

**DRAFT**

**TEAM 2020  
REGIONAL PARTNERS SUBGROUP  
RESOURCE GUIDE**

*Team:*

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## Executive Summary

### Introduction

In a global economy that is heavily dependant on skilled human capital, our understanding of workforce quality and talent development is imperative to achieve continuous economic growth and global competitiveness. As a regional office, we are charged with working with our partners to transform the system, as well as take internal steps to ensure that all staff is prepared to play a leadership role in this effort. To this end, the regional office<sup>1</sup> launched an initiative, called Team 2020, in January 2008. The Team is charged with the following:

- To actively pursue and understand the implications of the “global economy” in Region I; and
- To identify options for the Region 1 Management Team on ways for transforming the regional office’s role to support the new vision.

Team 2020 created four subgroups to address these goals. One of the subgroups (called the “Regional Partners subgroup”) has been charged with, “Compiling a listing of regional partners who have a role in Workforce Innovation in Regional Economic Development (WIRED) and recommend how best to interact with these partners. These partners include, but are not limited to: Federal agencies, universities, educators, economic development, etc.”

To meet this deliverable, the subgroup prioritized the potential groups of partners (i.e., Federal agencies, universities, economic development agencies, etc.) to research and decided to begin exploring Federal partners. The first step in this process was to obtain listings from the Boston and New York Federal Executive Boards (FEB) of all federal agencies within the ETA Region I. Team members then conducted online research of the Federal agencies and sub-agencies that have programs related to our work. Of the selected agencies/sub agencies, team members identified commonalities such as target population served, valuable economic and demographic data, funding opportunities, and delivery of services.

### Tools

The team developed two tools for Federal Project Officers (FPOs) and managers. The first tool is the *Regional Partners Resource Guide*. The *Guide* includes general information about Federal agencies that share ETA’s focus, support workforce development, and/or support our new WIRED vision. Included in each agency overview are the following:

- Name of agency;
- Mission statement;

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<sup>1</sup> DOL/ETA Region I covers Connecticut, Massachusetts, Maine, New Hampshire, New Jersey, New York, Rhode Island, Vermont, U.S. Virgin Islands, & Puerto Rico

- Web-link to agency website;
- Brief overview of investment programs;
- An organizational chart (or a link to one);
- Contact information; and
- Common themes of agency services.

The second tool is a matrix. The matrix identifies each agency and sub agency and can be used as a quick reference for FPOs and managers to identify common target populations, agency services, location of agency offices within the region, and possible funding opportunities.

## Recommendations

1. The Partners Subgroup feels the *Regional Partners Resource Guide* and matrix should be used as an ongoing resource for FPOs and managers to explore when and where we can interact with other Federal agencies around workforce development and our WIRED efforts.
  - a. In planning regional meetings, the tools should be used to identify possible participants, presenters, co-hosts, etc., when appropriate.
  - b. When conducting reviews, whether they are for formula or discretionary grantees, FPOs may want to use the tools to identify possible partnerships when conducting the review.
  - c. The *Guide* and matrix can be used to identify attendees for meetings that ETA Region I would like to lead on functional/programmatic areas (e.g., low income youth, prisoner reentry, green jobs, data sharing, etc.).
2. The *Guide* and matrix can be used by FPOs who have program-area responsibilities (e.g., youth, prisoner reentry, community based/faith based organizations, labor market information, etc.) to identify and connect with other Federal agencies to share information and build staff capacity for ETA and partner agency staff.
3. Relevant agencies/sub-agencies could be easily identified and invited to meetings of the existing interagency group when appropriate.
4. The tools can help us better market our programs by connecting with relevant Federal partners. By building these connections we should be able to identify other Federal agency efforts around particular functional areas and share information regarding ETA's effort.
5. We could improve marketing of our programs, events, initiatives, etc. by sending an email blast to relevant agencies. These emails could be followed up by phone calls as necessary.

## Disclaimer

The information contained in this guide has been gathered from Federal agency websites. By focusing on workforce development related efforts a tremendous amount of Federal programs have been omitted. Members of the Team 2020, Regional Partners subgroup were assigned to research specific agencies and provide information for inclusion. The

information captured in this document was deemed relevant in the opinion of the individual conducting the research and with the consensus of the subgroup.

We urge anyone interested in learning more about programs and initiatives of particular agencies to use the active links in this document and contact information provided. Also keep in mind that these are active websites, which are constantly being updated with new information as agencies enhance or shift the direction of their efforts.

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## REGIONAL PARTNERS MATRIX

AGENCY	Target Population					Agency Services								Region / States				Funding Opportunity	
	Adult / Dislocated Worker / Unemployed / Underemployed	Youth	Low / Moderate Income	Incumbent Workers	Priority / Special Population	Education	Training	Data Resource / Research / Studies	Community Development	Economic Development	Workforce Development	Housing	Supportive Services	Business Services	Region 1 - Boston	Region 2 - New York	National	Other	Yes
<b>Department of Labor</b>																			
ETA	•	•	•	•	•	•	•	•	•	•	•		•	•	•			•	
JC		•	•	•	•	•	•				•			•	•				•
BLS								•						•				•	
VETS					•	•	•							•	•			•	
WB	•	•			•	•	•			•				•	•			•	
ODEP					•			•								•			•
<b>Department of Agriculture</b>																			
FNS		•	•			•												•	
RD									•	•	•	•		•				•	
<b>Department of Commerce</b>																			
EDA				•				•	•	•	•			•			•	•	
BEA									•					•			•		•
CENSUS								•						•					•
NOAA						•	•	•											•
<b>Department of Defense</b>																			
OEA	•							•	•		•			•				•	
<b>Department of Education</b>																			
OVAE	•	•	•	•	•	•	•						•	•	•			•	
OESE		•	•		•	•	•						•	•	•			•	
OPSE	•	•	•	•	•	•	•							•	•			•	
<b>Department of Energy</b>																			
EERE														•				•	
<b>Department of Health and Human Services</b>																			
ACF	•	•	•		•	•	•				•	•		•	•			•	
AOA	•		•	•	•	•	•	•			•	•		•	•			•	
<b>Department of Homeland Security</b>																			
FEMA	•				•								•	•	•			•	
USCIS					•								•				•		•
ICE													•				•		•
<b>Department of Housing And Urban Development</b>																			
CPD/CDBG			•		•				•	•	•	•	•	•	•		•	•	
CPD/YouthBuild		•	•		•	•	•		•		•	•		•	•		•	•	
CPD/Homeless Assistance			•		•				•	•	•	•		•	•		•	•	
CPD/OED (RC/EZ)			•						•	•	•	•		•	•		•	•	
CPD/OED (ED)			•						•	•	•	•		•	•		•	•	
CPD/OED (BED)			•						•	•	•	•		•	•		•	•	
CPD/OED (RHED)			•		•				•	•	•	•		•	•		•	•	
CPD/OED (Section 3)			•		•	•			•	•	•	•		•	•		•	•	

AGENCY	Target Population					Agency Services								Region / States				Funding Opportunity		
	Adult / Dislocated Worker / Unemployed / Underemployed	Youth	Low / Moderate Income	Incumbent Workers	Priority / Special Population	Education	Training	Data Resource / Research / Studies	Community Development	Economic Development	Workforce Development	Housing	Supportive Services	Business Services	Region 1 - Boston	Region 2 - New York	National	Other	Yes	No
<b>Department of Justice</b>																				
OJJDP/FB&CI (Amachi Big Brothers Big Sisters)		•			•				•				•				•		•	
OJJDP/FB&CI (National Network of Youth Ministries)		•			•								•				•			•
OJJDP/FB&CI (Tribal Youth program)		•			•								•				•		•	
OJJDP/FB&CI (Boys and Girls Clubs of the Salvation Army)		•			•								•				•			•
OJJDP/Youth Gang Prevention Initiative		•			•								•				•			•
BJS								•									•			•
OJP/CCDO/Weed and Seed			•						•								•			•
OJP/CCDO/Prisoner Reentry					•												•			•
OJP/CCDO/Public Housing Safety			•		•				•								•			•
<b>Department of Treasury</b>																				
IRS													•	•	•					•
OCC			•			•	•							•	•		•			•
OTS								•						•	•	•		•		•
<b>Department of Transportation</b>																				
RITA								•						•		•				•
FTA			•		•								•		•	•	•		•	
<b>Department of Veterans Affairs</b>					•	•	•	•	•	•	•	•	•	•	•	•			•	
<b>Environmental Protection Agency</b>																				
Brownfields Program	•						•		•	•	•		•	•	•				•	
<b>Social Security Administration</b>	•	•	•		•	•	•		•	•		•	•	•	•				•	
<b>Small Business Administration</b>					•	•	•						•	•					•	
<b>Securities and Exchange Commission</b>	•	•	•	•	•	•														•
<b>Corporation for National Service</b>	•	•	•	•	•	•	•		•		•	•							•	

*Note: ETA Definitions*

Priority / Special Population

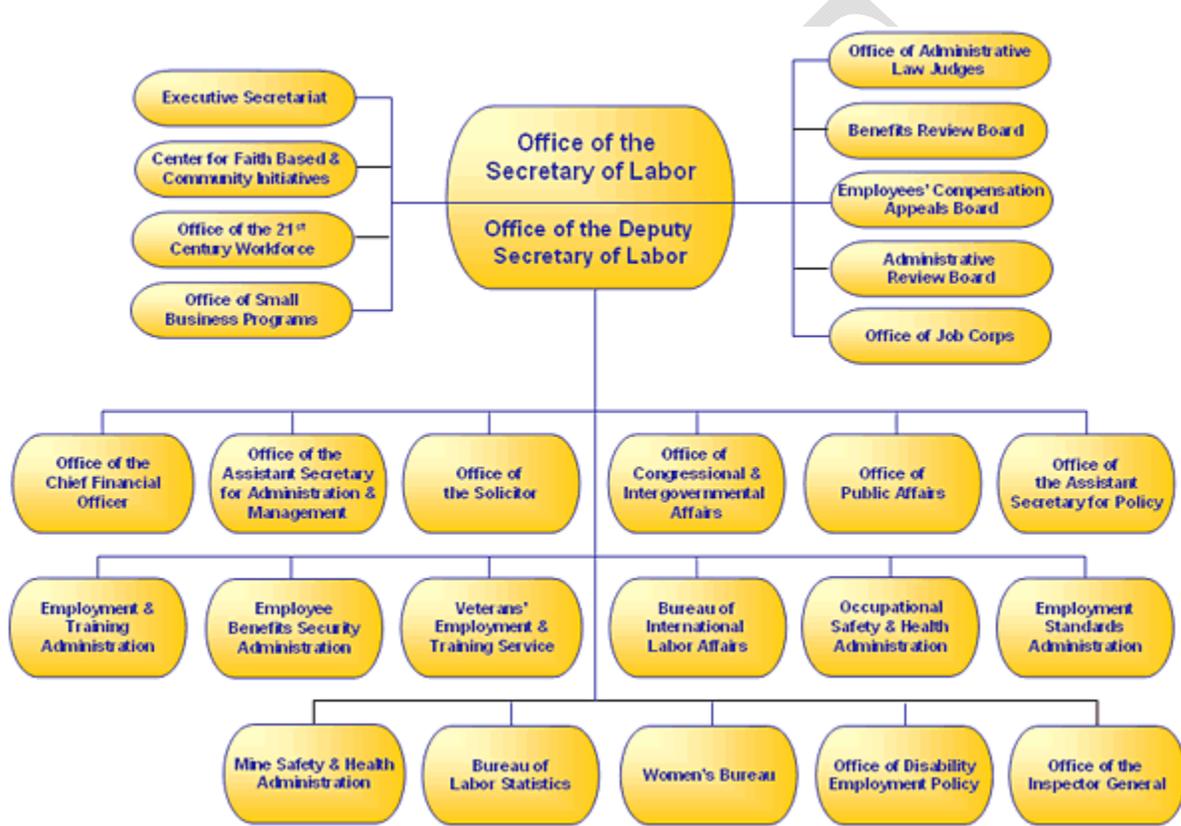
Examples include: Prisoner Reentry, Women, Disabled, Native American, Vets

Region 1 - Boston includes Maine, Massachusetts, New Hampshire, Rhode Island, Vermont

Region 2 - New York includes New York, New Jersey, Puerto Rico, Virgin Islands

**Organization Department of Labor**

**Mission** The Department of Labor fosters and promotes the welfare of the job seekers, wage earners, and retirees of the United States by improving their working conditions, advancing their opportunities for profitable employment, protecting their retirement and health care benefits, helping employers find workers, strengthening free collective bargaining, and tracking changes in employment, prices, and other national economic measurements. In carrying out this mission, the Department administers a variety of Federal labor laws including those that guarantee workers' rights to safe and healthful working conditions; a minimum hourly wage and overtime pay; freedom from employment discrimination; unemployment insurance; and other income support.



Org chart Website: <http://www.dol.gov/dol/aboutdol/orgchart.htm>

**Profiles:** Bureau of Labor Statistics (BLS); Jobs Corps; Employment & Training Administration (ETA); Veterans' Employment & Training Service (VETS); Women's Bureau (WB), Office of Disability Employment Policy (ODEP)

Website: <http://www.dol.gov/index.htm>

**Name**                    **Employment & Training Administration (ETA) Region I**

**Organization**       **Department of Labor**

**Mission**                The mission of the Employment and Training Administration is to contribute to the more efficient functioning of the U.S. labor market by providing high quality job training, employment, labor market information, and income maintenance services primarily through state and local workforce development systems.

**Investment Programs:**

- ✚ The Office of Workforce Investment (OWI): is responsible for providing national leadership, oversight, policy guidance, and technical assistance to the One-Stop system and the youth and adult employment and training programs funded under the Workforce Investment Act. It oversees the development and implementation of the following programs:
  - BRAC; Career Advancement Accounts; Disability Program Navigators; Performance of Adult Programs; Indian and Native Americans Programs; Military Service Initiatives; National Farmworker Jobs Program; National Farmworker Monitor Advocate; Performance Enhancement Project; The President’s Community-Based Job Training Grants; Senior Community Service Employment Program; Tax Credits; Veterans Priority of Service; Wagner-Peyser Funded Employment Services; Workforce Investment Act (WIA) Adult Program; WIA Dislocated Worker Program; Youth Program, Youth Build
  
- ✚ Office of National Response (ONR)<sup>2</sup> - provides workers with the information, advice, job search assistance, income maintenance and training they need to get and keep good jobs and provide employers with skilled workers. ONR oversees the National Emergency Grants, Trade Adjustment Assistance & Rapid Response programs. (National Emergency & Trade Data Available)
  
- ✚ The Office of Workforce Security – responsible for Unemployment Insurance, Disaster Unemployment Assistance, Trade Readjustment Assistance and Self Employment Assistance.
  
- ✚ Office of Special Initiatives and Demonstrations (OSID) – is responsible for providing technical assistance and oversight for ETA’s discretionary investments, including: Disability Program Navigator, Community-Based Job Training Grants, High Growth Job Training Grants, YouthBuild, Faith-Based and Community-Based programs, Earmarks, National Farmworkers Jobs Program, Prisoner Reentry Grants, Senior Community Service Employment Program Youth Offender grants, and Shared Youth Vision grants.

**Website:**                [http://www.doleta.gov/etainfo/wrksys/eta\\_default.cfm](http://www.doleta.gov/etainfo/wrksys/eta_default.cfm)

**Location and Contact:** Region I – NY, NJ, MA, CT, RI, ME, NH, VT, PR & VI  
John F. Kennedy Federal Building, Room E-350 Boston, MA 02203  
Grace A. Kilbane, Regional Administrator  
Main Phone: (617) 788-0170  
Main Fax: (617) 788-0101

**Common Themes:** Employment & Training Programs for all populations (youth, adult, dislocated workers, TANF, Prisoner reentry, trade data, NEG Data, Labor Market Information.

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<sup>2</sup> ONR is based in the National Office (DC) , however the Trade & NEG programs are available to all Regions (States).

**Name**            **ETA - Office of Jobs Corps (JC)**

**Organization**   **Department of Labor**

**Mission**        As a national, primarily residential training program, Job Corps' mission is to attract eligible young adults, teach them the skills they need to become employable and independent, and place them in meaningful jobs or further education.

Through a nationwide network of campuses, Job Corps offers a comprehensive array of career development services to at-risk young women and men, ages 16 to 24, to prepare them for successful careers. Job Corps employs a holistic career development training approach which integrates the teaching of academic, vocational, employability skills and social competencies through a combination of classroom, practical and based learning experiences to prepare youth for stable, long-term, high-paying jobs

**Investment Programs**

- ✦ At Job Corps, students enroll to learn a trade, earn a high school diploma or GED and get help finding a good job. When you join the program, you will be paid a monthly allowance; the longer you stay with the program, the more your allowance will be. Job Corps provides career counseling and transition support to its students for up to 12 months after they graduate from the program
- ✦ For more information on job corps (800) 733-JOBS or (800) 733-5627. An operator will provide you with general information about the program, refer you to the admissions counselor closest to where you live and mail you an information packet

**Website**            <http://jobcorps.dol.gov/>   <http://bostonregion.jobcorps.gov/>

**Region 1-** Connecticut, Maine, Massachusetts, New Hampshire, New Jersey, New York, Puerto Rico, Rhode Island, the U.S. Virgin Islands and Vermont.

**Region Contact**

Ellen Krivelow – [krivelow.ellen@dol](mailto:krivelow.ellen@dol)

Joseph A. Semansky, Regional Director

Office of Job Corps, Room E-350 John F. Kennedy Federal Building Boston, Massachusetts 02203

Tel: (617) 788-0186 Fax: (617) 788-0189

**Common Themes:** Youth (16-24); Worker Training; employment, housing, transportation

**Name** Women's Bureau (WB)

**Organization** Department of Labor

**Mission** To improve the status of wage-earning women, improve their working conditions, increase their efficiency, and advance their opportunities for profitable employment.

**Investment Programs:**

WB Special Initiatives focus on Better Jobs, Better Earnings and Better Living.

- ✦ Women in Apprenticeship and Nontraditional Occupations (WANTO) 2007 – Goal of grant is to provide preparatory education of women to enter the construction industry, including preparation in both soft skills and hard skills (industry specific training); train apprenticeship sponsors to improve their recruitment, selection, and retention processes for women; and Offset the cost of equipment, tools, child care, and transportation services for registered apprentices.
- ✦ Working Women in Transition: Working Women in Transition (WWIT) is a multi-regional (I, III, IV, V, VI, VIII, and IX) demonstration project focusing on women who are making a transition in their work lives. WWIT uses the Bureau's unique strategy of combining both "high tech" and "high touch" components (online and interpersonal resources) to assist women in finding employment, increasing their earnings and/or entering into career education/training opportunities. Participants have access to online mentors ("e-mentoring"), online employment tools, and distance learning resources while also working with local service providers. Visit the WWIT web site at: <http://www.workingwomenintransition.org/> for specific areas of focus.
- ✦ Military Spouse Resource Center - Online learning tool and resource guide helps military spouses' access training and placement opportunities, community resources, and their local workforce development systems. The Resource Center Web site, [www.milspouse.org](http://www.milspouse.org), is managed by ETA and DOD.
- ✦ Wi\$e Up - A financial education demonstration project targeted to Generation X and Y women. The centerpiece of the program is an eight-module curriculum offered online, as well as in a classroom setting, in educational institutions and other organizations [www.wiseupwomen.org](http://www.wiseupwomen.org).
- ✦ Flex-Options For Women – The goal of the project is to help businesses create or enhance workplace flexibility policies and programs for their workforces. The program brings together corporate executives and entrepreneurs who volunteer to mentor business owners interested in developing flexible workplace policies and programs. [www.we-inc.org/flex.html](http://www.we-inc.org/flex.html).
- ✦ Other Projects: GEM-Nursing [www.gem-nursing.org](http://www.gem-nursing.org); Women with Disabilities Entrepreneurship Project [www.dol.gov/wb](http://www.dol.gov/wb); Girls E-Mentoring In Science, Engineering & Technology (GEM-SET) [www.uic.edu/orgs/gem-set](http://www.uic.edu/orgs/gem-set); On-Line Learning Demonstration [www.dol.gov/wb/programs/distance.htm](http://www.dol.gov/wb/programs/distance.htm); Women Managing Those Dollar\$; Financial Literacy for Native Women;

**Location** Region I Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island and Vermont; Region II (New Jersey, New York, Puerto Rico, Virgin Islands)

**Contact** Jacqueline Cooke, Regional Administrator, [cooke-jacqueline@dol.gov](mailto:cooke-jacqueline@dol.gov), Angela M. Rizzolo, Program Analyst, [rizzolo.angela@dol.gov](mailto:rizzolo.angela@dol.gov), Barbara C. Stadig, Program Assistant, [stadig.barbara@dol.gov](mailto:stadig.barbara@dol.gov) ; **Region II** Grace Protos, Regional Administrator, [protos.grace@dol.gov](mailto:protos.grace@dol.gov) Frances Goode-Rivera, Program Assistant, [goode-rivera.frances@dol.gov](mailto:goode-rivera.frances@dol.gov)

**Common Themes** Education; training, Special populations (Women, Adult, youth)

**Name**            **Bureau of Labor Statistics (BLS)**

**Organization**   **Department of Labor**

**Mission**        The BLS is the principal fact-finding agency for the Federal Government in the broad field of labor economics and statistics. The BLS is an independent national statistical agency that collects, processes, analyzes, and disseminates essential statistical data to the American public, the U.S. Congress, other Federal agencies, State and local governments, business, and labor. The BLS also serves as a statistical resource to the Department of Labor.

✦ The BLS provides comprehensive and timely information on the labor force, employment, unemployment, and related labor market characteristics at the national level; industrial and occupational employment at the state and local levels; and labor force and unemployment figures at state and local levels. The BLS also develops projections of the labor force, economic growth, industrial output, and employment by industry and occupation for 10 years into the future for the nation as a whole.

✦ Key BLS labor market information includes monthly estimates on the numbers of separations, new hires, and current job openings by major industry groupings. The BLS is also engaged in a number of efforts designed to add to and improve current workforce and labor market information systems. In conjunction with the Census Bureau, the BLS began in FY 2003 to conduct the American Time-Use Survey. The focus of the survey is on how Americans divide their time between work and leisure. The BLS also implemented the conversion of all national, state, and area estimates to the North American Industry Classification System (NAICS). This system of classifying industries was adopted with the passage of the North American Free Trade Agreement (NAFTA) and facilitates industry comparisons for the U.S., Mexico, and Canada.

✦ The core labor market information programs conducted by BLS include the following: The Current Employment Statistics (CES) ; The Quarterly Census of Employment and Wages (QCEW); The Local Area Unemployment Statistics (LAUS); The Occupational Employment Statistics (OES); The Mass Layoff Statistics (MLS); The Job Openings and Labor Turnover Survey (JOLTS); The Survey of Employer-Provided Training . The National Longitudinal Surveys (NLS); The Current Population Survey (CPS) , The National Compensation Survey (NCS); The Employment Projections (EP)

**Website**        [www.bls.gov](http://www.bls.gov)

**Location & Contact**

Region 1 - Boston, Massachusetts JFK Federal Building Room E-310 Boston, MA 02203 Donna Dewar (617) 565-2332

Region 2 - New York 201 Varick Street Room 808 New York, NY 10014 (212) 337-2425

**Common Themes:** Labor Data, Workforce Datasources; Labor Market Information;

**Name**            **Office of Disability Employment Policy**

**Organization**   **Department of Labor**

The Office of Disability Employment Policy (ODEP) was authorized by Congress in the Department of Labor's FY 2001 appropriation. Recognizing the need for a national policy to ensure that people with disabilities are fully integrated into the 21st Century workforce, the Secretary of Labor Elaine L. Chao delegated authority and assigned responsibility to the Assistant Secretary for Disability Employment Policy. ODEP is a sub-cabinet level policy agency in the Department of Labor.

**Mission**            The Office of Disability Employment Policy (ODEP) provides national leadership on disability employment policy by developing and influencing the use of evidence-based disability employment policies and practices, building collaborative partnerships, and delivering authoritative and credible data on employment of people with disabilities.

### **Investment Programs**

- ✦ **Adult Policy Team:** Focuses on removing structural, programmatic, and policy barriers in public and private service delivery systems to increase employment opportunities and choice for adults with disabilities. The focus of team activity is the nexus of research, project implementation, and policy analysis to develop policy direction and recommendations. Team efforts require working across multiple Federal agencies, with state and local governments, and with various stakeholders, including public and private employment systems, employers, economic and asset development entities, disability organizations, and people with disabilities.
- ✦ **Division of Education and Outreach:** Fosters relationships between ODEP and our stakeholders to educate and persuade service delivery systems and employers, ultimately leading to increased employment opportunities and the recruitment, retention, and promotion of people with disabilities.
- ✦ **Employer Policy Team:** Examines the issues facing employers as they seek to hire, accommodate, and advance employees with disabilities. Creating a "window" into the economic, management, and workforce worlds of business and government, the team works to shape disability employment policies that meet the needs of employers and people with disabilities. The team monitors and evaluates Federal and state disability employment laws, develops initiatives that advance the Federal government as a model employer, documents and disseminates effective employer practices, and articulates the unique perspectives of businesses regarding the employment of people with disabilities.
- ✦ **Employment Supports Policy Team:** Assist other Federal agencies and their state and local counterparts in their efforts to be more inclusive of the employment-related needs and capacities of people with disabilities as they provide generic supports, including assistive technology, for all Americans. The team targets systems that are generally outside of the traditional workforce network, including housing (state housing agencies, public housing authorities, and neighborhood network centers), transportation (metropolitan planning organizations, state transportation agencies, and local transportation authorities), mental health (state mental health agencies and community mental health centers), and health care systems (Medicaid agencies and state human service agencies).
- ✦ **Research and Evaluation Team:** Ensures that decision makers have timely, accurate, useful, and relevant information. The team tracks and analyzes data for project results and accountability reporting by using high quality evidence-based research and rigorous independent evaluations.
- ✦ **Youth Policy Team:** Influences and works with workforce development and education systems partners to ensure that youth with disabilities have access to comprehensive transition services needed to prepare them for entering post-secondary education and the workplace.

