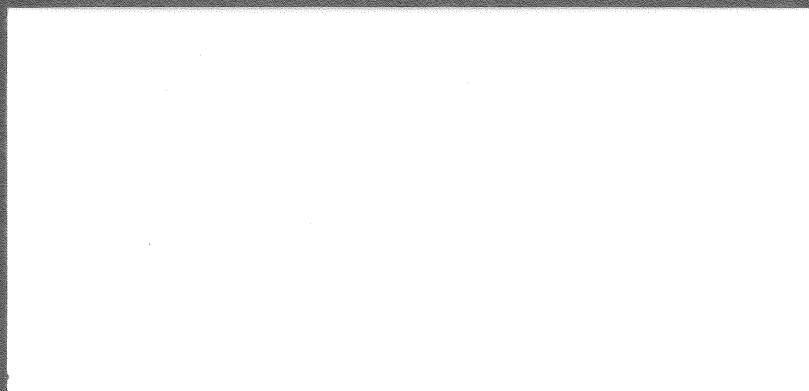


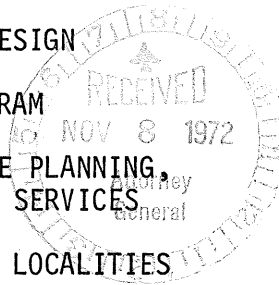
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Office for Planning
and Programming
State Capitol
Des Moines, Iowa



1973-74
OVERALL PROGRAM DESIGN
AND
ANNUAL WORK PROGRAM
FOR
STATEWIDE COMPREHENSIVE PLANNING,
COMMUNITY DEVELOPMENT SERVICES
AND
PLANNING ASSISTANCE TO LOCALITIES



Submitted by the
Office for Planning and Programming
On Behalf of and For
THE GOVERNOR AND PEOPLE OF IOWA

November 1, 1972



ROBERT D. RAY
GOVERNOR

Office of the Governor

STATE CAPITOL
DES MOINES, IOWA 50319

November 1, 1972

Mr. Guy J. Birch
Area Director
Department of Housing and Urban Development
7100 West Center Road
Omaha, Nebraska 68106

Dear Mr. Birch:

I am pleased to submit to you Iowa's preliminary application for Comprehensive Planning Assistance under Section 701 of the 1954 Housing and Urban Development Act, as amended. It is our intent to submit a final application after you have reviewed and discussed Iowa's Overall Program Design/Annual Work Program with us.

I have authorized the following agency and officer to administer both our Statewide Comprehensive Planning and our Local Planning Assistance programs:

Office for Planning and Programming
523 East 12th Street
Des Moines, Iowa 50319

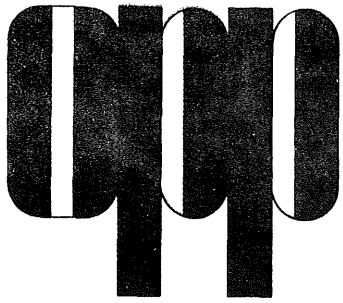
Mr. Robert F. Tyson
Director
(515) 281-5974

This application continues the emphasis on improving the management tools available to state and local governments and their chief executives. This emphasis reflects Iowa's desire to maintain and improve the responsiveness of governments to the needs and desires of the citizenry. To this end, the "701" program has been and is of great value.

Sincerely,

A handwritten signature in dark ink, reading "Robert D. Ray".
Robert D. Ray
Governor

RDR:em



STATE OF IOWA

Office for Planning and Programming

523 East 12th Street, Des Moines, Iowa 50319 Telephone 515 281-5974

ROBERT D. RAY
Governor

ROBERT F. TYSON
Director

1 November 1972

Mr. Guy J. Birch
Area Director
Department of Housing and
Urban Development
7100 West Center Road
Omaha, Nebraska 68106

Dear Mr. Birch:

Iowa's preliminary application for Comprehensive Planning Assistance, which is herewith submitted by the Governor, requests an allocation of federal grant funds in the amount of \$633,000. This amount reflects the release of \$35,000 of "701" funds by the State of Iowa for the Iowa-Nebraska Riverfront - I.G.A.

We appreciate HUD's efforts to accelerate the process of negotiation and eliminate any uncertainties concerning the status of funding under the "701" Program.

We look forward to discussing this application with your office.

