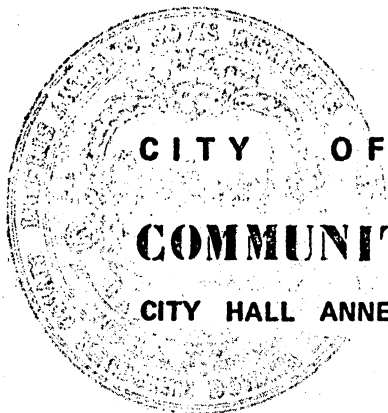




CITY OF CAMBRIDGE, MASSACHUSETTS

COMMUNITY DEVELOPMENT DEPARTMENT

CITY HALL ANNEX, 57 INMAN STREET, CAMBRIDGE 02139 876-6800, X355

MEMORANDUM TO: Block Grant Advisory Committee

FROM: Edward A. Handy, Block Grant Coordinator

SUBJECT: Block Grant Meetings
of January 6th, 8th, and 13th

DATE: December 31, 1975

The following enclosed materials have been prepared by the Block Grant staff, citizens, and agencies working together for use at the above-listed meetings.

- Sheet #1 (Gold) Instructions for use of meeting materials.
- Sheet #2 (Tan) Block Grant Categories.
- Sheet #3 (Blue) Category Preference Form.
- Sheet #4 (Green) Project Preference Form.
- A Project "Fact Sheet" Report.

We look forward to working with you at the meetings of January 6th, 8th, and 13th. All are at 7:30 p.m. Please don't forget that the January 6th meeting is at the YWCA on Temple Street, NOT at the Council Chambers.

Please be sure to bring all the enclosed materials to the meetings, as they will be needed for use in the advisory process.

A schedule for the completion of the Fiscal 1976-77 Block Grant application is attached.

Revised
12/31/75

TENTATIVE SCHEDULE FOR SECOND-YEAR
COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION

First meeting of Block Grant Advisory Committee -	October 16, 1975
Neighborhood meetings on Block Grant Program -	October 27 to December 1, 1975
Second meeting of Block Grant Advisory Committee -	December 10, 1975
Deadline for project recommendations which are to be available for distribution December 30th -	December 15, 1975
Fact Sheets on project recommendations mailed to Advisory Committee and available for distribution -	December 31, 1975
Third meeting of Block Grant Advisory Committee -	January 6, 1976
Fourth meeting of Block Grant Advisory Committee -	January 8, 1976
Fifth meeting of Block Grant Advisory Committee -	January 13, 1976
Project Fact Sheets and Advisory Committee recom- mendations submitted to City Manager for review and decision -	January 15, 1976
Sixth meeting of Block Grant Advisory Committee - (to discuss City Manager's recommendation to City Council)	January 22, 1976
First Public Hearing on draft application -	January 27, 1976
Second Public Hearing on draft application -	February 2, 1976
City Council action on application -	February 9, 1976
Application submitted to State for A-95 review -	February 10, 1976
Application submitted to HUD -	March 15, 1976
Environmental Impact Statement work -	February/March/ April
Start-up of project execution -	July 1, 1976

INSTRUCTIONS FOR USE OF BLOCK GRANT MEETING MATERIALS

You have the following work materials:

- Sheet #1 (Gold) - INSTRUCTION SHEET (This page)
- Sheet #2 (Tan) - BLOCK GRANT CATEGORIES
- Sheet #3 (Blue) - CATEGORY PREFERENCE SHEET (several)
- Sheet #4 (Green) - PROJECT PREFERENCE FORM (Several)
- A stapled compilation of "Fact Sheets" on projects requested for consideration. (This compilation gives you basic information on each of the 62 projects submitted by the neighborhoods, as well as by agencies and City departments. CONSULT THIS AS NEEDED.