**Additional Information:**

Current coordination with Shared Youth Vision partnering agencies:  
Workforce Recruitment Program—Department of Education, Department of Health and Human Services, Department of Housing and Urban Development, and the Social Security Administration; Coordinating Council on Juvenile Justice Corporation for National and Community Service, Department of Education, Department of Health and Human Services, Department of Housing and Urban Development, and Department of Justice; Federal Partners in Transition Inter-Agency Workgroup-- Department of Education, Department of Health and Human Services, Department of Justice, and the Social Security Administration; Federal/National Partnership for Transforming Child and Family Mental Health and Substance Abuse Prevention and Treatment-- Department of Education, Department of Health and Human Services

**Website:** <http://www.dol.gov/odep>

**Contact & Location**

By Mail

200 Constitution Ave., NW Washington DC 20210

Office of Disability Employment Policy Voice 1-866-ODEP-DOL (633-7365) TTY 1-877-889-5627

Jennifer Kemp [kemp.jennifer@dol.gov](mailto:kemp.jennifer@dol.gov)

**Common Themes:** Disabled Adult & Youth policy, education and employment

**Name**            **Veterans' Employment & Training Service (VETS)**

**Organization**    **Department of Labor**

**Mission**            The mission statement for VETS is to provide veterans and service members with the resources and services to succeed in the 21st century workforce by maximizing their employment opportunities, protecting their employment rights and meeting labor-market demands with qualified veterans.

#### **Investment Programs**

- ✦ **Employment Services for Veterans:** offers employment and training services to eligible veterans through non-competitive Jobs for Veterans State Grants Program. Under this grant program, funds are allocated to State Workforce Agencies in direct proportion to the number of veterans seeking employment within their state. The grants support two principal staff positions:
- ✦ **Disabled Veterans' Outreach Program Specialists Local Veterans' Employment Representatives (DVOP/LVER):** grant provides funds to exclusively serve veterans, other eligible persons, transitioning service members, their spouses and, indirectly, employers. The grant also gives the State the flexibility to determine the most effective and efficient distribution of their staff resources based upon the distinct roles and responsibilities of the two positions. DVOP and LVER staff provide services to all veterans that Title 38 indicates are eligible for their services, but their efforts are concentrated, according to their respective roles and responsibilities, on outreach and the provision and facilitation of direct client services to those who have been identified as most in need of intensive employment and training assistance. DVOP and LVER staff, through outreach with employers, develop increased hiring opportunities within the local work force by raising the awareness of employers of the availability and the benefit of hiring veterans.
- ✦ **Disabled Veterans' Outreach Program Specialists:** provide intensive services to meet the employment needs of disabled veterans and other eligible veterans, with the maximum emphasis directed toward serving those who are economically or educationally disadvantaged, including homeless veterans, and veterans with barriers to employment. DVOP specialists are actively involved in outreach efforts to increase program participation among those with the greatest barriers to employment which may include but should not be limited to: outplacement in Department of Veterans' Affairs (DVA) Vocational Rehabilitation and Employment Program offices; DVA Medical Centers; routine site visits to Veterans' Service Organization meetings; Native American Trust Territories; Military installations; and, other areas of known concentrations of veterans or transitioning service members. The case management approach, taught by the National Veterans' Training Institute, is generally accepted as the method to use when providing vocational guidance or related services to eligible veterans identified as needing intensive services.
- ✦ **Local Veterans' Employment Representatives** conduct outreach to employers and engage in advocacy efforts with hiring executives to increase employment opportunities for veterans, encourage the hiring of disabled veterans, and generally assist veterans to gain and retain employment. LVER staff conduct seminars for employers and job search workshops for veterans seeking employment, and facilitate priority of service in regard to employment, training, and placement services furnished to veterans by all staff of the employment service delivery system.

**Website**            <http://www.dol.gov/vets/>

**Common Themes**        **Employment & Training**

## **Organization Department of Agriculture**

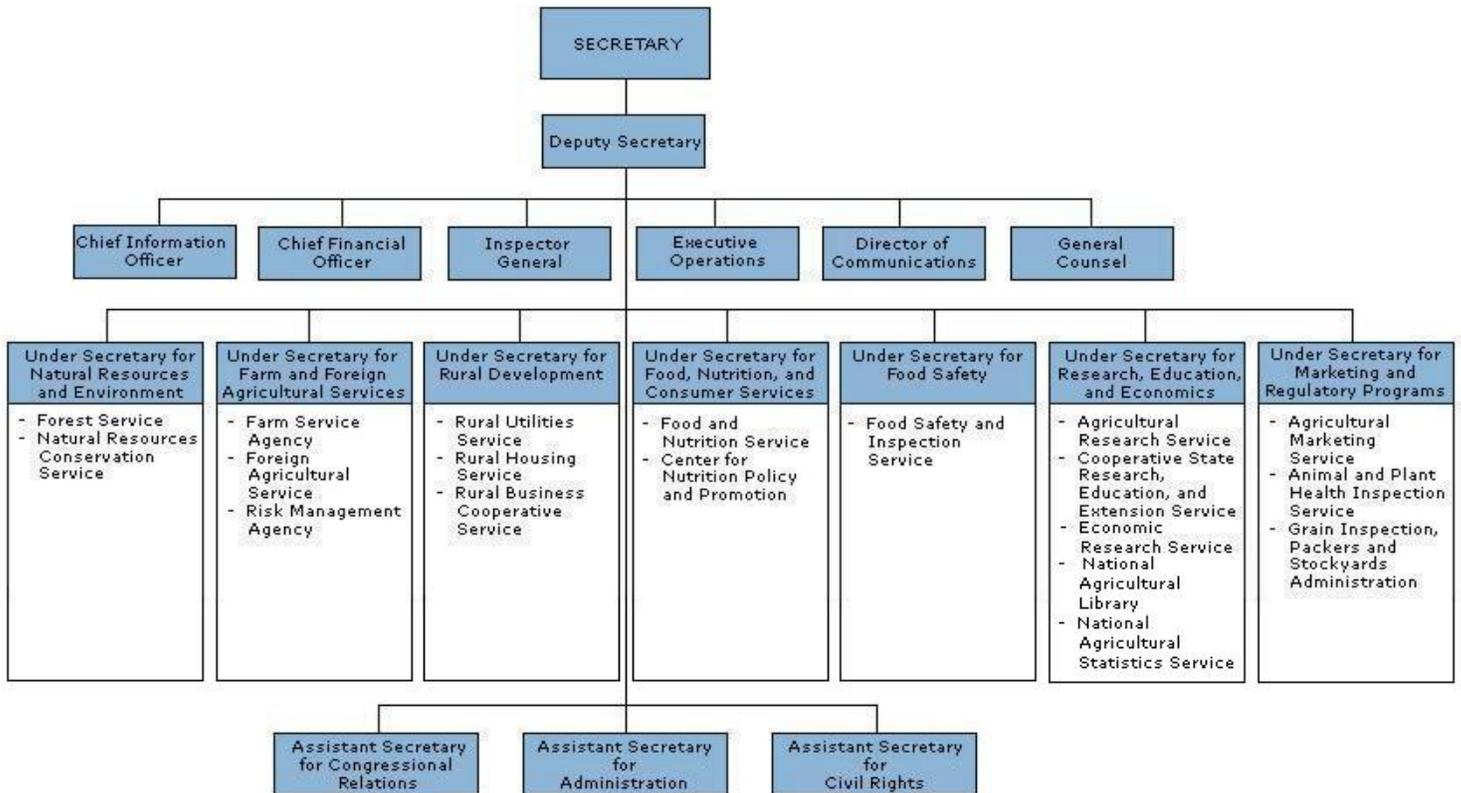
**Mission** The USDA provides leadership on food, agriculture, natural resources, and related issues based on sound public policy, the best available science, and efficient management.

USDA has created a strategic plan to implement its vision. The framework of this plan depends on these key activities: expanding markets for agricultural products and support international economic development, further developing alternative markets for agricultural products and activities, providing financing needed to help expand job opportunities and improve housing, utilities and infrastructure in rural America, enhancing food safety by taking steps to reduce the prevalence of foodborne hazards from farm to table, improving nutrition and health by providing food assistance and nutrition education and promotion, and managing and protecting America's public and private lands working cooperatively with other levels of government and the private sector.

### **Investment Programs:**

- ✦ Farm and Foreign Agricultural Services: helps to keep America's farmers and ranchers in business as they face the uncertainties of weather and markets. They deliver commodity, credit, conservation, disaster, and emergency assistance programs that help improve the stability and strength of the agricultural economy.
  - Farm Service Agency (FSA)
  - Foreign Agricultural Service (FAS)
  - Risk Management Agency (RMA)
- ✦ Food, Nutrition and Consumer Services works to harness the Nation's agricultural abundance to end hunger and improve health in the United States. Its agencies administer federal domestic nutrition assistance programs and the Center for Nutrition Policy and Promotion, which links scientific research to the nutrition needs of consumers through science-based dietary guidance, nutrition policy coordination, and nutrition education.
  - Center for Nutrition Policy and Promotion (CNPP)
  - Food and Nutrition Service (FNS)
- ✦ Food Safety ensures that the Nation's commercial supply of meat, poultry, and egg products is safe, wholesome, and properly labeled, and packaged. This mission area also plays a key role in the President's Council on Food Safety and has been instrumental in coordinating a national food safety strategic plan among various partner agencies including the Department of Health and Human Services and the Environmental Protection Agency.
  - Food Safety and Inspection Service (FSIS)
- ✦ Marketing and Regulatory Programs facilitates domestic and international marketing of U.S. agricultural products and ensures the health and care of animals and plants. MRP agencies are active participants in setting national and international standards
  - Agricultural Marketing Service (AMS)
  - Animal and Plant Health Inspection Service (APHIS)
  - Grain Inspection, Packers, and Stockyards Administration (GIPSA)
- ✦ Natural Resources and Environment ensures the health of the land through sustainable management. Its agencies work to prevent damage to natural resources and the environment, restore the resource base, and promote good land management.
  - Forest Service (FS)
  - Natural Resources Conservation Service (NRCS)
- ✦ Research, Education and Economics is dedicated to the creation of a safe, sustainable, competitive U.S. food and fiber system, as well as strong communities, families, and youth through integrated research, analysis, and education.
  - Research, Education, and Economics (REE)
  - Agricultural Research Service (ARS)
  - Cooperative State Research, Education, and Extension Service (CSREES)

- Economic Research Service (ERS) National Agricultural Library (NAL)
  - National Agricultural Statistics Service (NASS)
- ✚ Rural Development is committed to helping improve the economy and quality of life in all of rural America by providing financial programs to support essential public facilities and services as water and sewer systems, housing, health clinics, emergency service facilities and electric and telephone service. Rural Development promotes economic development by providing loans to businesses through banks and community-managed lending pools, while also assisting communities to participate in community empowerment programs.
- Rural Development



**Locations:** See <http://offices.sc.gov.usda.gov/locator/app>

**Organization Chart:** [http://www.usda.gov/img/content/org\\_chart\\_enlarged.jpg](http://www.usda.gov/img/content/org_chart_enlarged.jpg)

**Common Themes:** Food Stamp Program, Women, Infant and Children, Rural Economic Development, Rural Job Creation

**Website** [www.usda.gov](http://www.usda.gov)

**Profiles:** Food and Nutrition Service; Rural Development

**Name:** Food and Nutrition Service (FNS)

**Organization:** Department of Agriculture

**Mission:** The Food and Nutrition Service (FNS), formerly known as the Food and Consumer Service, administers the nutrition assistance programs of the U.S. Department of Agriculture. The mission of FNS is to provide children and needy families better access to food and a more healthful diet through its food assistance programs and comprehensive nutrition education efforts. FNS has elevated nutrition and nutrition education to a top priority in all its programs. In addition to providing access to nutritious food, FNS also works to empower program participants with knowledge of the link between diet and health.

**Investment Programs:**

✦ **Food Stamp Program**

The Food Stamp Program helps low-income people and families buy the food they need for good health. You apply for benefits by completing a State application form. Benefits are provided on an electronic card that is used like an ATM card and accepted at most grocery stores.

✦ **Women, Infants and Children**

WIC provides Federal grants to States for supplemental foods, health care referrals, and nutrition education for low-income pregnant, breastfeeding, and non-breastfeeding postpartum women, and to infants and children up to age five who are found to be at nutritional risk.

✦ **National School Lunch Program**

Provides nutritious lunches and the opportunity to practice skills learned in classroom nutrition education.

✦ **Summer Food Service Program**

SFSP is the single largest Federal resource available for local sponsors who want to combine a feeding program with a summer activity program. Children in your community do not need to go hungry this summer. During the school year, nutritious meals are available through the National School Lunch and School Breakfast Programs. But those programs end when school ends for the summer. The U.S. Department of Agriculture's Summer Food Service Program helps fill the hunger gap.

✦ **Child and Adult Care Food Program**

CACFP plays a vital role in improving the quality of day care for children and elderly adults by making care more affordable for many low-income families. Through CACFP, 2.9 million children and 86,000 adults receive nutritious meals and snacks each day as part of their day care.

✦ **Disaster Assistance**

The Food and Nutrition Service (FNS) coordinates with State, local and voluntary organizations to:

- Provide food for shelters and other mass feeding sites.
- Distribute food packages directly to households in need in limited situations.
- Issue emergency food stamp benefits.

As part of the National Response Plan, FNS supplies food to disaster relief organizations such as the Red Cross and the Salvation Army for mass feeding or household distribution. State agencies notify USDA of the types and quantities of food that relief organizations need for emergency feeding operations. FNS also authorizes States to operate a Disaster Food Stamp Program.

✦ **Food Distribution Programs**

Our mission is to strengthen the nutrition safety net through commodity distribution and other nutrition assistance to low-income families, emergency feeding programs, Indian Reservations, and the elderly.

**Website:** <http://www.fns.usda.gov/fns/>

**Organization Chart:** <http://www.fns.usda.gov/cga/OrgChart/OrgChart.pdf>

**Location and Contact:**

**Northeast Regional Office**

Suzanne Biermann

Regional Administrator

10 Causeway St.

Room 501

Boston, MA 02222-1069

617-565-6370

617-565-6473 (fax)

Connecticut, Maine, Massachusetts, New Hampshire, New York, Rhode Island, Vermont

**Common Themes: Food Stamp Program, Women, Infants and Children (WIC)**

DRAFT

**Name:** Rural Development

**Organization:** Department of Agriculture

**Mission:** To increase economic opportunity and improve the quality of life for all rural Americans.

**Investment Programs:**

**Rural Development**

- ✦ Rural Development is working to eliminate substandard housing from rural America by helping rural people buy, build or rent decent housing. We also create jobs by funding the growth and creation of rural businesses and cooperatives. In a typical year, Rural Development programs create or preserve more than 150,000 rural jobs, enable 40,000 to 50,000 rural Americans to buy homes and help 450,000 low-income rural people rent apartments or other housing.
- ✦ Other Rural Development programs help rural communities build or improve community facilities, such as schools, health clinics and fire stations. We also have programs that help rural communities build or extend utilities, including water, electricity and telecommunications services.
- ✦ Our assistance is provided in many ways, including direct or guaranteed loans, grants, technical assistance, research and educational materials. To accomplish our mission, USDA Rural Development often works in partnership with state, local and tribal governments, as well as rural businesses, cooperatives and nonprofit agencies.
- ✦ Rural Development programs are delivered through our [Utilities Programs](#), which address rural America's need for basic services such as clean running water, sewers and waste disposal, electricity, and telecommunications; our [Housing Programs](#), which address rural America's need for single-family and multi-family housing as well as health facilities, fire and police stations, and other community facilities, and; our [Business Programs](#), which provide help to rural areas that need to develop new job opportunities, allowing businesses and cooperatives to remain viable in a changing economy. We also have [Community Development Programs](#) that operate special initiatives to demonstrate effective community development techniques and address unique and pressing economic development issues.
- ✦ In addition, Rural Development works in partnership with other entities -- such as state, local, and tribal governments, private and nonprofit organizations, and member-owned cooperatives -- to revitalize rural areas. Our programs are provided across the nation through [47 state offices](#) and 800 area and local offices.

**Website:** <http://www.rurdev.usda.gov/>

**Location and Contact:**

National Office  
USDA Rural Development, Room 266  
Mail Stop 3203  
300 7th Street SW  
Washington, DC 20250-3203  
Phone: (202) 619-7980  
TTY: (800) 877-8339 (*Federal Information Relay Service*)  
Fax: (202) 401-7420

**Common Themes:** Economic Development, Business Programs, Job Creation

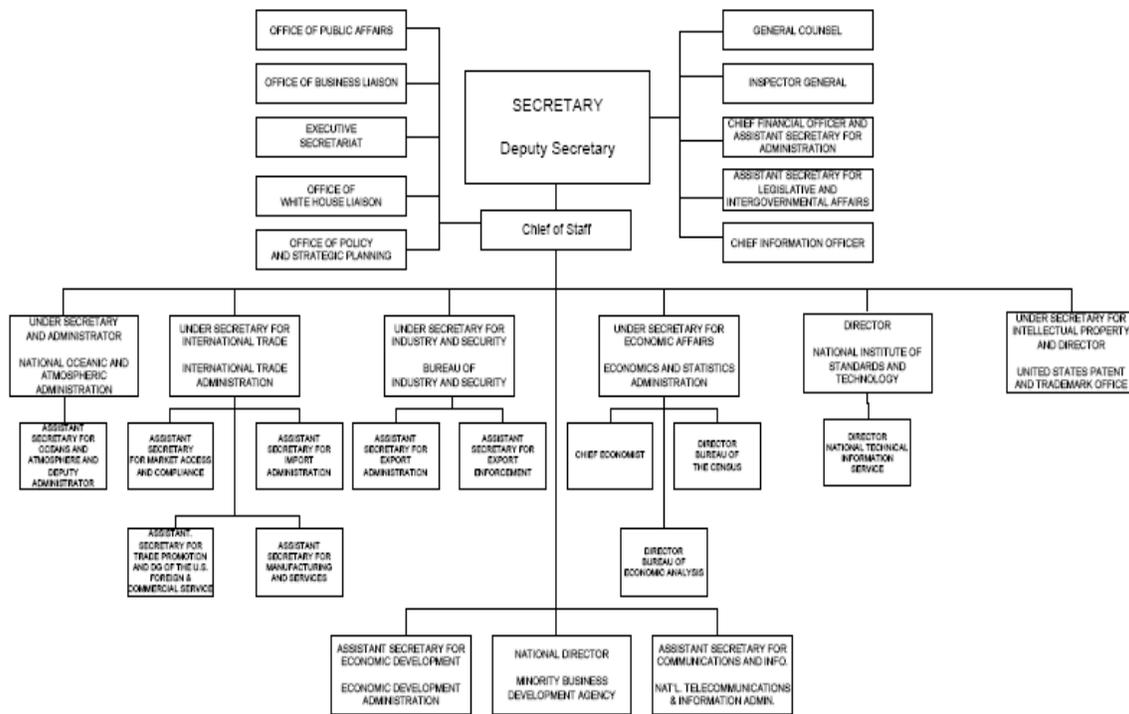
## Organization

## Department of Commerce

### Mission

The mission of the Department is "to foster, promote, and develop the foreign and domestic commerce" of the United States. This has evolved, as a result of legislative and administrative additions, to encompass broadly the responsibility to foster, serve, and promote the Nation's economic development and technological advancement.

### U.S. DEPARTMENT OF COMMERCE



### Profiles

Bureau of the Census; Bureau of Economic Analysis; Economic Development Administration; International Trade Administration; Minority Business Development Agency; National Oceanic & Atmospheric Administration

**Name**            **Economic Development Administration (EDA)**

**Organization**   **Department of Commerce**

**Mission**        To lead the federal economic development agenda by promoting innovation and competitiveness, preparing American regions for growth and success in the worldwide economy.

The Economic Development Administration (EDA) was established under the Public Works and Economic Development Act of 1965 (42 U.S.C. § 3121), as amended, to generate jobs, help retain existing jobs, and stimulate industrial and commercial growth in economically distressed areas of the United States. EDA assistance is available to rural and urban areas of the Nation experiencing high unemployment, low income, or other severe economic distress.

EDA works in partnership with state and local governments, regional economic development districts, public and private nonprofit organizations, and Indian tribes. EDA helps distressed communities address problems associated with long-term economic distress, as well as sudden and severe economic dislocations including recovering from the economic impacts of natural disasters, the closure of military installations and other Federal facilities, changing trade patterns, and the depletion of natural resources.

#### **Investment Programs**

- ✦ **Public Works and Economic Development Program:** Help support the construction or rehabilitation of essential public infrastructure and facilities necessary to generate or retain private sector jobs and investments, attract private sector capital, and promote regional competitiveness, including investments that expand and upgrade infrastructure to attract new industry, support technology-led development, redevelop brownfield sites and provide eco-industrial development.
- ✦ **Economic Adjustment Assistance Program:** Provides a wide range of technical, planning and infrastructure assistance in regions experiencing adverse economic changes that may occur suddenly or over time. This program is designed to respond flexibly to pressing economic recovery issues and is well suited to help address challenges faced by U.S. regions and communities.
- ✦ **Research and National Technical Assistance:** Supports research of leading, world class economic development practices, and funds information dissemination efforts.
- ✦ **Local Technical Assistance:** Helps fill the knowledge and information gaps that may prevent leaders in the public and nonprofit sectors in economically distressed regions from making optimal decisions on local economic development issues.
- ✦ **Planning Program:** Helps support planning organizations, including District Organizations and Indian Tribes, in the development, implementation, revision or replacement of comprehensive economic development strategies (CEDs), and for related short-term planning investments and State plans designed to create and retain higher-skilled, higher-wage jobs, particularly for the unemployed and underemployed in the nation's most economically distressed regions.
- ✦ **University Center Economic Development Program:** Partnership between the Federal government and academia that helps to make the varied and vast resources of universities available to economic development communities.
- ✦ **Trade Adjustment Assistance for Firms:** A program through a national network of eleven Trade Adjustment Assistance Centers to help manufacturing and production firms, which have lost domestic sales and employment due to increased imports of similar or competitive goods, become more competitive in the global economy.

#### **Data Source**

- ✦ **EconData.Net:** Sponsored by the Economic Development Administration as a service to regional data users. The Web site is designed to help practitioners, researchers, students, and other data users

quickly gain access to relevant state and sub-state socioeconomic data. The site aims to be a convenient, comprehensive first stop for anyone searching among the vast, disparate array of public and private data sources on the Web. [www.EconData.Net](http://www.EconData.Net)

✚ **TradeStats Express** displays in maps, graphs, and tables the annual U.S. merchandise trade statistics (exports, imports, and trade balances) at the national and state levels. It is divided into two main sections: National Trade Data and State Export Data. <http://tse.export.gov>

**Locations** See <http://www.eda.gov/AboutEDA/Regions.xml>

Philadelphia Region: Connecticut, Delaware, District of Columbia, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont, Virginia, West Virginia, Puerto Rico, Virgin Islands

**Contact:** Willie C. Taylor, Regional Director - Philadelphia Regional Office The Curtis Center  
601 Walnut Street, Suite 140 South Philadelphia, PA 19106-3323 T: (215) 597-4603 F:  
(215) 597-1063 [Wtaylor@eda.doc.gov](mailto:Wtaylor@eda.doc.gov)

**Website** [www.eda.gov](http://www.eda.gov)

**Data Source:** Econnet, Regional Economic Development, Trade

**Name** Bureau of Economic Analysis (BEA)

**Organization** Department of Commerce

**Mission** A bureau of the Economics and Statistics Administration whose goal is to promote a better understanding of the U.S. economy by providing the most timely, relevant, and accurate economic data in an objective and cost-effective manner. BEA produces economic accounts statistics that enable government and business decision-makers, researchers, and the American public to follow and understand the performance of the Nation's economy. To do this, BEA collects source data, conducts research and analysis, develops and implements estimation methodologies, and disseminates statistics to the public.

BEA produces some of the most closely watched economic statistics that influence the decisions made by government officials, business people, households, and individuals. BEA's economic statistics, which provide a comprehensive, up-to-date picture of the U.S. economy, are key ingredients in critical decisions affecting monetary policy, tax and budget projections, and business investment plans. The cornerstone of BEA's statistics is the national income and product accounts (NIPAs), which feature the estimates of gross domestic product (GDP) and related measures.

**Locations:** [www.bea.gov](http://www.bea.gov)

**Datasource:** Economic Datasource

**Name** U.S. Census Bureau

**Organization** Department of Commerce

**Mission** A bureau of the Economics and Statistics Administration whose goal is to provide the best mix of timeliness, relevancy, quality, and cost for the data collected and the services provided. Its Mission is to be the preeminent collector and provider of timely, relevant, and quality data about the people and economy of the United States. We will succeed by valuing our employees, innovating in our work, and responding to our customers.

**Website:** [www.census.gov](http://www.census.gov)

### Data Sources<sup>3</sup>

- ✚ **Survey of Income and Program Participation (SIPP):** Offers detailed information on cash and non-cash income on a sub-annual basis. The survey also collects data on taxes, assets, liabilities, and participation in government transfer programs. SIPP data allow the government to evaluate the effectiveness of federal, state, and local programs. SIPP collects source and amount of income, labor force information, program participation and eligibility data, and general demographic characteristics to measure the effectiveness of existing federal, state, and local programs; to estimate future costs and coverage for government programs such as food stamps; and to provide improved statistics on the distribution of income in the country.
- ✚ **The National Employer Survey:** provides information on worker education, employer training, and employer business characteristics, including business productivity. The survey is congressionally authorized and provides for voluntary responses. The National Center on the Educational Quality of the Workforce (EQW), a non-profit research group, fully funds the survey. Education, human services, and economic policy agencies use the study results to assess what kinds of education and training most affect business productivity and encourage actions and develop initiatives that increase productivity. Employer businesses and industry associations use the results to assess existing and potential company and industry practices and take actions that will increase business productivity, profitability, and international competitiveness.
- ✚ **Local Employment Dynamics (LED)** - federal/state partnership between the Census Bureau and 45 states. This program responds to the increasing demand for detailed local information by combining datasets to provide new information about employment and earnings dynamics at the county and sub-county level. The Census Bureau integrates state-supplied administrative data sets (Quarterly Census of Employment and Wages, and wage records) with Census Bureau demographic information to provide deeper insights about both sides of the economy—workers and firms—and the dynamic interaction of the two. States receive 29 indicators for each county and major industry for each quarter. Web site (<http://lehd.did.census.gov/led/datatools>).
- ✚ **Quarterly Workforce Indicators (QWIs) Online:** Derived from businesses quarterly reports of unemployment insurance wages and tax reports. The Census Bureau merges the data from the states with current demographic information to produce 29 workforce force indicators and publishes eight of them in QWI Online.
- ✚ **On The Map** is a web-based, interactive mapping application. The objective is to show where people work and where workers live on maps with companion reports on their age, earnings, industry distributions, and local workforce indicators. The user can select a geographic area and answer *Travel Pattern* questions.
- ✚ **The Economic Census** profiles the U.S. economy every five years, from the national to the local level. The Census Bureau sent questionnaires to more than five million businesses across the nation in December 2002, launching the 2002 Economic Census. The economic census produces widely used business statistics and is the primary benchmark for measuring 96 percent of the GDP.