Sincerely,

ROBERT F. TYSON
Director

RFT:dgm

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THE ROLE OF STATE PLANNING IN IOWA

Under Chapter 7A of the Code of Iowa, the Office for Planning and Programming is given authority "to coordinate the development of physical, economic, and human resource programs and to promote efficient and economic utilization of federal, state, local, and private resources."

More specifically, this involves providing a planning capability to the State of Iowa with particular emphasis on improving the management functions of Chief Executives. This goal will be accomplished through four major objectives:

1. To strengthen the research, planning and management capabilities of the Governor's Office;
2. To identify public goals and objectives and to develop long-range plans to meet them. This will provide for the coordination of functional planning efforts of other state agencies;
3. To provide factual data, projections and analyses to assist both state and local government in the selection of programs and establishment of priorities; and
4. To bring coordination among the various federal, state and local programs within the state. This will include assisting local governments in increasing their planning and management capabilities.

In order to fulfill these four objectives, the Office for Planning and Programming must be familiar with the operations of federal, state and local governments both in a comprehensive planning sense and also within each of the various functional areas. The work items to be performed by OPP are categorized to effectively deal with these

functional areas at each governmental level. These work item categories are:

- 100 Planning Resource Center. These items will address the third function above, provision of factual data, projections and analyses. This includes state clearinghouse functions designated under OMB Circular A-95 and A-98.
- 200 Resource Development Planning Systems and Programs. Work items in this series will be aimed at the first three functions as they concern physical, environmental and economic sectors.
- 300 Human Service Planning Systems and Programs. These work items also address the first three functions in the areas of human resources.
- 400 Community Growth Planning Systems and Programs. In this series of work items the fourth function will be fulfilled.
- 500 Program Administration. Through these items there will be coordination of all the functions of OPP with particular emphasis on the first function regarding the Governor's Office.

Issues, Problems & Opportunities:

Iowa's future is the weighted sum of a billion plans, ranging from the atomistic intentions of individuals to the comprehensive policies of national and state governments.

Due to inadequate communication and participation in the planning process, many good plans will not be implemented, and many poor plans will lead to inefficient or ineffective utilization of resources. Duplication, overlap, and conflict among programs, as well as lack of support for innovative programs, usually stem from weak information exchange during the planning stages.

Goals:

To improve the effectiveness, efficiency, and public support of the major planning processes affecting Iowa, through improved information exchange and participation systems.

Program Subcategories:

100.01 Federal Program Clearinghouse

100.02 Program Communication

Objectives:

To manage and administer reviews on federally funded programs in Iowa to avoid duplication, overlap, and conflict in conducting such activities.

To provide coordination in the administration of such programs between Federal agencies and State or Local agencies.

To evaluate actual and potential impact of specific federally funded projects and to recommend allocation and use of funds.

To provide full participation of interested parties in reviewing proposed projects in an attempt to most effectively evaluate and coordinate projects prior to implementation.

Major Work Items:

1. Perform the functions of the State Clearinghouse and State Central Information Agency under OMB Circulars A-95 and A-98 together with the related responsibilities required under Chapter 7A, Code of Iowa, 1971.
2. Publish and distribute periodic reports on federal program applications in process.
3. Maintain records and prepare reports on federal assistance received in Iowa.
4. Provide a central review coordination of environmental impact statements.
5. Provide a central review coordination of Civil Rights aspects of project reviews as required by Transmittal Letter No. 1, OMB Circular No. A-95.
6. Continue development of the Federal Aids Control System in cooperation with the Division of Data Processing, Office of the State Comptroller.
7. To provide technical assistance to other agencies which are seeking federal assistance.

Estimated Costs & Manpower:

	<u>Man Months</u>	<u>Costs</u>
Staff	44	\$37,900
Other Public Agencies	0	0
Consultant	0	0
Other	--	<u>\$19,460</u>
Total	44	\$57,360

Source of Funds:

Non-Federal	\$19,120
701-Federal	38,240
Other Federal	<u>0</u>
Total	\$57,360

Results Anticipated:

1. The operation of the State Clearinghouse as required by federal and state statutes and regulations promulgated thereunder.
2. The maintenance of data received in accordance with OMB Circular No. A-98 in such a manner as to be readily available to public officials, employees or the public.
3. To provide a facility for the review of environmental considerations within the State or upon its borders and a means for resolving differences concerning such matters.
4. Continue the development of the Federal Aids Control System by expanding the volume of material and, if possible, by enlarging the data processing operation to make the information it contains more readily accessible.
5. To prepare such reports which are required by statute or requested by proper authority.
6. To provide technical assistance on federal grant-in-aid programs to other agencies.

