities:

Much time was spent trying to resolve the placement problems of Mr. Simmons. Finally arrangements were made with the Mr. Robert Cronley of the Southern Center for Studies of Public Policy. He will work on studies in the areas of housing and transportation and under the supervision of Mr. Bruce Gruber and Mr. Cronley. I attended a three day meeting of coordinators from throughout the U.S. The purpose of the meeting which was held in Washington, D.C. was to explore with H.U.D. officials the prospects for continuing the Work-Study Program. The conclusion reached, based on discussions with Malachi Knowles et.al., indicated funds were available for the 1974-1975 academic year.

The participants had an opportunity to exchange ideas and problems and proposed the establishment of a continuing relation among the Institutions involved. The meeting also attempted to assemble the historical data on the Program for submission to the Congressional leaders. Attached are copies of information submitted by Georgia Tech.

Report: Work-Study Progress
Date: August 20 - Dec. 31, 1973

I began work at the Dekalb Co. Planning Dept. under the supervision of Mrs Brenda Day. I was given the assignment of correlating information from a Housing survey for input into a Data Bank. Upon completion of this I was assigned to use this information in checking the accuracy of existing land use.

I prepared a current land use map of the entire county. This land use map will be used as part of Dekalb's Comprehensive plan. This was done under the supervision of Mr. Peter Hotine. Mr. Hotine and I have gathered information pertaining to goals and objectives for the county Comprehensive plan.

Numerous outside activities have caused for field work and it has been very beneficial in getting involved with the people of the community.

I have had a very wonderful experience working with the staff of the Dekalb County Planning Department.

Ronald Rogers

Robert Simmons
Research Atlanta
August 20-December 31

My experiences at Research Atlanta for these first four months has been interesting as well as a learning experience. I was a bit apprehensive initially about the type of work that I would be involved in and what was expected of me. The nature of the staff, young graduate interns, facilities easy learning and valuable insight into the problems facing Atlanta.

After meeting the executive director, Paul Bellows, and discussing the areas being studied and researched, it was jointly decided that the area of transportation was what I was best suited for and could contribute the most to with my studies here at Georgia Tech. The area of transportation was a relatively new area of research, thus I was actually beginning on the ground floor rather than having to catch up. My immediate supervisor, Bill Fletcher, was an extremely intelligent and knowledgeable individual, who was extremely understanding about any problems I would encounter during my internship.

Having started on this transportation primer in the initial stages, made my work at Research Atlanta easier and much more interesting. I was able to give my ideas as to what should be included and how we should ~~research~~ research particular portions of the primer. The intent of the primer was to describe the existing transportation system, including the proposed rapid rapid transit system, the history of the system, and future development. My particular portion of the report which should be published sometime in the near future, was to describe the existing system. Much of this information

will be in some form of table, while the narration will describe or highlight significant points in the table.

While my interest in transportation has increased greatly with this primer, there are several new areas or questions that have been exposed that I hope we at Research Atlanta will begin to deal with. There are some problems that also must be highlighted in terms of my relationship with Research Atlanta and Georgia Tech. I find myself caught in a bind many times, with my interest in my work at Research Atlanta and the academic load at Georgia Tech. Often my experiences would overlap which I found to be extremely valuable, but there were times when I had trouble generating interest in new areas outside of transportation.

My relationship with other members of the staff at Research Atlanta has been ~~ex~~ very good despite the limited amounts of time I am able to allow for my internship. Since Research Atlanta is involved in on-going research in several different areas, my interaction with other areas is invaluable. Presently I am extremely interested in the area of criminal justice planning, ~~ux~~ which up to this point has been minimal.

There is little doubt in my mind that this first quarter has been a very worthwhile experience for me in terms of the knowledge and exposure that I have gained from Research Atlanta. There are some particular problems with the program itself, administration, communication, etc., but the internship itself has been a tremendous help to me in pursuance of a city planning career.

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ACTIVITY REPORT OF MICHAEL D. WILSON
STUDENT-INTERN AT THE ATLANTA
REGIONAL COMMISSION - JANUARY, 1974

During the month of January, 1974 I began a report on relocation due to MARTA's Rapid Transit Stations. The purpose of this report was to give planners at the Atlanta Regional Commission (ARC) information as to the humanistic/social effects of relocation as opposed to the technical/professional information which some planners over-emphasize now and then. My supervisor wanted me to write something which would stimulate thought among ARC's staff about the problems which can be created due to relocation.

Writing the report involved familiarizing myself with the Urban Mass Transit Authority's Environmental Impact Statement as well as MARTA's literature on relocation plans for businesses and families. I also interviewed a number of people from various agencies such as MARTA, HUD, and the City of Atlanta Department of Planning. Community input was gotten by attending a meeting of the Impact Council and interviews with two leaders of the Council, Rev. Lloyd Jackson and Arlon Kennedy.

