Project Title: Community Workshops in Industrial Development

Project No.: B-300-001

Project Director: R. B. Cassell

Sponsor: University of Georgia

Effective: July 1, 1966

Estimated to run until: June 30, 1967

Type agreement: Letter of 6-27-66

Amount: $20,270

Reports: Semi-annual and annual (all reports submitted through Mr. Richard Wiegand for approval and transmission)

Reports to be submitted in accordance with Section 8 of the Georgia State Plan.

Contact Person: Mr. C. B. Lord, Coordinator

Center for Continuing Education
University of Georgia
Athens, Georgia
(for Fiscal and technical matters)

Mr. Richard Wiegand, Director
Department of Continuing Education
Georgia Institute of Technology
Campus
(for administrative matters)

Assigned to Industrial Development Division

Copies to:

- Project Director
- Director
- Associate Director(s)
- Assistant Director(s)
- Division Chiefs
- Branch Head
- General Office Services
- Rich Electronic Computer Center
- Engineering Design Services
- Technical Information Section
- Photographic Laboratory
- Shop
- Security Officer
- Accounting - U. of Ga. to provide federal funds of $15,203, Ga. Tech to contribute $5,067
- Purchasing
- Report Section
- Library

R. Wiegand
PROJECT INITIATION

Date: July 27, 1966

Project Title: A Proposal for the Provision of Instruction and Assistance in the Handling of Information Needed to Support Community Development Programs

Project No.: B-300-002

Project Director: Mary Ellen Anders

Grantor: University of Georgia

Effective: July 1, 1966

Estimated to run until: June 30, 1967

Letter of Agreement: Letter of 6-27-66

Amount: $32,645

Reports: Semi-annual and annual. (All reports submitted through Mr. Richard Wiegand for approval and transmission)

Contact Person: Mr. C. D. Lord, Coordinator
Center for Continuing Education
University of Georgia
Athens, Georgia

(For fiscal and technical matters)

Mr. Richard Wiegand, Director
Department of Continuing Education
Georgia Institute of Technology
Campus

(For administrative matters)

Designated to: Basic Data Branch

Industrial Development Division

U. of Ga. to provide federal funds of $16,995, Ga. Tech to contribute $5,651

EES portion to be charged to E-400-310

R. Wiegand
Date: July 8, 1968

Project Title: Community Workshops in Industrial Development
Project No.: B-300-003
Project Director: R. B. Cassell
Sponsor: University of Georgia
Effective: *Estimated to run until: 12/31/68.

Type Agreement: Letter of 1-4-67
Amount: $ *

*NOTE: Project reactivated through 12/31/68.

Assigned to: Industrial Development
Community Development Branch
Division

COPIES TO:
☐ Project Director
☐ Director
☐ Associate Director
☐ Assistant Director(s)
☐ Division Chiefs
☐ Branch Head
☐ General Office Services
☐ Engineering Design Services
☐ Photographic Laboratory
☐ Research Security Officer
☐ Accounting
☐ Purchasing
☐ Report Section
☐ Library
☐ Rich Electronic Computer Center
☐
Project Title: Instruction and Assistance in the Handling of Information Needed to Support Community Development Programs

Project No.: B-300-004

Project Director: Mary Edna Anders

Sponsor: University of Georgia

Effective: .......................... Estimated to run until: 12/31/68


*Project reactivated through 12/31/68.

Assigned to: Industrial Development
Community Development Branch Division

COPIES TO:

☐ Project Director
☐ Director
☐ Associate Director
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☐ Purchasing
☐ Report Section
☐ Library
☐ Rich Electronic Computer Center

RA-62(12-66)
GEORGIA INSTITUTE OF TECHNOLOGY  
Engineering Experiment Station  

PROJECT INITIATION  

Date: June 13, 1968  

Project Title: Community Workshops in Industrial Development - III  
Project No.: B-300-005  
Project Director: R. B. Cassell  
Sponsor: University of Georgia  
Effective: 7-1-68. (estimated to run until: 6-30-69)  
*Cost-sharing Agreement. EES Contribution is 50% of costs.  
Reports: As required  

Contact Person: Mr. C. B. Lord, Coordinator  
Center for Continuing Education  
University of Georgia  
Athens, Georgia (for fiscal and technical matters)  

Mr. Richard Wiegand, Director  
Department of Continuing Education  
University of Georgia (for administrative matters)  

Assigned to: Industrial Development Division  

COPIES TO:  

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☐ Research Security Officer  
☐ Accounting  
☐ Purchasing  
☐ Report Section  
☐ Library  
☐ Rich Electronic Computer Center  
☐
GEORGIA INSTITUTE OF TECHNOLOGY
Engineering Experiment Station

PROJECT TERMINATION

Date: May 5, 1970

PROJECT TITLE: Community Workshops in Industrial Development - III

PROJECT NO: B-300-005

PROJECT DIRECTOR: R. B. Cassell

SPONSOR: University of Georgia

TERMINATION EFFECTIVE: June 30, 1969

CHARGES SHOULD CLEAR ACCOUNTING BY: All charges have cleared.

Industrial Development Division

COPIES TO:
Project Director
Director
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Assistant Directors
Division Chief
Branch Head
Accounting
Engineering Design Services

General Office Services
Photographic Laboratory
Purchasing
Report Section
Library
Security
Rich Electronic Computer Center
GEORGIA INSTITUTE OF TECHNOLOGY
Engineering Experiment Station

PROJECT INITIATION

Date: June 13, 1963

Project Title: A Program of Instruction and Information Services Supporting Community Development
Project No.: E-300-906
Project Director: M. E. Andrews
Sponsor: University of Georgia

Effective: 7-1-68
Estimated to run until: 6-30-69

Type Agreement: Letter dated 1-5-68
Amount: $3,972

*Matching Funds Agreement. EES Contribution to be $3,972 or 50% of Costs.

Reports: As Required

Contact Person: Mr. C. B. Lord, Coordinator
Center for Continuing Education
University of Georgia
Athens, Georgia
(for fiscal and technical matters)

Mr. Richard Wiegand, Director
Department of Continuing Education
Campus (for administrative matters)

Assigned to Division

COPIES TO:

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☐ Assistant Director(s)
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☐ Accounting
☐ Purchasing
☐ Report Section
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☐ Rich Electronic Computer Center

☐
GEORGIA INSTITUTE OF TECHNOLOGY
Engineering Experiment Station

PROJECT TERMINATION

Date 12/1/69

PROJECT TITLE: A Program of Instruction and Information Services Supporting Community Development

PROJECT NO.: B-300-006

PROJECT DIRECTOR: M. E. Andars

SPONSOR: University of Georgia

TERMINATION EFFECTIVE: June 30, 1969

CHARGES SHOULD CLEAR ACCOUNTING BY All charges have cleared.

Industrial Development Division

COPIES TO:
Project Director
Director
Associate Director
Assistant Directors
Division Chief
Branch Head
Accounting
Engineering Design Services

General Office Services
Photographic Laboratory
Purchasing
Report Section
Library
Security
Rich Electronic Computer Center
GEORGIA INSTITUTE OF TECHNOLOGY
Engineering Experiment Station

PROJECT INITIATION

Date: June 13, 1968

Project Title: Instruction and Assistance to Communities in Evaluating Existing and Needed Manpower Resource Information
Project No.: B-300-007
Project Director: W. C. Howard
Sponsor: University of Georgia

Effective 7-1-68. Estimated to run until 6-30-69.

Type Agreement: Letter dated 12-20-67. Amount: $3,590*

*Matching Funds Agreement. EES Contribution to be $3,590 or 50% of Costs.

Reports: As Required

Contact Person: Mr. C. B. Lord, Coordinator
Center for Continuing Education
University of Georgia
Athens, Georgia
(for fiscal and technical matters)

Mr. Richard Wiegand, Director
Department of Continuing Education
Campus (for administrative matters)

ES TO:

Project Director
Executive Director
Associate Director
Assistant Director(s)
Head
Chief
Head
Office Services
Counseling Design Services

☐ Photographic Laboratory
☒ Research Security Officer
☐ Accounting
☐ Purchasing
☐ Report Section
☐ Library
☐ Rich Electronic Computer Center
☐ ____________________________
PROJECT TERMINATION

Date: 12/1/69

PROJECT TITLE: Instruction and Assistance to Communities in Evaluating Existing and Needed Manpower Resource Information

PROJECT NO: B-300-007

PROJECT DIRECTOR: W. C. Howard

SPONSOR: University of Georgia

TERMINATION EFFECTIVE: June 30, 1969

CHARGES SHOULD CLEAR ACCOUNTING BY: All charges have cleared.