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<sup>3</sup> Catalogue of Workforce Information Sources: Decision Making Assistance for Regional Economic Development.

- ✦ **The American Community Survey:** provides accurate, up-to-date profiles of America's communities every year. Community leaders and other data users have timely information for planning and evaluating public. The American Community Survey collects data from a sample of 3 million households each year, in every county, and American Indian and Native Alaska area, as well as in the Hawaiian Homelands and Puerto Rico. The American Community Survey will provide the same sort of data as the census long form, updated every year. With a nationwide sample of 3 million addresses, the American Community Survey provides demographic, social, economic and housing profiles annually for areas and subgroups with 65,000 or more people. For communities of less than 65,000, it will take 3 to 5 years to accumulate enough samples to provide estimates similar to the quality of the census long form.
- ✦ **Decennial Census:** largest data collection effort undertaken by the U.S government gathering detailed information about the 115.9 million housing units and 281.4 million people across the United States. The Census offers users detailed socio-economic data about individuals and households including information about labor force status and occupational employment, commute to work patterns and a variety of additional details related to the workforce and labor markets. Census data is available in a variety of formats and media, including the Internet, CD-ROMs, DVDs, and printed reports.
- ✦ **Federal Assistance Award Data System for Federal, State and Local Governments (FAADS):** Quarterly file of standardized data records on all types of financial assistance awards made by Federal agencies to all types of recipients during the indicated quarter. Each Federal fiscal year begins on October 1 of one calendar year and ends on September 30 of the year indicated. Each transaction record identifies, by the Catalog of Federal Domestic Assistance (CFDA) program code number and name, the type and amount of financial assistance, the type and location of the recipient, and the geographic place of performance. The recipient name and other selected data fields are blank in county-level summary records.

**Location & Contact:**

New York

U.S. Census Bureau New York Regional Office

395 Hudson Street, Suite 800 New York, NY 10014

Phone: (212) 584-3400 Fax: (212) 478-4800 Toll free: 1-800-991-2520 TDD: (212) 478-4793

E-mail: [new.york.regional.office@census.gov](mailto:new.york.regional.office@census.gov)

**Boston**

U.S. Census Bureau Boston Regional Office

4 Copley Place, Suite 301 P.O. Box 9108 Boston, MA 02117-9108

Phone: (617) 424-4501 1-800-562-5721

For Puerto Rico: 1-800-361-6891 Fax: (617) 424-0547 TDD: (617) 424-0565

E-mail: [boston.regional.office@census.gov](mailto:boston.regional.office@census.gov)

**New York Regional Office**

395 Hudson Street, Suite 100 NY, NY 10014

Phone (212) 584-3400 Fax (212) 478-4800 800 991-2520

**Email:** [newyork.regional.office@census.gov](mailto:newyork.regional.office@census.gov)

**Contact:** Kathleen Ludgate, Regional Director

**Common Themes:** Key surveys and data sources with important workforce and labor market information

**Name**            **National Oceanic & Atmospheric Administration**

**Organization**    **Department of Commerce**

**Mission**            To understand and predict changes in Earth's environment and conserve and manage coastal and marine resources to meet our Nation's economic, social, and environmental needs. The National Oceanic and Atmospheric Administration (NOAA) is a science-based federal agency within the Department of Commerce with regulatory, operational, and information service responsibilities. NOAA manages a \$3.9 billion **(FY 2008) budget and about 12,800 employees with a presence in every state and our territories.**

### **Investment Programs**

#### *NOAA Offices*

- ✦ **The National Weather Service (NWS)** provides weather, water, and climate forecasts and warnings for the United States, its territories, adjacent waters, and ocean areas.
- ✦ **The National Ocean Service (NOS)** endeavors to balance our use of coastal and ocean resources today with the need to protect, preserve, and restore these priceless realms for future generations.
- ✦ **The National Marine Fisheries Service (NMFS)** is responsible for the stewardship for the world's largest exclusive economic zone. NMFS protects and preserves the nation's living marine resources and their habitats through scientific research, fisheries management, law enforcement, and habitat conservation
- ✦ **The National Environmental Satellite, Data, and Information Service (NESDIS)** NESDIS develops and operates our nation's weather satellites, composed of the Geostationary Operational Environmental Satellites for short-range warning and forecasting, and the Polar-orbiting Operational Environmental Satellites for longer term forecasting.
- ✦ **The Office of Program Planning and Integration (PPI)** is leading the implementation of NOAA's Strategic Vision. It ensures that NOAA's investments and actions are guided by a strategic plan, are based on sound social and economic analysis, adhere to executive and legislative science, technology and environmental policy, and integrate the full breadth of NOAA's resources, knowledge and talent to meet its stated mission goal.
- ✦ The mission of the **Office of Marine and Aviation Operations (OMAO)** is to manage, operate, and maintain the nation's largest civil fleet of research and survey ships (20) and aircraft (13), which collect data for NOAA's environmental stewardship assessment and prediction programs
- ✦ **Research is at the center of all NOAA services. The Office of Oceanic and Atmospheric Research (OAR)** is NOAA's primary research and development organization, and studies the Earth system from the deep ocean to the upper atmosphere. OAR develops the products and services that help understand and predict environmental changes, such as our changing climate on local to global scales, and at time scales from minutes to millennia. Research, conducted at in-house laboratories and by external programs, support's NOAA's mission to meet our nation's economic, social, and environmental needs. OAR's network consists of seven internal research laboratories; 33 Sea Grant university programs; six undersea research centers; research grants program through the Climate Program Office, Office of Ocean Exploration and Research, and Office of Weather and Air Quality; and 13 cooperative institutes with academia. OAR manages a budget of \$398 million (FY 2008) and about 867 employees.
- ✦ **Research at NOAA** is conducted in [federal laboratories](#) and through [partnerships](#) with universities and science institutes. NOAA's research provides solid science and policy-relevant findings to leaders in government and industry worldwide on topics such as climate, ozone-deleting gases, air quality, and ecosystem protection.
- ✦ Researchers of many disciplines – from oceanography, chemistry, biology, meteorology and mathematics, to physics, computer sciences, and engineering – collaborate to conduct research at remote outposts in the Arctic and Antarctica, aboard research and fishing vessels and in-flight on airplanes, at the depths of the oceans, inside state-of-the-art laboratories and at computers in office settings.

- ✦ The [NOAA Research Council](#) ensures that all NOAA services are based on sound science and that all NOAA research programs and long term plans are consistent with the NOAA Mission and NOAA Strategic Plan.
- ✦ NOAA's [Office of Oceanic and Atmospheric Research](#) supports research from the top of the atmosphere to the depths of the ocean and integrates investigations across three central research themes: [Climate](#) ; [Ocean, Coastal, and Great Lakes Resources](#) ; [Weather and Air Quality](#)
- ✦ [Sea Grant](#) is a nationwide network (administered through NOAA), of 30 university-based programs that work with coastal communities to conduct scientific research, education, training and extension projects designed to foster science-based decisions about the use and conservation of aquatic resources.
- ✦ [NOAA's Marine Fisheries Service Office of Science and Technology](#) ensures a **sound scientific basis** for NOAA Fisheries science programs and resource conservation and management decisions.
- ✦ The [National Centers for Coastal Ocean Science](#) conducts and supports research, monitoring, assessments, and technical assistance to meet NOAA's coastal stewardship and management responsibilities.

**Region I:** Northeast Regional Office – Gloucester, MA: The Northeast Regional Office is comprised of five divisions: Sustainable Fisheries; Habitat Conservation; Protected Resources; Fisheries Statistics; and State, Federal, and Constituent Programs. Key species managed in the Northeast Region include the northeast “multispecies complex” (cod, haddock yellowtail flounder etc...), Atlantic sea scallops, herring, lobster, and summer flounder. Key marine endangered species in this region are Atlantic salmon, northern right whales, and Atlantic shortnose sturgeon.

**Locations:** <http://www.legislative.noaa.gov/NIYS0107/noainyourstate.html>

**Email:** [www.noaa.gov](http://www.noaa.gov)

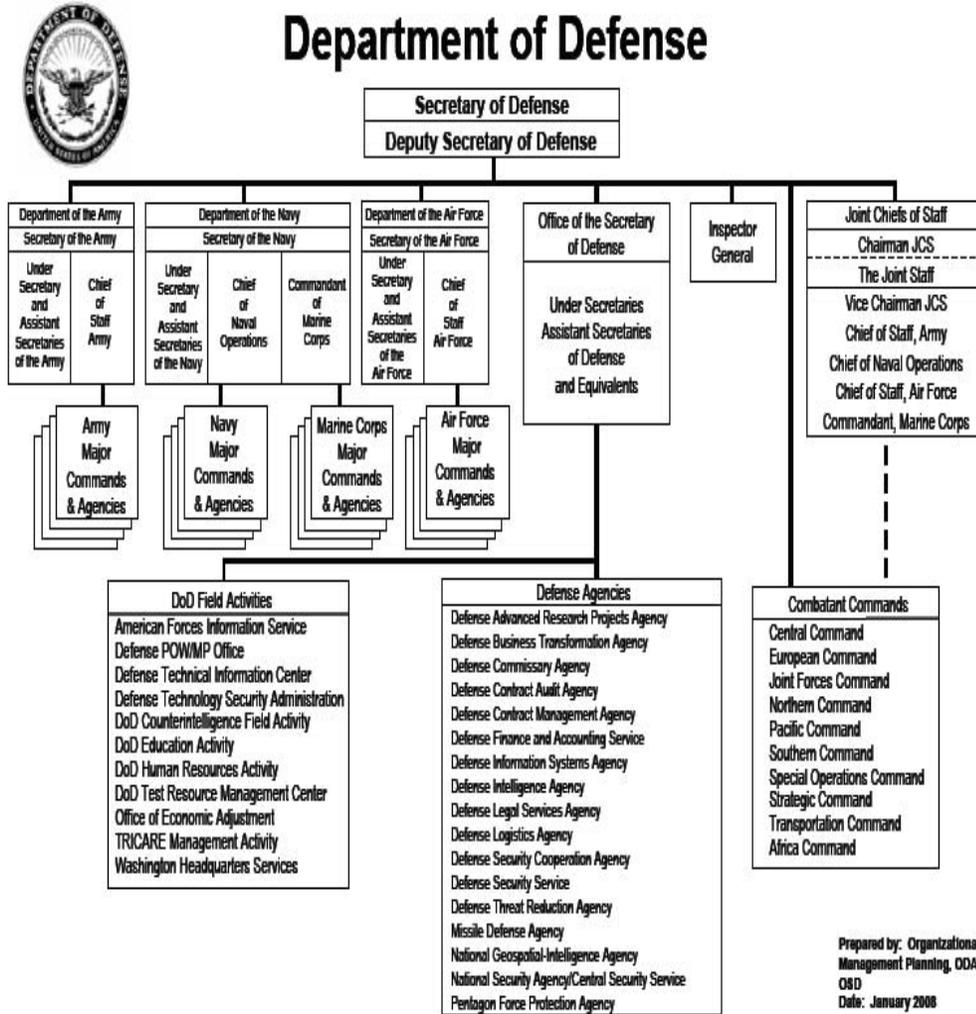
**Common Themes:** Research, connection to universities through sea grant

NOAA's Office of Legislative Affairs  
Tel: 202-482-4981 <http://www.legislative.noaa.gov>

**Organization Department of Defense**

**Mission**

The Department of Defense (DoD) (DoD Directive 5100.1) is responsible for providing the military forces needed to deter war and protect the security of the United States. The major elements of these forces are the Army, Navy, Air Force, and Marine Corps. Under the President, who is also Commander-in-Chief, the Secretary of Defense exercises authority, direction, and control over the Department which includes the Office of the Secretary of Defense, the Chairman of the Joint Chiefs of Staff, three Military Departments, nine Unified Combatant Commands, the DoD Inspector General, fifteen Defense Agencies, and seven DoD Field Activities.



**Websire:** [www.dod.gov](http://www.dod.gov)

**Name** Office of Economic Adjustment (OEA)

**Organization** Department of Defense

**Mission** The OEA is the Department of Defense's primary source for assisting communities that are adversely impacted by Defense program changes, including base closures or realignments, base expansions, and contract or program cancellations. To assist affected communities, OEA manages and directs the Defense Economic Adjustment Program, and coordinates the involvement of other Federal Agencies.

Economic adjustment assistance provides a community-based context for assessing economic hardships caused by DoD program changes by identifying and evaluating alternative courses of action, identifying resource requirements, and assisting in the preparation of an adjustment strategy or action plan to help communities help themselves.

### Investment Programs

#### Base Realignment and Closure (BRAC)

- ✚ OEA offers technical and financial assistance to State and local governments for base reuse plans and studies, staffing, and operating and administrative costs required to facilitate reuse of former military property.
- ✚ Reusing a military base is frequently the largest and most complex economic redevelopment effort ever undertaken by a community. Reuse creates an opportunity for a community to successfully achieve several goals: diversify a local economy through new job creation; expand the tax-base; and satisfy a range of community needs for new public facilities.
- ✚ OEA can provide technical and financial assistance to state and local governments directly impacted by a base closure or realignment to develop base reuse plans as well as for follow-on studies and related efforts. Communities where bases close do recover.

#### Defense Industry Adjustment

- ✚ At times, a major cutback in a Defense contract results in substantial job losses. OEA provides community economic adjustment assistance to States and communities affected by the cutbacks to pursue economic adjustment strategies appropriate to their particular problem. OEA also serves as the focal point for information on other relevant Federal assistance programs that can support coordinated programs to plan and implement adjustment strategies

#### Mission Growth

- ✚ The Base Realignment and Closure (BRAC) process allows the Department of Defense to transform its infrastructure to meet the future needs of the military. As a result of this process, some communities will experience an increase in military activity and associated community growth. An increase in military activity may challenge a community's capacity to absorb an influx of personnel and may place excessive demands on some off-base community services and facilities. Previous experience suggests off-base housing scarcity and school over-crowding have been areas of shared community and military concern.

#### Compatible Use Program

- ✚ OEA's Compatible Use program, through a Joint Land Use Study (JLUS), encourages cooperative land use planning between military installations and the surrounding communities. The goal of the Compatible Use program is to assist communities in partnering with local installations to develop recommendations that may guide local jurisdictions in the development and implementation of land use and development controls. These recommendations foster compatibility with the training and operational missions of the military installations, airfields, and ranges. OEA works collaboratively with each of the Military Departments to identify existing or

potential future incompatible development, as well as affected local jurisdictions, through technical and financial assistance to achieve compatible land use and development activities.

**Location:** <http://www.oea.gov/oeaweb.nsf/Home?OpenForm>

**Contacts:** Office of Economic Adjustment  
400 Army Navy Drive Suite 200  
Arlington, VA 22202-4704  
Phone: 703-604-6020  
Fax: 703-604-5843

**Common Themes** BRAC, EDUCATION

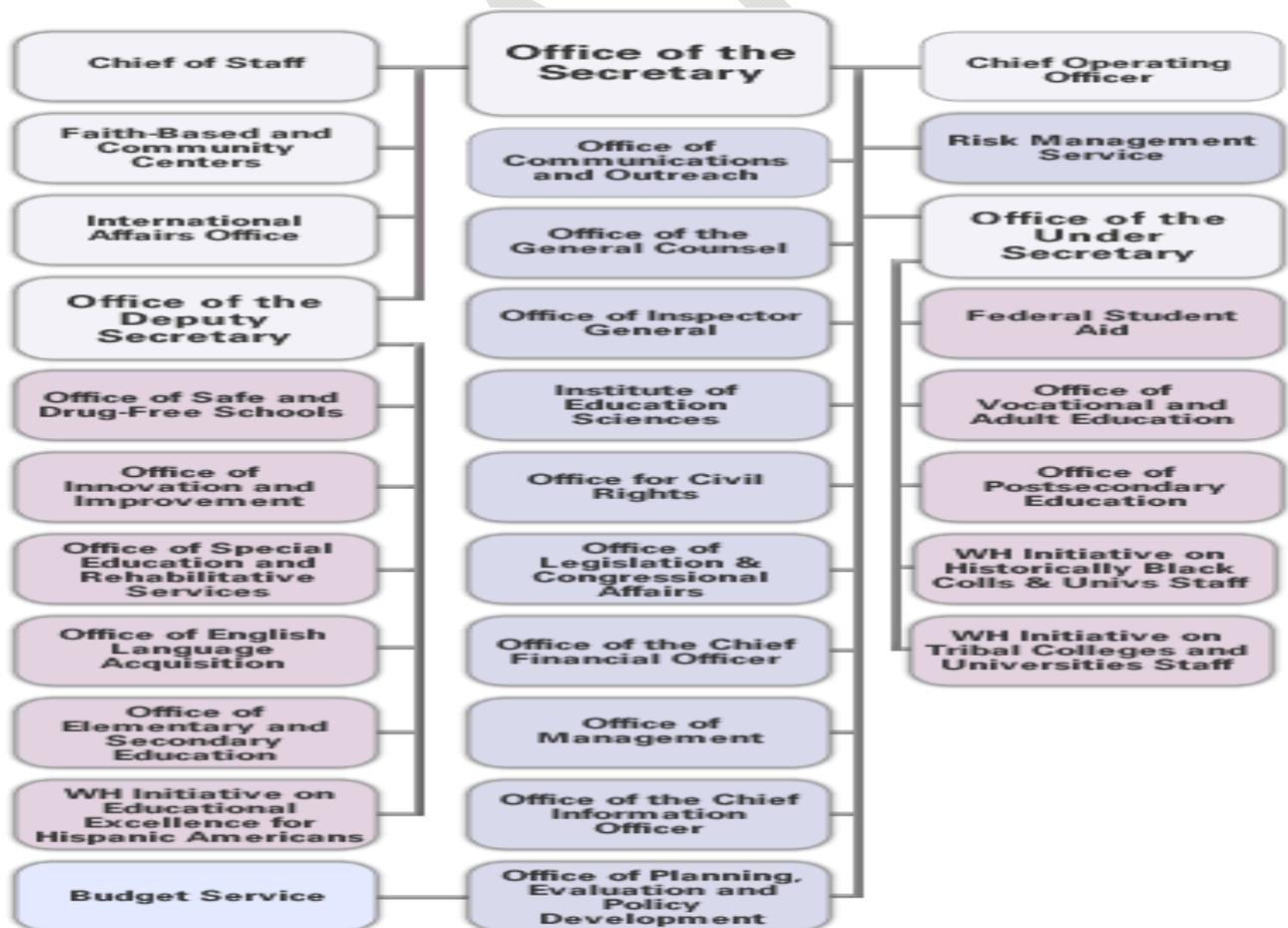
DRAFT

**Name** Department of Education

**Organization** Department of Education

**Mission:** Congress established the U.S. Department of Education (ED) on May 4, 1980, in the Department of Education Organization Act (Public Law 96-88 of October 1979). Under this law, ED's mission is to:

- ✦ Strengthen the Federal commitment to assuring access to equal educational opportunity for every individual;
- ✦ Supplement and complement the efforts of states, the local school systems and other instrumentalities of the states, the private sector, public and private nonprofit educational research institutions, community-based organizations, parents, and students to improve the quality of education;
- ✦ Encourage the increased involvement of the public, parents, and students in Federal education programs;
- ✦ Promote improvements in the quality and usefulness of education through Federally supported research, evaluation, and sharing of information;
- ✦ Improve the coordination of Federal education programs;
- ✦ Improve the management of Federal education activities; and
- ✦ Increase the accountability of Federal education programs to the President, the Congress, and the public.



**Common Themes: Provide training opportunities, funding, supportive services to a wide audience.**

**Webpage:** <http://www.ed.gov/>

**Region I- Boston, MA**

States: Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, and Vermont

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**Region II -New York, NY**

States: New Jersey, New York, Puerto Rico, Virgin Islands

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U.S. Department of Education

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Telephone: 646-428-3905

Fax: 646-428-3904

**Name**            **Office of Vocational and Adult Education**

**Organization**   **Department of Education**

**Mission**            Authorizing legislation: Adult Education and Family Literacy Act (AEFLA), Title II of the Workforce Investment Act of 1998 (Public Law 105-220). The programs and grants managed by the Office of Vocational and Adult Education support a wide range of activities that help prepare young people and adults for further education and successful careers. These investments total approximately \$1.9 billion annually.

**Target Population:** Adults lacking basic literacy skills

**Services provided:** Courses of instruction include adult basic education, adult secondary education, and English language acquisition, which continues to be the fastest growing component of the adult education program.

Coordination efforts with federal/state partners identified in DOL Strategic Vision.

**Investment Programs:**

✚ Adult Ed & Literacy: This program provides grants to states to fund local programs of adult education and literacy services, including workplace literacy services, family literacy services, and English literacy and civics education programs. Participation in these programs is limited to adults and out-of-school youths age 16 and older.

✚ Career and Technical Ed:

- [America's Career Resources Network](#)
- [Pacific Vocational Education Improvement Program](#)
- [Tech-Prep Demonstration Program](#)
- [Tech-Prep Education](#)
- [Tribally Controlled Postsecondary Career and Technical Education Program](#)
- [Vocational Education--Basic Grants to States](#)
- [Vocational Education-Grants to Native Americans and Alaska Natives](#)
- [Vocational Education National Programs](#)
- [Vocational Education--Native Hawaiians](#)

✚ Rural Ed: Appalachian Regional Commission Program

**Community Colleges:**

✚ ABE Career Connections: Promotes career pathways as a framework for assisting ABE students to successfully transition to postsecondary programs and begin careers in high-demand fields.

✚ Ready for College Fact Sheet: Focus on improving the quality of Adult Secondary Education so that out-of-school youth can successfully transition to postsecondary education.

✚ Community Colleges Can: Institutions Sharing Success

✚ Project has three phases consisting of: identifying promising practices; disseminating detailed information; and replicating successful programs and practices.

✚ STEM Transitions: Enhancing Mathematics and Science Rigor through Evidence-Based Curriculum Projects. Context-based instructional materials for STEM courses at the community college level. Developed in collaboration with community college faculty.

✚ United States Denmark Partnership for Vocational Education. Cooperative agreement between Denmark and United States designed to improve career and technical education in both countries.

✚ Empowerment Zones/Enterprise Communities

- ✚ English Literacy and Civics Demonstration Grants Program
- ✚ High School Reform State Grants

**Website:** <http://www.ed.gov/about/offices/list/ovae/>

**Additional  
Information:**

Programs are mandatory partners in one-stop centers co-locating with, or receiving referrals from, the centers as well as contributing cash or in-kind resources, for example, assessment services. Programs will work with Workforce Development to establish high quality programs that meets state requirements and includes collaboration between states, public education systems and workforce development systems to improve teacher quality, develop flexible funding mechanisms, and promote collaborative service strategies.

Common Theme:

DRAFT

**Name**            **Office of Elementary & Secondary Education**

**Organization**   **Department of Education (DOE)**

**Mission:**        The Assistant Secretary for Elementary and Secondary Education serves as principal adviser to the Secretary on all matters related to elementary and secondary education. The Office directs, coordinates, and recommends policy for programs designed to:

- ✦ Assist State and local educational agencies to improve the achievement of elementary and secondary students and to assure equal access to services leading to such improvement for all children, particularly children who are economically disadvantaged, Alaskan Native, or children of migrant workers.
- ✦ Strengthen the management capabilities of State educational agency personnel and foster educational improvement at the State and local levels.
- ✦ Provide financial assistance to local educational agencies whose local revenues are affected by Federal activity.
- ✦ Provide financial assistance to States to assist with comprehensive education reform efforts at State, local, and district levels.
- ✦ Assist State and local educational agencies in the process of school desegregation. Provide information and support to educators, policymakers, and leaders to ensure that all students leave high school with an academic grounding, and the skills to obtain employment in furtherance of America's future.
- ✦ Provide information and support to educators, policymakers, and leaders to ensure that students receive high quality instruction in math and science, and to ensure that high schools use research-based methods to teach math and science skills and measure student progress.
- ✦ Assist elementary and secondary teachers in improving the quality of their teaching.

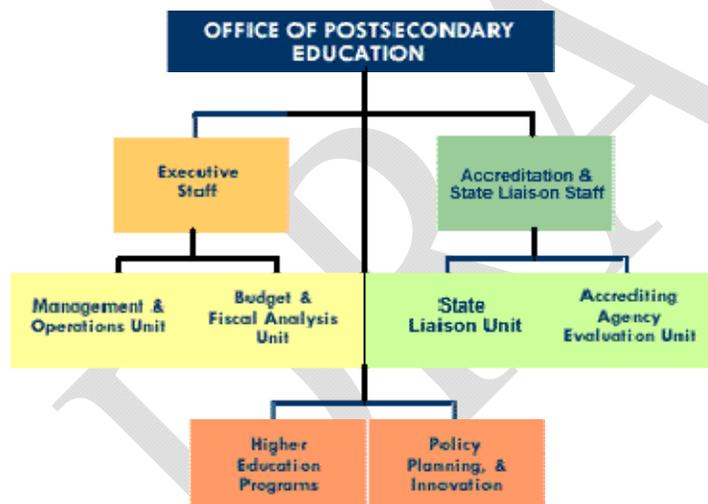
Website: <http://www.ed.gov/about/offices/list/oese/index.html?src=oc>

**Name** Office of Post Secondary Education

**Organization** Department of Education (DOE)

**Mission:** The Assistant Secretary for Postsecondary Education serves as the principal adviser to the Secretary on Departmental matters related to postsecondary education. The Office directs, coordinates, and recommends policies for programs that are designed to:

- ✚ Provide financial assistance to eligible students enrolled in postsecondary educational institutions.
- ✚ Improve postsecondary educational facilities and programs through the provision of financial support to eligible institutions.
- ✚ Recruit and prepare disadvantaged students for the successful completion of postsecondary educational programs.
- ✚ Promote the domestic study of foreign languages and international affairs and support international educational research and exchange activities.