Future Priorities:

1. Continue development of a viable clearinghouse which will give State government an active role in the planning and evaluating of new programs. This will insure that the programs will function at the highest efficiency and that every agency whose participation will enhance a program is given the opportunity to do so at the early stages of training.
2. Provide through the State Central Information Reception Agency a data source for revenue sharing by (a) collecting the amounts distributed to the State and Local Governments (b) inquiring in to the use thereof and (c) recording the information by means of electronic data processing so as to make it available in an orderly and meaningful manner for the use of elected officials, legislators and planners for their use in planning for the future of the State and evaluating the program.

Objectives:

To provide adequate information for policy-makers, other agencies, and citizens to participate in, understand, and evaluate the work of the Office for Planning and Programming.

Major Work Items:

1. Prepare a monthly newsletter or series of newsletters for special groups, describing the work of state planning.
2. Prepare performance-based annual report.
3. Prepare special reports and brochures which explain the purposes and work of the Office for Planning and Programming.
4. Provide agency library service.

<u>Estimated Costs & Manpower:</u>	<u>Man Months</u>	<u>Costs</u>
Staff	16	\$ 9,797
Other Public Agencies	0	0
Consultants	0	0
Other	--	<u>5,485</u>
Total	16	\$15,282

Source of Funds:

Non-Federal	\$ 5,094
701-Federal	10,188
Other Federal	<u>0</u>
Total	\$15,282

Results Anticipated:

1. Publication and distribution of newsletters.
2. Publication and distribution of performance-based annual report.
3. Publication and distribution of special reports and brochures as need is determined.
4. Improved agency library service.

Issues, Problems & Opportunities:

The continuing existence of our democratic institutions is dependent upon their adaptability and effectiveness in coping with the rapidly changing spectrum of public needs. The "future shock" which has become a basic element in our society must be understood and managed by our public leaders. The often-voiced fear that government is out of touch and out of control can best be answered through equipping our elected officials with the tools and information to respond to a dynamic environment.

Goal:

Through the technical proficiencies of professional planning, to provide the government of Iowa with increased capability for effectively matching public resources and public needs, to the end of balanced growth and improvement in the quality of Iowa life.

Program Subcategories:

- 200.01 Planning & Management Systems
- 200.02 Economic Policy
- 200.03 Environmental Coordination
- 200.04 Transportation Planning
- 200.05 Highway Safety

Objectives:

To bring more planning into the basic decision-making and management processes of government, through the development of formal and informal planning and management systems.

To improve the information base of state and local government in Iowa through statistical coordination and information system design.

Major Work Items:

1. Improve the resource allocation processes of Iowa state government through integration of planning, programming, and budgeting systems.
2. Provide technical assistance to functional systems for planning and management activities in Iowa agencies.
3. Review the operational planning systems for the programs of the Office for Planning and Programming and propose changes to increase their usefulness to decision makers.
4. Inventory, catalog, and coordinate the data gathering activity and needs of agencies in Iowa and develop a report on the availability of statistics.

<u>Estimated Costs & Manpower:</u>	<u>Man Months</u>	<u>Costs</u>
Staff	32	\$21,856
Other Public Agencies	0	0
Consultants	0	0
Other	--	<u>\$ 2,625</u>
Total	32	\$24,481

Source of Funds:

Non-Federal	\$ 8,161
701-Federal	16,320
Other Federal	<u>0</u>
Total	\$24,481

Results Anticipated:

1. Development of integrated planning systems for those aspects of Iowa state government which present the need for such systems.
2. Improved operational and planning systems for the Office for Planning and Programming which will be more useful to decision makers.
3. Report on the availability of statistics in Iowa state government.

Future Priorities:

1. Extension of improved planning and management systems and processes to other areas of Iowa state government.
2. Development and coordination of a statewide statistical information system which would be accessible to all agencies of state government.

Objectives:

To assist Iowa policy-makers in guiding the State toward sound and balanced patterns of economic development which enhance the overall quality of life.