January Work Report
Research Atlanta, Inc.

Robert Simmons

This past month's work experience has probably been my most significant. Throughout the month there has been building pressure to complete the transportation primer that began over five months ago. Most of my time has been spent in trying to tie together particular loose ends in tabulating figures about the existing facilities. Now that that aspect of my work is done, it's just a matter of the coordinator of the project tying all three parts together into some sort of publishable document.

My working on this project has been invaluable to me. I have been involved in an initial transportation primer, from the initial investigation and research to the data collection, and finally the assembly of a finished document. From its inception, I have had some problems with the true value of such an endeavor, who we were addressing ourselves to in the primer, and if there would be any impact on Atlanta's development. These questions did not appear to be of much concern at Research Atlanta. The overriding concern was to get something out in the area of transportation. I guess my disagreement is one of the things that will be prevalent on \cong a actual work experience as well.

many of the problems that I experienced on my internship, I can readily attribute to a lack of communication and personal frustration with minor problems with the over-all function of the program. While I am well-aware now of who to address all future problems, I think that point was unclear previously. Our periodic meetings will obviously stimulate new avenues of communication and will hopefully present new interest by all concerned.

Robert Simmons

Noel N. Brown, Jr.
February 12, 1974

Monthly Report for January 1974

I have been working with Frank Keller and Robert Gray in the Housing Section of the City of Atlanta Planning Department. We are presently involved in the Housing and Urban Development Workable Program. I am directly responsible for the section that requires the City of Atlanta to list steps made in increasing the supply of low and moderate income housing in the City.

~~Noel N. Brown, Jr.~~

February 12, 1974

Secretary James Lynn
Department of Housing and
Urban Development
Washington, D.C. 20410

Dear Secretary Lynn:

We the undersigned students in the Graduate City Planning Program of the Georgia Institute of Technology as participants in the H.U.D. Minority Work-Study Program do urge the continuation and expansion of the Program. It has been a vital factor in making our graduate planning education possible and we feel it must be continued.

Respectfully,

DM

SUMMARY SHEET

SCHOOL Georgia Institute of Technology
DEPARTMENT Graduate City Planning Program
PERSON RESPONSIBLE Roger F. Rupnow, Associate Professor
ADDRESS/PHONE Old Civil Engineering Bldg., Ga. Inst. of Tech. (404) 894-2351
Atlanta, Georgia 30332

1. Total number of years program has been operating: 2
2. Total number of students in the program:* 10
3. Student affiliated with the program:

<u>Graduated</u>	<u>Presently Enrolled</u>	<u>Withdrawn from the school</u>
<u>1**</u>	<u>7</u>	<u>2***</u>

4. Types of work placement while in the program:
- | | | | |
|----------------------------|---|---------------------------|---|
| City Planning Agency | 2 | Mayor's Office | 1 |
| County Planning Agency | 1 | Housing Development Corp. | 1 |
| Regional Planning Agency | 3 | | |
| Non-Profit Research Agency | 2 | | |

5. Total number of professionals involved as supervisors: 10
6. Total number of faculty involved: 4
7. Present professional status of those graduated: Not applicable

Further Study _____	Private _____	Private non-profit service _____
Public Service _____		

8. Minorities
- | | | |
|--------------------|-------------------------|------------------------|
| Black <u>10</u> | American Indian _____ | Mexican American _____ |
| Puerto Rican _____ | Oriental American _____ | |

9. Describe the best aspect(s) of your program:
- a) To be able to provide additional opportunities for planning education especially for minority students
 - b) To provide financial aid to students who would otherwise be unable to obtain an education
 - c) To provide a work experience for planning students
 - d) To expand the opportunities for the internship which is required as part of the planners education
 - e) To provide staff assistance to a variety of planning agencies

* In all cases figures represent total to date for the two years of the program
** completed course work but not thesis
*** one student withdrew temporarily to establish residence

Georgia Institute of Technology
Graduate City Planning Program

1. What kinds of projects or job responsibilities have students had in their field placements?

Collect and analyze data relating to health facilities, housing programs and problem areas, and rapid transportation. They have also served as administrative assistants to elected officials and administrators of non-profit corporations.

2. What has been the reaction of agencies to the successful operation of the Program? For example have they: (1) asked for more students; (2) continued to offer their agency as a placement opportunity; (3) written letters of recommendation for students seeking jobs after their graduation or entry into other degree programs (4) operationalized policy changes or ideas suggested by students; (5) offered students summer jobs or full time employment after graduation, etc. The reactions by most agencies is one of great enthusiasm. This is evidenced by several situations. Two of the initial agencies have continued the intern program and one agency asked for additional interns. In those agencies where the placement was changed we did so because we were of the opinion that the new agencies offered better work situations. In three cases, students were hired on full-time basis after having worked for the agency as an intern.