Industrial Development Division

COPIES TO:
Project Director
Director
Associate Director
Assistant Directors
Division Chief
Branch Head
Accounting
Engineering Design Services

General Office Services
Photographic Laboratory
Purchasing
Report Section
Library
Security
Rich Electronic Computer Center
Georgia Institute of Technology
(Institution)

Project B-300-031 Community Workshops in Industrial Development
(Program Number and Title)

Interim SUMMARY REPORT
(Completion/Interim)

Nov. 17, 1966
(Reporting Date)

1. Total number of program participants as of reporting date __55__.

2. Participant Characteristic: the following information has not been accumulated for this project.
   a. Sex:
      (Male) __________ (Female) __________
   b. Age:
      Under 22 _______ 22-35 _______ 36-55 _______ Over 55 _______
   c. Educational Level:
      Elementary School _______ High School _______ College _______
      Graduate Work _______

SEE INSTRUCTIONS FOR COMPLETING THE FOLLOWING ITEM ON BOTTOM OF PAGE 2.

d. Occupational Classification:
   0. Professional, technical and kindred workers
   1. Farmers and farm managers
   2. Managers, officials
   3. Clerical and kindred workers
   4. Sales workers
   5. Craftsmen, foremen, and kindred workers
   6. Operatives and kindred workers
   7. Service workers, including household
   8. Farm laborers and foremen
   9. Laborers, except farm and mine
   10. Unknown
   11. Other (Participants have included the following: mayors, city managers, presidents and
       managers of chambers of commerce, chairman of industrial commissions, executives of manufacturing
       plants, retail merchants and insurance brokers.)
3. Faculty and Staff:
   a. Number of full-time faculty used 2. Contact hours 24.
   b. Number of faculty used who are not full-time employees of the institution ______. Contact hours ______.

4. a. Total length of program activity, or service 120 (in hours).
   b. Percentage of program activity, or service completed 20%.


<table>
<thead>
<tr>
<th>Budgeted</th>
<th>Expended to Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Expense (Materials)</td>
<td>$375.00</td>
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<tr>
<td>Travel</td>
<td>$1,875.00</td>
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<tr>
<td>Capital Outlay Indirect Costs</td>
<td>$4,703.00</td>
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<tr>
<td>Personal Services</td>
<td>$8,250.00</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$15,203.00</strong></td>
</tr>
</tbody>
</table>

Explanation

INSTRUCTION FOR COMPLETION OF ITEM ON PAGE 1.

2d. (Occupational Classification:)

Occupations should be classified according to the scheme indicated on page 1. Write in number of participants in each category.

This classification scheme on page 1 was developed by the University of Oklahoma, based on the U. S. Census Bureau's major categories.
Georgia Institute of Technology
(Institution)

GC-08-6-6-213 Community Workshops in Industrial Development -Ga. Tech Project
(Program Number and Title)

Interim (Completion/Interim)

SUMMARY REPORT

December 31, 1966
(Reporting Date)

1. Beginning and ending date of project. July 1, 1966 December 31, 1967

2. Total number of program participants as of reporting date. 80

3. Participant Data:
   a. Sex: 74 (Male) 6 (Female)
   b. Age: Under 21 - 0 - 21-35 8 36-55 52
      Over 55 20
   c. Educational level: Elementary School 4 High School 28
      College 40 Graduate School 8
   d. Occupational Classification:
      0. Professional, technical and kindred workers 34
      1. Farmers and farm managers 2
      2. Managers, officials 44
      3. Clerical and kindred workers
      4. Sales workers
      5. Craftsmen, foremen and kindred workers
      6. Operatives and kindred workers
      7. Service workers, including household
      8. Farm laborers and foremen
      9. Laborers, except farm and mine
      10. Unknown
      11. Other
5. Type of institution. (Check appropriate classifications):

a. public X
c. two year
b. private
d. four year X

6. Type of General Problem with which Program Dealt:

1. Housing
2. Poverty
3. Government
4. Employment
5. Youth Opportunities
6. Transportation
7. Health
8. Recreation
9. Land use
10. Other (specify) Application of research results to specific community development needs

7. Major objective of Program:

a. improvement of occupational competence
b. enhancement of capacity to perform civic or social responsibility X
c. personal growth and development
d. improvement of health or recreational skill
e. increased understanding of human relationships
f. Other (specify)

8. Length of Program:

a. one day or less X
b. one and one-half to three days
c. three and one-half to five days
d. six to fourteen days
e. fourteen to thirty days
9. Type of Program.
   a. Conference
   b. Course
      (1) Credit
      (2) Non-Credit
   c. Workshop
   d. Seminar
   e. Counseling Service
   f. Demonstration/experimental research
   g. Combination of above
      (specify the various combinations)
   h. Other (specify)

10. Geographic area serviced by program.
   a. Metropolitan areas:
      (1) population 500,000 and over
      (2) population 250,000 - 500,000
      (3) population 100,000 - 250,000
   b. Cities:
      (1) population 50,000 - 100,000
      (2) population 25,000 - 50,000
      (3) population less than 25,000
   c. one county
   d. multi-county
   e. statewide
   f. multi-state

11. Percent of program conducted on the main campus of the institution _______%.
    Percent of program conducted off campus _______100%.

12. Is this program
   a. a new program
   b. continuation of a program previously supported by Title I funds
   c. expansion or improvement of existing program
14. Actual follow-up activities carried out

a. Conferences, workshops to be conducted, etc.

b. Courses or regular meetings held

c. Radio or TV programs presented

d. Group action project undertaken

e. Publications and public information programs to be undertaken

f. Participants collect further data on assignment

g. Definite public service project to be undertaken

h. Other (specify) \textit{technical assistance has been furnished local development groups} in implementing programs prepared in the workshops

15. Evaluation Procedure

a. Pre and post activity measures taken

b. Participant reactions obtained

c. Random interviews with selected participants

d. Examination given to participants

e. Follow-up appraisal of group practices

f. Follow-up interviews of participants

g. Evaluation by instructor

16. Major source of non-Federal matching funds

a. Fees

b. Private grant

c. University/college funds

d. State appropriation

e. Other (specify)
### Financial Statement

<table>
<thead>
<tr>
<th></th>
<th>Federal Share</th>
<th>Non-Federal Matching</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
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<tr>
<td>Unencumbered Balances</td>
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<td>$15,004.26</td>
</tr>
</tbody>
</table>

* Instructions for completing Part D of Item 2.

2d. (Occupational Classification)

Occupations should be classified according to the scheme indicated on Page 1. Write in number of participants in each category.

This classification scheme was developed by the University of Oklahoma, based on the U. S. Census Bureau's major categories.

** Instructions for completing Item 17. (Financial Statement)

For interim reports the non-Federal matching funds will not necessarily equal 25% of the project cost; however, for completed programs the non-Federal matching share must equal at least 25% of the total program cost.

Expenditures: For the purpose of this report "Expenditures" should include only amounts actually paid out for services rendered or an asset purchased.

Unliquidated Encumbrances: An encumbrance is an anticipated expenditure which is evidenced by a contract or purchase order. "Unliquidated Encumbrances" would include that portion of total encumbrances for which payment has not yet been made.

Unencumbered Balances: This refers to the "Free Balance" (i.e., that portion of a budget or budget category which has not yet been paid out or otherwise encumbered for goods and services) for Title I programs, as well as the total not encumbered as of the date of this report.
Interim SUMMARY REPORT

Georgia Institute of Technology
(Institution)

GC-08-6-6-21B Community Workshops in Industrial Development
(Program Number and Title)

Ga. Tech Project B-300-001

Interim SUMMARY REPORT
(Completion/Interim)

June 30, 1967
Reporting Date

1. Beginning and ending date of project: July 1, 1966 Dec. 31, 1967

2. Total number of program participants as of reporting date: 296

3. Participant Data:

a. Sex: 281 (Male) 15 (Female)

b. Age: Under 21 21-35 30 36-55 192

Over 55 74

c. Educational level: Elementary School 15 High School 103

College 148 Graduate School 30

d. Occupational Classification:

0. Professional, technical and kindred workers 124
1. Farmers and farm managers 9
2. Managers, officials 163
3. Clerical and kindred workers
4. Sales workers
5. Craftsmen, foremen and kindred workers
6. Operatives and kindred workers
7. Service workers, including household
8. Farm laborers and foremen
9. Laborers, except farm and mine
10. Unknown
11. Other
4. Faculty and Staff:
   a. (1) Number of full-time faculty used __5__. Contact hours __114__.
   (2) Percent of total program activity carried out by full-time college/university faculty and staff. __100__
   b. (1) Number of faculty used who are not full-time employees of the institution. __-0__.
   (2) Percent of total program activity carried out by faculty who are not full-time employees of the institution. __-0__
   (3) Percent of total program activity carried out by participant representatives. __-0__

5. Type of institution. (Check appropriate classifications):
   a. public    
   b. private  
   c. two year 
   d. four year __X__