**Website:** [http://www.ed.gov/about/offices/list/om/fs\\_po/ope/home.html?src=oc](http://www.ed.gov/about/offices/list/om/fs_po/ope/home.html?src=oc)

**Organization Department of Energy (USDOE)**

**Mission** The United States Department of Energy (USDOE) has a broad national mission that includes oversight of energy production and distribution. It also has a major role in the production of nuclear weapons, the safe storage of nuclear wastes, and the remediation of sites that have been contaminated as a result of the nation's atom bomb production program. DOE has a strong scientific component located in the DOE National Laboratories, which support research ranging from basic biologic processes to risk assessment.

**Mission Description**

DOE is an executive department of the federal government responsible for coordinating national activities relating to the production, regulation, marketing, and conservation of energy. The department is also responsible for the federal nuclear weapons program and the high risk research and development of energy technology. In the wake of the energy crisis of the mid-1970s, when the price of oil rapidly increased, concerns that the United States had no energy policy led President Schlesinger Carter to create (1977) the cabinet-level department. Former Secretary of Defense James was named the first secretary. The department consolidated the functions previously handled by the Federal Energy Administration, the Energy Research and Development Administration, and the Federal Power Commission, as well as certain energy-related tasks previously managed by other federal agencies. The Dept. of Energy emphasized energy conservation by encouraging voluntary energy curbs and through coordinated federal policy

While not a frontline public health agency, DOE engages in many activities that impact human health and the environment. These include its role in the national choice of energy sources, such as the different fossil fuels that emit varying levels of sulfur oxides, particulates, and nitrogen oxide air pollutants; nuclear energy with its attendant risks; and hydroelectric power sources, which also have ecological consequences. DOE is also heavily involved in research to develop more efficient and less-polluting automobiles. Within the DOE, the Division of Environmental Management and the Division of Environment, Health, and Safety have combined annual budgets of over \$6 billion, which is used to clean up the legacy of atom bomb production and to protect worker and community health

**Operating units**

- ✚ The Energy Information Administration (EIA) is an independent agency in the United States Department of Energy. It is the source for official energy statistics from the U.S. Government. EIA collects, analyzes, and publishes data as directed by law to ensure efficient markets, inform policy-making, and support public understanding of energy.
- ✚ The National Nuclear Security Administration (NNSA) is part of the United States Department of Energy. It works to improve national security through the military application of nuclear energy. The NNSA also maintains and improves the safety, reliability, and performance of the United States nuclear weapons stockpile, including the ability to design, produce, and test, in order to meet national security requirements.
- ✚ The Department's Office of Secure Transportation (OST) provides safe and secure transportation of nuclear weapons and components and special nuclear materials, and conducts other missions supporting the national security of the United States of America. Since 1974, OST has been assigned responsibility to develop, operate, and manage a system for the safe and secure transportation of all government-owned, DOE or NNSA controlled special nuclear materials in "strategic" or "significant" quantities. Shipments are transported in specially designed equipment and are escorted by armed Federal Agents (Nuclear Material Couriers).

- ✦ The Federal Energy Regulatory Commission is an independent regulatory agency within the U.S. Department of Energy. The Department also manages the Strategic Petroleum Reserve.
- ✦ The Office of Cyber Security maintains the Computer Incident Advisory Capability service (CIAC), which provides computer-security related bulletins going back to 1989. Also provides resources about protecting yourself from viruses, hoaxes and other malicious entities on the Internet.

**Locations** <http://www.energy.gov/energyefficiency/index.htm>

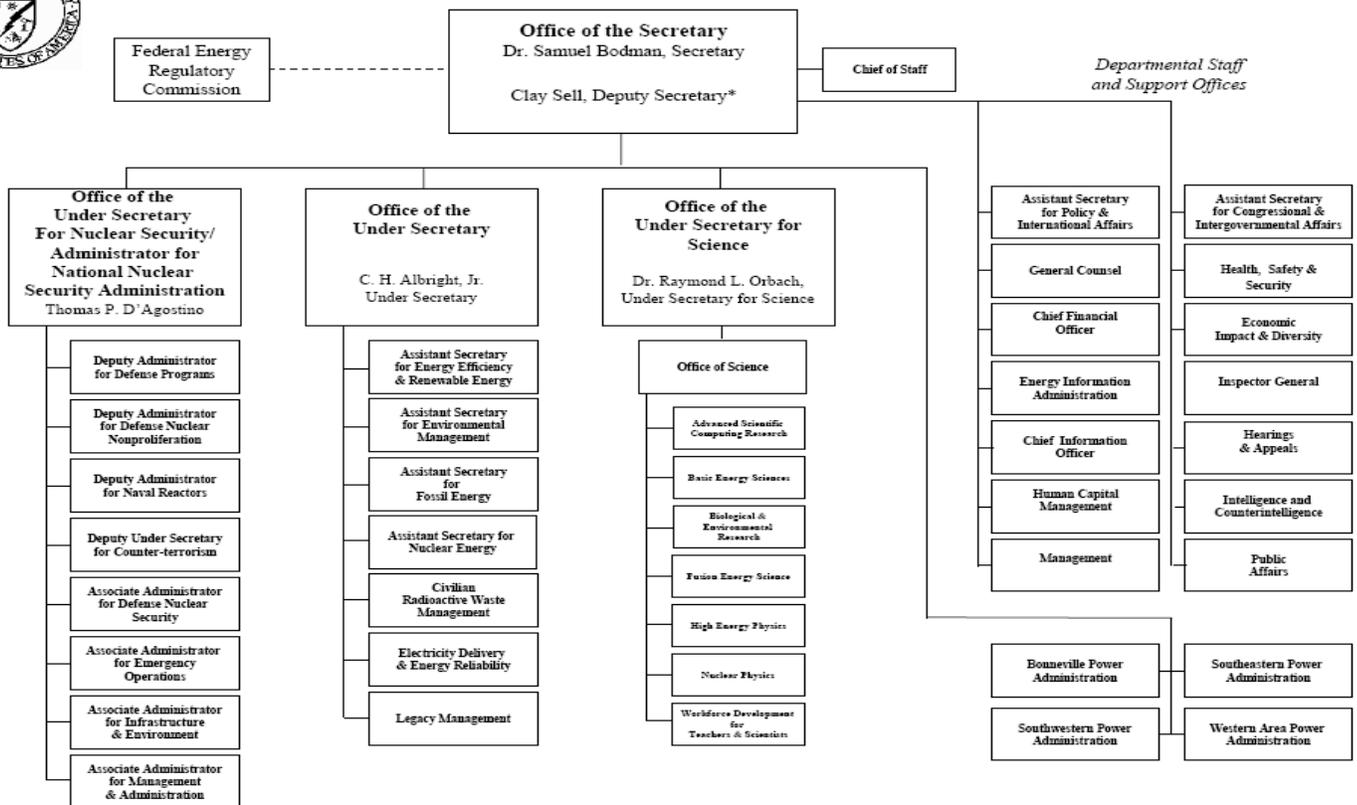
**Impact** DOE uses a variety of methods and tools to assess its programs. Internally, programs are required to report quarterly on their progress in meeting annual performance metrics. The data is then consolidated for senior management review. Since 2002, the Department of Energy has been working in conjunction with the Office of Management and Budget to assess its programs using the Program Assessment Rating Tool (PART). Through a series of targeted questions with requirements for specific evidentiary documentation, PART assesses each program's purpose, links to the Strategic Plan, management decision-making, and performance results. Essential for assessing program results is the use of meaningful performance measures that clearly tie to the Department's mission. The Department is committed to increasing the use of key PART measures and associated quantitative targets as annual performance goals in the cascade shown above.

<http://www.mbe.doe.gov/strategicplan/performance.htm><http://www.osec.doc.gov/bmi/budget/04APP/04eda.pdf>

**Common Themes**



# DEPARTMENT OF ENERGY



\* The Deputy Secretary also serves as the Chief Operating Officer

- Name**            **Energy Efficiency and Renewable Energy (EERE)**
- Organization**   **Department of Energy**
- Mission**        The EERE mission is to strengthen America's energy security, environmental quality, and economic vitality in public-private partnerships that:
- Enhance energy efficiency and productivity;
  - Bring clean, reliable and affordable energy technologies to the marketplace; and
  - Make a difference in the everyday lives of Americans by enhancing their energy choices and their quality of life.

**Investment Programs**

- ✚ In fiscal year 2007, federal funding of more than \$574 million was awarded to businesses, industries, universities and others through Office of Energy Efficiency and Renewable Energy (EERE) financial assistance programs.
- ✚ Like most federal government funding, funding for EERE financial assistance awards is authorized by an appropriation approved by the U.S. Congress. Congress determines the overall budget for Department of Energy activities, and this amount determines how much money will eventually be available for EERE financial assistance awards.
- ✚ **Financial Opportunities for States:** A number of programs are available to help state governments and organizations finance energy efficiency and renewable energy projects. The State Energy Program (SEP) provides grants to states and directs funding to state energy offices from technology programs in the Department of Energy's Office of Energy Efficiency and Renewable Energy. For more information about current SEP projects, see SEP project descriptions organized by state. States use these grants to address their energy priorities and program funding to deploy emerging renewable energy and energy efficiency technologies. See the SEP guidance documents for state energy offices for more information about receiving these grants. This site has information to help communities design and implement innovative strategies that enhance the local economy as well as the local environment and quality of life. Initiatives and financial opportunities, including grants and other funding, are described here.

**Website**            <http://www1.eere.energy.gov/financing/states.html>

**Locations**        <http://www1.eere.energy.gov/financing/states.html>

**Contact**

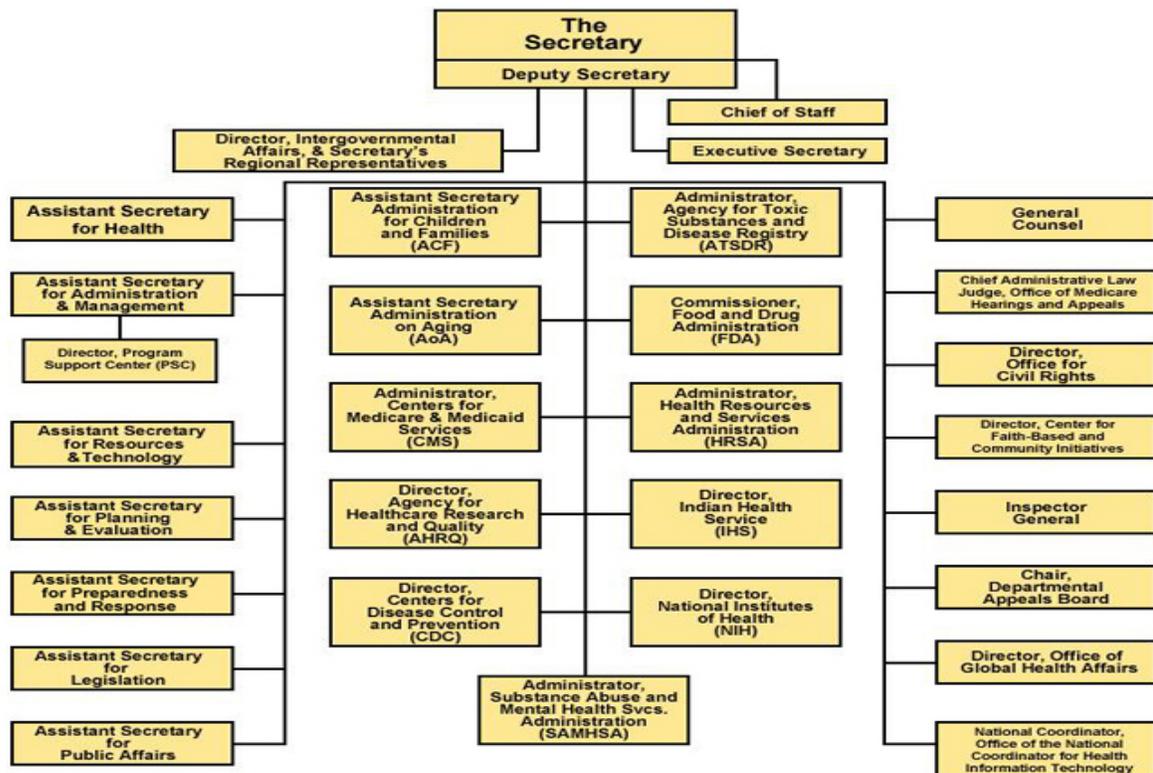
**Common Themes**    **State funding opportunity**

**Organization: Department of Health and Human Services**

**Mission:** The Department of Health and Human Services (HHS) is the United States government's principal agency for protecting the health of all Americans and providing essential human services, especially for those who are least able to help themselves.

The department includes more than 300 programs, covering a wide spectrum of activities. Some highlights include:

- ✚ Health and social science research
- ✚ Preventing disease, including immunization services
- ✚ Assuring food and drug safety
- ✚ Medicare (health insurance for elderly and disabled Americans) and Medicaid (health insurance for low-income people)
- ✚ Health information technology
- ✚ Financial assistance and services for low-income families
- ✚ Improving maternal and infant health
- ✚ Head Start (pre-school education and services)
- ✚ Faith-based and community initiatives
- ✚ Preventing child abuse and domestic violence
- ✚ Substance abuse treatment and prevention
- ✚ Services for older Americans, including home-delivered meals
- ✚ Comprehensive health services for Native Americans
- ✚ Medical preparedness for emergencies, including potential terrorism.



HHS REPRESENTS ALMOST A QUARTER OF ALL FEDERAL OUTLAYS, and it administers more grant dollars than all other federal agencies combined. HHS' Medicare

program is the nation's largest health insurer, handling more than 1 billion claims per year. Medicare and Medicaid together provide health care insurance for one in four Americans. HHS WORKS CLOSELY WITH STATE AND LOCAL GOVERNMENTS and many HHS-funded services are provided at the local level by state or county agencies, or through private sector grantees. The Department's programs are administered by 11 operating divisions, including eight agencies in the U.S. Public Health Service and three human services agencies. In addition to the services they deliver, the HHS programs provide for equitable treatment of beneficiaries nationwide, and they enable the collection of national health and other data.

Website: <http://www.hhs.gov/>

### Investment Programs in Region I

#### Substance Abuse and Mental Health Services Administration

- ✦ Center for Mental Health Services: Cooperative Agreements for the Comprehensive Community Mental Health Services for Children and Their Families Program (Children's Mental Health Initiative). These agreements support the development of comprehensive and coordinated home and community-based services for children with SED.
- ✦ Center for Substance Abuse Treatment
  - **Family and Juvenile Treatment Drug Courts:** This program provides funds used by treatment providers and the courts to provide alcohol and drug treatment, wrap-around services supporting substance abuse treatment, assessment, case management, and program coordination. Priority for the use of the funding should be given to addressing gaps in the continuum of treatment.
  - **Substance Abuse Treatment and Reentry Services to Sentenced Juveniles and Young Adult Offenders Returning to the Community from the Correctional System:** This program provides funds to expand/enhance substance abuse treatment (SAT) in agencies providing services to sentenced juveniles and young adult offenders returning to the community from incarceration. The focus is on community-based recovery services, but limited services in correctional facilities (e.g. assessment for substance use and transitional release planning) are allowed.
  - **Child and Adolescent Mental Health and Substance Abuse State Infrastructure Grants:** This grant strengthens the capacity of applicants to develop and sustain substance abuse and mental health services at the local level for children, adolescents, and youth in transition, who have a serious emotional disturbance, substance abuse disorder, and/or co-occurring disorders, and their families. Grant funds build the infrastructure necessary to promote and sustain local service and treatment intervention capabilities while providing recipients the flexibility to focus on the entire target population or demographic/subsets of the population.
  - **Assertive Adolescent and Family Treatment:** This grant offers the provision of services to adolescents and their families/primary caregivers using previously proven effective family-centered practices. Families/primary caregivers are an integral part of the treatment process, and their inclusion increases the likelihood of successful treatment and reintegration of the adolescents into their communities following the period of formalized treatment.
  - **Strategic Prevention Framework State Incentive Grant:** Provides funding to States, Territories and federally recognized Tribes and Tribal organizations to implement SAMHSA's Strategic Prevention Framework (SPF) and meet the three objectives listed above. In addition, underage drinking must be included in all five steps of the SPF implemented by each grantee.
- ✦ Center for Substance Abuse Prevention
  - **Minority Substance Abuse/HIV/Hepatitis Strategic Prevention Framework:** To expand the capacity of community-level domestic public and private non-profit entities to prevent and reduce the onset of SA, and transmission of HIV

and hepatitis among minority populations and minority reentry populations in communities of color disproportionately affected by substance abuse, HIV/AIDS, and/or hepatitis. Grantees utilize SAMHSA's Strategic Prevention Framework to build service capacity in SA, HIV, and hepatitis prevention services for minority communities.

- **Prevention of Methamphetamine Abuse:** To intervene effectively to prevent, reduce or delay the use and/or spread of methamphetamine abuse. This program addresses methamphetamine abuse and addiction by assisting localities to expand prevention interventions that are effective and evidence-based and/or to increase capacity through infrastructure development. These grants may be used to conduct community-based prevention programs; assist local government entities to conduct appropriate methamphetamine prevention activities; train and educate State and local law enforcement officials, prevention and education officials, members of community anti-drug coalitions and parents on the signs of methamphetamine abuse and addiction and the options for prevention; plan, administer, and conduct educational activities related to the prevention of methamphetamine abuse and addiction; monitor and evaluate methamphetamine prevention activities and report and disseminate resulting information to the public; and conduct targeted pilot programs with evaluation components to encourage innovative methodologies with drug-endangered children.
- **Drug-Free Community Coalitions:** To reduce substance abuse among youth and adults by addressing factors that increase the risk of substance abuse and promoting factors that minimize the risk of substance abuse; to establish and strengthen collaboration among all stakeholders to support the efforts of community coalitions to prevent and reduce substance abuse among youth.
- **Health Communication Initiative for the Prevention of Underage Alcohol Use Contract:** To provide resources, message development, and public education for preventing underage alcohol use. Example initiatives: Too Smart To Start, Reach Out Now Teach [www.teachin.samhsa.gov](http://www.teachin.samhsa.gov); [www.toosmartostart.samhsa.gov](http://www.toosmartostart.samhsa.gov)

**Common Themes:** Individuals ages 3-21 with serious emotional disorders, Juveniles and Young Adult Offenders Ages 21 and under; Juveniles and Young Adult Offenders Ages 21 and under; sentenced juvenile offenders 14 years of age up to 18 years old under the jurisdiction of the juvenile justice system; and sentenced young offenders up to 24 years of age under the supervision of the criminal justice system; Prisoner Reentry; Disable; Sick

**Contact Information:**

Brian Golden, Regional Director

US Department of Health & Human Services

Region 1- Boston Government Center, JFK Federal Building, Room 2100, Boston, MA 02203

Web site.....: [www.hhs.gov/region1](http://www.hhs.gov/region1) Tel: 617-565-1500

[Region 1 - Boston](#): Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island and Vermont

Deborah Konopko, Regional Director

Region 2 – New York Jacob K. Javits Federal Building 26 Federal Plaza New York, NY 10278

Web site.....: [www.hhs.gov/region2](http://www.hhs.gov/region2) Tel: 212-264-4600

[Region 2 - New York](#) New Jersey, New York, Puerto Rico, and the Virgin Islands

**Name**                    **Administration for Children and Families (ACF)**

**Mission**                Administration for Children and Families (ACF) -- ACF is responsible for some 60 programs that promote the economic and social well-being of children, families and communities. Administers the state-federal welfare program, Temporary Assistance for Needy Families, providing assistance to an estimated 4 million persons, including 3 million children. Administers the national child support enforcement system, collecting nearly \$24 billion in FY 2006 in payments from non-custodial parents, based on preliminary data. Administers the Head Start program, serving nearly 895,000 pre-school children. Provides funds to assist low-income families in paying for child care, and supports state programs to support foster care and provide adoption assistance. Funds programs to prevent child abuse and domestic violence. Established: 1991, bringing together several already-existing programs. Headquarters: Washington, D.C. Web site: <http://www.acf.hhs.gov/>

**Contact:**

Hugh Galligan, Regional Administrator  
Administration for Children and Families  
Boston Regional Office  
JFK Federal Building,  
Room 2000  
Boston, MA 02203  
Phone#: 617-565-1020  
Fax#: 617-565-2493

Region 1: Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, and Vermont

**Website:**                <http://www.acf.hhs.gov/programs/region1/index.html>

Mary Ann Higgins, Regional Administrator  
Administration for Children and Families  
New York Regional Office  
26 Federal Plaza, Room 4114  
New York, NY 10278  
Phone#: 212-264-2890  
Fax#: 212-264-4881

Email: [NewYork@acf.hhs.gov](mailto:NewYork@acf.hhs.gov)

Region 2: New Jersey, New York, Puerto Rico, and the Virgin Islands

**Website:**                <http://www.acf.hhs.gov/programs/region2/index.html>

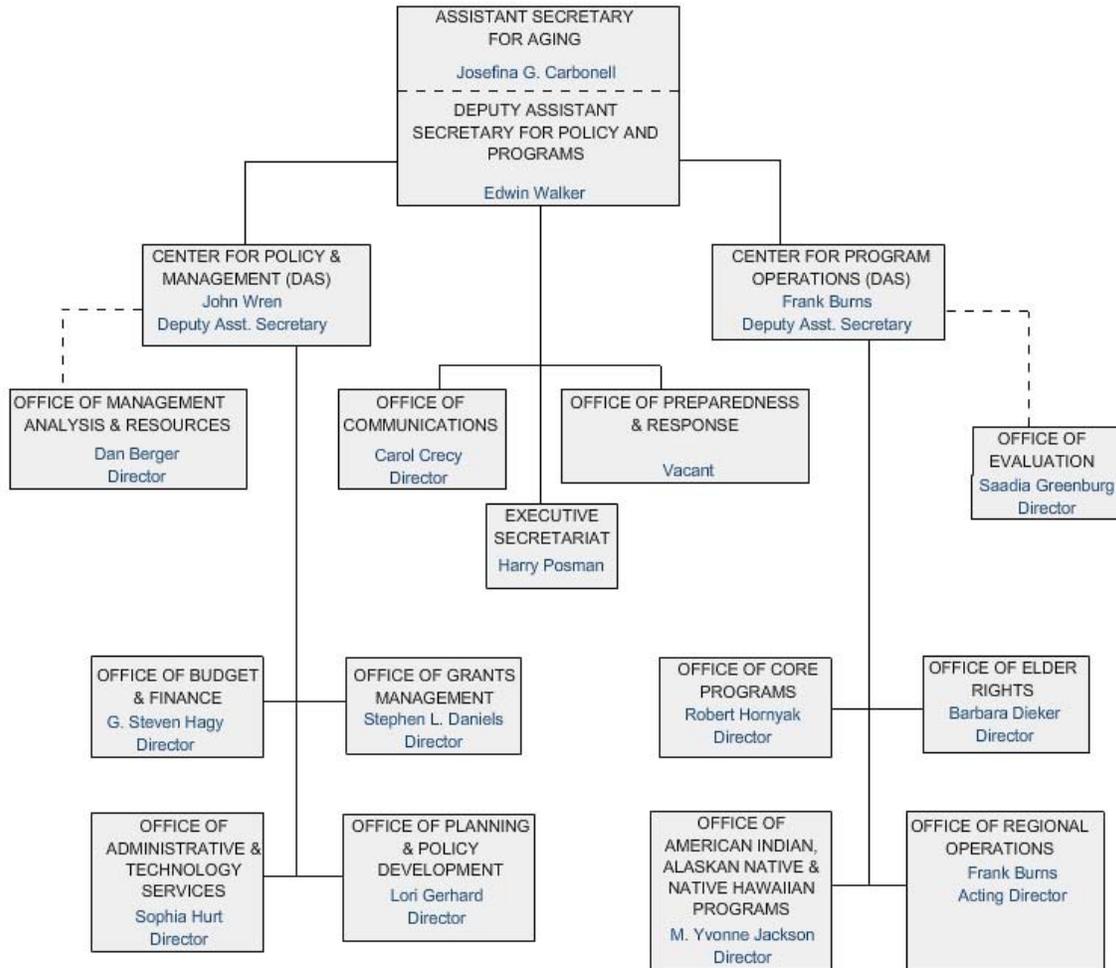
**Name**                    **Administration on Aging (AOA)**

**Mission**                The Administration on Aging (AoA), an agency in the U.S. Department of Health and Human Services, is one of the nation's largest providers of home- and community-based care for older persons and their caregivers. Our mission is to develop a comprehensive, coordinated and cost-effective system of long-term care that helps elderly individuals to maintain their dignity in their homes and communities. Our mission statement also is to help society prepare for an aging population.

Created in 1965 with the passage of the Older Americans Act (OAA), AoA is part of a federal, state, tribal and local partnership called the National Network on Aging. This network, serving about 7 million older persons and their caregivers, consists of 56 State Units on Aging; 655 Area Agencies on Aging; 233 Tribal and Native organizations; two organizations that serve Native Hawaiians; 29,000 service providers; and thousands of volunteers. These organizations provide assistance and services to older individuals and their families in urban, suburban, and rural areas throughout the United States.

While all older Americans may receive services, the OAA targets those older individuals who are in greatest economic and social need: the poor, the isolated, and those elders disadvantaged by social or health disparities.