3. What types of innovative aspects of your program make it most outstanding as a form of field linked education? For example what kind of field work seminar format do you have for students? (Does your field seminar include talks by outside speakers, special student presentations, development of group projects, changes in course offerings to complement field work activities other faculty members, curriculum changes, etc.)

Our program is founded on a practical, problem solving concept. There is a continuing program of visiting lecturers who are involved in the various aspects of planning in the Atlanta metropolitan area. The Work-Study program offers the student the opportunity to become familiar with the day to day problems discussed during these seminars. Many of our courses require group projects which deal with current problems such as fringe area studies, zoning, education, transportation, and land use issues. The work opportunities provides both the understanding of the need as well as the data source for problems of this kind.

4. What types of secondary benefits do your students feel they derive from participating in the HUD program? (i.e. change to sample different career roles, chance to experiment with classroom ideas and concepts in a real life setting, chance to test one's professional abilities, etc.)

The real secondary benefit as I see it is to see how the planning process operates in a real life situation. Many students have no concept of what a "planner" is or does. This opportunity puts the profession in a very viable prospective.

QUESTIONNAIRE - 2
Georgia Institute of Technology
Graduate City Planning Program

5. Do the students who have graduated or are about to graduate feel more self assured about themselves as professional planners as a result of having been in a work study program?

As yet we have not had a student who has participated in the program actually receive their degree. However, I have observed the maturing of those students who have been part of the program. They are more confident among their fellow students, many of who have had work experience in a planning agency. They also appear more confident about assuming the responsibilities that are assigned as a part of the various group projects.

6. What do the students who have been in the program and who currently still are in the program feel are the most positive benefits of the HUD program?

All of our students were asked to list the most positive benefits of the program. Of the eight students available to answer, six replied and some of their replies are as follows;

"The opportunity to:

gain practical experience through actual use of classroom theory,

work for a planning agency and get the 'real world' experience is quite significant,

attend school due to funds received from H.U.D.,

actually do some real work in the field of planning."

"job reference for resume"

"program fosters new interest through the work experience that may not have been realized in the academic surrounding"

"on the job training - practical experience"

7. Any other comments?

In the past we have received a large grant from the Richard King Mellon Charitable Trusts. This grant ends this year and as a result the availability of funds to aid our graduate students will be very limited. Continuation and expansion of this program will do much to advance planning education particularly among minorities.

H.U.D. Minority Work-Study Program
Monthly Report

Report by: Roger F. Rupnow, Associate Professor
for: Georgia Institute of Technology

Period: February 25, 1974 to March 31, 1974

Summary of Student Accomplishments:

Of the four students participating in the program at this time, only one has filed a monthly report. A copy of Robert Simmons' report is attached. As it indicates, he is much more pleased with his new placement and appears to be benefitting from the change.

Summary of Work-Study Coordinator Activities:

The Coordinator has been confronted with several problems during this period.

The major of these was the students work habits. Three of the students had a high degree of absenteeism. After several conferences in which the problems were completely and openly discussed, I believe we have developed a better understanding and solution. During these discussions, such matters as communication, paid vacations, and supervision were discussed. The vacation was resolved with the understanding that moneys weren't available, guidelines didn't permit it, but if employing agencies agreed to it, a student could work more one week and less the next and thereby develop some free time.

Monthly meetings were scheduled on the first Friday of each month to attempt to correct communication problems. The coordinator was to investigate the problem of supervision.

Work Report

Robert Simmons

Southern Center for Studies in Public Policy

4-5-74

My initial efforts at the Policy Center have been concerned with particular aspects of housing. Specifically, my interest has been in studying factors that influence an individual's perception of how to change his neighborhood conditions. Some previous factors had been stated by another member of the Policy Center staff. We compared factors and discussed compromises that can be made.

The staff had also drafted a strategy for neighborhoods, "The Residential Environment: A Neighborhood Strategy." I critiqued this article and made several suggestions on an alternate sort of strategy. Essentially, the strategy proposed by the staff made suggestions to the owners of low-income housing with little if any effort to be made by the residents. I contend that the owners in most cases have no interest in improving the conditions of any neighborhood unless they feel it will reap some sort of financial profit for them. With this sort of historical dilemma existing, it is imperative that an alternate and possibly counter strategy be organized for the residents themselves. Residents must attempt to alter their neighborhood conditions by applying pressure to elected officials and/or owners of housing units.

The project I am working on now is of special interest to me and of much concern to the Policy Center staff. I am attempting to study the role of citizen participation in urban development in the Atlanta area, i.e. zoning, transportation, and commercial development, especially when it replaces housing units. The study will establish a theoretical basis for citizen participation, describe at what stage citizen's can participate in the process, either as provided by law or by applying political and/or social pressure, how effective is citizen input in the model being discussed, and does it hinder or facilitate over-all comprehensive planning.