Major Work Items:

1. Prepare the annual report, The Quality of Life in Iowa: An Economic and Social Report, for submittal to the Governor, General Assembly, and interested agencies and groups. The report provides a common denominator for planning by many bodies, as well as increasing basic understanding of the underlying trends in Iowa's growth.
2. Research and update major statistical series and develop new and meaningful indicators of life quality as impacted by economic development.
3. Provide continuing research and advice to the Governor and General Assembly on matters of economic development policy.
4. Coordinate the President's Program for Economic Stabilization within Iowa State Government.
5. Economic Effects of the Iowa Personal Property Tax - This study involves a sector by sector analysis of the economic impact of Iowa's tax on personal property. Particular attention is given, however, to the effects of personal property taxation on business practices in the cattle and retailing industries.

Study participants include staff members from the Office for Planning and Programming, Iowa Development Commission, Economic Department of Iowa State University, Iowa State Extension Service, Legislative Tax Study Committee, Legislative Service Bureau, and State Comptroller's Office.

6. A Centralized Data Information System - An Iowa Information System goes beyond a mere "data bank" (which merely stores information) to create a functional system which systematically compiles and retrieves carefully selected data.

The system includes a number of sophisticated subsystems, i.e., input-output, demographic projections, statistical analysis routine, and impact models.

Steps in establishing the system include: A data inventory, needs study, filing system, and special sub-routines and systems.

The project will be monitored by OPP with the research conducted by university faculty.

<u>Estimated Costs & Manpower:</u>	<u>Man Months</u>	<u>Costs</u>
Staff	36	\$34,525
Other Public Agencies	40	52,000
Consultant	0	0
Other	--	<u>11,625</u>
Total	76	\$98,150

Source of Funds:

Non-Federal	\$29,917
701-Federal	59,833
Other Federal	<u>8,400</u>
Total	\$98,150

Results Anticipated:

Measurable results expected from the above work elements include:

1. The publication of The Quality of Life in Iowa: An Economic and Social Report to the Governor.
2. The publication of a new statistical series of economic indicators.
3. The establishment of a data information system.
4. A report on the economic impact of the personal property tax.

Future Priorities:

1. Conduct Regional Economic Base Studies.
2. Establish a Statewide Information System.

Objectives:

To insure that adequate planning provisions are made for the protection of Iowa's environment. This division will work closely with all branches of state government which are concerned with the environment to provide better coordination and direction.

Major Work Items:

1. To coordinate the statewide effort to collect and recycle junk cars.
2. To assist in developing a statewide policy to protect Iowa's land.
3. To assist in developing a statewide water use plan.
4. To develop Environmental Impact Statements which are easier to understand and more meaningful.

<u>Estimated Costs & Manpower:</u>	<u>Man Months</u>	<u>Costs</u>
Staff	40	\$ 37,400
Other Public Agencies	45	60,000
Consultant	0	0
Other	--	<u>6,632</u>
Total	85	\$104,032

Source of Funds:

Non-Federal	\$ 34,678
701-Federal	69,354
Other Federal	<u>0</u>
Total	\$104,032

Results Anticipated:

1. Removal of 70% of the abandoned cars in the State of Iowa.
2. The creation and implementation of a statewide land-use plan.
3. New guidelines for completing Environmental Impact Statements.
4. The creation of a State water use plan.

Future Priorities:

1. Assist in the development and implementation of a state land use policy.
2. Develop a program to establish state recycling centers.
3. Create a program to significantly expand recreational land in Iowa.
4. Develop state noise and visual pollution standards.

Objectives:

To evaluate public needs in transportation which are not now addressed in the modal-orientations of existing Iowa agencies and particularly to provide means for analyzing alternative transportation modes in meeting Iowa needs for service.

To undertake analysis of statewide transportation issues to provide objective resource data and analysis frameworks which assist the State government in establishing transportation policy.

Major Work Items:

1. Develop an annual Transportation Data Compendium which incorporates statistical description of the state transportation system.
2. Conduct the State DOT Implementation Procedure Program as assistance to the Legislature and Executive Branch in the transforming of legislation into a functioning agency.
3. Conduct the Small Urban Area Transit Needs and Options Analysis to determine an evaluation of the State's proper role in public transit in smaller urban areas.
4. Provide coordination for the 1976 National Transportation Study as the agency responsible for the completion of the Study.
5. Evaluate the economic impact of railroad abandonments in Iowa on a state-wide basis as an expanded follow-up to the completed pilot study for the development of a state rail abandonment policy.