6. Type of General Problem with which Program Dealt:
   1. Housing
   2. Poverty
   3. Government
   4. Employment
   5. Youth Opportunities
   6. Transportation
   7. Health
   8. Recreation
   9. Land use
   10. Other (specify) Application of research results to community development needs

7. Major objective of Program:
   a. improvement of occupational competence
   b. enhancement of capacity to perform civic or social responsibility __X__
   c. personal growth and development
   d. improvement of health or recreational skill
   e. increased understanding of human relationships
   f. Other (specify)

8. Length of Program:
   a. one day or less __X__
   b. one and one-half to three days
   c. three and one-half to five days
   d. six to fourteen days
   e. fourteen to thirty days
f. more than thirty days

g. frequency of meetings: daily _____ weekly _____ other _____

h. total instructional hours 114

i. percentage of program activity, or service completed

9. Type of Program.

a. Conference

b. Course

   (1) Credit

   (2) Non-Credit

c. Workshop X

d. Seminar

e. Counseling Service

f. Demonstration/experimental research

g. Combination of above

   (specify the various combinations)

h. Other (specify)

10. Geographic area serviced by program.

a. Metropolitan areas:

   (1) population 500,000 and over

   (2) population 250,000 - 500,000

   (3) population 100,000 - 250,000

b. Cities:

   (1) population 50,000 - 100,000

   (2) population 25,000 - 50,000

   (3) population less than 25,000

c. one county

d. multi-county

e. statewide X

f. multi-state

11. Percent of program conducted on the main campus of the institution 0%.

   Percent of program conducted off campus 100%.

12. Is this program

a. a new program

b. continuation of a program previously supported by Title I funds

c. expansion or improvement of existing program X
3. Planned Follow-up activities
   a. additional conferences, workshops to be conducted, etc. 
   b. course or regular meetings to be held 
   c. radio or TV programs to be presented 
   d. definite group action project to be undertaken 
   e. publications and public information programs to be undertaken 
   f. participants collect further data on assignment 
   g. definite public service project to be undertaken 
   h. other (specify) Additional counselling and technical assistance is available to participating local groups

4. Actual Follow-up activities carried out
   a. conferences, workshops to be conducted, etc. 
   b. courses or regular meetings held 
   c. radio or TV programs presented 
   d. group action project undertaken 
   e. publications and public information program underway 
   f. participants collected additional data 
   g. public service projects begun 
   h. other (specify) Technical assistance has been furnished local development groups in implementing programs prepared in the workshops

5. Evaluation Procedure
   a. Pre and post activity measures taken 
   b. Participant reactions obtained 
   c. Random interviews with selected participants 
   d. Examination given to participants 
   e. Follow-up appraisal of group practices 
   f. Follow-up interviews of participants 
   g. Evaluation by instructor 

6. Major Source of non-Federal matching funds
   a. Fees 
   b. Private grant 
   c. University/college funds 
   d. State appropriation 
   e. Other (specify)
17. Financial Statement:*

<table>
<thead>
<tr>
<th></th>
<th>Federal Share</th>
<th>Non-Federal Matching</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expenditures (Disbursements)</td>
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<tr>
<td>Unliquidated Encumbrances</td>
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</tr>
<tr>
<td>Unencumbered Balances</td>
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<td>$183.50</td>
<td>$5,129.36</td>
</tr>
</tbody>
</table>

* Instructions for completing Part D of Item 2.

2d. (Occupational Classification)

Occupations should be classified according to the scheme indicated on Page 1. Write in number of participants in each category.

This classification scheme was developed by the University of Oklahoma, based on the U. S. Census Bureau's major categories.

** Instructions for completing Item 17. (Financial Statement)

For interim reports the non-Federal matching funds will not necessarily equal 25% of the project cost; however, for completed programs the non-Federal matching share must equal at least 25% of the total program cost.

Expenditures: For the purpose of this report "Expenditures" should include only amounts actually paid out for services rendered or an asset purchased.

Unliquidated Encumbrances: An encumbrance is an anticipated expenditure which is evidenced by a contract or purchase order. "Unliquidated Encumbrances" would include that portion of total encumbrances for which payment has not yet been made.

Unencumbered Balances: This refers to the "Free Balance" (i.e., that portion of a budget or budget category which has not yet been paid out or otherwise encumbered for goods and services) for Title I programs, as well as the total not encumbered as of the date of this report.
GEORGIA COMMUNITY CONTINUING EDUCATION SERVICE
STATE AGENCY: UNIVERSITY OF GEORGIA
ATHENS, GEORGIA

Georgia Institute of Technology
(Institution)

Community Workshops in Industrial Development
(Program Number and Title)

Completion SUMMARY REPORT
(Completion/Interim)

December 31, 1967
Reporting Date

1. Beginning and ending date of project. July 1, 1966 December 31, 1967

2. Total number of program participants as of reporting date. 373

3. Participant Data:
   a. Sex: 347 (Male) 26 (Female)
   b. Age: Under 21 0 21-35 41 36-55 239
       Over 55 93
   c. Educational level: Elementary School 21 High School 126
       College 184 Graduate School 42
   d. Occupational Classification:
       0. Professional, technical and kindred workers 153
       1. Farmers and farm managers 15
       2. Managers, officials 205
       3. Clerical and kindred workers
       4. Sales workers
       5. Craftsmen, foremen and kindred workers
       6. Operatives and kindred workers
       7. Service workers, including household
       8. Farm laborers and foremen
       9. Laborers, except farm and mine
      10. Unknown
      11. Other

4. Faculty and Staff:
   a. (1) Number of full-time faculty used __9__. Contact hours __144__.
   (2) Percent of total program activity carried out by full-time college/university faculty and staff. __100__
   b. (1) Number of faculty used who are not full-time employees of the institution __0__.
   Contact hours __________.
   (2) Percent of total program activity carried out by faculty who are not full-time employees of the institution. __0__
   (3) Percent of total program activity carried out by participant representatives. __0__

5. Type of institution. (Check appropriate classifications):
   a. public __x__
   c. two year __________
   b. private __________
   d. four year __x__

6. Type of General Problem with which Program Dealt:
   1. Housing __________
   2. Poverty __________
   3. Government __________
   4. Employment __________
   5. Youth Opportunities __________
   6. Transportation __________
   7. Health __________
   8. Recreation __________
   9. Land use __________
   10. Other (specify) Application of research results to community development needs.

7. Major objective of Program:
   a. improvement of occupational competence __________
   b. enhancement of capacity to perform civic or social responsibility __x__
   c. personal growth and development __________
   d. improvement of health or recreational skill __________
   e. increased understanding of human relationships __________
   f. Other (specify) __________

8. Length of Program:
   a. one day or less __x__
   b. one and one-half to three days __________
   c. three and one-half to five days __________
   d. six to fourteen days __________
   e. fourteen to thirty days __________
f. more than thirty days

g. frequency of meetings: daily _____ weekly _____ other _____

h. total instructional hours

i. percentage of program activity, or service completed

9. Type of Program.

a. Conference

b. Course:
   (1) Credit
   (2) Non-Credit

c. Workshop

d. Seminar

x

e. Counseling Service

f. Demonstration/experimental research

g. Combination of above:
   (specify the various combinations)

h. Other (specify)

10. Geographic area serviced by program.

a. Metropolitan areas:
   (1) population 500,000 and over
   (2) population 250,000 - 500,000
   (3) population 100,000 - 250,000

d. multi-county

e. statewide

x

f. multi-state

11. Percent of program conducted on the main campus of the institution _____.

Percent of program conducted off campus _____.

12. Is this program

a. a new program

b. continuation of a program previously supported by Title I funds

x

c. expansion or improvement of existing program
13. Planned Follow-up activities
   a. additional conferences, workshops to be conducted, etc. ____________________
   b. course or regular meetings to be held ____________________
   c. radio or TV programs to be presented ____________________
   d. definite group action project to be undertaken ____________________
   e. publications and public information programs to be undertaken _________
   f. participants collect further data on assignment ____________________
   g. definite public service project to be undertaken
   h. other (specify) Additional counseling and technical assistance has been rendered selected groups as requested.

14. Actual Follow-up activities carried out
   a. conferences, workshops to be conducted, etc. ____________________
   b. courses or regular meetings held ____________________
   c. radio or TV programs presented ____________________
   d. group action project undertaken ____________________
   e. publications and public information program underway ____________________
   f. participants collected additional data ____________________
   g. public service projects begun ____________________
   h. other (specify) Technical assistance has been supplied local development groups to implement programs outlined in workshops.