This study should prove to be especially interesting in light of the new City Charter and the new zoning power extended to Mayor Jackson by the City Council.

Thus far at the Policy Center, I have encountered no problems and feel very good about the flexibility of my work assignments and the working relationships that I have established.

##

H.U.D. Minority Work-Study Program
Monthly Report

Report by: Roger F. Rupnow, Associate Professor
for: Georgia Institute of Technology

Period: April 1 to August 31, 1974
Reports No.'s 6 thru 10

Summary of Student Accomplishments:

Attached are the student reports for various periods. Mr. Roger's reports refer to past efforts as well as material in this report:

Ronald Rogers	January 1974 through May 1974
Robert Simmons	April and May 1974
Karen Spellman	April and May 1974
Michael Wilson	February, March and April 1974

Their reports indicate the type of work they are performing and their general enthusiasm for the program.

Summary of Work-Study Coordinator Activities:

My activities can be divided in the following categories:

a. Placement and Counseling:

At this time we had four students: Brown, Rogers, Simmons and Wilson. Mr. Brown's work habits as well as his academic interests were of great concern. His overall interest in planning appeared to diminish. I believe he also was having financial and possibly family problems. Because of these pressures after several lengthy conferences he decided to withdraw from the Work-Study Program.

Ms. Karen Spellman was added to the program. A placement in the City of Atlanta Mayor's Office was arranged. This involved working with the Urban Observatory and was both a challenge to Ms. Spellman and a good placement. However, in June Ms. Spellman's husband accepted a position out of the city and she resigned from the program. Messrs. Rogers and Wilson were doing an excellent job. Monthly meetings were held to discuss job assignments and any problems.

b. Administration:

Much time was involved because of the inability to develop a contract for the nine-month school year. Because Tech is on an academic year, H.U.D. on a fiscal year and ARC on a calendar or Integrated Grant year (IGA) we have a continuing problem with contract execution and meeting payrolls and tuition payments. This creates real hardships for the students and many headaches for the Coordinator.

Work Report

May 1974

Ronald O. Rogers

DeKalb County Planning

During the past I have been working mainly with the comprehensive plan. The development of activities centered around the proposed MARTA stations within the county have been the primary aims of work.

I also worked on the development of policy guidelines for curtailing the zoning of conforming land uses into nonconforming structures. This entailed many man hours being spent out in the field gathering needed information to compile the guidelines.

Schedule

Removal of Incomplete Grades
Ronald O. Rogers

CP 6060, 6000, 6350

Work for the above numbered courses was turned in but the instructors said that the information was turned in too late for the "I" to be removed.

CP 6100

This work will be completed and turned in by May 27, 1974.

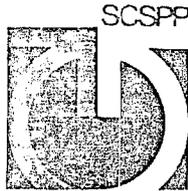
CP 6360

I will consult with the instructor about this since this case has to be dealt with in a special way.

P.S. I would appreciate all the help you can render.

Thank you,

Ronald O. Rogers ✓



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Robert Simmons
Summary Report of the ASPO Conference, May 11-16, Chicago

The recently held ASPO Conference presented a variety of topics that potentially could be helpful to planners. There were certain personal expectations prior to arriving at the Conference, believing that ASPO was a more informal group than AIP that would truly deal with planning issues on a practical level as opposed to relegating the issues to an academic exercise. This anticipated desire was proven faulty.

The Conference agenda covered an array of topics that lended themselves to all levels of the planning profession. There were sessions that dealt with problems that Planning Commissioners might face, the nature and structure of planning education, the increased demand for citizen participation, as well as the traditional areas of planning, transportation, housing, land-use, and new-town development. My original intention after reviewing the Conference agenda was to sit-in on as many different sessions as possible, covering several areas of planning. The majority of the sessions I attended did not address themselves to the rank-and-file planner, but attempted to resolve conflicts and problems that were presented by individual planners, usually in administrative positions. The following is a summary of the sessions I attended:

Plenary Session: Monday, May 13

The principal speaker at this session was Congressman Udall,

topics for the Luncheon Sessions were important, two of the most substantive topics were cancelled.

City Planning and Management: Resolving Conflicts, Monday, May 13

This session proved to be the most informative for me. Basically the session dealt with increasing demands for citizen involvement and how those in management positions can minimize and/or resolve conflicts with citizens and citizen groups. Two of the three individuals responsible for moderating this session have had extensive experience with citizen groups in the Chicago area, while the third person has worked in California. The moderators outlined the changing trends in citizen participation in planning and stated that many citizen's groups are armed or just as knowledgeable as planners and their respective agencies.