<u>Estimated Costs & Manpower:</u>	<u>Man Months</u>	<u>Costs</u>
Staff	38.5	\$33,998
Other Public Agencies	5	5,000
Consultant	27.8	55,500
Other	--	<u>3,664</u>
Total	71.3	\$93,162

Source of Funds:

Non-Federal	\$14,054
701-Federal	8,108
Other Federal	<u>71,000</u>
Total	\$93,162

Results Anticipated:

1. A publicly disseminated publication of transportation data will be printed.
2. Position papers on organizational, procedural, administrative policy issues will be written.
3. Report on the transit needs of Iowa's smaller urban areas and include recommendations for state policy.
4. Provide the products called for in the 1976 NTS.
5. A report of the study results including recommendations for state policy will be compiled.

Future Priorities:

1. Continue Transportation Data Compendium
2. Continue '76 NATIONAL TRANSPORTATION STUDY.
3. Conduct Economic Impact of Increased Truck Length and Weight study.

Objectives:

To develop a statewide approach to the problem of Highway Safety through a Comprehensive Plan and subsequent annual work programs that will reduce the accident threat.

Major Work Items:

1. Develop, administer, and report program progress. Coordination with the State agencies responsible for eighteen target areas of highway safety is also part of the office work effort.
2. Insure that 40% of all Federal apportioned funds are spent by the State's political subdivisions.

<u>Estimated Costs & Manpower:</u>	<u>Man Months</u>	<u>Costs</u>
Staff	36	\$ 60,000
Other Public Agencies	72	100,000
Consultant	8	10,000
Other	--	3,500
Total	116	\$173,500

Source of Funds:

Non-Federal	\$ 0
701-Federal	0
Other Federal	<u>173,500</u>
Total	\$173,500

Results Anticipated:

1. The development of a four year plan combined with an annual work program to provide the funds and necessary planning to assist State agencies in developing action programs with political subdivisions to reduce the threat of accidents on the State's highways.

Future Priorities:

1. Conduct a detailed analysis of causal factors affecting Iowa's accident experience combined with better countermeasure programs designed to meet the identified problems at specific high accident locations.

Issues, Problems, & Opportunities:

A large number of programs have been created at all levels of government and in the private sector to overcome impediments to human development. The atomistic diversity of human needs has led to a chaotic array of programs, jurisdictions, data, and planning activities. As a consequence, it is difficult for a particular individual to obtain the mix of services most appropriate to his needs, and the competitive constraints on each agency are such that they lack flexibility to meet new needs. The chief executives of state and local governments are handicapped in translating public needs into action because of the overcategorization of services.

Goal:

To plan for the effective and integrated delivery of human services, so that Iowans, individually and collectively, can realize their fullest potential.

Program Subcategories:

- 300.01 Manpower Planning Systems
- 300.02 Youth Programming
- 300.03 Public Employment Program
- 300.04 Comprehensive Health Planning
- 300.05 Education Policy Coordination
- 300.06 Alcoholism Program
- 300.07 Developmental Disabilities
- 300.08 Nurses Study

Objectives:

To coordinate and lend technical assistance to human resource agencies in all manpower planning endeavors.

Major Work Items:

1. Provide technical assistance to local and state human resource, manpower planning committees, project sponsors, and interested parties in developing manpower plans responsive to illustrated needs.
2. Provide technical assistance, coordination, liaison, and leadership needed for plan development, implementation and evaluation.

Estimated Costs & Manpower:Man MonthsCosts

Staff	78	\$84,600
Other Public Agencies	0	0
Consultant	0	0
Other	--	<u>12,018</u>
Total	78	\$96,618

Source of Funds:

Non-Federal	\$	0
701-Federal		0
Other Federal		<u>96,618</u>
Total		\$96,618

Results Anticipated:

1. Organize, develop and coordinate local manpower planning units.
2. Provide technical assistance and professional services to those units.
3. Develop a comprehensive manpower plan for the State of Iowa that provides information and guidance to the Governor.

Objectives:

To improve youth interaction with government and to plan for improved public services for youth.

Major Work Items:

1. Supervise and evaluate the Governor's Youth Opportunity Program, which provides matching funds to local governments for employment of youth, both in summer and school year positions.
2. Represent youth concerns on the Iowa Drug Abuse Authority and other agency councils.
3. Provide staff support to the Governor's Youth Council.
4. Develop, monitor, and evaluate Governor's Fellowships in Planning and Management (HUD "701" Work Study Program).
5. Develop an Iowa Youth Services System to coordinate and evaluate services provided to youth through inter-agency coordination at the State level and youth services systems at the local level.