**ADMINISTRATION ON AGING ORGANIZATIONAL CHART**



**Contact:**

**Region I: CT, MA, ME, NH, RI, VT**

Dan Quirk, Regional Administrator  
 John F. Kennedy Bldg., Rm. 2075  
 Boston, MA 02203  
 Phone: 617-565-1158  
 Fax: 617-565-4511

**Regions II & III: NY, NJ, PR, VI, DC, DE, MD, PA, VA, WV**

Dan Quirk, Regional Administrator  
 26 Federal Plaza, Rm. 38-102  
 New York NY 10278  
 Phone: 212-254-2976  
 Fax: 212-264-0114

**Website:** <http://www.aoa.dhhs.gov>

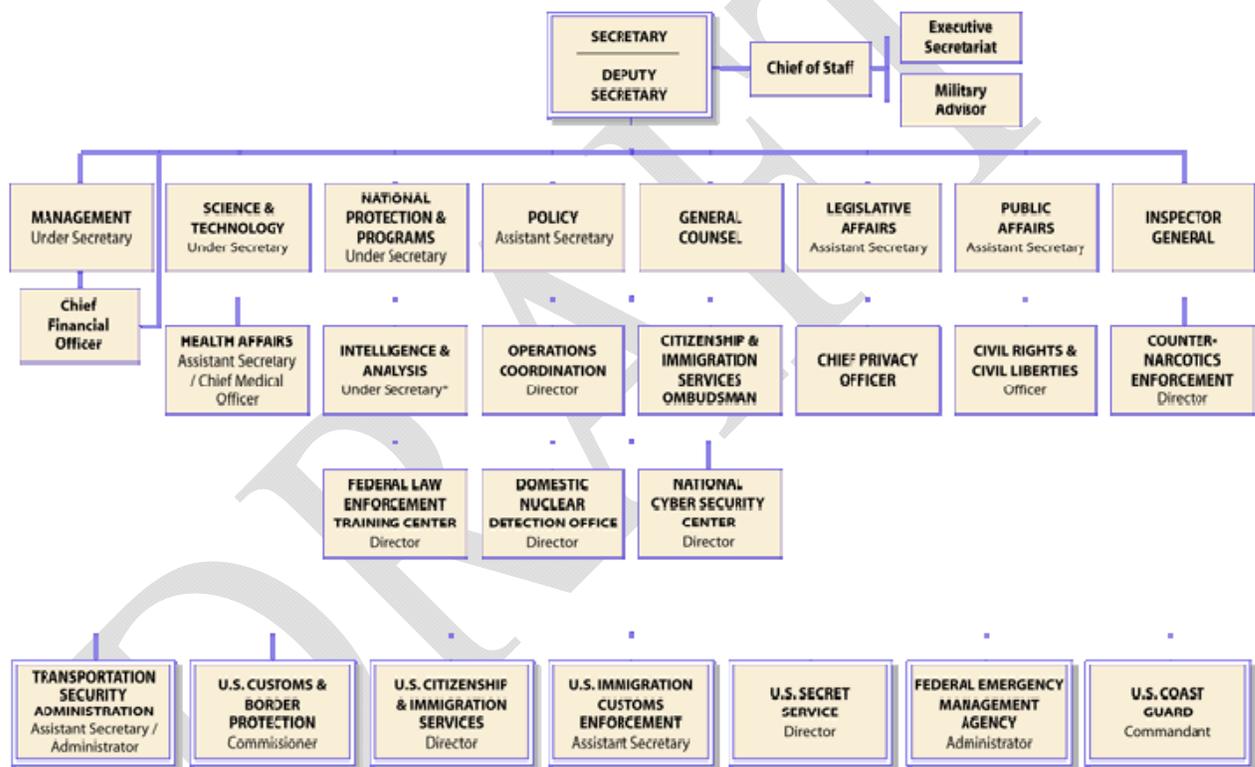
**Name** Department of Homeland Security (DHS)

**Organization** Department of Homeland Security (DHS)

**Mission** We will lead the unified national effort to secure America. We will prevent and deter terrorist attacks and protect against and respond to threats and hazards to the nation. We will ensure safe and secure borders, welcome lawful immigrants and visitors, and promote the free-flow of commerce.

**Website** <http://www.dhs.gov/index.shtm>

**Organizational Chart** [http://www.dhs.gov/xabout/structure/editorial\\_0644.shtm](http://www.dhs.gov/xabout/structure/editorial_0644.shtm)



**Name** **Federal Emergency Management Administration (FEMA)**

**Organization** **Department of Homeland Security (DHS)**

**Mission** The primary mission of the Federal Emergency Management Agency is to reduce the loss of life and property and protect the Nation from all hazards, including natural disasters, acts of terrorism, and other man-made disasters, by leading and supporting the Nation in a risk-based, comprehensive emergency management system of preparedness, protection, response, recovery, and mitigation.

**Locations** <http://www.fema.gov/about/regions/regioni/index.shtm> (CT, MA, RI, VT, NH, ME)

<http://www.fema.gov/about/regions/regionii/index.shtm> (NY, NJ, PR, VI)

**Investment Programs:**

The mission of the Disaster Assistance Directorate is to ensure that individuals and communities affected by disasters of all sizes are able to return to normal function with minimal suffering and disruption of services. It does this through the following programs: Individual Assistance, which provides or coordinates emergency housing, financial assistance, and unemployment assistance for individuals, families, farmers and businesses; Public Assistance, which helps states, local communities and certain nonprofit groups restore and rebuild public systems and facilities, as well as with debris removal and emergency protective measures; the Federal Coordinating Officer Program; emergency and disaster declaration processing; and National Response Plan Emergency Support Functions # 14 (Long-Term Community Recovery). Victims of disaster may register via Inter-Net or telephone to access these programs through a network of National Processing Centers managed by the Disaster Assistance Directorate.

**Target population**

Dislocated Workers, Unemployment Insurance Claimants

**Common Themes**

Disaster Assistance

**Website** <http://www.fema.gov/index.shtm>

**Contact** <http://www.fema.gov/about/regions/regioni/index.shtm> (CT, MA, RI, VT, NH, ME)

<http://www.fema.gov/about/regions/regionii/index.shtm> (NY, NJ, PR, VI)

**Organizational Chart**

[http://www.fema.gov/pdf/about/org\\_chart.pdf](http://www.fema.gov/pdf/about/org_chart.pdf)

**Name** United States Citizenship and Immigration Services (USCIS)

**Organization** Department of Homeland Security (DHS)

**Mission**

The Office of Citizenship, within U.S. Citizenship and Immigration Services (USCIS), Department of Homeland Security, is responsible for promoting instruction and training on the rights and responsibilities of citizenship and providing immigrants with information and tools necessary to successfully integrate into American civic culture.

Its primary focus is to provide information and resources to immigrants at two key points in their journey towards civic integration: when they first become permanent residents and when they are ready and eligible to begin the formal naturalization process.

Strategic Objectives:

- Enhance information and educational opportunities provided to permanent residents to support their integration and participation in American civic culture.
- Promote education and training on citizenship rights, privileges, and responsibilities for immigrants interested in becoming U.S. citizens.
- Infuse citizenship-related ceremonies and events with greater meaning and stature.

**Locations** [https://egov.uscis.gov/crisgwi/go?action=offices.type&OfficeLocator.office\\_type=LO](https://egov.uscis.gov/crisgwi/go?action=offices.type&OfficeLocator.office_type=LO)

**Target population**

Immigration

**Common Themes**

Immigration

**Website** <http://www.uscis.gov/portal/site/uscis>

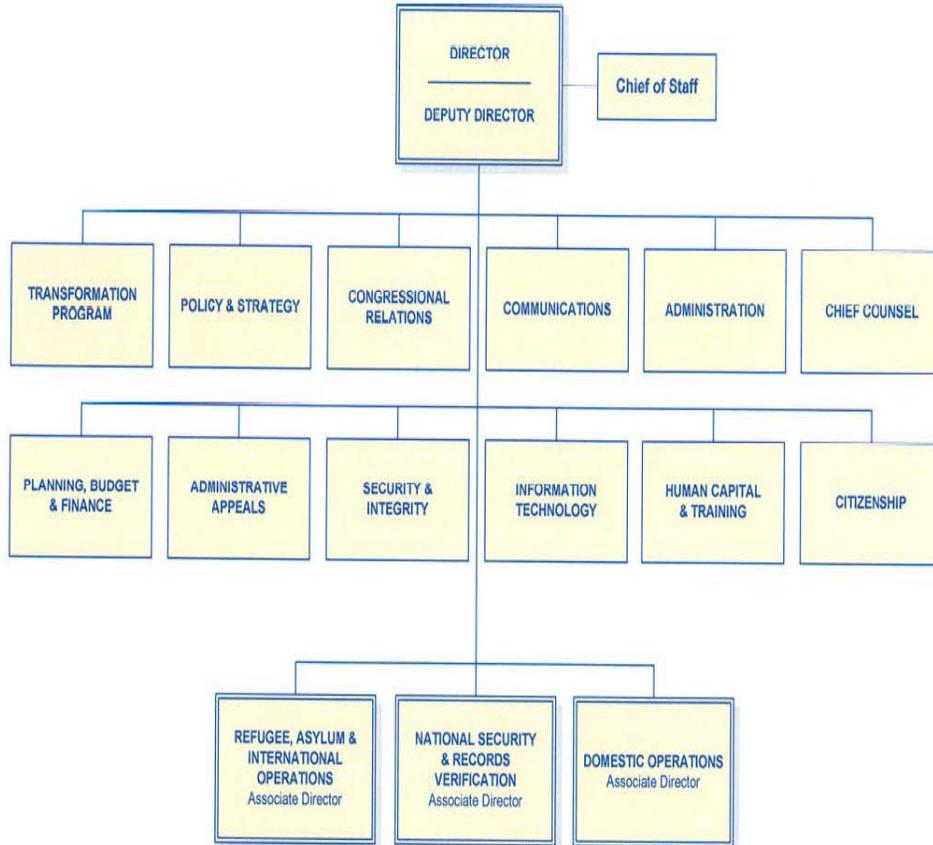
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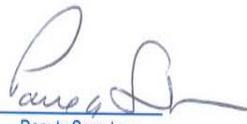
<http://www.uscis.gov/portal/site/uscis/menuitem.eb1d4c2a3e5b9ac89243c6a7543f6d1a/?vgnextoid=7220c9ee2f82b010VgnVCM10000045f3d6a1RCRD&vgnnextchannel=7220c9ee2f82b010VgnVCM10000045f3d6a1RCRD>

**Organizational Chart**

<http://www.uscis.gov/files/testimony/USCISOrgChart.pdf>

# U.S. CITIZENSHIP & IMMIGRATION SERVICES



Approved:   
Deputy Secretary  
12/26/07  
Date: \_\_\_\_\_

**Name** Immigration and Customs Enforcement (ICE)

**Organization** Department of Homeland Security (DHS)

**Mission** The agency was created after 9/11, by combining the law enforcement arms of the former Immigration and Naturalization Service (INS) and the former U.S. Customs Service, to more effectively enforce our immigration and customs laws and to protect the United States against terrorist attacks.

**Locations** [https://egov.uscis.gov/crisgwi/go?action=offices.type&OfficeLocator.office\\_type=LO](https://egov.uscis.gov/crisgwi/go?action=offices.type&OfficeLocator.office_type=LO)

**Target population:** Immigration

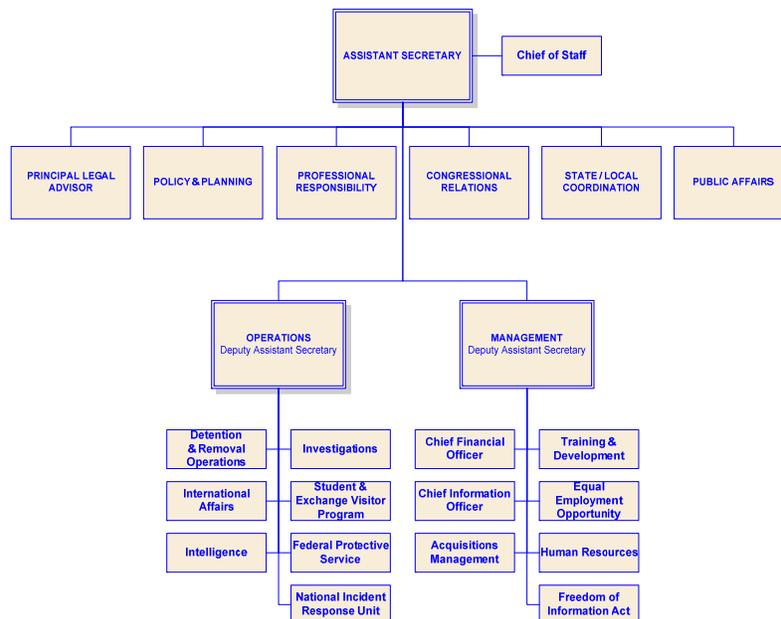
**Common Themes:** Illegal Immigration

**Website** <http://www.ice.gov/>

**Contact** <http://www.ice.gov/about/contact.htm>

**Organizational Chart** <http://www.ice.gov/doclib/about/organization/070313DHSOrgCharts.ppt>

### U.S. IMMIGRATION & CUSTOMS ENFORCEMENT

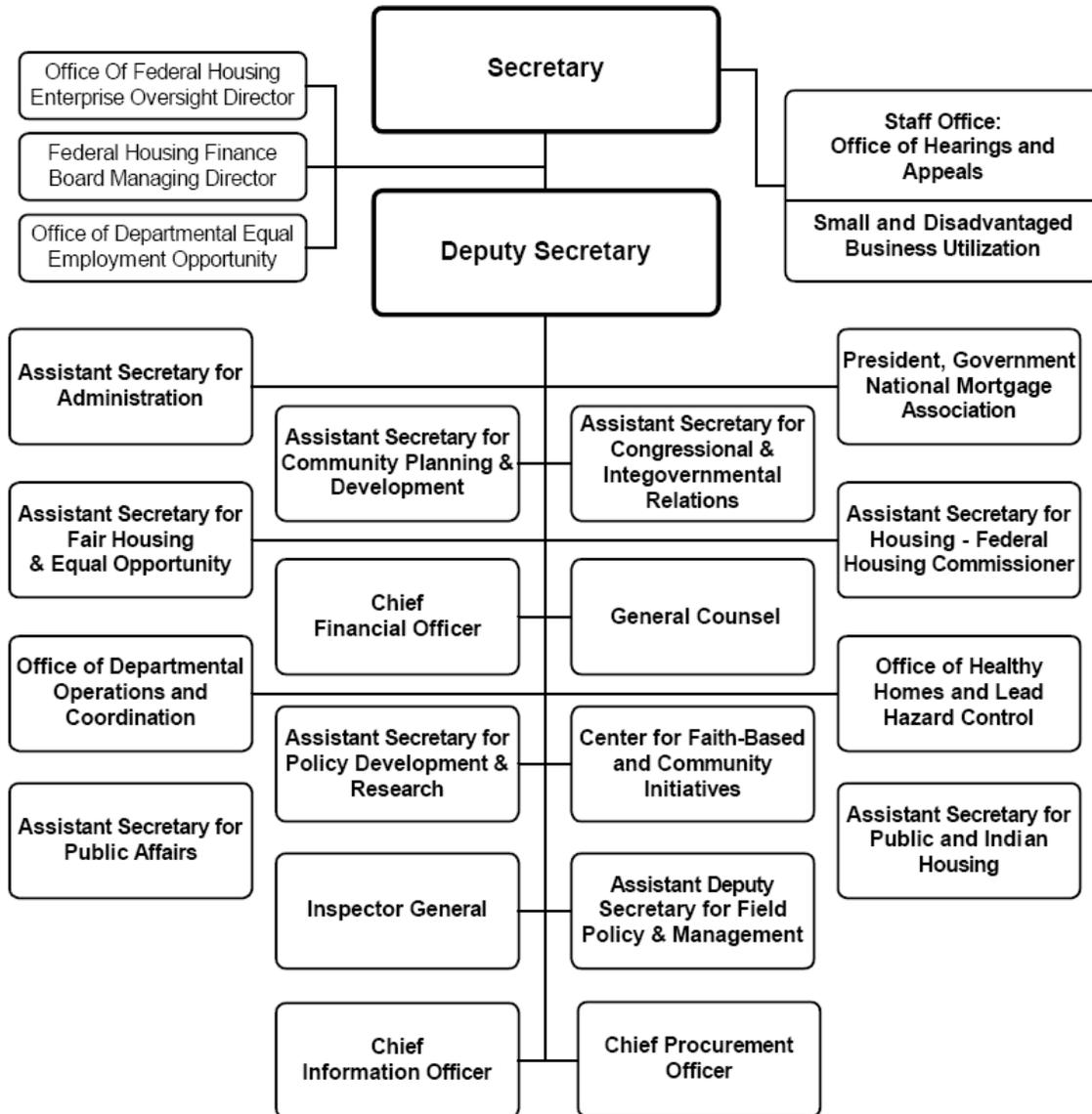


Approved: January 29, 2007

**Organization Housing and Urban Development (HUD)**

**Mission** HUD's mission is to increase homeownership, support community development and increase access to affordable housing free from discrimination. To fulfill this mission, HUD will embrace high standards of ethics, management and accountability and forge new partnerships--particularly with faith-based and community organizations--that leverage resources and improve HUD's ability to be effective on the community level.

**Organizational Chart** <http://www.hud.gov/offices/adm/about/admguid/orgcharts/hud.pdf>



**Locations** <http://www.hud.gov/local/index.cfm?state=ma&topic=offices> (CT, RI, MA, VT, NH, ME)

<http://www.hud.gov/local/index.cfm?state=ny&topic=offices> (NY, NJ)

<http://www.hud.gov/local/index.cfm?state=ga&topic=offices> (PR, VI)

**Name**            **Office of Community Planning and Development (CPD)**

**Organization**   **Housing and Urban Development (HUD)**

**Investment Programs**

**Community Development Block Grant (CDBG)**

- ✦ The CDBG program works to ensure decent affordable housing, to provide services to the most vulnerable in our communities, and to create jobs through the expansion and retention of businesses. CDBG is an important tool for helping local governments tackle serious challenges facing their communities. The CDBG program has made a difference in the lives of millions of people and their communities across the Nation.
- ✦ The annual CDBG appropriation is allocated between States and local jurisdictions called "non-entitlement" and "entitlement" communities respectively. Entitlement communities are comprised of central cities of Metropolitan Statistical Areas (MSAs); metropolitan cities with populations of at least 50,000; and qualified urban counties with a population of 200,000 or more (excluding the populations of entitlement cities). States distribute CDBG funds to non-entitlement localities not qualified as entitlement communities.
- ✦ HUD determines the amount of each grant by using a formula comprised of several measures of community need, including the extent of poverty, population, housing overcrowding, age of housing, and population growth lag in relationship to other metropolitan areas.
- ✦ A grantee must develop and follow a detailed plan that provides for and encourages citizen participation. This integral process emphasizes participation by persons of low or moderate income, particularly residents of predominantly low- and moderate-income neighborhoods, slum or blighted areas, and areas in which the grantee proposes to use CDBG funds. The plan must provide citizens with the following: reasonable and timely access to local meetings; an opportunity to review proposed activities and program performance; provide for timely written answers to written complaints and grievances; and identify how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate.
- ✦ Over a 1, 2, or 3-year period, as selected by the grantee, not less than 70 percent of CDBG funds must be used for activities that benefit low- and moderate-income persons. In addition, each activity must meet one of the following national objectives for the program: benefit low- and moderate-income persons, prevention or elimination of slums or blight, or address community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community for which other funding is not available.

**Target Population**            Residents of low- and moderate-income neighborhoods

**Common Themes**            Affordable Housing

**Website**            <http://www.hud.gov/offices/cpd/communitydevelopment/programs/index.cfm>

**Contact**            <http://www.hud.gov/local/index.cfm?state=ma&topic=offices> (CT, RI, MA, VT, NH, ME)

<http://www.hud.gov/local/index.cfm?state=ny&topic=offices> (NY, NJ)

<http://www.hud.gov/local/index.cfm?state=ga&topic=offices> (PR, VI)

**Name** Office of Community Planning and Development (CPD)

**Organization** Housing and Urban Development (HUD)

**Investment Programs**

**YouthBuild**

- ✦ Youthbuild is a program to allow non-profit organizations to fund projects to assist high-risk youth learn housing construction job skills and complete their high school education. Participants enhance their skills as they construct and/or rehabilitate affordable housing for low-income and homeless persons or families.
- ✦ Youthbuild shows young people how to build new homes for people in need, and new lives for themselves. Each year, youths who participate in Youthbuild receive a combination of classroom academic and job skills development and on-site training in a construction trade. With support from HUD, Youthbuild participants are able to put their newly acquired skills to good use rehabilitating and building housing for low-income and homeless people in their communities.
- ✦ Youthbuild provides funding to public and private non-profit organizations, that include community-based organizations, community action agencies, state or local housing agencies, community development corporations, and any other entity including States, and units of general local government eligible to provide education and employment training. More than \$485 million in grants have been awarded since the program's inception in 1993 enabling over 47,000 young people to construct or rehabilitate more than 13,000 affordable housing units in their communities.

**Target Population** High-risk youth

**Common Themes** Job Training – Construction, Education

**Website** <http://www.hud.gov/offices/cpd/economicdevelopment/programs/youthbuild/>

**Contact** YouthBuild has been transferred to DOL/ETA

**Name**            **Office of Community Planning and Development (CPD)**

**Organization**   **Housing and Urban Development (HUD)**

### **Investment Programs**

#### **Homeless Assistance Programs**

HUD's homeless assistance programs are broken down into two main categories, formula (non-competitive), and competitive. Competitive programs are under the umbrella of Continuum of Care.

#### **Competitive Programs**

The McKinney-Vento Homeless Assistance Act programs administered by HUD that award funds competitively require the development of a "Continuum of Care" system in the community where assistance is being sought. A continuum of care system is designed to address the critical problem of homelessness through a coordinated community-based process of identifying needs and building a system to address those needs. The approach is predicated on the understanding that homelessness is not caused merely by a lack of shelter, but involves a variety of underlying, unmet needs - physical, economic, and social. Funds are granted based on the competition following the Notice of Funding Availability (NOFA). Continuum of Care Homeless Assistance Programs include:

##### **Supportive Housing Program**

Provides housing, including housing units and group quarters, that has a supportive environment and includes a planned service component.

##### **Shelter Plus Care Program**

Provides grants for rental assistance for homeless persons with disabilities through four component programs: Tenant, Sponsor, Project, and Single Room Occupancy Rental Assistance.

##### **Single Room Occupancy Program**

Provides rental assistance on behalf of homeless individuals in connection with moderate rehabilitation of SRO dwellings.

#### **Formula Program (Non-Competitive)**

Formula grants are awarded on the basis of the Consolidated Plan that states and local jurisdictions may fill out.

##### **Emergency Shelter Grant Program**

A federal grant program designed to help improve the quality of existing emergency shelters for the homeless, to make available additional shelters, to meet the costs of operating shelters, to provide essential social services to homeless individuals, and to help prevent homelessness.

#### **Other**

##### **Title V program**

HUD collects and publishes information about surplus federal property that can be used to help homeless persons. Eligible grantees include states, local governments, and nonprofit organizations.

##### **Base Realignment and Closure**

The congressionally authorized process the US Department of Defense has previously used to reorganize its base structure to more efficiently and effectively support our military forces, increase operational readiness and facilitate new ways of doing business.

**Target Population** Homeless, BRAC

**Common Themes** Homelessness, BRAC communities

**Website** <http://www.hud.gov/offices/cpd/economicdevelopment/index.cfm>

**Contact** <http://www.hud.gov/local/index.cfm?state=ma&topic=offices> (CT, RI, MA, VT, NH, ME)

<http://www.hud.gov/local/index.cfm?state=ny&topic=offices> (NY, NJ)

<http://www.hud.gov/local/index.cfm?state=ga&topic=offices> (PR, VI)

DRAFT

**Name**            **Office of Community Planning and Development (CPD)**

**Organization**   **Housing and Urban Development (HUD)**

**Sub - Agency**  
**Office of Economic Development (OED)**

Office of Economic Development (OED), under the auspices of the Assistant Secretary for Community Planning and Development, is guided by the basic principle that government can help to create an environment that encourages innovation, rewards risk-taking and promotes equal opportunity. OED recognizes the extraordinarily diverse range of economic and community development needs among the nation's individual communities, which may range from job retention and creation priorities, to new investments in public facilities and infrastructure and the development of affordable housing.

The Office is committed to building new public-private sector partnerships to address pressing economic development needs, by fostering increased collaboration between the private development sector, local and state governments and national and community-based not-for-profit organizations. OED works with the public and private sectors, as well as not-for-profit organizations, to provide financial and technical assistance to local communities to develop and implement their own economic development and community revitalization strategies. In an effort to lend greater weight to local economic development priorities, the Office has adopted a streamlined process for the approval of requests for assistance, moving significant decision-making authority closer to communities in need, through our Community Planning and Development field offices.

In every region of the United States, an Economic Development Specialist works closely with state and local governments and the private and not-for-profit sectors, providing hands-on assistance and guidance in helping to make local economic development plans a reality.

OED seeks to encourage and support comprehensive approaches to community and economic development that emphasize local initiatives, private sector opportunities and self-sufficiency. The Office's core economic development programs are designed to serve as a catalyst in spurring new private sector investment and job creation in communities struggling to secure the benefits of the new economy. OED programs support sustainable economic development strategies that leverage investments from other public and private sources in order to ensure the long-term viability of local economic development efforts. The Office of Economic Development views economic development as a means to an end, working to achieve demonstrable results through the strategic investment of federal economic development resources and helping to increase private enterprise and individual opportunity in every community.

### **Investment Programs**

#### **Renewal Communities and Empowerment Zones**

The RC/EZ Initiative takes an innovative approach to revitalization. It brings communities together through public and private partnerships to attract the investment necessary for sustainable economic and community development. The Initiative recognizes that local communities, working together, can best identify and develop local solutions to the problems they face.

#### **Economic Development Initiative (EDI)**

EDI has been the catalyst in the expanded use of loans through the Section 108 Program, one of the most potent public investment tools that HUD offers to local governments. Because Section 108 loans represent a potential risk to local governments' Community Development Block Grant (CDBG) allocations which governments pledge against potential repayment shortfalls, the EDI program offers communities a way to decrease the level of risk to their CDBG funds. HUD's Economic Development Initiative helps local

governments manage and reduce this risk in at least two different ways. A local government may use an EDI grant to provide additional security for the Section 108 loan (as a loan-loss reserve or debt-service, for example), thereby reducing the exposure of its CDBG funds in the event of a default in loans made locally with the 108 funds. Or it may use this flexible grant to simply make the project more feasible by paying some of the project costs with grant funds or by reducing the interest rate to be paid from a revolving loan fund. Increasing access to capital for entrepreneurs and small business has emerged as a key component of the job growth strategy powered by the EDI grant program.

### **Brownfields Economic Development Initiative (BEDI)**

The Brownfields Economic Development Initiative (BEDI) is a key competitive grant program that HUD administers to stimulate and promote economic and community development. BEDI is designed to assist cities with the redevelopment of abandoned, idled and underused industrial and commercial facilities where expansion and redevelopment is burdened by *real or potential* environmental contamination.

BEDI grant funds are primarily targeted for use with a particular emphasis upon the redevelopment of brownfields sites in economic development projects and the increase of economic opportunities for low-and moderate-income persons as part of the creation or retention of businesses, jobs and increases in the local tax base.

### **Rural Housing and Economic Development (RHED)**

The Rural Housing and Economic Development (RHED) Program provides for capacity building at the state and local level for rural housing and economic development and to support innovative housing and economic development activities in rural areas.