Most of the questions directed toward the moderators referred to how planners and those in managerial positions could resolve conflicts. A specific example was raised as to how resolve internal conflicts when the "enemy" or obstructing force is not visible? One of the best cases of this happening is Gary, Indiana where U. S. Steel controls the economy, yet there is a continuous battle between local blacks. It was agreed that one way to minimize this internal conflict is to raise the issue as to who really controls the community economically. A solution to this is sought through an economic analysis of an area that quickly reveals the economic blood of the city and/or area.

It was also a concensus opinion that community organizing must take place over an extended period of time, thus avoiding the Alinsky-type of organizing. It was also agreed that planners, especially black planners must remove their royal academic facades and begin to actively

old, while blacks average 65 years old), and E. inequitable distribution of certain scarcities. While the Conferences' theme was about scarcities, Hatcher clearly illustrated that the scarcities in black communities have always been greater than those that exist in white communities.

Hatcher raised a critical question to planners stating that planners need to check out their morals in their planning efforts. Hatcher quoted Che Guevara as saying architecture and planning can subjugate as well as liberate people. With this type of attitude, Hatcher drew an analogy between the development of Gary, Indiana which is in reality a corporate town with U. S. Steel being the principal investor and new town development, specifically Columbia, Maryland, which will produce a significant profit for private developers but will not adequately deal with the housing needs of low-income workers.

Finally, Hatcher called for planners to give serious thought to advocacy planning as a mechanism for improving the historically bad experience of the planning profession. (This call for advocacy planning was especially interesting to me because I plan to develop that for my Master's thesis.)

Two other sessions that I attended on Land-Use Legislation and Transportation Planning had great potential for substantive development, but both sessions failed to adequately deal with the respective topic.

Probably the most significant and most informative aspect of the Conference was the interaction and communication with other students as well as professional planners. Some very interesting as well as revealing facts came out in discussions with other students involved



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Robert Simmons
Intern Report

May 2, 1974

This past month at the Policy Center I have been continuing my study in the area of citizen participation in urban development. I have identified the problems involved and defined the scope of the study more thoroughly. Essentially, the study will identify the unstructured level of citizen participation before now and attempt to look at the transition from that to what is being proposed by the Atlanta City Planning department.

Getting adequate information on the past levels of citizen participation has been difficult and at best vague. Some members of the Planning department have voiced the opinion that while there was no established procedure for involving citizens, citizens worked through several Task Forces established by the Mayor, active citizen groups throughout the City, the Citizen Advisory Council for Urban Development, and through active participation in Aldermanic meetings and/or committees. All this data will have to be substantiated through discussion with members who have been involved in various groups. I am presently preparing a bibliography of sources to be used for the preceding history.

Another element of this study has dealt with how the transition from one type of citizen participation to another is to be made.

621 Kennolia Dr., S.W.
Atlanta, Georgia 30310
June 7, 1974

Mr. Roger Rupnow

Director, Georgia Tech Work Study Program
490 Tanacrest Dr., N.W.
Atlanta, Ga. 30328

Dear Mr. Rupnow:

This letter is to inform you that I will be moving from Atlanta on the 24th of June, 1974, and will therefore be unable to continue on as a student intern in the work-study program. My husband has accepted a 3 year appointment at Harvard University in Cambridge, Mass. and so we will be leaving the Atlanta community. Hopefully I will complete my course work for the MCP degree at either Harvard or M.I.T.

As you know, I have been working at the Atlanta Urban Observatory during the past quarter. My specific responsibility has been to assist Mr. Walt Hundley in developing a proposal for the City of Atlanta to utilize various audio-visual communications media for community and staff education purposes. Communications planning is a new and extremely important aspect of the city planning function. The experience I have gained while undertaking this proposal study has been very helpful to my planning education. I think that more planning students should be exposed to the field of communications planning, since the experience can be adapted to almost any work situation a future planner may encounter. Therefore, I strongly recommend that the work-study program continue to place its participants within the UO structure.

Since the proposal writing has not been completed, I am interested in continuing my work at the UO until such time as you find a replacement for me. I understand that Ms. Joyce Freeman has expressed interest in taking over my internship. The work experience at the UO would be a valuable one for her and so, in order not to lose any time on the job, I urge you to act on her application as soon as possible. As soon as she has been confirmed and is "on-board", I will resign my internship with the Observatory.

My thanks and appreciation for the assistance you have offered me during the past year. Good luck to you in your work with Georgia Tech.

Sincerely,

CC: WALT HUNDLEY

Karen E. Spellman

FEBRUARY PROGRESS REPORT OF

MICHAEL D. WILSON

During the month of February, 1974 I had the assignment to continue research on a report begun in January. Information was gotten from various magazines and newspaper articles. Conversations with representatives of HUD, FEA, and the Mayor of Atlanta's office. As usual my assignment was interrupted at various points in order to take care of more pressing tasks.