<u>Estimated Costs & Manpower:</u>	<u>Man Months</u>	<u>Costs</u>
Staff	48	\$ 31,000
Other Public Agencies	780	3,126,900
Consultant	0	0
Other	--	0
Total	828	\$3,157,900

Source of Funds:

Non-Federal	\$ 791,000
701-Federal	41,900
Other Federal	<u>2,325,000</u>
Total	\$3,157,900

Results Anticipated:

1. Provide employment job training, and orientation to the world of work for approximately 5,000 disadvantaged youth in Iowa.
2. Provide 9 minority and disadvantaged students with the means to continue their education and the training to enter into employment in the public sector.
3. Develop a vehicle to coordinate youth services at the state level and develop three youth services systems at the local level to demonstrate local coordination of services.

Future Priorities:

1. Develop a State organizational structure which can deal with a multitude of youth programs and services in an effective and efficient manner.
2. Develop an information clearinghouse for all college internships offered in the State of Iowa.
3. Increase supportive services for local youth employment programs.
4. Develop community based systems which will divert youth from the juvenile justice system and decrease juvenile delinquency in Iowa.

Objectives:

To immediately employ qualified unemployed workers in government agencies with an emphasis on those positions which will lead to permanent full-time employment.

Major Work Items:

1. Establish a system of resource allocation for the implementation of the employment program.
2. Establish job developers to work with the area wide manpower system in the location and matching of applicants and job opportunities.

Estimated Costs & Manpower:Man MonthsCosts

Staff	36	35,000
Other Public Agencies	5,520	\$2,559,300
Consultant	0	0
Other	--	17,800
Total	5,556	\$2,612,100

Source of Funds:

Non-Federal	\$	0
701-Federal		0
Other Federal		<u>2,612,100</u>
Total		\$2,612,100

Results Anticipated:

1. Conduct full-time unsubsidized employment of participants.
2. Provide training and experience to unskilled and unemployed participants.
3. Provide public services to the citizens of Iowa.

Future Priorities:

1. If additional funds are allocated, priorities will include new programs and, possibly, additional staff members. If funding remains as expected, no new projects are foreseen.

Objectives:

To assure all citizens regardless of race, creed, color, sex, or income adequate and accessible physical, mental, and environmental health care.

Major Work Items:

1. Development of a state health plan which is efficient, effective, and compassionate.
2. Studies of possible cost moderations, redistribution and improved utilization of health resources.

Estimated Costs & Manpower:

	<u>Man Months</u>	<u>Costs</u>
Staff	108	\$ 91,000
Other Public Agencies	24	22,000
Consultant	6	6,000
Other	--	<u>20,000</u>
Total	138	\$139,000

Source of Funds:

Non-Federal	\$ 39,000
701-Federal	0
Other Federal	<u>100,000</u>
Total	\$139,000

Results Anticipated:

1. Develop specific methods of better utilizing scarce health resources in Iowa which will be implemented through the most appropriate channels including, but not limited to, review and comment of project applications, public pressure, and appropriate legislation.

Future Priorities:

Priorities for the future include studies of the following problems:

1. Problems of a continuum of health services for Iowa's aged.
2. Accessible and effective emergency medical services in Iowa.
3. The shortage of physician manpower in Iowa.
4. Cost of medical care in Iowa.
5. Accessibility of health services in rural Iowa.

Objectives:

To evaluate public needs in education and decide on priorities for future educational action. This will call for continuous planning and evaluation for all levels of education in the State, from early childhood through post and continuing education.

To provide an avenue for the exchange of concepts and objectives in educational planning between the Governor's Office and State educational agencies.

To review, compile, and provide information concerning pending, past and needed legislation relating to educational policies, procedures, and activities.

To review Federal programs and grants related to education.

Major Work Items:

1. Review the recommendations of the Governor's Educational Advisory Committee and assess the programs of the proposals and plans made in their report.
2. Provide technical assistance to the Governor's Office regarding educational policies and programs.
3. Review and analyze current legislation relating to education affecting the state of Iowa.