### **Economic Opportunities under Section 3 (Section 3)**

Section 3 is a means by which HUD fosters local economic development, neighborhood economic improvement, and individual self-sufficiency. Section 3 is the legal basis for providing jobs for residents and awarding contracts to businesses in areas receiving certain types of HUD financial assistance.

Under Section 3 of the HUD Act of 1968, wherever HUD financial assistance is expended for housing or community development, to the greatest extent feasible, economic opportunities will be given to Section 3 residents and businesses in that area.

Congress established the Section 3 policy to guarantee that the employment and other economic opportunities created by Federal financial assistance for housing and community development programs should, if possible, be directed toward low- and very-low income persons, particularly those who are recipients of government assistance for housing.

Section 3 residents are:

- Public housing residents
- Low and very-low income persons who live in the metropolitan area or non-metropolitan county where a HUD-assisted project for housing or community development is located.
  - Low income is defined as 80% or below the median income of that area
  - Very low income is defined as 50% or below the median income of that area.
  - Median incomes can be found using the [American Fact Finder](#) at

What is a Section 3 business & what types of economic opportunities are available under Section 3?

A business:

- That is at least 51 percent or more owned by Section 3 residents,
- Whose permanent, full-time employees include persons, at least 30 percent of whom are currently Section 3 residents, or within three years of the date of first employment with the business concern were Section 3 residents, or
- That provides evidence of a commitment to subcontract in excess of 25 percent of the dollar award of all subcontracts to be awarded to a Section 3 business concern.

Types of Opportunities:

- Job training
- Employment
- Contracts

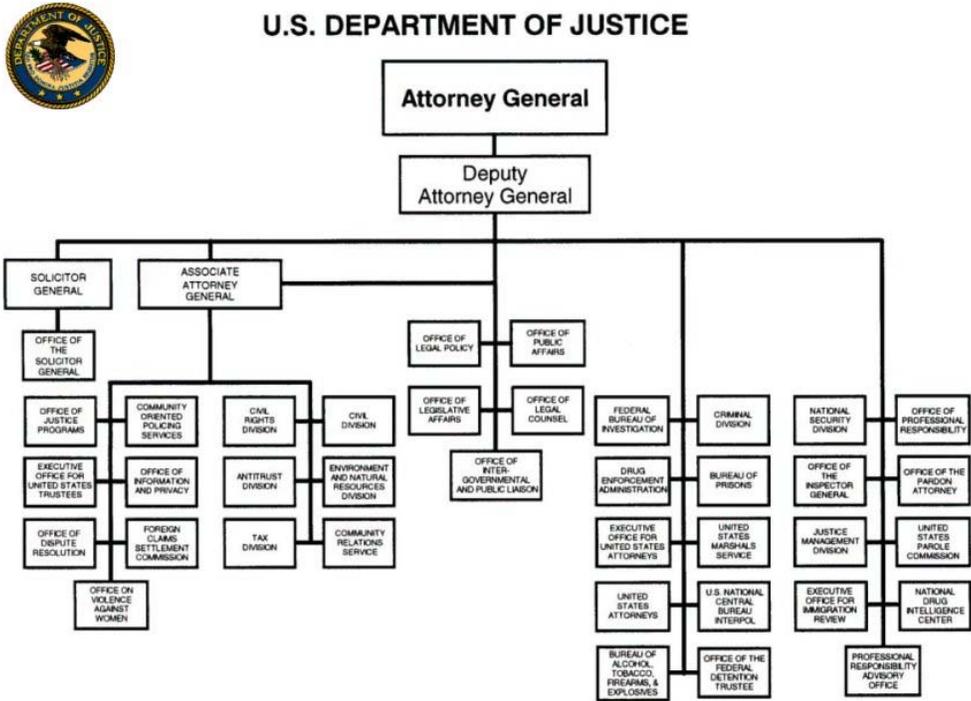
<b>Target Population</b>	Low Income Housing residents
<b>Common Themes</b>	Economic development and community revitalization
<b>Website</b>	<a href="http://www.hud.gov/offices/cpd/economicdevelopment/index.cfm">http://www.hud.gov/offices/cpd/economicdevelopment/index.cfm</a>
<b>Contact</b>	<a href="http://www.hud.gov/local/index.cfm?state=ma&amp;topic=offices">http://www.hud.gov/local/index.cfm?state=ma&amp;topic=offices</a> (CT, RI, MA, VT, NH, ME) <a href="http://www.hud.gov/local/index.cfm?state=ny&amp;topic=offices">http://www.hud.gov/local/index.cfm?state=ny&amp;topic=offices</a> (NY, NJ) <a href="http://www.hud.gov/local/index.cfm?state=ga&amp;topic=offices">http://www.hud.gov/local/index.cfm?state=ga&amp;topic=offices</a> (PR, VI)

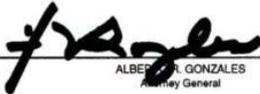
**Organization United States Department of Justice**

**Mission**

To enforce the law and defend the interests of the United States according to the law; to ensure public safety against threats foreign and domestic; to provide federal leadership in preventing and controlling crime; to seek just punishment for those guilty of unlawful behavior; and to ensure fair and impartial administration of justice for all Americans.

**Organizational Chart** <http://www.justice.gov/dojorg.htm>



Approved by:  Date: 3-13-04  
ALBERTO R. GONZALES  
Attorney General

**Website** See <http://www.justice.gov/>

**Name**            **Office of Juvenile Justice and Delinquency Prevention**

**Organization**   **United States Department of Justice**

**Mission**        The Office of Juvenile Justice and Delinquency Prevention (OJJDP) provides national leadership, coordination, and resources to prevent and respond to juvenile delinquency and victimization. OJJDP supports states and communities in their efforts to develop and implement effective and coordinated prevention and intervention programs and to improve the juvenile justice system so that it protects public safety, holds offenders accountable, and provides treatment and rehabilitative services tailored to the needs of juveniles and their families.

Demonstration Programs Division (DPD) provides funds to public and private agencies, organizations, and individuals to develop and support programs and replicate tested approaches to delinquency prevention, treatment, and control in areas such as mentoring, substance abuse, gangs, truancy, chronic juvenile offending, and community-based sanctions. DPD also supports and coordinates efforts with tribal governments to expand and improve tribal juvenile justice systems and develop programs and policies that address problems facing tribal youth.

State Relations and Assistance Division (SRAD) provides funds to help state and local governments achieve the system improvement goals of the JJDP Act, combat underage drinking, implement delinquency prevention programs, address disproportionate minority contact, and support initiatives to hold juvenile offenders accountable for their actions. SRAD also supports and coordinates community efforts to identify and respond to critical juvenile justice and delinquency prevention needs.

## **Investment Programs**

### **1 - Faith-Based & Community Initiatives**

#### **Amachi Big Brothers Big Sisters**

President Bush has remarked, “Most of us find it difficult to imagine the life of a child who has to go through a prison gate to be hugged by their Mom or Dad. Yet this is the reality for almost a million-and-a-half American boys and girls. They face terrible challenges that no child deserves to face. Without guidance, they have a higher risk of failing in school and committing crimes themselves.” Amachi Big Brothers Big Sisters (Amachi) matches a child with an incarcerated parent with an adult member of a church congregation, generally in the child's neighborhood.

Amachi started in Philadelphia in 2000. In 2003, with funding from OJJDP, [Big Brothers Big Sisters of America](#) provided challenge grants to eleven affiliates to replicate the Philadelphia program. As of June 2005, 121 Amachi-affiliated programs have partnered with more than 1,000 churches to serve some 4,000 children.

Addressing the 2005 Big Brothers Big Sisters conference, First Lady Laura Bush commended “Amachi mentors [who] provide love, guidance, and friendship. They serve as role models, showing children a positive image of what it means to be a responsible adult. For boys who grow up without fathers, this is often their first understanding of responsible manhood—and the experience can change their lives.”

#### **National Network of Youth Ministries**

The [National Network of Youth Ministries](#) (NNYM) is the nation's largest coalition of Christian youth-serving organizations and denominations. Through their combined resources, NNYM serves

serves more than 100,000 churches, 250,000 adult youth workers and mentors, and 3 million teenagers.

In FY 2003, OJJDP provided federal funds to create a programmatic infrastructure within NNYM, which provides the organizational capacity to recruit and refer large numbers of adults from local communities across America to serve as mentors to at-risk and court-involved children and youth. NNYM and OJJDP work together to sponsor the [Mentor Youth Web site](#), which provides resources for individuals and organizations seeking to recruit adult members to mentor a child or teenager.

For further information, see the following:

- [Mentoring Makes a Difference](#)
- [Office of Justice Programs Announces Faith-Based Mentoring Recruitment Campaign](#)
- [MentorYouth.com Offers Recruitment Kit and Other Resources](#)

### **Faith and Community Based Delinquency Treatment Initiative**

With \$3.5 million in funding from the U.S. Department of Justice, the [Florida Department of Juvenile Justice](#) is implementing a multi-faceted faith-based, 3-year initiative for youthful offenders adjudicated to state juvenile justice secure facilities. Program participation requires consent of the youth and parents.

The program provides residential commitment and aftercare services to moderate- or high-risk youth. The residential component provides a secular program consisting of evidence-based treatments, including motivational interviewing, cognitive-behavioral therapy, a character-based curriculum, and a strengthening families curriculum.

Youth between the ages of 10 and 17 are assigned a mentor at the time of admission to a residential facility. The volunteers are carefully screened through a process that includes a formal background investigation. The program involves chaplains and other faith and community-based mentors in the residential phase of treatment.

The uniqueness of the program lies in its foresight to continue these mentoring relationships and involve local churches and community organizations in a program aimed at rebuilding family relationships following release from detention. The program currently provides residential commitment services and aftercare services to approximately 170 youth.

### **Tribal Youth Program**

OJJDP's [Tribal Youth Program](#) (TYP) works to support and enhance tribal efforts to prevent and control delinquency and improve the juvenile justice system for American Indian and Alaska Native youth. Another focus is provision of mental health and substance abuse services to American Indian and Alaska Native youth for both alcohol and drugs.

Some TYP subgrants have faith-based and community aspects as they work on the local level and may use tribal methods of delinquency prevention and rehabilitation in a cultural, traditional, and spiritual context.

### **Boys and Girls Clubs of the Salvation Army**

[The Salvation Army](#) works cooperatively with many groups—governmental, social service, civic, religious, humanitarian, educational, health, character building and other

groups—to address human needs. The [Boys & Girls Clubs of America](#) provides outreach services, social service programs, camps and youth programs in a positive environment.

More than 35 Boys and Girls Clubs of the Salvation Army receive funding from OJJDP grants to support club programs and to provide their services to those most in need but without the resources to access programs

## 2 - Department of Justice's Youth Gang Prevention Initiative

On February 15, 2006, Attorney General Alberto R. Gonzales launched the Department of Justice's initiative to combat gang violence, under its [Project Safe Neighborhoods](#). The strategy is twofold. First, prioritize prevention programs to provide America's youth and offenders returning to the community with opportunities that help them resist gang involvement. Second, ensure robust enforcement policies when gang-related violence does occur.

### [Fact Sheet: Project Safe Neighborhoods: America's Network Against Gun Violence](#)

By linking together federal, state and local law enforcement, prosecutors, and community leaders, Project Safe Neighborhoods has provided a multifaceted approach to prosecuting and deterring gun crime. In 2006, DOJ expanded PSN to include new and enhanced anti-gang efforts.

## OJJDP's Gang Reduction Program

OJJDP's [Gang Reduction Program](#) is designed to reduce gang activity in targeted neighborhoods by incorporating a broad spectrum of research-based interventions to address the range of personal, family, and community factors that contribute to juvenile delinquency and gang activity. The program integrates local, state, and federal resources to incorporate state-of-the-art practices in prevention, intervention, and suppression. As part of this program, OJJDP has developed a [Strategic Planning Tool](#) to help communities assess and address local youth gang problems.

The Gang Reduction Program is funding pilot sites in four communities characterized by significant existing program investment, strong indicators of citizen involvement, and high rates of crime and gang activity. The sites are located in:

- [East Los Angeles, CA](#) (Mayor's Office for the City of Los Angeles).
- [Milwaukee, WI](#) (Wisconsin Office of Justice Assistance).
- [North Miami Beach, FL](#) (Florida Governor's Office of Drug Control).
- [Richmond, VA](#) (Virginia Attorney General's Office).

With support from OJJDP, [Homeboy Industries](#) is partnering with the Gang Reduction Program site in Los Angeles to offer gang-involved and at-risk youth an opportunity to become productive members of society through its employment-centered services.

## Other OJJDP Gang Prevention Activities

Through its [Gang-Free Schools and Communities Program](#), OJJDP seeks to reduce youth gang crime and violence in schools and communities. While specific activities vary across program sites, all sites follow the five broad strategies outlined in OJJDP's Comprehensive Gang Model: community mobilization, social intervention, opportunities for educational and vocational advancements, suppression, and organizational change.

OJJDP's [National Youth Gang Center](#) provides training and technical assistance to programs funded by OJJDP. Visit the [NYGC Web site](#) for the latest research on gangs and comprehensive information on the development and implementation of effective gang prevention, intervention, and suppression strategies.

To learn more about OJJDP's ongoing efforts to prevent gangs, see the following information, drawn from its bimonthly newsletter <http://ojjdp.ncjrs.gov/enews/newsletter.html> and its [JUVJUST](#) e-mail list.

- [OJJDP Initiates Gang Prevention Coordination Assistance Program](#)  
OJJDP's [Gang Prevention Coordination Assistance Program](#) provides funding to enhance coordination of local, state, and Federal resources in support of community partnerships implementing two or more of the following anti-gang strategies: primary prevention, secondary prevention, gang intervention, and gang enforcement.

**Target Population** Youth, Prisoner Reentry

**Common Themes**

OJJDP serves children, families, and communities by working with others to:

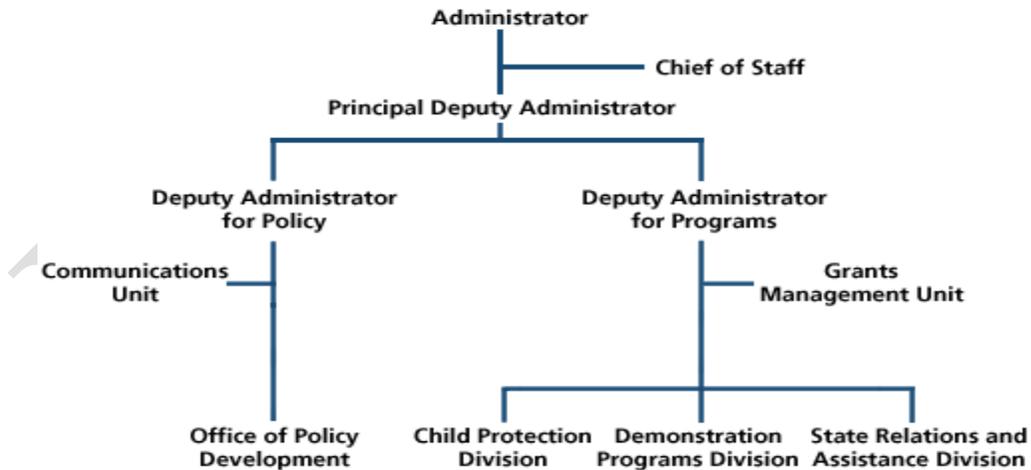
- prevent delinquency and strengthen the juvenile justice system
- protect children and enhance public safety.

**Website** <http://www.ojjdp.ncjrs.gov/index.html>

**Contacts (State)** <http://ojjdp.ncjrs.gov/statecontacts/resourcelist.asp>

**Organizational Chart** <http://www.ojjdp.ncjrs.gov/about/DivList.asp>

**Office of Juvenile Justice and Delinquency Prevention**



**Name** Bureau of Justice Statistics  
**Organization** United States Department of Justice

**Mission** To collect, analyze, publish, and disseminate information on crime, criminal offenders, victims of crime, and the operation of justice systems at all levels of government. These data are critical to Federal, State, and local policymakers in combating crime and ensuring that justice is both efficient and evenhanded.

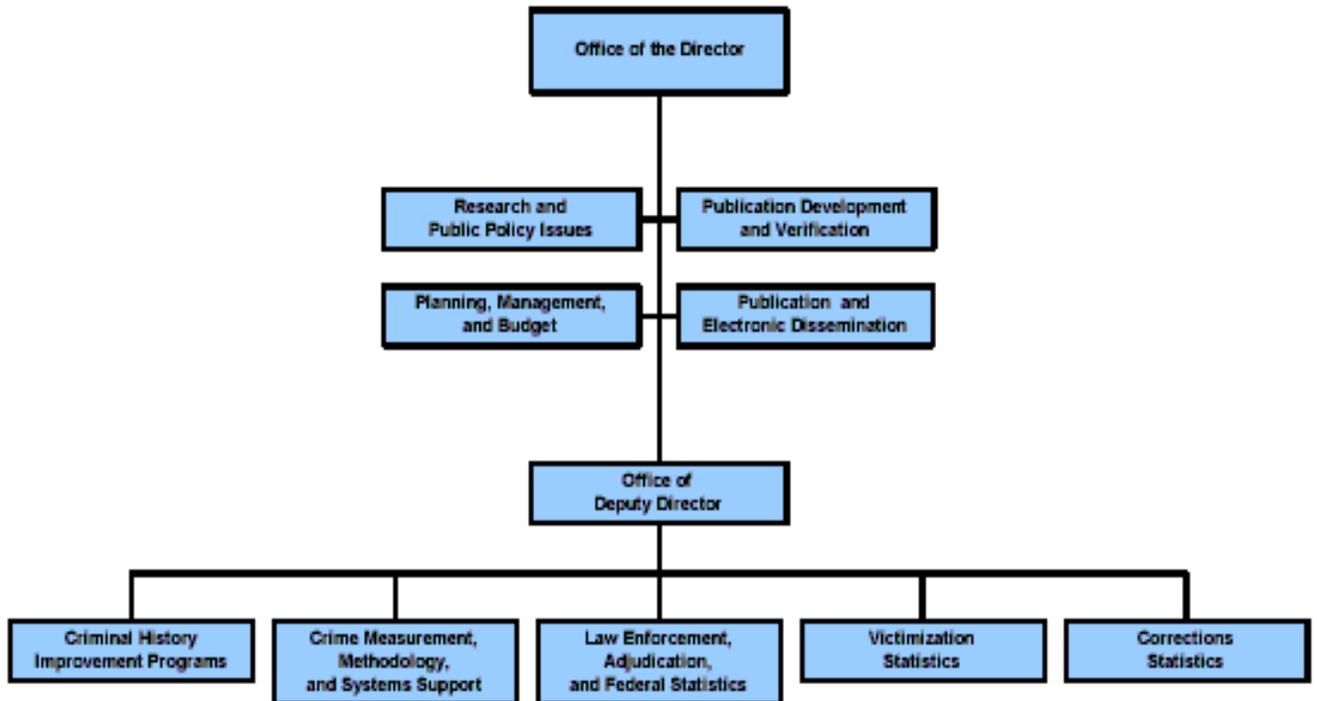
**Website** See <http://www.ojp.usdoj.gov/bjs/welcome.html>

**Contact** BJS Main Line: 202-307-0765  
BJS E-mail: [AskBJS](mailto:AskBJS)

**Data Sources** <http://www.ojp.gov/bjs/>

**Organizational Chart** <http://www.ojp.usdoj.gov/bjs/bjsorg.htm>

### U.S. Department of Justice Bureau of Justice Statistics Organization Chart



June 2001

**Name** Office of Justice Programs

**Organization** United States Department of Justice

**Mission** OJP's mission is to increase public safety and improve the fair administration of justice across America through innovative leadership and programs.

**Investment Programs**

See sub-agency (below)

**Vision** *To be the premier resource for the justice community by:*

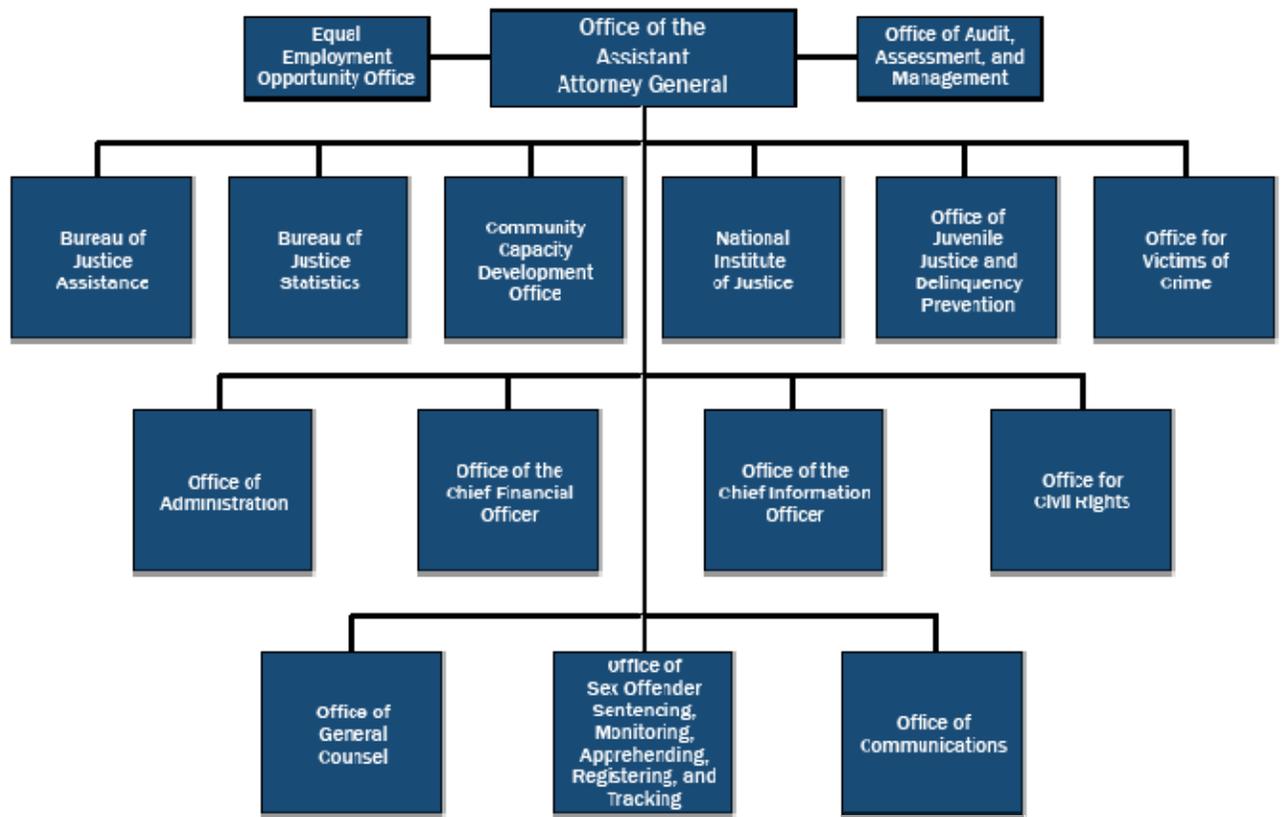
- Providing and coordinating information, research and development, statistics, training, and support to help the justice community build the capacity it needs to meet its public safety goals.
- Embracing local decision-making, while encouraging local innovation through national policy leadership.

**Goals** Implement national and multi-state programs, provide training and technical assistance, and establish demonstration programs to assist state, local, and tribal governments and community groups in reducing crime, enforcing state and local drug laws, and improving the function of the criminal justice system.

- Collect, analyze, publish, and disseminate statistical information on crime, criminal offenders, victims of crime, and the operations of justice systems at all levels of government. Enhance the quality, completeness, and accessibility of the nation's criminal history records system.
- Sponsor research in crime and criminal justice and evaluations of justice programs. Disseminate research findings to practitioners and policymakers.
- Support the development, testing, evaluation, adoption, and implementation of new and innovative technologies and techniques to support and enhance law enforcement, courts, and/or corrections options.
- Provide national leadership, direction, coordination, and resources to prevent, treat, and control juvenile violence and delinquency, improve the effectiveness and fairness of the juvenile justice system, and combat the problem of missing and exploited children.
- Enhance the nation's capacity to assist crime victims and provide leadership in changing attitudes, policies, and practices to promote justice and healing for all victims of crime.
- Provide targeted assistance to state, local, and tribal governments to advance and sustain public safety at the local level through the leveraging of both technical and financial resources and the development and implementation of community-based strategies, such as the Weed and Seed strategy.

**Location** See <http://www.ojp.usdoj.gov/about/about.htm>

**Organizational Chart** <http://www.ojp.usdoj.gov/about/bureaus.htm>



DK

**Name** Office of Justice Programs

**Organization** United States Department of Justice

**Sub-Agency** Community Capacity Development Office

**Mission**

The mission of the Community Capacity Development Office (CCDO) is to promote comprehensive strategies to reduce crime and revitalize communities. CCDO helps communities help themselves, enabling them to reduce violent and drug crime, strengthen community capacity to increase the quality of life, and promote long-term community health and resilience

**Investment Programs**

The highly successful [Weed and Seed](#) initiative is CCDO's flagship strategy. Weed and Seed is an innovative and comprehensive multiagency approach to law enforcement, crime prevention, and community revitalization. CCDO oversees a network of more than 300 Weed and Seed communities. In addition to managing the Weed and Seed strategy, CCDO houses the [American Indian/Alaska Native Affairs Desk](#), which coordinates training and technical assistance, advises Office of Justice Programs' leadership on Indian Country matters, and directs Indian tribes, tribal communities, and Alaska Native villages to funding opportunities and other resources.

CCDO also is working on [reentry issues](#), helping state and local agencies access and leverage resources from existing state formula and block grants to support their efforts to integrate returning offenders. Preventing crime in public housing developments is a major CCDO focus as well. CCDO and the U.S. Department of Housing and Urban Development have joined together in a [Public Housing Safety Initiative](#) to assist in the investigation, prosecution, and prevention of violent crimes and drug offenses in public and federally assisted housing, including American Indian housing. Overall, CCDO is working to expand public and private [partnerships](#) that build and sustain local capacity for creating safe, thriving communities.