MARCH PROGRESS REPORT OF

MICHAEL D. WILSON

During the month of March, 1974 I had the assignment of revising staff papers written by myself a few months ago. These papers were eventually, in early April, printed in mass quantities to be distributed as ARC "working papers". Also during the month, I acted as a guide and coordinator, along with Gilbert Patterson, of a series of slides to be used in a presentation about delapidated houses in the Atlanta area and good Atlanta Housing Authority projects.

Monthly Progress Report of Michael D. Wilson - April, 1974

During the month of April, I was engaged in several small assignments in addition to one major assignment. The major assignment was researching means by which persons of power and influence over housing matters in the Atlanta SMSA can realize the effects bad housing can have on an entire community. Results of the research will be used in the script of a slide show to be produced by Wade Medlock, the Atlanta Regional Commission's Public Information Officer.

H.U.D. Minority Work-Study Program
Monthly Report

Report by: Roger F. Rupnow, Associate Professor
for: Georgia Institute of Technology

Period: September 1, 1974 to September 30, 1974
Report No. 11

Summary of Student Accomplishments:

Attached are copies of the monthly report for four of the five participating students, Freeman, Reid, Simmons and Wilson. Two of the students are both new to the program and their agencies are new, ARC Administrative Services and City of Atlanta, Mayors Office. Urban Observatory. Based on the student reports they appeared to have successful placements.

Summary of Work-Study Coordinator Activities:

The major portion of my activities have related to orientation and organization. Acquainting the new participants, Reid and Freeman, with the program and their obligations as interns. The students submitted work schedules and we meet with a representative of A.R.C. to discuss problems and job placements. I also spent a substantial amount of time in paper work - including the signing of the contract, payrolls, personnel forms, etc.

Submitted 10-22-74



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Robert Simmons
Intern Report

October 4, 1974

During the past month at the Policy Center, my interest as well as experience has been quite diverse. The Policy Center itself is a multi-disciplinary entity having some input in the political arena, locally and nationally, public policy, political science, and a most recent facet, city planning. Given these interrelated yet divergent phases, my experience has been to interact with all of them.

Specifically, during the last month I have been working on a housing case-study, having designated four neighborhoods, each representing a separate case-study. The study gives some data on segregated housing patterns that exist in the city, historical background on urban renewal, Model Cities, and the City of Atlanta's housing policy. The most significant aspect of the case-studies is to look at a housing strategy by Central Atlanta Progress entitled "Back to the City: Housing Options for Central Atlanta". This proposal warrants careful consideration given the present housing situation in the Atlanta area as a result of past housing policies and/or programs. The case-studies will also solicit responses from community and political figures in the four neighborhoods to the C.A.P. proposal.

A second project that I have been developing is a planning curriculum proposal. Clark College, of which the Policy Center is a part of, has shown interest in developing a sequence of planning courses, with an initial effort of one course, "Politics of Planning" presently being

During the month of September, I worked less than 80 hours at the Urban Observatory. Within this time, I was introduced to members of the Mayor's staff and given an explanation about the functions and responsibilities of the Observatory.

I was given an assignment concerning the I-485 Controversy. I was asked to evaluate the recent RDP alternatives by ARC, which defeats I-485 since none of the alternatives included the I-485 proposal.

Other assignments dealing with energy conservation measures designed for the poor and the

Work Study Report

7/16/57 - 10/1/57

I, Claudia L. Reed, am an employee of the Department of Administrative Services, Program and Budget Division of the Atlanta Regional Commission. Jerry Courney is the division chief with whom I work on contracts and budgeting. More specifically, ours is the budget keeping division, responsible for keeping the complex mechanism of ARC running, by facilitating the contract process through which ARC's programs get funded.

I have found my job to be a challenging experience, requiring a working knowledge of the vast myriad of ARC projects, and in particular, a quick recall of the standard procedures required to see the contracting process in motion. Therefore, unlike working with any other division, I will be able to obtain an overview of the ARC planning function and how it fits in. Such an experience will be most valuable and a most interesting one. I will not only be a part of the planning, but

H.U.D. Minority Work-Study Program

Monthly Report

Report by: Roger F. Rupnow, Associate Professor
Georgia Institute of Technology

Period: October 1, 1974 - December 31, 1974
Report No.'s 12, 13 and 14

Summary of Student Accomplishments:

Attached are copies of the monthly reports for the following students:

Claudia Reid	September-December
Michael Wilson	
Ronald Rogers	September-December
Robert Simmons	November
Joyce Freeman	September-November 15

Ms. Freeman's placement at the Atlanta Urban Observatory while it provided a reasonable good work experience was confused and insecure. This was caused by the reorganization of the Mayor's Office and some funding problems associated with Urban Observatory program.

Ms. Reid's placement apparently was not as demanding or challenging as she would have liked. Steps are being taken to make the necessary adjustments.