<u>Estimated Costs & Manpower:</u>	<u>Man Months</u>	<u>Costs</u>
Staff	12	\$16,854
Other Public Agencies	0	0
Consultant	0	0
Other	--	<u>2,000</u>
Total	12	\$18,854

Source of Funds:

Non-Federal	\$ 6,285
701-Federal	12,569
Other Federal	<u>0</u>
Total	\$18,854

Results Anticipated:

1. Production of a concise report on Status of Recommended Action on progress and plans in expediting recommendations of Governor's Educational Advisory Committee.
2. Establishment of a stronger educational policy and plan capability within the Governor's Office.
3. The final report, "A Compilation of Educational Legislation". This report will be sent to the Governor's Office and other agencies interested in such information.

Future Priorities:

1. Develop stronger lines of state interagency coordination through the Office of the Governor.

Objectives:

- To provide manpower training for community professional staff.
- To provide information and education to contact workers and the public.
- To develop and administer education and preventive programs in schools and industry.
- To develop policy and criteria for treatment and rehabilitation.
- To establish a system for evaluation of the program.
- To determine needed area for research.

Major Work Items:

1. Provide leadership for task forces of the Advisory Council in development of criteria and policy for the objectives.
2. Contract for services and monitor the services in compliance with the State Plan.

Estimated Costs & Manpower:

	<u>Man Months</u>	<u>Costs</u>
Staff	36	\$ 36,000
Other Public Agencies	430	356,000
Consultant	4	4,000
Other	--	<u>10,000</u>
Total	470	\$406,000

Source of Funds:

Non-Federal	0
701-Federal	0
Other Federal	<u>\$406,000</u>
Total	\$406,000

Results Anticipated:

1. Development of standards, improvement in skills of community staffs, and increase local citizen involvement.

Future Priorities:

1. Establish a program of Alcohol Education in Iowa's schools.
2. Establish new programs for the prevention of alcoholism among workers and other adults.
3. Work toward a program for the identification, treatment, and rehabilitation of alcoholics.

Program Subcategory:

Developmental Disabilities 300.07

Objectives:

To assure all citizens with developmental disabilities in the State of Iowa access to good effective and coordinated care.

Major Work Items:

1. Develop a State Developmental Disabilities Plan which is efficient, effective, and compassionate.
2. Provide new funding for purposes of model projects providing innovative services to those who fall within the category of the developmentally disabled in Iowa.

<u>Estimated Costs & Manpower:</u>	<u>Man Months</u>	<u>Costs</u>
Staff	96	\$100,000
Other Public Agencies	0	230,000
Consultant	24	30,000
Other	--	30,000
Total	120	\$390,000

Source of Funds:

Non-Federal	\$ 90,000
701-Federal	0
Other Federal	<u>300,000</u>
Total	\$390,000

Results Anticipated:

The development of specific methods of better utilizing the developmentally disabled resources in the State of Iowa which as implemented will result in better care for the developmentally disabled. Further, there will be direct value to be found in those services provided in the innovative pilot projects. More effective use of the Federal funding which is coming into the State of Iowa by effectively integrating the nine Federal programs which have some bearing on this target group.

Future Priorities:

1. Deinstitutionalization of service provided for the developmentally disabled.
2. Achievement of legal advocacy for the developmentally disabled.

Program Subcategory:

Nursing Study 300.08

Objectives:

To gain general agreement as to the future direction of all the nursing disciplines in the State of Iowa with particular regard to future licensing activities as well as training activities.

To develop a sense of cohesion and coordination among the various disciplines of nursing in the State of Iowa.

Major Work Items:

1. Analyze in depth and formulate recommendations in the specific areas of nursing education, nursing continuing education, and nursing practice.

<u>Estimated Costs & Manpower:</u>	<u>Man Months</u>	<u>Costs</u>
Staff	24	\$25,000
Other Public Agencies	0	0
Consultant	0	0
Other	--	<u>7,000</u>
Total	24	\$32,000

Source of Funds:

Non-Federal	\$32,000
701-Federal	0
Other Federal	<u>0</u>
Total	\$32,000

Results Anticipated:

An agreed upon statement of all concerned parties including consumers of health care in the State of Iowa as to the direction of and future needs for nursing in our state so that whatever resources we have might be utilized in this agreed upon manner for purposes of maximum efficient utilization.

Issues, Problems & Opportunities:

Continued urbanization in Iowa creates problems of such breadth and complexity that local governments cannot solve them using only their available local resources. Only a coordinated federal-state-local effort can effectively provide solutions to these problems. The State, because of its resources, position and responsibility, is playing the key coordinating and assistance role in this cooperative effort.