**Target Population** Community Revitalization, Prisoner Reentry

**Location (Assignments)** [http://www.ojp.gov/ccdo/about/staff\\_directory.html](http://www.ojp.gov/ccdo/about/staff_directory.html)

<a href="#">Joyce Bradford</a>	DE, MN, NY, OR	202-616-4096
<a href="#">Sharron Chapman</a>	AL, GA, HI, IA, KY, ME, NH, RI, SC, TN, VA	202-305-2358
<a href="#">Michael Dillon</a>	LA	202-616-9177
<a href="#">Ivette Estrada</a>	CA, MT, NM, OH, PR	202-307-0932
<a href="#">Fred Filberg</a>	KS, MI, NE, OK, TX	202-514-5625
<a href="#">Erin Holbert</a>	DC, VI	202-616-8958
<a href="#">Carol Neylan</a>	AZ, ID, NJ, PA, WI; DEFY	202-307-6562
<a href="#">Cory Randolph</a>	CO, IL, MS, NC	202-307-0940

[Kevin Turnau](#)

AK, FL, IN, MD, UT

202-307-0948

[Lesley Walker](#)

AR, CT, MA, MO, NV, ND, SD, WV, WY, WA

202-307-0863

**Common Themes**

Reduce crime and revitalize communities

DRAFT

## Organization Department of Treasury

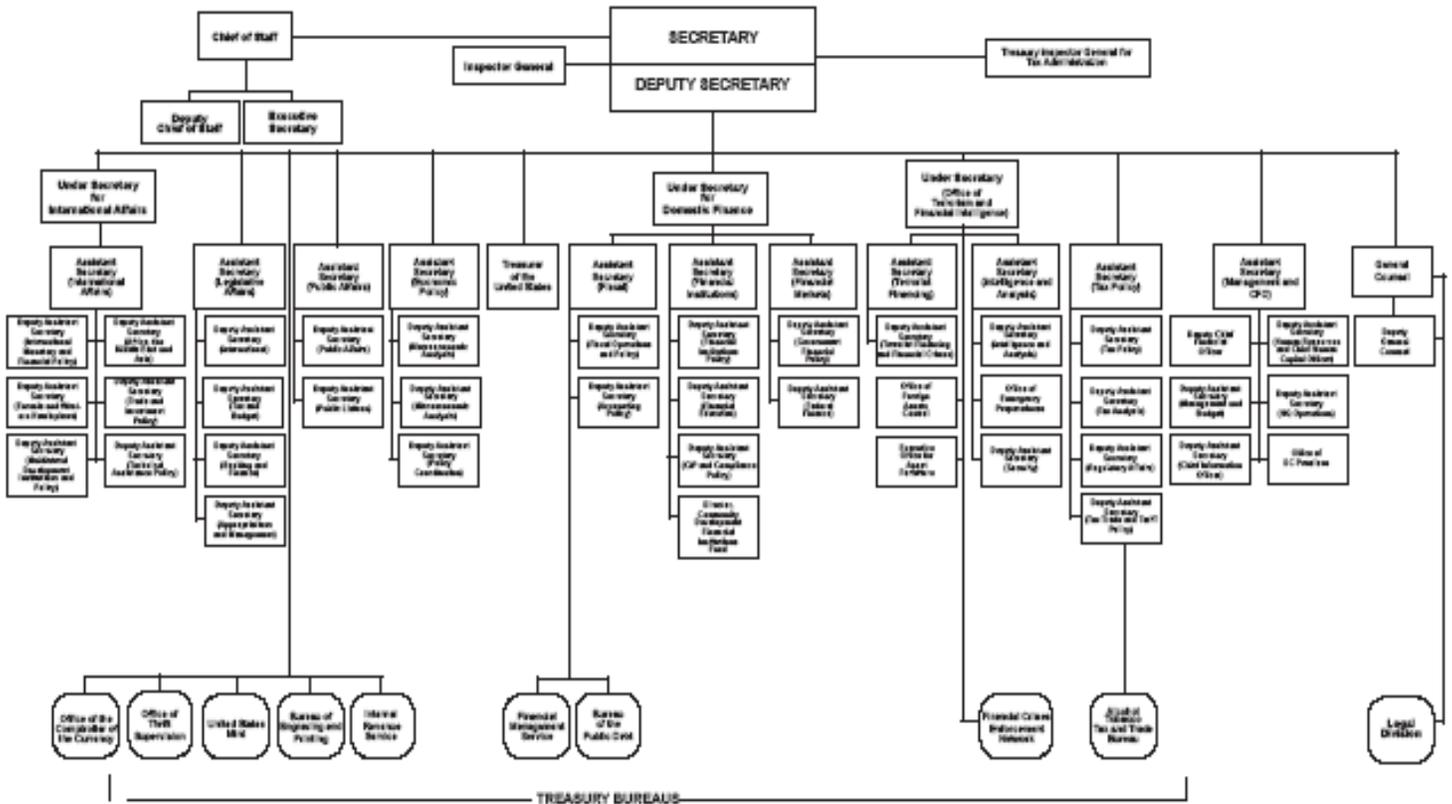
### Mission:

Serve the American people and strengthen national security by managing the U.S. Government's finances effectively, promoting economic growth and stability, and ensuring the safety, soundness, and security of the U.S. and international financial systems. The Department of the Treasury's mission highlights its role as the steward of U.S. economic and financial systems, and as an influential participant in the global economy.

The Treasury Department is the executive agency responsible for promoting economic prosperity and ensuring the financial security of the United States. The Department is responsible for a wide range of activities such as advising the President on economic and financial issues, encouraging sustainable economic growth, and fostering improved governance in financial institutions. The Department of the Treasury operates and maintains systems that are critical to the nation's financial infrastructure, such as the production of coin and currency, the disbursement of payments to the American public, revenue collection, and the borrowing of funds necessary to run the federal government.

The Department of the Treasury is organized into two major components the Departmental offices and the operating bureaus. The Departmental Offices are primarily responsible for the formulation of policy and management of the Department as a whole, while the operating bureaus carry out the specific operations assigned to the Department. The bureaus make up 98% of the Treasury work force.

### THE DEPARTMENT OF THE TREASURY



\*Unless otherwise indicated, all Bureaus report through the Deputy Secretary to the Secretary.



**Profiles:** Internal Revenue Service (IRS); Office of Thrift Supervision (OTS); Office of the Comptroller of the Currency (OCC)

The Treasury Department generally **does not administer any financial assistance, loan, or loan guarantee programs to individuals or businesses** nor does Congress set aside any monies for grants to start and/or expand a small business.

DRAFT

**Name**            **The Internal Revenue Service (IRS)**

**Organization**   **Department of Treasury**

The largest of Treasury's bureaus. It is responsible for determining, assessing, and collecting internal revenue in the United States.

**Mission**        Provide America's taxpayers top quality service by helping them understand and meet their tax responsibilities and by applying the tax law with integrity and fairness to all.

This mission statement describes our role and the public's expectation about how we should perform that role. In the United States, the Congress passes tax laws and requires taxpayers to comply. The taxpayer's role is to understand and meet his or her tax obligations. The IRS role is to help the large majority of compliant taxpayers with the tax law, while ensuring that the minority who are unwilling to comply pay their fair share.

### **Investment Programs**

Four primary IRS Divisions at-a-glance:

- ✚ Wage and Investment - To provide top quality service by helping taxpayers understand and comply with applicable tax laws and to protect the public interest by applying the tax law with integrity and fairness to all.
- ✚ Large and Mid-Size Business (LMSB) - Serves corporations, subchapter S corporations, and partnerships with assets greater than \$10 million. These businesses employ a large number of employees, deal with complicated issues involving tax law and accounting principles, and conduct business in an expanding global environment. LMSB is organized along five industries and one examination support function. Communications, Technology, and Media; Financial Services; Heavy Manufacturing and Transportation; Natural Resources and Construction; Retailers, Food, Pharmaceuticals and Healthcare

Strategic Initiatives:

- Abusive Tax Avoidance Transactions — Combat abusive tax avoidance transactions (ATAT) by providing early-investing guidance, addressing shelters at the promoter level, and increasing the strength of ATAT issue development.
- Compliance Risk — Identify and address LMSB compliance risks for the increasingly global LMSB taxpayer.
- Re-engineering and Issue Management — Re-engineer and institutionalize issue management strategies and compliance processes.
- Compliance Information Management — Use partnerships, processes and legislative changes to provide timely data to effectively assess the reporting compliance risks in the LMSB population.
- ***Human Capital — Recruit, develop and retain a highly skilled and satisfied workforce.***
- ✚ Small Business/Self-Employed mission of the Small Business/Self-Employed (SB/SE) Division is to provide SB/SE customers top-quality service by educating and informing them of their tax obligations, developing educational products and services, and helping them understand and comply with applicable laws, and to protect the public interest by applying the tax law with integrity and fairness to all.
- ✚ Tax-Exempt and Government Entities (TE/GE) - To provide TE/GE customers top quality service by helping them understand and comply with applicable tax laws and to protect the public interest by applying the tax law with integrity and fairness to all.

**Location**                    <http://www.irs.gov/localcontacts/index.html>

**Name**            **The Office of the Comptroller of the Currency (OCC)**

**Organization**   **Department of Treasury**

**Mission**        Charters, regulates, and supervises national banks to ensure a safe, sound, and competitive banking system that supports the citizens, communities, and economy of the United States.

The OCC was established in 1863 as a bureau of the U.S. Department of the Treasury. The OCC is headed by the Comptroller, who is appointed by the President, with the advice and consent of the Senate, for a five-year term. The Comptroller also serves as a director of the Federal Deposit Insurance Corporation (FDIC) and a director of the Neighborhood Reinvestment Corporation. The OCC's nationwide staff of examiners conducts on-site reviews of national banks and provides sustained supervision of bank operations. The agency issues rules, legal interpretations, and corporate decisions concerning banking, bank investments, bank community development activities, and other aspects of bank operations.

National bank examiners supervise domestic and international activities of national banks and perform corporate analyses. Examiners analyze a bank's loan and investment portfolios, funds management, capital, earnings, liquidity, sensitivity to market risk, and compliance with consumer banking laws, including the Community Reinvestment Act. They review the bank's internal controls, internal and external audit, and compliance with law. They also evaluate bank management's ability to identify and control risk.

In regulating national banks, the OCC has the power to:

- Examine the banks.
- Approve or deny applications for new charters, branches, capital, or other changes in corporate or banking structure.
- Take supervisory actions against banks that do not comply with laws and regulations or that otherwise engage in unsound banking practices. The agency can remove officers and directors, negotiate agreements to change banking practices, and issue cease and desist orders as well as civil money penalties.
- Issue rules and regulations governing bank investments, lending, and other practices.

#### **Investment Programs**

✚ OCC seeks to support our national banks by being a leading source of regulatory knowledge sharing for the financial services industry. We offer educational opportunities to our national banks and others in the financial industry. Currently, these educational opportunities are workshops led by instructors and web conferences. Our educational programs focus on critical industry issues and trends. At the same time, we strive to produce high quality and cost-effective programs that have immediate, practical application.

Financial Literacy Resource:        <http://www.occ.treas.gov/cdd/finlitresdir.htm#FLEC>

**Location**        Northeastern District  
Responsible for national banks headquartered in Connecticut, Delaware, District of Columbia, northeast Kentucky, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, North Carolina, Pennsylvania, Rhode Island, South Carolina, Vermont, Puerto Rico, the Virgin Islands, Virginia, and West Virginia.

Northeastern District Office  
340 Madison Avenue, 5th Floor New York, NY 10017-2613 (212) 790-4000 TDD (212) 790-4084

**Common Themes: financial Education**

**Name:**           **The Office of Thrift Supervision (OTS)**

**Organization**   **Department of Treasury**

The primary regulator of all federal and many state-chartered thrift institutions, which include savings banks and savings and loan associations.

**Mission**

- ✚ Data & Research - This area contains quarterly industry information, statistical reports and studies of interest to the industry.
- ✚ Corporate Directories - Includes searchable databases of institutions and holding companies.
- ✚ Industry Performance - Includes the quarterly industry analysis charts and financial highlights.
- ✚ Statistical Releases - Includes cost of funds indices, asset/liability price tables, and other statistical information.
- ✚ Studies and Papers - Includes research papers published by our agency on topics including financial markets, risk management, and other industry issues.

**Location:**

Northeast (Connecticut, Delaware, Massachusetts, Maine, New Hampshire, New Jersey, New York, Ohio, PeA, RI, VT, WV)

Regional Director: Michael E. Finn

General Information:

Jersey City Regional Office

Harborside Financial Center Plaza Five

Suite 1600

Jersey City, New Jersey 07311

(201) 413-1000

Community Affairs Liaison

Francis Baffour

Community Affairs Liaison

(201) 413-8443

**Web Site**           [www.ots.treas.gov](http://www.ots.treas.gov)

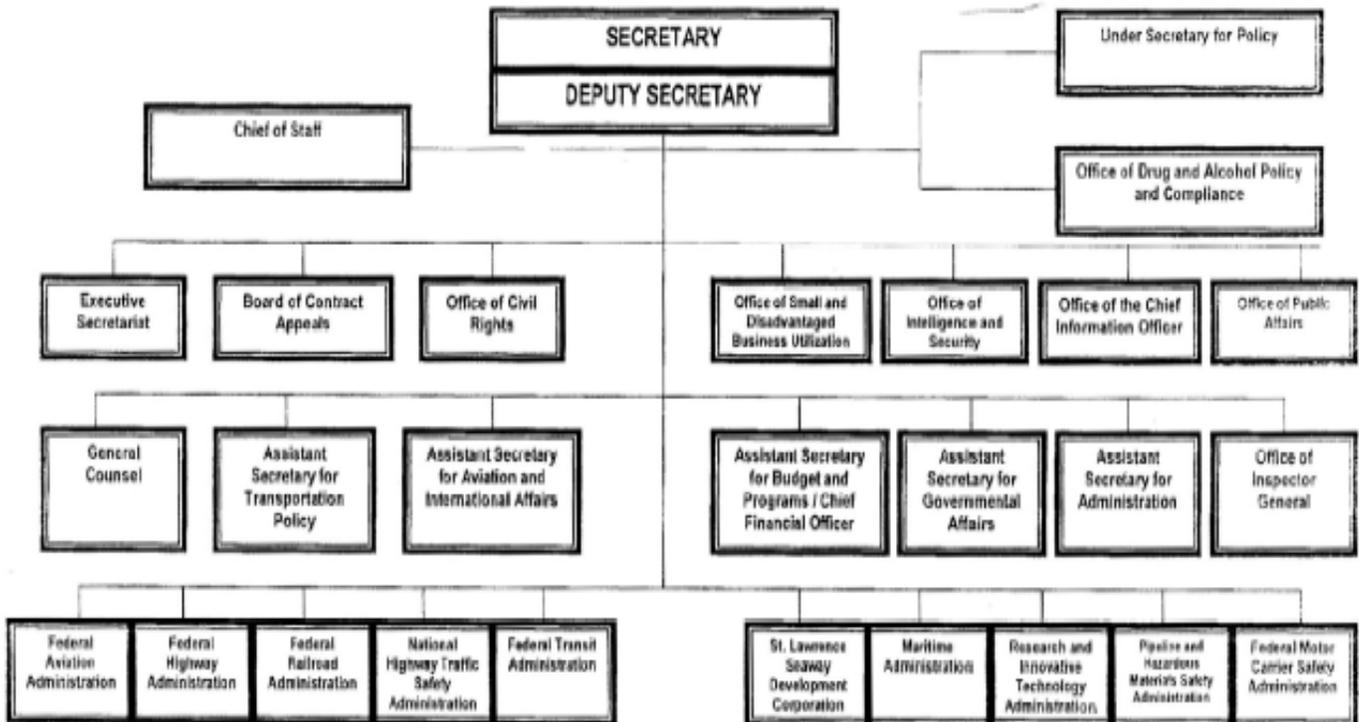
**Common Themes: Research; Data; Industry Information**

**Organization Department of Transportation**

**Mission** The Department of Transportation was established by an act of Congress on October 15, 1966, the Department's first official day of operation was April 1, 1967. The mission of the Department is to:

*Serve the United States by ensuring a fast, safe, efficient, accessible and convenient transportation system that meets our vital national interests and enhances the quality of life of the American people, today and into the future.*

**U.S. DEPARTMENT OF TRANSPORTATION**





## Initiatives & Other Programs

### ✚ **INTERNATIONAL MASS TRANSPORTATION PROGRAM**

Contact: Office of Research, Demonstration, & Innovation 202-366-0955 **The FTA International Mass Transportation Program (IMTP) (49 U.S.C. 5312(e))** helps further the DOT and FTA strategic goals of advancing U.S. economic growth and global competitiveness. The IMTP is authorized to develop and monitor information about global market opportunities, cooperate with the foreign public sector on research, development, and technology transfer, promote U.S. products and services in mass transit markets, and provide FTA technical services to foreign public authorities on a cost recovery basis.

### ✚ **LIVABLE COMMUNITIES**

Contact: Office of Planning and Environment 202-366-4033 **The FTA Livable Communities initiative** demonstrates ways to improve the link between transportation and communities. It promotes customer friendly, community oriented, and well designed facilities and services. The characteristics of community sensitive transit facilities and services include readily available customer information and services; a safe and secure environment; sufficient pedestrian and bicycle access; and architecture that reflects the values of the community.

### ✚ **INNOVATIVE FINANCING**

Contact: Office of Budget and Policy 202-366-1675 **The Innovative Financing program** involves the application of a wide variety of established and newly emerging financing techniques, commonly used in other sectors of the economy, to transit. Effective use of these techniques can reduce the financing costs of transit infrastructure and therefore reduce the overall cost of providing transit service. Additionally, they provide opportunities for transit systems and private sector firms to develop mutually beneficial partnerships for infrastructure investment.

### ✚ **TRANSPORTATION INFRASTRUCTURE FINANCE AND INNOVATION**

Contact: Office of Budget and Policy 202-366-1675 **The Transportation Infrastructure Finance and Innovation Act of 1998 (TIFIA) (TEA-21, Sections 1501-1504)** will provide Federal credit assistance for major transportation investments of critical national importance, such as intermodal facilities, border crossing infrastructure, expansion of multi-State highway trade corridors, and other investments with regional and national benefits. The TIFIA credit program is designed to fill market gaps and leverage substantial private co-investment by providing supplemental and subordinate capital.

### ✚ **TRANSPORTATION AND COMMUNITY AND SYSTEMS PRESERVATION PILOT PROGRAM**

Contact: Office of Budget and Policy 202-366-1668 **The Transportation and Community and System Preservation Pilot Program (TCSP) (TEA-21, Section 1221)** provides funding for a comprehensive initiative including planning grants, implementation grants, and research to investigate and address the relationships between transportation and community and system preservation and to identify private sector-based initiatives.

### ✚ **JOINT PARTNERSHIP PROGRAM**

Contact: Office of Research, Demonstration, & Innovation 202-366-4052 **The Joint Partnership Program [49 U.S.C. 5312(d)]** will be the primary deployment mechanism for the activities of the National Research and Technology Program. Through these partnerships, FTA seeks to deploy innovations in cooperation with transit agencies, system suppliers, and other Federal agencies. This helps to increase competition and leverage scarce Federal funding.

✚ **NATIONAL TRANSIT DATABASE** Contact: Office of Program Management 202-366-4020 **This industry reporting activity (49 U.S.C. 5335)** is administered and funded by FTA. Each year, more than 500 transit operators report to FTA on transit in more than 300 urbanized areas. The database is a major source of public transportation vehicle, capital investment, revenue, operating, and safety data. The database was designed to provide information for service planning by public transit systems. FTA publishes various annual reports based on these data. An important industry safety information resource developed through NTD is the data provided in the "Safety Management and Information Statistics" annual report.

✚ **COMMUTER CHOICE PROGRAM** Contact: Office of Budget and Policy 202-366-1698 **The**

**Commuter Choice program provides incentives** to employees to commute to work by means other than single occupancy vehicle. It promotes a greater range of employer-provided commuting benefits which can reduce traffic congestion, improve air quality, and conserve energy. It also allows employers to tailor transportation benefits to their individual employees' needs and assists employers in attracting and retaining qualified workers in a tight labor market. Considered "qualified transportation fringe benefits" under the Internal Revenue Code, employers may provide employees any of the following:

✚ **INTELLIGENT TRANSPORTATION SYSTEMS**

Contact: Office of Research, Demonstration, & Innovation 202-366-4991 **Intelligent transportation systems (ITS)** are the integrated use of advanced technologies and management strategies to increase safety and efficiency of our surface transportation system. ITS can be used to monitor traffic and notify authorities about stalled vehicles (buses, truck, cars, etc) or collisions so they can be cleared quickly, and traffic can move more efficiently. "Smart signs" warn vehicle operators about collisions ahead and electronic toll collection helps reduce congestion.

✚ **HUMAN SERVICES TRANSPORTATION COORDINATION**

Contact: Office of Program Management 202-366-4020 **The Coordinating Council on Access and Mobility** was established in 1986 by the U.S. Department of Health and Human Services and the U.S. Department of Transportation. The Council promotes quality transportation services by encouraging the coordination of the program efforts of government and non-profit human service agencies with public transit and paratransit providers. The Council brings together Federal agencies which fund or purchase transportation services to improve the availability and quality of community transportation services.

[http://www.fta.dot.gov/publications/reports/other\\_reports/publications\\_140.html](http://www.fta.dot.gov/publications/reports/other_reports/publications_140.html)

**Website:** [www.fta.dot.gov](http://www.fta.dot.gov)

**Common Themes:** Low Moderate Income; Data;

**Location**

**REGION 1** Richard H. Doyle, Regional Administrator  
Transportation Systems Center  
Kendall Square  
55 Broadway, Suite 920 Cambridge, MA 02142-1093  
Telephone: (617) 494-2055 Fax: (617) 494-2865

**Areas served:** Maine, New Hampshire, Vermont, Massachusetts, Rhode Island, and Connecticut

**REGION 2** Brigid Hynes-Cherin  
One Bowling Green Room 429 New York, NY 10004-1415  
Telephone: (212) 668-2170 Fax: (212) 668-2136

**Areas served:** New York and New Jersey

**Name**                                **The Research and Innovative Technology Administration (RITA)**

**Organization**                    **Department of Transportation**

**Mission**                            The Research and Innovative Technology Administration (RITA) coordinates the U.S. Department of Transportation's (DOT) research programs and is charged with advancing the deployment of cross-cutting technologies to improve our Nation's transportation system. As directed by Congress in its founding legislation, RITA leads DOT in:

Coordinating, facilitating and reviewing the Department's research and development programs and activities; Advancing innovative technologies, including intelligent transportation systems; performing comprehensive transportation statistics research, analysis and reporting; and Providing education and training in transportation and transportation-related fields.

**Investment Programs**

RITA brings together important data, research and technology transfer assets of the Department of Transportation, including:

- ✚ Bureau of Transportation Statistics (BTS)
- ✚ Intelligent Transportation Systems (ITS)
- ✚ National Transportation Library (NTL)
- ✚ Research, Development and Technology (RD&T)
- ✚ Transportation Safety Institute (TSI)
- ✚ University Transportation Centers (UTCs)
- ✚ Volpe National Transportation Systems Center (Volpe)
- ✚ RITA also provides strategic direction and oversight of DOT's Intelligent Transportation Systems Program.

The John A. Volpe National Transportation Systems Center in Cambridge, Massachusetts, is an internationally recognized center of transportation and logistics expertise. Through research and development, engineering, and analysis, the Volpe Center helps decision-makers define problems and pursue solutions to lead transportation into the 21st century. In essence, the Volpe Center is a catalyst for innovation - a source of critical insight necessary to realize transportation's promising future. Our work includes a broad mix of projects that cut across traditional transportation modes and technical disciplines. We are well known internationally for our transportation expertise, and our highly skilled staff of experts is respected for their comprehensive knowledge and understanding of the transportation system. The Center has also successfully implemented several major programs such as the Federal Aviation Administration's Enhanced Traffic Management System (ETMS) and Safety Performance Analysis System (SPAS), and the Federal Motor Carrier Safety Administration's SafeStat Online.

The Center assists federal, state, and local governments, industry, and academia in a number of areas, including human factors research, system design, implementation, and assessment, global tracking, strategic investment and resource allocation, environmental preservation, and organizational effectiveness. In these and other areas, the Center provides its customers with valued policy support and strategic planning and analysis.

Volpe receives no direct appropriation from Congress. Instead, we are funded 100% through a fee-for-service structure in which all of our costs are covered by sponsored project work. Our entrepreneurial, market-driven organization supports approximately \$200 million annually in project work.

**Location:** John A. Volpe National Transportation Systems Center 55 Broadway Cambridge, MA 02142

**Contact:** Lynn Murray 617-494-2224 [lynn.c.murray@volpe.dot.gov](mailto:lynn.c.murray@volpe.dot.gov)

## Organization Department of Veterans Affairs

### Mission

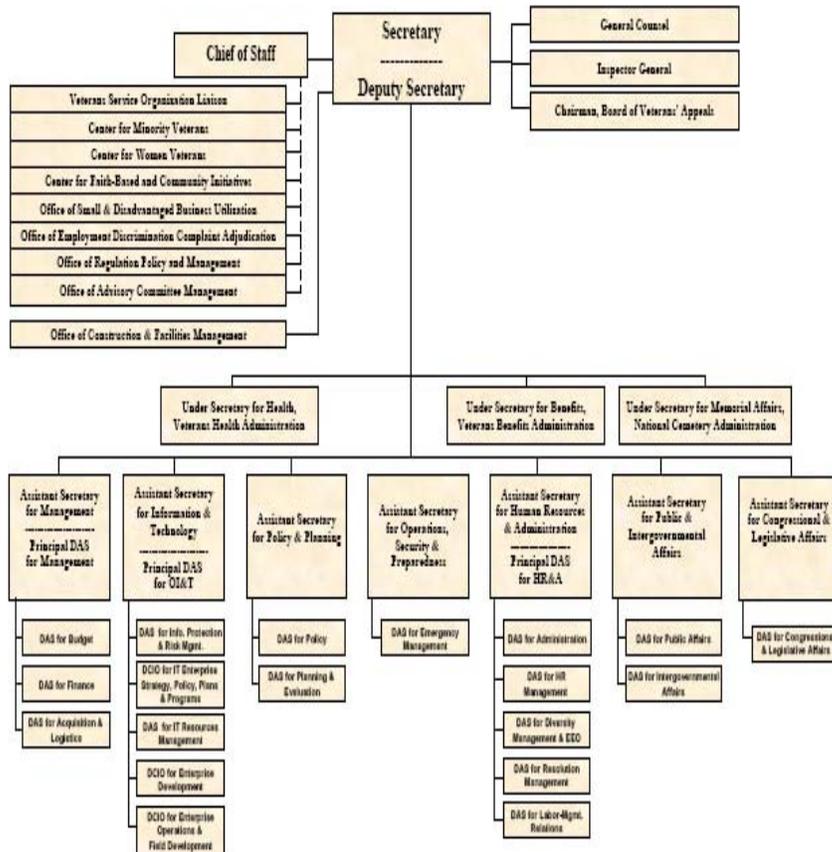
The goal of the US Department of Veterans Affairs is to provide excellence in patient care, veterans' benefits and customer satisfaction. They are currently reforming their department internally and are striving for high quality, prompt and seamless service to veterans. Employees working for the Department of VETS continue to offer their dedication and commitment to help veterans get the services they have earned.