15. Evaluation Procedure
   a. Pre and post activity measures taken ____________________
   b. Participant reactions obtained _________ x __________
   c. Random interviews with selected participants ____________________
   d. Examination given to participants ____________________
   e. Follow-up appraisal of group practices ____________________
   f. Follow-up interviews of participants ____________________
   g. Evaluation by instructor _______ x ______

16. Major Source of non-Federal matching funds
   a. Fees ____________________
   b. Private grant ____________________
   c. University/college funds _______ x ______
   d. State appropriation ____________________
   e. Other (specify) ____________________
17. **Financial Statement:**

<table>
<thead>
<tr>
<th></th>
<th>Federal Share</th>
<th>Non-Federal Matching</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expenditures (Disbursements)</td>
<td>$15,203.00</td>
<td>$5,067.00</td>
<td>$20,270.00</td>
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<tr>
<td>Unliquidated Encumbrances</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Unencumbered Balances</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

* **Instructions for completing Part D of Item 2.**

2d. **(Occupational Classification)**

Occupations should be classified according to the scheme indicated on Page 1. Write in number of participants in each category.

This classification scheme was developed by the University of Oklahoma, based on the U. S. Census Bureau's major categories.

**Instructions for completing Item 17. (Financial Statement)**

For interim reports the non-Federal matching funds will not necessarily equal 25% of the project cost; however, for completed programs the non-Federal matching share must equal at least 25% of the total program cost.

**Expenditures:** For the purpose of this report "Expenditures" should include only amounts actually paid out for services rendered or an asset purchased.

**Unliquidated Encumbrances:** An encumbrance is an anticipated expenditure which is evidenced by a contract or purchase order. "Unliquidated Encumbrances" would include that portion of total encumbrances for which payment has not yet been made.

**Unencumbered Balances:** This refers to the "Free Balance" (i.e., that portion of a budget or budget category which has not yet been paid out or otherwise encumbered for goods and services) for Title I programs, as well as the total not encumbered as of the date of this report.
GEORGIA COMMUNITY CONTINUING EDUCATION SERVICE
STATE AGENCY: UNIVERSITY OF GEORGIA
ATHENS, GEORGIA

Georgia Institute of Technology
(Institution)
Provision of instruction and assistance in the Handling of Information
Needed to Support Community Development Programs.
(Program Number and Title)

Interim SUMMARY REPORT
(Completion/Interim)

Nov. 17, 1966
(Reporting Date)

1. Total number of program participants as of reporting date scheduled until 1967.

2. Participant Characteristic: the following information has not been accumulated for this project.

a. Sex:
   (Male) (Female)

b. Age:
   Under 22  22-35  36-55  Over 55

c. Educational Level:
   Elementary School  High School  College
   Graduate Work

SEE INSTRUCTIONS FOR COMPLETING THE FOLLOWING ITEM ON BOTTOM OF PAGE 2.

d. Occupational Classification:
   0. Professional, technical and kindred workers
   1. Farmers and farm managers
   2. Managers, officials
   3. Clerical and kindred workers
   4. Sales workers
   5. Craftsmen, foremen, and kindred workers
   6. Operatives and kindred workers
   7. Service workers, including household
   8. Farm laborers and foremen
   9. Laborers, except farm and mine
   10. Unknown
   11. Other

Note: 226 development agencies have requested, and are receiving the Current Awareness Service offered under this project. These include: Chambers of Commerce (43), governmental agencies (69), associations (6), libraries (5), academic and research (15), and consultants and business (2).
3. Faculty and Staff:
   a. Number of full-time faculty used __________. Contact hours ________.
   b. Number of faculty used who are not full-time employees of the institution None. Contact hours ________.

4. a. Total length of program activity, or service 120 _______. (in hours)
   b. Percentage of program activity, or service completed __________%.


<table>
<thead>
<tr>
<th>Budgeted</th>
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<tbody>
<tr>
<td>Operating Expense (Materials)</td>
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<tr>
<td>Travel</td>
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<tr>
<td>Capital-Outlay Indirect Costs</td>
<td>$5,840.00</td>
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<tr>
<td>Personal Services</td>
<td>$10,245.00</td>
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<tr>
<td>TOTAL</td>
<td>$11,985.00</td>
</tr>
</tbody>
</table>

Explanation

INSTRUCTION FOR COMPLETION OF ITEM ON PAGE 1.

2d. (Occupational Classification:)

Occupations should be classified according to the scheme indicated on page 1. Write in number of participants in each category.

This classification scheme on page 1 was developed by the University of Oklahoma, based on the U. S. Census Bureau's major categories.
A Program to Provide Instructional Assistance in the Handling of Information needed to Support Community Development Programs - Ga. Tech Project B-300-002

December 31, 1967

1. Beginning and ending date of project. July 1, 1966 Dec. 31, 1967

2. Total number of program participants as of reporting date. 61

3. Participant Data:
   a. Sex: 24 (Male) 37 (Female)
   b. Age: Under 21 0 21-35 25 36-55 36 Over 55 0
   c. Educational level: Elementary School 0 High School 5 College 36 Graduate School 20
   d. Occupational Classification:
      0. Professional, technical and kindred workers 56
      1. Farmers and farm managers
      2. Managers, officials
      3. Clerical and kindred workers
      4. Sales workers
      5. Craftsmen, foremen and kindred workers
      6. Operatives and kindred workers
      7. Service workers, including household
      8. Farm laborers and foremen
      9. Laborers, except farm and mine
      10. Unknown
      11. Other
4. Faculty and Staff:
   a. (1) Number of full-time faculty used 4. Contact hours 21.
       (2) Percent of total program activity carried out by full-time college/university faculty and staff. 95%
   b. (1) Number of faculty used who are not full-time employees of the institution 1. Contact hours 8.
       (2) Percent of total program activity carried out by faculty who are not full-time employees of the institution. 5%
       (3) Percent of total program activity carried out by participant representatives. 0%

5. Type of institution. (Check appropriate classifications):
   a. public x c. two year
   b. private d. four year x

6. Type of General Problem with which Program Dealt:
   1. Housing
   2. Poverty
   3. Government
   4. Employment
   5. Youth Opportunities
   6. Transportation
   7. Health
   8. Recreation
   9. Land use
   10. Other (specify) Information Handling for Community Development Agencies

7. Major objective of Program:
   a. improvement of occupational competence x
   b. enhancement of capacity to perform civic or social responsibility
   c. personal growth and development
   d. improvement of health or recreational skill
   e. increased understanding of human relationships
   f. Other (specify)

8. Length of Program:
   a. one day or less
   b. one and one-half to three days x (Workshop Phase only: Current Awareness Information in a Continuing Phase)
   c. three and one-half to five days
   d. six to fourteen days
   e. fourteen to thirty days
f. more than thirty days

9. Frequency of meetings: daily ___ weekly ___ other ___

10. Total instructional hours ___

11. Percentage of program activity, or service, completed ___

9. Type of Program:

a. Conference ___

b. Course ___

(1) Credit ___

(2) Non-Credit ___

c. Workshop ___

d. Seminar ___

e. Counseling Service ___

f. Demonstration/experimental research ___

g. Combination of above ___

(specify the various combinations) ___

h. Other (specify) ___

10. Geographic area serviced by program:

a. Metropolitan areas:

(1) population 500,000 and over ___

(2) population 250,000 - 500,000 ___

(3) population 100,000 - 250,000 ___

b. Cities:

(1) population 50,000 - 100,000 ___

(2) population 25,000 - 50,000 ___

(3) population less than 25,000 ___

c. One county ___

(d. multi-county ___

e. statewide ___

(f. multi-state ___

11. Percent of program conducted on the main campus of the institution ___

Percent of program conducted off campus ___

12. Is this program

a. a new program ___

b. continuation of a program previously supported by Title I funds ___

c. expansion or improvement of existing program ___

x
13. Planned Follow-up activities

a. additional conferences, workshops to be conducted, etc. 

b. courses or regular meetings to be held 

c. radio or TV programs to be presented 

d. definite group action project to be undertaken 

e. publications and public information programs to be undertaken (Publications) 

f. participants collect further data or assignment 

g. definite public service project to be undertaken 

h. other (specify) 

14. Actual Follow-up activities carried out

a. conferences, workshops to be conducted, etc. 

b. courses or regular meetings held 

c. radio or TV programs presented 

d. group action project undertaken 

e. publications and public information program underway 

f. participants collected additional data 

g. public service projects begun 

h. other (specify) 

15. Evaluation Procedure

a. Pre and post activity measures taken 

b. Participant reactions obtained 

x 

c. Random interviews with selected participants 

d. Examination given to participants 

e. Follow-up appraisal of group practices 

f. Follow-up interviews of participants 

g. Evaluation by instructor 

x 

16. Major Source of non-Federal matching funds

a. Fees 

d. State appropriation 

e. Other (specify) 

x
**Instructions for completing Part D of Item 2.**

2d. (Occupational Classification)

Occupations should be classified according to the scheme indicated on Page 1. Write in number of participants in each category.