Summary of Work Study Coordinator Activities

Monthly meetings were held with all the students to discuss work assignments and any problems either academic or work oriented. Generally the students were pleased with their job responsibilities. These discussions provided an opportunity to broaden the individual students understanding and knowledge of the planning process.

The major portion of my effort was devoted to securing funds for the continuation of the program for 1975. This was very difficult because of President Ford's impoundment of one-half of the 701 monies and the resultant confusion created in H.U.D. and in A.R.C. As in past reports the major hurdle in the program is the ability to develop and maintain continuity of funding.

Minor problems occurred in the areas of housing and work scheduling during the quarter break. Cooperation on the part of the Tech Housing Office and one of the agency's resolved this problem.

Work Study Report

(For Sept^{mid} - Oct.^{mid})

I, Claudia L. Reid, am an intern for Department of Administrative Services, Program and Budget Division of the Atlanta Regional Commission. Jerry Coursey is the division chief with whom I work on contracts and budgeting. More specifically, ours is the bookkeeping division, responsible for keeping the complex mechanism of A.R.C. running, by facilitating the contract process through which A.R.C.'s programs get funded.

I have found my job to be a challenging experience, requiring a working knowledge of the vast myriad of A.R.C. projects, and in particular, a quick recall of the standard procedures required to set the contracting processes in motion. Therefore, unlike working with any other division, I will be able to obtain an overview of the A.R.C. planning function and how it works. Such an experience will be an invaluable addition to my city planning training at Tech, not only as a reinforcement of my learning, but

Work Study Report of Claudia L Reid (Period Mid Oct - Mid Nov.)

My work at ARC is with the Division of Program and Budget. The major emphases of my job is the processing and following up of all contracts and subcontracts made with and for the Atlanta Regional Commission for the execution of its myriad programs and projects. This period, I began work on another phase of my job - working with the final revision of the ARC Budget for 1974.

With the kindness and aid of those working in the P+B Division, my transition has been a smooth and pleasant one. I especially have a good working relationship with my supervisor, Jerry Coursey, who has been more than patient and helpful during my period of adjustment. Further, since some minor adjustments in my schedule were made during the first period, I have encountered no further conflicts of my work study program with my class schedule and class load.

November Work Study Report for Claudia Reid

As an intern in ARC's Department of Program and Budget, I receive a broad range of experience in the area of administrative planning. And as is true with most administrative work, it is routine and varies little month to month.

One of my duties is that of updating ARC's program budgets. Each of its departments submits a budget for its individual programs. It is Program and Budget's responsibility to assemble all these budget reports and to make sure that ARC continues to operate within its yearly budget.

Another duty is the writing of ARC contracts. After departmental programs have been approved, it is our job to oversee the selection of consultant process, and then initiate the contract procedure. Our job is not completed until each contract is fully executed. Therefore, constant updating

December Work Study Report by Claudia Reid

As an intern in ARC's Department of Program and Budget, I receive a broad range of experience in the area of administrative planning. As is true with most administrative work, it is routine and varies little month to month.

One of my duties is that of updating ARC's program budgets. Each of its departments submits a budget for their individual programs. It is the responsibility of the Program and Budget office to assemble all these budget reports and to make sure that ARC continues to operate within its yearly budget.

Another duty is the writing of ARC contracts. After departmental programs have been approved, it is our job to oversee the selection of consultant process, and then initiate the contract procedure. Our job is not completed until each contract is

To: Roger Rupnow

From: Boyce Freeman

Re: ASD - Work Study Monthly Report
(November 1 - Dec 15)

During this period I was employed at the Urban Observatory. I was primarily involved in obtaining information relating to various Manpower programs operating within Atlanta. Information concerning various demonstration projects that have operated within Atlanta was needed. Special emphasis was placed on the CETA Manpower programs (Titles 1-4). Emphasis was focused upon the operation, funding, accomplishments, and problems of each program. This information was needed to show the performance of past demonstration programs and to use such information to direct future Manpower programs. Information for this report was secured from the Regional office of the Department of Labor and the City of Atlanta's Manpower Department.



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Robert W. Simmons
Intern Report

November 1, 1974

My activities during the preceding month have been a continuation of previous projects-- housing case-study and the curriculum proposal. The curriculum proposal has been submitted to Mr. Kronley for final modification before being formally presented to President Henderson. It is anticipated that some initiative will be taken by the administration prior to the 1975-76 school year to implement this curriculum.

Two other projects that I have been peripherally involved with are (1) a study investigating urban land loss by black people and (2) a research project entitled "Residential Investment and Neighborhood Housing Services." The later project will specifically assess the productivity and effectiveness of local housing-related services before and after reorganization of the Atlanta city government under its new 1974 Charter. The housing case-study that is in its final stages will be quite helpful in developing the latest project.