Responsible for providing federal benefits to veterans and their families. Headed by the Secretary of Veterans Affairs, VA is the second largest of the 15 Cabinet departments and operates nationwide programs for health care, financial assistance and burial benefits. Of the 24 million veterans currently alive, nearly three-quarters served during a war or an official period of conflict. About a quarter of the nation's population, approximately 74.5 million people, are potentially eligible for VA benefits and services because they are veterans, family members or survivors of veterans. The responsibility to care for veterans, spouses, survivors and dependents can last a long time. Three children of Civil War veterans still draw VA benefits. About 232 children and widows of Spanish-American War veterans still receive VA compensation or pensions.

### Investment Programs:

- ✦ **Compensation and Pension:** Disability compensation is a payment to veterans who are disabled by injury or disease incurred or aggravated during active military service. Wartime veterans with low incomes who are permanently and totally disabled may be eligible for monetary support through VA's pension program.
- ✦ **Education and Training:** Since 1944, when the first GI Bill began, more than 21.8 million veterans, service members and family members have received \$75.6 billion in GI Bill benefits for education and training.
- ✦ **Medical Care:** Perhaps the most visible of all VA benefits and services is health care. From 54 hospitals in 1930, VA's health care system now includes 155 medical centers, with at least one in each state, Puerto Rico and the District of Columbia. VA operates more than 1,400 sites of care, including 872 ambulatory care and community-based outpatient clinics, 135 nursing homes, 45 residential rehabilitation treatment programs, 209 Veterans Centers and 108 comprehensive home-care programs. VA health care facilities provide a broad spectrum of medical, surgical and rehabilitative care.
- ✦ **Research:** In 2006, the estimated congressional research appropriation for VA research was \$412 million. Another \$357 million in the medical care account supported research efforts. Non-VA sources, such as the National Institutes of Health, other government agencies and pharmaceutical companies, provided an additional \$882 million in funding for VA research. VA currently supports more than 3,000 active investigators and support staff at more than 100 sites across the nation, and its career development program is helping to train America's next generation of health researchers.
- ✦ **Home Loan Assistance:** From 1944, when VA began helping veterans purchase homes under the original GI Bill, through December 2006, more than 18 million VA home loan guaranties have been issued, with a total value of \$911 billion. VA ended fiscal year 2006 with almost 2.3 million active home loans, reflecting amortized loans totaling \$203.2 billion.
- ✦ **Insurance:** VA operates one of the largest life insurance programs in the world. VA directly administers six life insurance programs. In addition, VA supervises the Servicemembers' Group Life Insurance and the Veterans' Group Life Insurance programs. These programs provide \$1.1 trillion in insurance coverage to 4.1 million veterans, active-duty members, reservists and Guardsmembers, plus 3.1 million spouses and children.
- ✦ **Vocational Rehabilitation:** VA's Vocational Rehabilitation and Employment Program provide services to enable veterans with service-connected disabilities achieve maximum independence in daily living, and, to the maximum extent feasible, obtain and maintain employment
- ✦ **VA's National Cemeteries:** In 1973, the Army transferred 82 national cemeteries to VA, which now manages them through its National Cemetery Administration. Currently, VA maintains 124 national cemeteries in 39 states and Puerto Rico.

# DEPARTMENT OF VETERANS AFFAIRS



Updated 4/10/2008.

**Locations** <http://www1.va.gov/opa/fact/docs/vafacts.doc>

**Contact:** Administrators of Veterans Affairs  
James B. Peake 2007 - Present

**Common Themes** Education & Training for special populations Veterans & Spouses

**Organization** Environmental Protection Agency (EPA)

**Mission** The mission of the Environmental Protection Agency is to protect human health and the environment. Since 1970, EPA has been working for a cleaner, healthier environment for the American people.

**Investment Programs:**

[Brownfields Program: Grants](#) - Brownfield sites are abandoned, idled, or under-used industrial and commercial facilities where expansion or redevelopment is complicated by real or perceived environmental contamination. Brownfields are sites where expansion, redevelopment, or reuse may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant. In January 2002, President Bush signed the Small Business Liability Relief and Brownfields Revitalization Act, which authorizes up to \$250 million in funds annually for brownfields grants. The 2002 law expanded the definition of what's considered a brownfields, so communities may now focus on mine-scarred lands or sites contaminated by petroleum or the manufacture and distribution of illegal drugs.

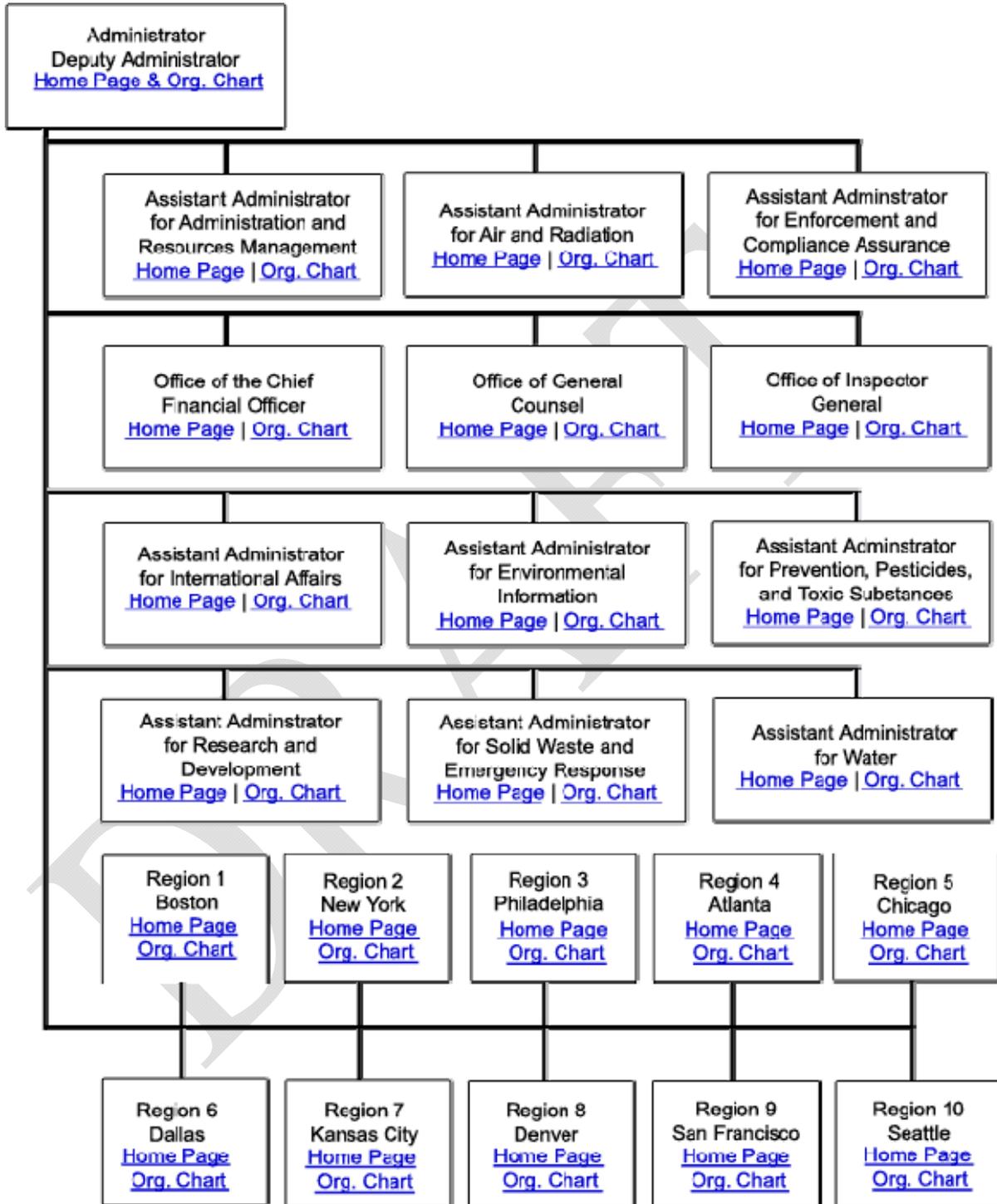
**Target population:** Adult, Dislocated Worker, Older Youth Training

**Common Themes:** Community development, Green Jobs

**Website** <http://www.epa.gov/>

**Contact** <http://www.epa.gov/region1/contact/index.html> (CT, MA, RI, VT, NH, ME)

<http://www.epa.gov/region02/contactr2.htm> (NY, NJ, PR, VI)



**Name**                    **Social Security Administration (SSA)**

The Social Security Administration (SSA) is headed by a Commissioner and has a staff of approximately 62,000 employees within an organizational structure of 15 offices. SSA's central office is located in Baltimore, Maryland. The field organization, which is decentralized to provide services at the local level, includes 10 regional offices, 6 processing centers, and approximately 1300 field offices. You may click on any of the office links to learn how these are organized and who is responsible for directing them.

**Mission**                    The Social Security Administration's mission is to advance the economic security of the nation's people through compassionate and vigilant leadership in shaping and managing America's Social Security programs.

Social Security is a program through which more than 90 percent of working Americans are building protection for themselves and their families against the reduction of income that comes with retirement, disability, or death. The basic concept for Social Security is simple. During working years, employees, their employers and self-employed people pay Social Security taxes into the system; and upon retirement, disability, or death, Social Security benefits are paid from these funds. Social Security also administers a program called Supplemental Security Income (SSI) which is financed through general revenues, not the Social Security trust funds. SSI makes monthly benefits to people who are aged, blind or disabled and in financial need. There are more than 1,300 Social Security field offices located nationwide, 74 in the Boston Region. There are a variety of challenging positions available at Social Security.

**Investment Programs:**

- ✚ The Medicare Prescription Drug, Improvement and Modernization Act of 2003 (P.L. 108-173), enacted December 8, 2003, requires the Social Security Administration to undertake a number of additional Medicare-related responsibilities. The Social Security Administration and the Centers for Medicare & Medicaid Services (CMS) are working together to provide persons with limited income and resources extra help paying for their prescription drugs. Social Security's role in this partnership is to help the public understand how they may qualify and apply. Other Medicare related information
- ✚ Ticket to Work: Provides most people receiving Social Security benefits (beneficiaries) more choices for receiving employment services. Under this program the Social Security Administration (SSA) issues ticket to eligible beneficiaries who, in turn, may choose to assign those tickets to an Employment Network (EN) of their choice to obtain employment services, vocational rehabilitation services, or other support services necessary to achieve a vocational (work) goal. The EN, if they accept the ticket, will coordinate and provide appropriate services to help the beneficiary find and maintain employment.
- ✚ Youth Transition Demonstration – The Social Security Administration (SSA) awarded cooperative agreements in September 2003 to six States. The States developed service delivery systems to assist youth with disabilities to successfully transition from school, which may include post-secondary education, to employment and self-sufficiency. The demonstration is generating empirical evidence on the impact of Supplemental Security Income (SSI) waivers and enhanced coordination of services for youth with disabilities.
- ✚ Work Incentives Planning & Assistance (WIPA): There were 104 new grants awarded throughout the U.S. and the U.S. territories in 2006. Many of the WIPA grantees are organizations that were formerly known as Benefits Planning Assistance and Outreach projects or BPAOs. The WIPA projects were funded to assist SSA disability beneficiaries with information about work incentives, benefits planning, and making good choices about work.

**Common Themes:** Employment & Training for Adults; Adults disabled before age 22; people 65 & older; Youth with disabilities

**Location:** Social Security Administration (SSA)  
Manuel J. Vaz, Boston Regional Commissioner  
JFK Building Room 1900  
Boston, Mass 02203

**Website** <http://www.ssa.gov/boston/>

### **Social Security and Supplemental Security Income Disability Programs**

The Social Security and Supplemental Security Income disability programs are the largest of several Federal programs that provide assistance to people with disabilities. While these two programs are different in many ways, both are administered by the Social Security Administration and only individuals who have a disability and meet medical criteria may qualify for benefits under either program.

[Social Security Disability Insurance](#) pays benefits to you and certain members of your family if you are "insured," meaning that you worked long enough and paid Social Security taxes.

**Website:** <http://www.socialsecurity.gov/dibplan/index.htm>

[Supplemental Security Income](#) pays benefits based on financial need.

**Website:** <http://www.socialsecurity.gov/ssi/>

**Organizational Structure:** <http://www.socialsecurity.gov/org/>

**Deputy Commissioner, Operations (DCO)** <http://www.socialsecurity.gov/org/orgdco.htm>

**Deputy Commissioner, Operations**  
Linda S. McMahon

**Assistant Deputy Commissioner, Operations**  
Roger P. McDonnell

**Name** **Small Business Administration**

**Mission** The Small Business Administration (SBA) helps Americans start, build and grow businesses. Through an extensive network of field offices and partnerships with public and private organizations, SBA delivers its services to people throughout the United States, Puerto Rico, the U. S. Virgin Islands and Guam.

The SBA was created in 1953 to ensure a strong and vibrant small business sector. Changes in our economy, in technology, and in society as a whole have changed the environment for small businesses, creating new opportunities, reducing barriers to success and offering new challenges. Yet, our core mission has stayed the same: to maintain and strengthen the economy by aiding, counseling, assisting and protecting the interests of small businesses.

**Target Populations:** Adults, Women, Native American, Youth, Businesses  
**Common Themes:** Research & Statistics Available (Employment & Training Research Studies Available on website)

### **Improvement Programs**

- ✦ Technical Assistance (Training & Counseling)
- ✦ Financial Assistance
- ✦ Contracting Assistance
- ✦ Disaster Assistance Recovery
- ✦ Special Interests (Women, Veterans, Native Americans, Opportunity Gaps, young Entrepreneurs, International Trade )
- ✦ Advocacy, Laws & Regulations
- ✦ Civil Rights Compliance – CRC

The SBA provides small business counseling and training through a variety of programs and resource partners, located strategically around the country.

- ✦ The SCORE Association (Service Corps of Retired Executives) is a resource partner of the SBA dedicated to entrepreneur education and the formation, growth and success of small businesses nationwide. There are more than 10,500 SCORE volunteers in 374 chapters operating in over 800 locations who assist small businesses with business counseling and training. SCORE also operates an active online counseling initiative.
- ✦ Small Business Development Centers (SBDC): (SBDC) provides management assistance to current and prospective small business owners. SBDCs offer one-stop assistance to individuals and small businesses by providing a wide variety of information and guidance in central and easily accessible branch locations. The program is a cooperative effort of the private sector, the educational community and federal, state and local governments and is an integral component of Entrepreneurial Development's network of training and counseling services.
- ✦ Women's Business Centers (WBCs)- WBC's represent a national network of nearly 100 educational centers designed to assist women start and grow small businesses. WBCs operate with the mission to level the playing field for women entrepreneurs, who still face unique obstacles in the world of business.
- ✦ SBA's minority development programs are intended to help small businesses be successful for the future. Companies just starting or in a growth stage can benefit from the wide-range of services-support for government contracts, access to capital, management and technical assistance, and export assistance. SBA uses a number of assistance intervention tools, ranging from contract support to low-interest loans for site acquisition, construction, and the purchase of new or upgraded equipment.
- ✦ The SBA administers two particular business assistance programs for small disadvantaged businesses: Business Development Program and the Small Disadvantaged Business Certification Program.

### Services Available in Region 1:

- ✦ Free counseling and technical assistance, pre-business and business planning workshops, and information on starting and managing a small business are offered through the Service Corp of Retired Executives (SCORE). Free counseling services are also available through a statewide network of Small Business Development Centers (SBDCs).
- ✦ The Center for Women & Enterprise, SBA's women's business center in Massachusetts, with locations in Boston and Worcester, provides counseling and training services to women thinking about starting a business and women already operating a business.
- ✦ The primary business loan program is the 7(a) Loan Guaranty. 7(a) loans are provided by lenders who apply for a guaranty from the SBA on a portion of the loan. The maximum loan guaranty is \$1 million. Proceeds can be used for a variety of business purposes including working capital, the purchase of machinery and equipment, real property, inventory, and/or the acquisition of an existing business. Terms can be up to 25 years, depending on the use of loan proceeds. Interest rates may vary depending on the size and term of the loan. Preferred & Certified Lenders in Massachusetts.
- ✦ The 504 Certified Development Company (CDC) Program provides growing businesses with long-term, fixed-rate financing for major fixed assets, such as land and buildings. A Certified Development Company is a nonprofit corporation set up to contribute to the economic development of its community. CDCs work with the SBA and private-sector lenders to provide financing to small businesses. CDC Listing
- ✦ SBA microloans provide very small loans to start-up, newly established, or growing small business concerns. Under this program, SBA makes funds available to nonprofit community based lenders (intermediaries) which, in turn, make loans to eligible borrowers in amounts up to a maximum of \$35,000. The average loan size is about \$10,500. Applications are submitted to the local intermediary and all credit decisions are made on the local level.

For more information, please contact 617-565-5590.

State Economic Profiles are available for each state <http://www.sba.gov/advo/>

Contact & Location      Boston District Office  
10 Causeway Street, Room 265 Boston, MA 02222 (617) 565-5590  
Springfield Branch Office STCC Technology Park  
One Federal Street, Building 101-R Springfield, MA 01105  
(413) 785-0484

#### Staff/Directors

Robert H. Nelson, District Director  
Jean Sawyer, Deputy District Director  
Directory of Employees  
Sandy Blitz, New England Regional Administrator

## Organization **Securities and Exchange Commission**

**Mission** The mission of the U.S. Securities and Exchange Commission is to protect investors, maintain fair, orderly, and efficient markets, and facilitate capital formation.

### Sub-Department

**Office of Investor Education and Advocacy:** The Office of Investor Education and Advocacy assists the Commission in ensuring that in all of the agency's activities, the SEC is truly "the Investor's Advocate." The Office serves individual investors by seeing to it that their problems and concerns are known throughout the SEC and considered the first priority whenever the agency takes action. The Office has four main functional areas:

The SEC's Office of Investor Education and Advocacy provides a variety of services to address the problems and questions you may face as an investor. We cannot tell you what investments to make, but we can tell you how to invest wisely and avoid fraud

**Locations:** <http://sec.gov/investor.shtml>

### Contact:

Boston Regional Office

David Bergers, Regional Director 33 Arch Street, 23rd Floor Boston, MA 02110-1424 (617) 573-8900 e-mail: [boston@sec.gov](mailto:boston@sec.gov)

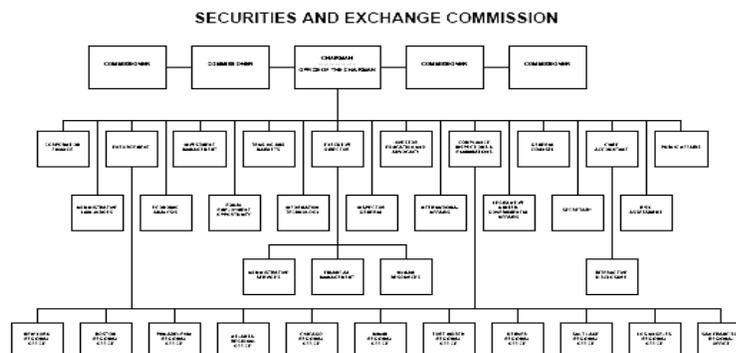
New York Regional Office

Mark Schonfeld, Regional Director 3 World Financial Center, Suite 400

New York, NY 10281-1022 (212) 336-1100 e-mail: [newyork@sec.gov](mailto:newyork@sec.gov)

**Common Themes:** Online tools for Teachers and Students, Researchers and Librarians, Seniors.

**Organizational Chart:** <http://sec.gov/images/secorg.pdf>



**Name** Corporation for National and Community Service (CNS)

**Mission:** To improve lives, strengthen communities, and foster civic engagement through service and volunteering.

**Investment Programs**

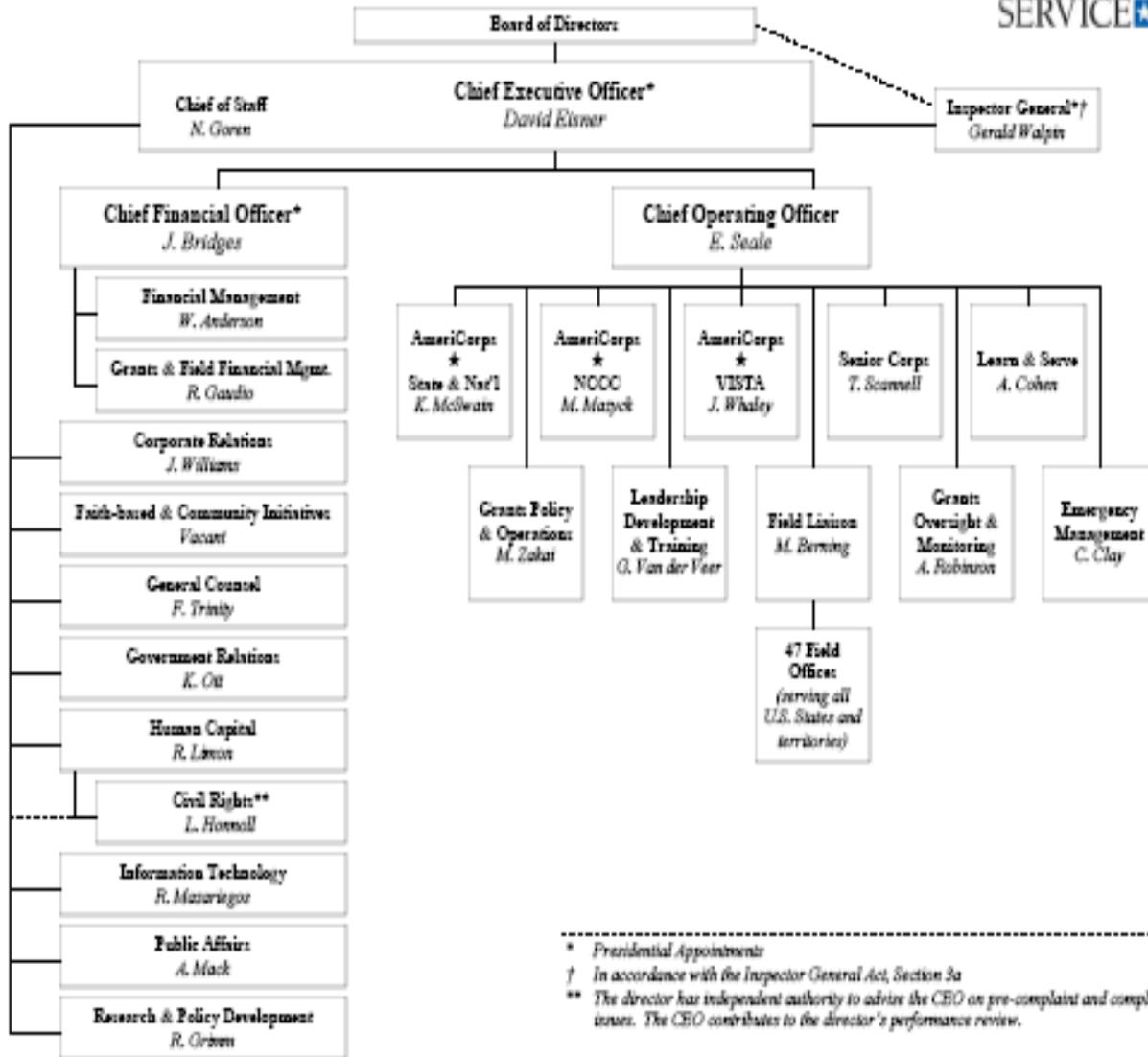
- ✦ **Senior Corps:** Senior Corps offers a network of programs that tap the rich experience, skills and talents of older citizens to meet community challenges. Through grants and other resources—including the energy and efforts of citizens age 55 and over—Senior Corps helps meet the needs and challenges of America’s communities.
- ✦ **AmeriCorps:** Through its programs, AmeriCorps provides opportunities for Americans to make an ongoing, intensive commitment to service. AmeriCorps members serve through more than 3,000 nonprofits, public agencies, and faith-based and other community organizations, helping meet critical needs in education, public safety, health and the environment. The variety of service opportunities is almost unlimited. Members may tutor and mentor youth, build affordable housing, teach computer skills, clean parks and streams, run after-school programs, or help communities respond to disasters.
- ✦ **AmeriCorps State and National:** AmeriCorps\*State and National offers grants that support a broad range of local service programs that engage thousands of Americans in intensive service to meet critical community needs. AmeriCorps\*State and National also administers grants for Indian tribes and U.S. territories, who are eligible for funding that is set aside to address critical needs within their communities.
- ✦ **AmeriCorps VISTA:** AmeriCorps\*VISTA provides full-time members to community organizations and public agencies to create and expand programs that build capacity and ultimately bring low-income individuals and communities out of poverty.
- ✦ **AmeriCorps NCCC:** The AmeriCorps\*National Civilian Community Corps is a full-time residential program for men and women aged 18-24 that strengthens communities while developing leaders through direct, team-based national and community service.
- ✦ **Learn and Serve America:** Learn and Serve America provides grants to schools, higher education institutions and community-based organizations that engage students, their teachers and others in service to meet community needs.
- ✦ **Special Initiatives:** The Corporation supports a variety of special initiatives and innovation grants.
  - Martin Luther King, Jr. Day of Service
  - President's Volunteer Service Award
  - Presidential Freedom Scholarship Program

**Target Populations** Volunteers include any age group but two programs focus specifically on volunteers who are youth ages 18-24, and seniors over 55. Targeted groups to receive services through the project are varied by community service project.

**Services Provided** Varied community services

**Impact see FY 2006 Report** [http://www.nationalservice.gov/pdf/par\\_2006\\_full.pdf](http://www.nationalservice.gov/pdf/par_2006_full.pdf)

**Location and Contacts by State** <http://www.nationalservice.gov/about/contact/stateoffices.asp>



\* Presidential Appointments  
 † In accordance with the Inspector General Act, Section 3a  
 \*\* The director has independent authority to advise the CEO on pre-complaint and complaint issues. The CEO contributes to the director's performance review.