This classification scheme was developed by the University of Oklahoma, based on the U. S. Census Bureau's major categories.

**Instructions for completing Item 17. (Financial Statement)**

For interim reports the non-Federal matching funds will not necessarily equal 25% of the project cost; however, for completed programs the non-Federal matching share must equal at least 25% of the total program cost.

### Expenditures:
For the purpose of this report "Expenditures" should include only amounts actually paid out for services rendered or an asset purchased.

### Unliquidated Encumbrances:
An encumbrance is an anticipated expenditure which is evidenced by a contract or purchase order. "Unliquidated Encumbrances" would include that portion of total encumbrances for which payment has not yet been made.

### Unencumbered Balances:
This refers to the "Free Balance" (i.e., that portion of a budget or budget category which has not yet been paid out or otherwise encumbered for goods and services) for Title I programs, as well as the total not encumbered as of the date of this report.

<table>
<thead>
<tr>
<th></th>
<th>Federal Share</th>
<th>Non-Federal Matching</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expenditures (Disbursements)</td>
<td>$17,271.31</td>
<td>$5,756.43</td>
<td>$23,027.74</td>
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<tr>
<td>Unliquidated Encumbrances</td>
<td>$-0-</td>
<td>$-0-</td>
<td>$-0-</td>
</tr>
<tr>
<td>Unencumbered Balances</td>
<td>$-0-</td>
<td>$-0-</td>
<td>$-0-</td>
</tr>
</tbody>
</table>
REMARKS:

This project consists of two phases, (1) a series of two workshops concerning information handled by community development agencies and (2) a current awareness service. The workshops were conducted March 3 and March 23-24, 1967. Initiated in August, 1966, the current awareness service, Development Data, was planned for distribution only in Georgia. After the initial distribution, it has been sent to only those individuals asking to receive it. Because of the favorable reaction to the service and the numerous requests received for it from outside Georgia, distribution on a national basis was authorized early in 1967. At the conclusion of this fiscal year Development Data was being sent to 434 individuals in 70 different counties in Georgia and in 30 other states.
1. List communities in which this project has been conducted.

   Blakely
   Hinesville
   Hogansville

2. Number of programs included in total project 10. Number of programs included in total project which have been completed 8.

3. List any other institutions of higher education or agencies which have co-sponsored or played a major role in the project.

   None
4. Central purpose:
   a. individual improvement
   b. organizational change
   c. improvement of services
   d. managerial improvement
   e. multi-purpose improve community development techniques (specify)

5. Methodology:
   a. course
   b. conference/workshop/seminar
   c. counseling service
   d. radio/TV
   e. research demonstration/experimental
   f. course and counseling
   g. conference and counseling
   h. radio/TV and counseling
   i. radio/TV and conference
   j. radio/TV and course

   Total

6. Length of funding period:
   a. one month or less
   b. 2 - 5 months
   c. 6 - 9 months
   d. 10 - 12 months
   e. 13 - 18 months
   f. more than 18 months

   Total

7. Duration of activity:
   a. one half day
   b. one day
   c. two to five days
   d. six to fourteen days
   e. fifteen to thirty days
   f. one to three months
   g. four to twelve months
   h. more than one year

   Total
8. Frequency of sessions:
   a. one time only
   b. daily
   c. weekly
   d. two-three times weekly
   e. monthly
   f. twice monthly
   g. other
      (specify)

9. Total instructional or service hours:
   a. three to six hours
   b. seven to fourteen hours
   c. fifteen to thirty hours
   d. thirty-one to sixty hours
   e. sixty-one to one hundred hours
   f. 101 to 300 hours
   g. more than 300 hours

10. Prior history:
    a. new program
    b. continuation of a Title I-supported program
    c. expansion or improvement of a Title I supported program
    d. expansion or improvement of existing (non Title I) program

11. Extent of geographic area served:
    a. one neighborhood within a city
    b. two or more neighborhood within a city
    c. city-wide
    d. two or more cities/towns
    e. a standard metropolitan statistical area
    f. multi county section of a state
    g. state-wide
    h. multi-state
    i. other
       (specify)
### 12. Population of geographic area served:

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<tr>
<th>Population Range</th>
<th>Code</th>
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<tbody>
<tr>
<td>over 1,000,000</td>
<td>x</td>
</tr>
<tr>
<td>500,000 - 1,000,000</td>
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<tr>
<td>250,000 - 500,000</td>
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<tr>
<td>100,000 - 250,000</td>
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<tr>
<td>25,000 - 100,000</td>
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</tr>
<tr>
<td>5,000 - 25,000</td>
<td></td>
</tr>
<tr>
<td>Less than 5,000</td>
<td></td>
</tr>
</tbody>
</table>

**Total**

### 13. Nature of area served:

<table>
<thead>
<tr>
<th>Nature of Area</th>
<th>Code</th>
</tr>
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<tbody>
<tr>
<td>urban</td>
<td></td>
</tr>
<tr>
<td>suburban</td>
<td></td>
</tr>
<tr>
<td>rural</td>
<td></td>
</tr>
<tr>
<td>urban and rural</td>
<td>x</td>
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<tr>
<td>urban and suburban</td>
<td>x</td>
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<tr>
<td>urban, suburban, and rural</td>
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</table>

**Total**

### 14. Type of program leadership:

<table>
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<tr>
<th>Leadership Type</th>
<th>Code</th>
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<tbody>
<tr>
<td>Major share of total program carried out by higher education faculty and staff</td>
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</tr>
<tr>
<td>Major share of total program carried out by consultants</td>
<td></td>
</tr>
<tr>
<td>Major share of total program carried out by participants</td>
<td></td>
</tr>
<tr>
<td>Major share of total program carried out by higher education faculty and participants</td>
<td>/</td>
</tr>
<tr>
<td>Major share of total program carried out by others</td>
<td></td>
</tr>
<tr>
<td>specify</td>
<td></td>
</tr>
</tbody>
</table>

**Total**
15. Projected follow-up activities:
   a. conferences/workshops/courses to be held  
   b. participants will hold meetings on their own 
   c. definite group action project to be undertaken 
   d. definite individual action project to be undertaken 
   e. public information program to be undertaken 
   f. none 
   g. other ____________________________
      specify

16. Major evaluation procedure:
   a. participant reactions  
   b. administration of pre and post tests to participants  
   c. staff appraisal of changed group practices  
   d. other ____________________________
      specify  
   e. other ____________________________
      specify

PARTICIPANTS

17. Total number of participants:  56

18. Demographic data on participants:
   A. Males
      1. Number of participants by age group:
         a. under 21  
         b. 21-35  
         c. 36-55  
         d. over 55
         TOTAL  53
2. Number by educational level:
   a. 8th grade or less 3
   b. high school 27
   c. college 18
   d. advanced study 5
   TOTAL 53

B. Females

1. Number by age group:
   a. under 21
   b. 21-35 1
   c. 36-55 2
   d. over 55
   TOTAL 3

2. Number by educational level:
   a. 8th grade or less
   b. high school 2
   c. college 1
   d. advanced study
   TOTAL 3

19. Estimated number of secondary beneficiaries: 0

FINANCE

20. Number of programs categorized by major source of non-Federal matching funds:
   a. institutional funds All
   b. state appropriations
   c. fees
   d. private grants
   e. other specify
   TOTAL
21. Provide a short paragraph which indicates the evaluative judgment of the institution in terms of the specific considerations listed below.

   a. Degree of progress toward stated objective.
      Progress has been made in discussing and pointing up information about current economic situations. Also techniques for accomplishing community objectives have been highlighted. In many cases, we have persuaded local leadership to examine more closely community problems and consider alternatives for solutions to these.

   b. Success in achieving desired participation.
      Participation, on the whole, has been satisfactory. We have found that somewhat shorter sessions are more effective in obtaining local response. Since our audiences are composed mostly of local businessmen, the expenditure of their time seems a real contribution and gives the program real depth.

   c. Needed follow-up programs or activities.
      Follow-up is a needed part of this program. Evaluation sheets from participants reveal a genuine desire for such programs, particularly intensive workshops to explore community weaknesses in greater depth. In some cases, local individuals have initiated such, or explored these possibilities.

22. Financial Statement as of November 30, 1968

<table>
<thead>
<tr>
<th></th>
<th>Federal Share</th>
<th>Non-Federal Matching</th>
<th>Total</th>
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<tr>
<td>Expenditures (Disbursement)</td>
<td>$6,392.74</td>
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<tr>
<td>Unliquidated Encumbrances</td>
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<tr>
<td>Unencumbered Balances</td>
<td>$1,209.26</td>
<td>$467.86</td>
<td>$1,677.12</td>
</tr>
</tbody>
</table>
1. List communities in which this project has been conducted.

   Atlanta
   Rome
   

2. Number of programs included in total project 3. Number of programs included in total project which have been completed 1.