One interesting note about the SCSPP was its recent press conference announcement that the Center has received a \$300,000 grant from the Rockefeller Foundation, New York. It was also announced at the press conference that a national advisory board with Vernon Jordon of the National Urban League serving as Chairman will be formed. Personally, things look very optimistic here at the Policy Center.

##

TO: Roger F. Rupnow

RE: HUD Work-Study Monthly Report (Sept. 74 - Feb. 75)

FROM: R. O. Rogers

During the above mentioned months the DeKalb TSAD Staff was actively involved in the finalization of the station area plans. During such time I was actively involved in the study of significant ownership patterns around the transit stations; development of policies to limit commercial encroachment into residential neighborhoods; reorganization of land use survey; data collection and analysis of existing traffic patterns in the East Lake station area and MARTA's proposed road improvement; partially worked on the development of the Community Development package being proposed by the County; development of a package community planning handbook; study of the change of property values before and after transit station areas were proposed; study of the the impact that Rapid Transit Stations have on traffic generation, land use and other vital factors that would be affected by the impact of transit stations.

Working here in DeKalb County has been a very reward experience in that I have had a chance to view a government from the inside. I have gained a great deal of knowledge from just being within this framework. I feel that it is actually learning the bureaucratic process from the inside that one would be able to effectively combat its' disdainful process.

The HUD work study is a very rewarding one in many aspects but on the other hand there are several problems that must be dealt with if the program is going to be a continued success. The main problem is that students within the program have been ill informed or uninformed of many other opportunities the program offers other than tuition and work stipends. Students have not been provided by school officials or sponsoring agencies with a set of guidelines or policies governing the program. The program should be monitored much closer by governmental agencies.

The above mentioned points are just a few that if solved could really boost the program to higher heights..

During the month of September, I worked less than 80 hours at the Urban Observatory. Within this time, I was introduced to members of the Mayor's staff and given an explanation about the functions and responsibilities of the Observatory.

I was given an assignment concerning the F-485 Controversy. I

H.U.D. Minority Work-Study Program

Monthly Report

Report by: Roger F. Rupnow, Associate Professor
Georgia Institute of Technology

Period: January and February, 1975
Reports No.'s 15 and 16

Summary of Student Accomplishments:

Attached are copies of the monthly reports of the students as indicated. These are self-explanatory and represent the students perception of their work situation.

Mike Wilson	January
Ronald Rogers	January, February
Claudia Reid	January

Summary of Work Study Coordinator activities

January and February

As in the past funding was the major issue. This included arrangements for short term loans for several of the students which permitted them to pay tuition, fees and dorm contracts. It was also necessary to have "late fees" waived by Tech because these funding problems. I began the first week in January to contact HUD officials in Washington relative to the release of funds. With the help of Congressman Andrew Young the funds were released on or about January 17th. However, almost three weeks lapsed before they reached the HUD Atlanta Area office and not until February 26th, 1975, was a signed contract received. It is now necessary to make substantial accounting adjustments to repay the various internal and external accounts.

A second major problem was the location of a new work agency for Ms. Joyce Freeman. The Atlanta Urban Observatory was not funded and as a result was phased out. Contacts were made with several planning agencies as of the time no acceptable placement has been developed. Office space and adequate supervision are the major problems confronting the local agencies.

January, 1975 Progress Report Of Michael D. Wilson - Atlanta Regional Comm.

During the month of January I was engaged in many small activities necessary to begin the new year. Much of the month was spent binding ARC's newest housing report, Housing Profiles of The Metropolitan Atlanta Region. I was also involved in compiling a list and labeling the many maps and charts belonging to the Housing Division. The month of February and the first part of March was and is devoted to completing the study of rural housing within ARC's jurisdiction.

TO: Roger F. Rupnow

RE: HUD Work-Study Monthly Report (Sept. 74 - Feb. 75)

FROM: R. O. Rogers

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The HUD work study is a very rewarding one in many aspects but on the other hand there are several problems that must be dealt with if the program is going to be a continued success. The main problem is that students within the program have been ill informed or uninformed of many other opportunities the program offers other than tuition and work stipends. Students have not been provided by school officials or sponsoring agencies with a set of guidelines or policies governing the program. The program should be monitored much closer by governmental agencies.

The above mentioned points are just a few that if solved could really boost the program to higher heights.

January Work Study Report by Claudia Reid

As an ARC intern in the Department of Program and Budget, I receive a broad range of experience in the area of administrative planning. And as is true with most administrative work, it is routine and varies little month to month.

The updating of ARC's program budgets is one of my duties. Each of its departments submits a budget for their individual programs. It is the responsibility of the Program and Budget Office to assemble all the budget reports and to make sure that ARC continues to operate within its yearly budget.

The writing of ARC contracts is another of my duties. After departmental programs have been approved, it is our job to oversee the selection of consultant process, and then initiate the contract procedure. Our job is not completed until each contract is fully executed. Therefore, constant