PRIOR TO JANUARY 6TH MEETING

- Please review Sheet #2 (tan color) called "Block Grant Categories." This sheet lists the 12 major categories ("A" through "L") into which the list of requested projects has been divided.
 - Sheet #2 also reports the amount of Block Grant dollars assigned to each category for the first year of the Block Grant Program (Column #1). The percentage the dollars bore to the total funding is also shown (Column #2).
 - Please note that the fixed costs (Relocation, Citizen Participation, Program Management, and Contingency Account) are not included in the listing of major categories, but rather only in a separate "Category M" below. This is because these four items are relatively inflexible and therefore not appropriate for consideration among the discretionary categories. Should it develop that they are not fully needed, their unused dollars can be reassigned to the discretionary categories.
 - Please also review the specific project requests to gain a clear view of what is involved in each category.
 - Columns #3 and #4 of the Block Grant Categories sheet give the dollars and per cent of this year's requests, by major category. Please review these, as well as Column #5, against the background of your own neighborhood and citywide priorities. Then enter in Column #6 your "first cut" thinking as to what per cent of the total should be spent in each category.
- Note that the total discretionary dollars (Column #5) are given on a three-year basis -- Fiscal 1976-77, 1977-78, and 1978-79.
- Then please take Sheet #3 (Blue) -- the Category Preference Sheet -- and transfer your "first cut" percentages to its Column #1. Keep this for handing in and tabulation at the beginning of the January 6th meeting.

- Please write your name and affiliation at the top of the Category Preference Sheet, as we will summarize by neighborhood and agency within the Advisory Committee membership, as well as (separately) for citizens in attendance who are not on the Advisory Committee.

Note The Category Preference Sheet will be filled in several times again during the course of the meetings, so there will be ample opportunity to revise your preferences on the basis of the discussions that take place.

AT THE MEETINGS OF JANUARY 6TH/8TH/13TH

- After the first round of discussions about the significance of each of the twelve categories, you will be asked to write any revised preference you may have in Column #7 of the Category Preference Sheet (which is your own work-sheet -- to keep for future use). Then, at an appropriate point in the discussions, you will be asked to write in your revised preference on another copy of the Category Preference Form. These will again be collected, tabulated immediately, and the results announced.
- Following thorough discussion of the major categories, a review of the specific projects within the categories will take place. During this review, you will be asked to express your opinion of the projects -- i.e. as High, Moderate, or Low priority, or as of "No Interest". This can be done by you initially (even before the Jan. 6 meeting) in the columns on each divider sheet in the Project Listing (the green-cover report). The dividers that separate the 62 projects into categories serve as summaries and as your work-sheets. Later, during the meetings, you will be asked at several points to transfer your latest thinking on project priorities to the Project Preference Sheet for collection, tabulation, and read-back to the Advisory Committee.
- The end product of the Advisory Committee's work at the three meetings will be a report to the City Manager as to how the members prefer the available funds to be divided up by major category, and what their opinion is of the specific projects requested within each category.
- The report, plus attachments, will show these opinions for each neighborhood individually, for all the neighborhoods together, for the agencies, and for the individual citizens who attend but are not members of the Advisory Committee. The same report going to the City Manager will be available for review in the Community Development Department office at any time during working hours -- but we cannot commit ourselves to make copies of it until we know more about its length and the cost of copying.
- Advisory Committee members and others who have submitted project requests are also asked to review the "Fact Sheets" and notify the Block Grant staff of any revisions they want made before the final draft goes to the City Manager. Where additional material is suggested and cannot be fitted into the format, it can be placed in the individual folders we will have on each project -- containing whatever supplementary material available.