3. List any other institutions of higher education or agencies which have co-sponsored or played a major role in the project.

   Berry College
   

* Current Awareness Service and Reference Services to Community Agencies Continuing
4. Central purpose:
   a. individual improvement
   b. organizational change
   c. improvement of services
   d. managerial improvement
   e. multi-purpose
      (specify)

5. Methodology:
   a. course
   b. conference/workshop/seminar
   c. counseling service Reference Service to Participating Groups
   d. radio/TV
   e. research demonstration/experimental
   f. course and counseling
   g. conference and counseling
   h. radio/TV and counseling
   i. radio/TV and conference
   j. radio/TV and course

6. Length of funding period:
   a. one month or less
   b. 2 - 5 months
   c. 6 - 9 months
   d. 10-12 months
   e. 13 - 18 months
   f. more than 18 months

7. Duration of activity:
   a. one half day
   b. one day
   c. two to five days
   d. six to fourteen days
   e. fifteen to thirty days
   f. one to three months
   g. four to twelve months
   h. more than one year
8. Frequency of sessions:

<table>
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<th>Option</th>
<th>Workshops</th>
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<tbody>
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</tr>
<tr>
<td>b. daily</td>
<td></td>
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<tr>
<td>c. weekly</td>
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<tr>
<td>d. two-three times weekly</td>
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<td>e. monthly</td>
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<tr>
<td>f. twice monthly</td>
<td></td>
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<tr>
<td>g. other (specify)</td>
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</table>

9. Total instructional or service hours:

<table>
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<th>Option</th>
<th>Workshops</th>
</tr>
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<tbody>
<tr>
<td>a. three to six hours</td>
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<tr>
<td>b. seven to fourteen hours</td>
<td></td>
</tr>
<tr>
<td>c. fifteen to thirty hours</td>
<td></td>
</tr>
<tr>
<td>d. thirty-one to sixty hours</td>
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<tr>
<td>e. sixty-one to one hundred hours</td>
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<tr>
<td>f. 101 to 300 hours</td>
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</tr>
<tr>
<td>g. more than 300 hours</td>
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10. Prior history:

<table>
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<th>Option</th>
<th>Workshops</th>
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<tbody>
<tr>
<td>a. new program</td>
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<tr>
<td>b. continuation of a Title I-supported program</td>
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<tr>
<td>c. expansion or improvement of a Title I supported program</td>
<td></td>
</tr>
<tr>
<td>d. expansion or improvement of existing (non Title I) program</td>
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</tbody>
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11. Extent of geographic area served:

<table>
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<th>Option</th>
<th>Workshops</th>
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<tbody>
<tr>
<td>a. one neighborhood within a city</td>
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</tr>
<tr>
<td>b. two or more neighborhood within a city</td>
<td></td>
</tr>
<tr>
<td>c. city-wide</td>
<td></td>
</tr>
<tr>
<td>d. two or more cities/towns</td>
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</tr>
<tr>
<td>e. a standard metropolitan statistical area</td>
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</tr>
<tr>
<td>f. multi county section of a state</td>
<td>1</td>
</tr>
<tr>
<td>g. state-wide - Reference Service</td>
<td>1</td>
</tr>
<tr>
<td>h. multi-state - Current Awareness</td>
<td>1</td>
</tr>
<tr>
<td>i. other (specify)</td>
<td></td>
</tr>
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</table>

TOTAL |
12. Population of geographic area served:

<table>
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<th>Class</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
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<tr>
<td>500,000 - 1,000,000</td>
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<td>250,000 - 500,000</td>
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<tr>
<td>100,000 - 250,000</td>
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<tr>
<td>25,000 - 100,000</td>
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</tr>
<tr>
<td>5,000 - 25,000</td>
<td></td>
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<tr>
<td>Less than 5,000</td>
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</table>

13. Nature of area served:

<table>
<thead>
<tr>
<th>Class</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>urban</td>
<td>1</td>
</tr>
<tr>
<td>suburban</td>
<td></td>
</tr>
<tr>
<td>rural</td>
<td></td>
</tr>
<tr>
<td>urban and rural</td>
<td>1</td>
</tr>
<tr>
<td>urban and suburban</td>
<td></td>
</tr>
<tr>
<td>urban, suburban and rural</td>
<td></td>
</tr>
</tbody>
</table>

14. Type of program leadership:

<table>
<thead>
<tr>
<th>Type of Leadership</th>
<th>Number of Workshops</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Major share of total program carried out by higher education faculty and staff</td>
<td>2 Workshops</td>
</tr>
<tr>
<td>b. Major share of total program carried out by consultants</td>
<td></td>
</tr>
<tr>
<td>c. Major share of total program carried out by participants</td>
<td></td>
</tr>
<tr>
<td>d. Major share of total program carried out by higher education faculty and participants</td>
<td>2 Workshops</td>
</tr>
<tr>
<td>e. Major share of total program carried out by others</td>
<td>specify</td>
</tr>
</tbody>
</table>

TOTAL | |
15. Projected follow-up activities:
   a. conferences/workshops/courses to be held
   b. participants will hold meetings on their own
   c. definite group action project to be undertaken
   d. definite individual action project to be undertaken
   e. public information program to be undertaken
   f. none
   g. other Additional information supplied to workshop participants. specify

16. Major evaluation procedure:
   a. participant reactions
   b. administration of pre and post tests to participants
   c. staff appraisal of changed group practices
   d. other observres evaluation specify
   e. other specify

17. Total number of participants: 69
18. Demographic data on participants:
   A. Males
      1. Number of participants by age group:
         a. under 21
         b. 21-35
         c. 36-55
         d. over 55
         TOTAL 27
2. Number by educational level:
   a. 8th grade or less
   b. high school
   c. college
   d. advanced study

   TOTAL 27

B. Females

1. Number by age group:
   a. under 21
   b. 21-35
   c. 36-55
   d. over 55

   TOTAL 42

2. Number by educational level:
   a. 8th grade or less
   b. high school
   c. college
   d. advanced study

   TOTAL 42

19. Estimated number of secondary beneficiaries:

   25

FINANCE

20. Number of programs categorized by major source of non-Federal matching funds:
   a. institutional funds
   b. state appropriations
   c. fees
   d. private grants
   e. other

   specify

   TOTAL
21. Provide a short paragraph which indicates the evaluative judgment of the institution in terms of the specific considerations listed below.

a. Degree of progress toward stated objective. Because we have prepared and distributed to the participants guides to sources of information, the workshops have definitely achieved our objective of introducing community leaders to major reference tools and procedures. The Rome workshop brought community leaders together and appeared to open channels of communication, thus accomplishing a major goal. The Atlanta workshop was held at the request of public school personnel as a result of the workshop held in April. Conducted as part of a larger program, this workshop involved 57 teachers of the central city area. The director of the program indicated that it had definitely succeeded in introducing the teachers to community development materials and suggesting ways in which they could be used in the classroom.

b. Success in achieving desired participation.

In both workshops participants engaged in discussion, raised questions, and contributed directly to the success of the sessions.

c. Needed follow-up programs or activities.

Professional consultation and assistance with the particular information problems of individual agencies is highly desirable. These agencies also need access to supplemental information services.

22. Financial Statement as of November 30, 1968

<table>
<thead>
<tr>
<th></th>
<th>Federal Share</th>
<th>Non-Federal Matching</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expenditures (Disbursement)</td>
<td>$20,105.86</td>
<td>$7,958.10</td>
<td>$28,063.96</td>
</tr>
<tr>
<td>Unliquidated Encumbrances</td>
<td>$ -0-</td>
<td>$ -0-</td>
<td>$ -0-</td>
</tr>
<tr>
<td>Unencumbered Balances</td>
<td>$2,004.14</td>
<td>$1,588.87</td>
<td>$3,593.01</td>
</tr>
<tr>
<td></td>
<td>$22,110.00</td>
<td>$9,546.97</td>
<td>$31,656.97</td>
</tr>
</tbody>
</table>
DEVELOPMENT DATA

Planned as a current awareness service to supplement the workshops and to illustrate the kinds of publications available, DEVELOPMENT DATA has proved to be one of the most effective and significant contributions resulting from our Title I program. Evidence of its success can be found in the fact that the mailing list now includes approximately 321 names and that it goes to 35 states. The attached comments selected from those received as a result of a questionnaire distributed last August indicate the value the users attach to DEVELOPMENT DATA. Approximately 500 questionnaires were mailed and 270 of them were returned to us, additional testimony to the regard the users have for DEVELOPMENT DATA.

Now that Title I support for the service has been terminated, we are seeking ways to continue it in its present form. Placing the service on a subscription basis is not practical because the cost of keeping subscription and other records would add considerably to the present small costs of publication and distribution. We are, therefore, trying to locate outside funding for the present service. In the meantime we will continue to publish and distribute DEVELOPMENT DATA with Georgia Tech funds but will no longer supply xerox copies of articles.
Selected Comments From Users Of DEVELOPMENT DATA

"Your astute comments have helped us acquire a more extensive and selective library than would have been possible on a limited budget."

Robert L. Brengle, Troup County Planning Commission, LaGrange.

"This has been a useful publication in planning educational programs and community expansion programs."

Winfred Leon Bell, Hinesville, Georgia.

"I believe this publication fills an unmet need - please continue."

John S. Harrington, Director of Planning, Metropolitan Planning Commission, Little Rock, Arkansas.

"You are to be congratulated for this publication; I find it useful as a ready reference in my work."

Joseph Amaral, Jr., Director, Division of Planning Grants, Federal Water Pollution Control Administration, Washington D.C.

"DEVELOPMENT DATA newsletter is a fine vehicle for disseminating very useful data to people like myself who would not know of such information and publications."

Frank Newton, Atlanta.

"Best source for new publications; very valuable service for our agency."

Dale McLaren, Chief Planner, Lower Chattahoochee Valley APDC, Columbus, Georgia.

"Fine job you are doing. Publication is one of main sources of information for us about studies in the industrial development field."

Clarence Breau, Research Director, Louisiana Department of Commerce and Industry, Baton Rouge, Louisiana 70804.

"We are able to find sources to secure information for S.W. Ga. APDC personnel."

De Soto Trail Regional Library, Camilla.
"Please continue. It has been very useful to me and to other academics I have talked with."

Wm. A. Schaffer, School of IM, Georgia Tech.

"This is a most useful publication and we circulate it throughout the several disciplines in the Institute."

K. W. McGinnis, Librarian, Gulf South Research Institute, Baton Rouge, La.

"We consider DEVELOPMENT DATA to be a very important source of information and use it extensively in our work."

Gaines S. Dittrich, Area Development Fort Worth, Texas.

"A major benefit of DEVELOPMENT DATA is that it is not duplicative of the many similar types of lists which come our way."

Leah S. Aronoff, Grad. Department of Community Planning, University of Cincinnati.

"I believe the publication could be made more national in scope with greater coverage of other regions."

Chief, Regional Economics Division, Batelle Memorial Institute, Columbus, Ohio.

"Less regional material and more of a national and international flavor."

Executive Chamber, State Capitol, Albany, New York.

"You are rendering a wonderful service."

James P. Ryan, Jr. Area Development Administrator, General Telephone Co. of Florida, Tampa.

"An excellent publication - especially useful for its sources of information about Georgia."

Georgia Public Library Service, Atlanta.

"The service is of great value to the acquisition program of the AIDC Library . . ."

Library, American Industrial Development Council, Boston, Mass.

"I thoroughly enjoy and appreciate receiving DEVELOPMENT DATA."

Wallace A. Gieringer, Missouri Natural Gas Co., Farmington, Mo.
1. List communities in which this project has been conducted.

   Commerce
   Reynolds
   Perry
   Vienna

   Brunswick
   Newnan
   Valdosta
   Fayetteville

2. Number of programs included in total project 8. Number of programs included in total project which have been completed 8.

3. List any other institutions of higher education or agencies which have co-sponsored or played a major role in the project.

   West Georgia College
4. Central purpose:

a. individual improvement  
b. organizational change  
c. improvement of services  
d. managerial improvement  
e. multi-purpose  

Improve community development and  

(specify)  

leadership techniques  

TOTAL  

5. Methodology:

a. course  
b. conference/workshop/seminar  
c. counseling service  
d. radio/TV  
e. research demonstration/experimental  
f. course and counseling  
g. conference and counseling  
h. radio/TV and counseling  
i. radio/TV and conference  
j. radio/TV and course  

TOTAL  

6. Length of funding period:

a. one month or less  
b. 2 - 5 months  
c. 6 - 9 months  
d. 10-12 months  
e. 13-18 months  
f. more than 18 months  

TOTAL  

7. Duration of activity:

a. one half day  
b. one day  
c. two to five days  
d. six to fourteen days  
e. fifteen to thirty days  
f. one to three months  
g. four to twelve months  
h. more than one year  

TOTAL  

TOTAL
8. Frequency of sessions:

<table>
<thead>
<tr>
<th>Frequency</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>a. one time only</td>
<td>x</td>
</tr>
<tr>
<td>b. daily</td>
<td></td>
</tr>
<tr>
<td>c. weekly</td>
<td></td>
</tr>
<tr>
<td>d. two-three times weekly</td>
<td>x</td>
</tr>
<tr>
<td>e. monthly</td>
<td></td>
</tr>
<tr>
<td>f. twice monthly</td>
<td></td>
</tr>
<tr>
<td>g. other</td>
<td></td>
</tr>
</tbody>
</table>

(specify)

9. Total instructional or service hours:

<table>
<thead>
<tr>
<th>Hours</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>a. three to six hours</td>
<td></td>
</tr>
<tr>
<td>b. seven to fourteen hours</td>
<td></td>
</tr>
<tr>
<td>c. fifteen to thirty hours</td>
<td></td>
</tr>
<tr>
<td>d. thirty-one to sixty hours</td>
<td>x</td>
</tr>
<tr>
<td>e. sixty-one to one hundred hours</td>
<td></td>
</tr>
<tr>
<td>f. 101 to 300 hours</td>
<td></td>
</tr>
<tr>
<td>g. more than 300 hours</td>
<td></td>
</tr>
</tbody>
</table>

TOTAL

10. Prior history:

<table>
<thead>
<tr>
<th>History</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>a. new program</td>
<td></td>
</tr>
<tr>
<td>b. continuation of a Title I-supported program</td>
<td>x</td>
</tr>
<tr>
<td>c. expansion or improvement of a Title I supported program</td>
<td></td>
</tr>
<tr>
<td>d. expansion or improvement of existing (non Title I) program</td>
<td></td>
</tr>
</tbody>
</table>

TOTAL

11. Extent of geographic area served:

<table>
<thead>
<tr>
<th>Area</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>a. one neighborhood within a city</td>
<td></td>
</tr>
<tr>
<td>b. two or more neighborhood within a city</td>
<td></td>
</tr>
<tr>
<td>c. city-wide</td>
<td></td>
</tr>
<tr>
<td>d. two or more cities/towns</td>
<td></td>
</tr>
<tr>
<td>e. a standard metropolitan statistical area</td>
<td></td>
</tr>
<tr>
<td>f. multi county section of a state</td>
<td></td>
</tr>
<tr>
<td>g. state-wide</td>
<td>x</td>
</tr>
<tr>
<td>h. multi-state</td>
<td></td>
</tr>
<tr>
<td>i. other (specify)</td>
<td></td>
</tr>
</tbody>
</table>

TOTAL
12. Population of geographic area served:

<table>
<thead>
<tr>
<th>Population Range</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>a. over 1,000,000,000</td>
<td>x</td>
</tr>
<tr>
<td>b. 500,000 - 1,000,000,000</td>
<td></td>
</tr>
<tr>
<td>c. 250,000 - 500,000</td>
<td></td>
</tr>
<tr>
<td>d. 100,000 - 250,000</td>
<td></td>
</tr>
<tr>
<td>e. 25,000 - 100,000</td>
<td></td>
</tr>
<tr>
<td>f. 5,000 - 25,000</td>
<td></td>
</tr>
<tr>
<td>g. Less than 5,000</td>
<td></td>
</tr>
</tbody>
</table>

13. Nature of area served:

<table>
<thead>
<tr>
<th>Area Type</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>a. urban</td>
<td></td>
</tr>
<tr>
<td>b. suburban</td>
<td></td>
</tr>
<tr>
<td>c. rural</td>
<td></td>
</tr>
<tr>
<td>d. urban and rural</td>
<td>x</td>
</tr>
<tr>
<td>e. urban and suburban</td>
<td>x</td>
</tr>
<tr>
<td>f. urban, suburban and rural</td>
<td></td>
</tr>
</tbody>
</table>

14. Type of program leadership:

<table>
<thead>
<tr>
<th>Leadership Type</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Major share of total program carried out by higher education faculty and staff</td>
<td>x</td>
</tr>
<tr>
<td>b. Major share of total program carried out by consultants</td>
<td></td>
</tr>
<tr>
<td>c. Major share of total program carried out by participants</td>
<td></td>
</tr>
<tr>
<td>d. Major share of total program carried out by higher education faculty and participants</td>
<td></td>
</tr>
<tr>
<td>e. Major share of total program carried out by others specify</td>
<td></td>
</tr>
</tbody>
</table>

TOTAL

TOTAL
15. Projected follow-up activities:
   a. conferences/workshops/courses to be held
   b. participants will hold meetings on their own
   c. definite group action project to be undertaken
   d. definite individual action project to be undertaken
   e. public information program to be undertaken
   f. none
   g. other __________________________________________________________________________
      specify