BLOCK GRANT CATEGORIES SHEET

PROJECT CATEGORIES (in alphabetical order)	Approved For F.Y. '75-'76		Citizen/Agency Requests For F.Y. '76-'77		F.Y. '76-'77 % Requests Applied to Funds For		Your Preference For % in Each Category		
	\$	%	\$	%	Next Year	Next 3 yrs:	"First Cut"	1st Re- vision	2nd Re- vision
A - COMPREHENSIVE NEIGHBORHOOD STABILIZATION - #1 Project Activities	619,000	18.0	600,000	5.5	174,000	460,000			
B - COMPREHENSIVE NEIGHBORHOOD STABILIZATION - #2 Support Activities	120,000	3.5	279,000	2.6	82,000	218,000			
C - ECONOMIC DEVELOPMENT PLANNING AND IMPLEMENTA- TION	20,000	.6	275,000	2.6	82,000	218,000			
D - HISTORIC PRESERVATION	41,000	1.2	65,000	.6	19,000	50,000			
E - HOUSING - #1 : Public Housing Modernization	198,000	5.8	560,000	5.2	164,000	437,000			
F - HOUSING - #2 : Private Housing Rehabilitation and Modernization	725,000	21.2	1,139,000	10.7	338,000	900,000			
G - HUMAN SERVICES PLANNING AND IMPLEMENTATION	175,000	5.1	504,000	4.7	149,000	395,000			
H - NEIGHBORHOOD FACILITIES	577,000	16.8	1,970,000	18.3	580,000	1,535,000			
I - OPEN SPACE - #1 : Renovation and Improvements	35,000	1.0	289,000	2.7	85,000	227,000			
J - OPEN SPACE - #2 : Acquisition and Development	0	0	3,785,000	35.3	1,117,000	2,970,000			
K - PUBLIC WAYS - #1 : Automobile	400,000	11.3	485,000	4.5	141,000	378,000			
L - PUBLIC WAYS - #2 : Pedestrian	530,000	15.5	805,000	7.3	230,000	612,000			
TOTALS - - -	3,440,000	100	10.8 Mil.	100	3,161,000	8,400,000			
COLUMN NUMBER	(1)	(2)	(3)	(4)	(5)	(5-A)	(6)	(7)	(8)

- NOTES**
- Category "M", covering Fixed Costs, is as follows: F.Y. '75-'76 - \$590,000 (Relocation - \$68,000; Citizen Participation - \$120,000; Program Management - \$114,000; and Contingency Reserve - \$288,000); Tentative budget for F.Y. '76-'77 is \$597,000 (Relocation - \$47,000; Citizen Participation - \$100,000; Program Management - \$150,000; and Contingency Reserve - \$300,000). The above \$ totals are the the Block Grant Entitlement totals less the Category "M" totals.
 - The comparative \$ allocations covering categories as between F.Y. '75-'76 and F.Y. '76-'77 are as close to accurate as possible given the fact that Model Cities activities were included in the F.Y. '75-'76 budget.

Your Name _____ Your Affiliation _____

[illegible]

CATEGORY PREFERENCE SHEET

Your Name _____

Your Affiliation _____

Project Categories	% OF TOTAL
A	
B	
C	
D	
E	
F	
G	
H	
I	
J	
K	
L	

NOTES

1. Please circle which tally this is:

1st 2nd 3rd 4th 5th

2. Using your Block Grant Categories work sheet (tan color) please transfer your percentage choices to this sheet.

3. Please be sure to include your name and affiliation.



CITY OF CAMBRIDGE

CAMBRIDGE, MASSACHUSETTS 02139
Tel. 876-6800

EXECUTIVE DEPARTMENT
JAMES L. SULLIVAN
City Manager

January 12, 1976

To the Honorable, the City Council:

Enclosed for your information is a report of all the projects requested under the Community Development Block Grant Program by the neighborhoods, agencies and City departments as a result of a series of meetings.

These requests will now be further refined and submitted to the City Council.

Very truly yours,

James L. Sullivan
City Manager

JLS/mbf
Enc.

Report of all the projects requested under the Community Development Block Grant Program by the neighborhoods, agencies, and City departments as a result of a series of meetings.

In City Council,
Jan. 12, 1976

1/12/76

Placed on File -