   TOTAL

16. Major evaluation procedure:
   a. participant reactions
   b. administration of pre and post tests to participants
   c. staff appraisal of changed group practices
   d. other __________________________________________________________________________
      specify
   e. other __________________________________________________________________________
      specify

   TOTAL

PARTICIPANTS

17. Total number of participants: 176

18. Demographic data on participants:

   A. Males
      1. Number of participants by age group:
                                 |   |
                                 |   |
                 a. under 21 | 3  |
                 b. 21-35    | 46 |
                 c. 36-55    | 85 |
                 d. over 55  | 30 |

   TOTAL 164
2. Number by educational level:
   a. 8th grade or less
   b. high school
   c. college
   d. advanced study
   TOTAL

B. Females
1. Number by age group:
   a. under 21
   b. 21-35
   c. 36-55
   d. over 55
   TOTAL

2. Number by educational level:
   a. 8th grade or less
   b. high school
   c. college
   d. advanced study
   TOTAL

19. Estimated number of secondary beneficiaries:
   FINANCE

20. Number of programs categorized by major source of non-Federal matching funds:
   a. institutional funds
   b. state appropriations
   c. fees
   d. private grants
   e. other
   specify
   TOTAL
21. Provide a short paragraph which indicates the evaluative judgment of the institution in terms of the specific considerations listed below.

   a. Degree of progress toward stated objective.
      As indicated on other project report, considerable progress has been achieved in getting local communities to take a real honest look at their current economic situations and to initiate efforts to improve same. Sources of information have been identified and techniques for accomplishing objectives explored. Some of these Seminars have been concerned with the identification and training of leadership -- this has been found to be a great weakness in many communities.

   b. Success in achieving desired participation.
      Difficulties have been encountered in attracting the desired audience for the Leadership Seminars (one scheduled had to be cancelled). This results, in part, from too many higher educational institutions all attempting to reach the same group. Our own efforts have been directed primarily at leaders from the business and governmental segments of the community -- they themselves have commented upon the apparent duplication of efforts in this field.

   c. Needed follow-up programs or activities.
      Follow-up on the Leadership Seminars is sorely needed, but there is no provision for such action to be taken. As it is, we now march into a town, diagnose the problems and then depart. Some means must be found to institute the needed programs and to enlist the participation of those individuals who have much to contribute.

22. Financial Statement

<table>
<thead>
<tr>
<th></th>
<th>Federal Share</th>
<th>Non-Federal Matching</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expenditures (Disbursement)</td>
<td>$4,061.00</td>
<td>$4,061.00</td>
<td>$8,122.00</td>
</tr>
<tr>
<td>Unliquidated Encumbrances</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Unencumbered Balances</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
</tbody>
</table>
1. List communities in which this project has been conducted.

NOTE: As of this date no programs have been conducted. See #21 for progress report.

2. Number of programs included in total project 6. Number of programs included in total project which have been completed 0.

3. List any other institutions of higher education or agencies which have co-sponsored or played a major role in the project.
4. Central purpose:
   a. individual improvement
   b. organizational change
   c. improvement of services
   d. managerial improvement
   e. multi-purpose (specify)
      [F instruct and improve community leaders techniques]

5. Methodology:
   a. course
   b. conference/workshop/seminar
   c. counseling service
   d. radio/TV
   e. research demonstration/experimental
   f. course and counseling
   g. conference and counseling
   h. radio/TV and counseling
   i. radio/TV and conference
   j. radio/TV and course

6. Length of funding period:
   a. one month or less
   b. 2 - 5 months
   c. 6 - 9 months
   d. 10 - 12 months
   e. 13 - 18 months
   f. more than 18 months

7. Duration of activity:
   a. one half day
   b. one day
   c. two to five days
   d. six to fourteen days
   e. fifteen to thirty days
   f. one to three months
   g. four to twelve months
   h. more than one year

TOTAL

TOTAL
8. Frequency of sessions:
   a. one time only
   b. daily
   c. weekly
   d. two-three times weekly
   e. monthly
   f. twice monthly
   g. other (specify)

9. Total instructional or service hours:
   a. three to six hours
   b. seven to fourteen hours
   c. fifteen to thirty hours
   d. thirty-one to sixty hours
   e. sixty-one to one hundred hours
   f. 101 to 300 hours
   g. more than 300 hours

10. Prior history:
    a. new program
    b. continuation of a Title I-supported program
    c. expansion or improvement of a Title I supported program
    d. expansion or improvement of existing (non Title I) program

11. Extent of geographic area served:
    a. one neighborhood within a city
    b. two or more neighborhood within a city
    c. city-wide
    d. two or more cities/towns
    e. a standard metropolitan statistical area
    f. multi county section of a state
    g. state-wide
    h. multi-state
    i. other (specify)
12. Population of geographic area served:
   a. over 1,000,000,000
   b. 500,000 - 1,000,000,000
   c. 250,000 - 500,000
   d. 100,000 - 250,000
   e. 25,000 - 100,000
   f. 5,000 - 25,000
   g. Less than 5,000

13. Nature of area served:
   a. urban
   b. suburban
   c. rural
   d. urban and rural
   e. urban and suburban
   f. urban, suburban and rural

14. Type of program leadership:
   a. Major share of total program carried out by higher education faculty and staff
   b. Major share of total program carried out by consultants
   c. Major share of total program carried out by participants
   d. Major share of total program carried out by higher education faculty and participants
   e. Major share of total program carried out by others
      specify

   TOTAL
15. Projected follow-up activities:
   a. conferences/workshops/courses to be held
   b. participants will hold meetings on their own
   c. definite group action project to be undertaken
   d. definite individual action project to be undertaken
   e. public information program to be undertaken
   f. none
   g. other __________________________
       specify

16. Major evaluation procedure:
   a. participant reactions
   b. administration of pre and post tests to participants
   c. staff appraisal of changed group practices
   d. other __________________________
       specify
   e. other __________________________
       specify

PARTICIPANTS

17. Total number of participants:

18. Demographic data on participants:
   A. Males
      1. Number of participants by age group:
         a. under 21
         b. 21-35
         c. 36-55
         d. over 55
         TOTAL
2. Number by educational level:
   a. 8th grade or less
   b. high school
   c. college
   d. advanced study
   TOTAL

B. Females
1. Number by age group:
   a. under 21
   b. 21-35
   c. 36-55
   d. over 55
   TOTAL

2. Number by educational level:
   a. 8th grade or less
   b. high school
   c. college
   d. advanced study
   TOTAL

19. Estimated number of secondary beneficiaries:

FINANCE

20. Number of programs categorized by major source of non-Federal matching funds:
   a. institutional funds
   b. state appropriations
   c. fees
   d. private grants
   e. other (specify)
   TOTAL
21. Provide a short paragraph which indicates the evaluative judgment of the institution in terms of the specific considerations listed below.

a. Degree of progress toward stated objective.

Even though none of the six programs to provide instruction and assistance to communities in evaluating existing and needed manpower resource information have been conducted, considerable progress has been accomplished:

(1) The tentative agenda for each of the six programs has been developed.
(2) A list of the suggested audience or individuals who should be invited to attend each program has been developed.
(3) A detailed outline of the type of meeting place and required accommodations has been developed.
(4) An invitational letter including an information sheet and a response form has been developed.
(5) A reminder which will be sent to each person that returns the response form has been developed.
(6) An evaluation form for each participant to fill in at the end of each program has been developed.
(7) The program script, handouts and visual aids have been developed for each program.
(8) Six communities have been selected:

<table>
<thead>
<tr>
<th>Community</th>
<th>Date of Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cleveland, Ga. (tentative)</td>
<td>to be determined</td>
</tr>
<tr>
<td>Zebulon, Ga.</td>
<td>to be determined</td>
</tr>
<tr>
<td>Homerville, Ga.</td>
<td>to be determined</td>
</tr>
<tr>
<td>Ft. Gaines, Ga. (tentative)</td>
<td>to be determined</td>
</tr>
<tr>
<td>Gray, Ga. (tentative)</td>
<td>to be determined</td>
</tr>
</tbody>
</table>

22. It is anticipated that one program will be held in January, two in February, two in March and one in April. It is estimated that the total costs will be:

<table>
<thead>
<tr>
<th>Category</th>
<th>Estimated Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reidsville, Ga.</td>
<td>$</td>
</tr>
<tr>
<td>Cleveland, Ga.</td>
<td>$</td>
</tr>
<tr>
<td>Zebulon, Ga.</td>
<td>$</td>
</tr>
<tr>
<td>Homerville, Ga.</td>
<td>$</td>
</tr>
<tr>
<td>Gray, Ga.</td>
<td>$</td>
</tr>
</tbody>
</table>