Goal:

To strengthen the capability of local governments to develop, manage and deliver public goods and services that fulfill the needs and aspirations of all citizens.

Program Subcategories:

- 400.01 Community Development Services
- 400.02 Planning Assistance to Localities
- 400.03 Assistance to Non-Metropolitan Planning Districts
- 400.04 Housing
- 400.05 State Community Development Coordination (Model Cities)
- 400.05 Community Betterment Program
- 400.07 Building Code
- 400.08 Rural Community Development

Objectives:

To provide coordination on planning and management for local governments. This includes establishing regional planning organizations and providing technical assistance.

Major Work Items:

1. Provide technical assistance to local governments which have no other source of assistance. This requires the preparation of slides, charts, and handouts which will assist localities in organizing planning bodies and understanding the planning process.
2. Conduct and attend meetings with existing planning commissions to assist them with work programs. The Division of Municipal Affairs also serves as a communication link with other state and federal agencies.
3. Act as a coordinating agency for state and federal departments which work with regional planning organizations.
4. Work with local governments to establish areawide planning organizations which can meet APO-ADJ certification requirements. Efforts are centered on setting up 16 regional organizations which will provide a variety of services to the localities and coordinate state and federal programs.
5. Prepare, maintain, and coordinate the records necessary to administer the projects funded under the 701 Comprehensive Planning Assistance Program. This relates to administrative activities of the Division of Municipal Affairs staff for local, non-metropolitan and advisory services which are not included in other administrative sections. (Category 500)
6. Provide technical assistance in local government management techniques to enhance the implementation of planning program.

Estimated Costs & Manpower:

	<u>Man Months</u>	<u>Costs</u>
Staff	81	\$100,908
Other Public Agencies	0	0
Consultant	0	0
Other	--	<u>9,900</u>
Total	81	\$110,808

Source of Funds:

Non-Federal	\$ 36,936
701-Federal	73,872
Other Federal	<u>0</u>
Total	\$110,808

Results Anticipated:

1. Instill in local governments an appreciation for planning and the benefits of organizing on a level sufficient to produce efficiency.
2. Develop work programs which not only reflect the needs of the area but also respond to new planning techniques. Develop a clear communication link which will increase understanding and provide a better working relationship between regional, state, and federal levels.
3. Coordinate programs in an effort to provide the best results for the funds expended.
4. Establish regional organizations with in-house staff capabilities. After establishing the organizations receiving APO-APJ, certification will be accomplished. These efforts will increase the number of counties included in an areawide organization.
5. Carry out in an efficient and productive manner the 701 program. Development of a handout explaining the 701 program and the procedures involved in administering the program.
6. Develop a better understanding among local officials on methods of managing local government and on implementing the planning projects.

Future Priorities:

1. Build a coordinated system where all levels of government can work together to provide the best possible services to the citizens. This will be done by continuing efforts at building communications so that the needs will be served by the programs developed.

OVERALL PROGRAM DESIGN WORK ITEM
REVISED STATE PRIORITY RATING SYSTEM
COMPREHENSIVE PLANNING ASSISTANCE PROGRAM
STATE OF IOWA

The state priority rating system shown below is reflective of local and regional planning needs and is designed to give high priority to planning activities addressed to low-income and minority group problems and opportunities, human resources development, planning implementation, inter-governmental coordination, and area-wide planning.

	<u>Maximum Points</u>
<u>A. Evaluation of Need</u>	
(1) Population increase from 1960 to 1970 (0-10% 2 pts.; 10-20% 3 pts.)	3
(2) Population size (planning area total) (1 - 1,000 1 pt.; 1,000 - 5,000 2 pts.; 5,000 - 15,000 3 pts.; 15,000 or more 4 pts.)	4
(3) Qualify for other state and/or federal programs (1 pt. for each program)	2
(4) Specific major public developments completed or anticipated, and/or development decisions being faced within or adjacent to the planning area. (1 pt. each; if of direct, immediate or potential benefit to low income and/or minority groups 3 pts. each)	9
(5) Emergency planning assistance needed for recovery from natural disaster in the planning area. (In event of natural disaster, appropriate planning assistance would be immediately sought for the affected area irregardless of that area's standing under the priority rating system.)	<u> </u>
	18
<u>B. Planning Implementation</u>	
(1) Initiation of new planning program	4

(2) Zoning and subdivision regulations adopted and enforced	2
(3) Capital improvements budget adopted and implemented	2
(4) Overall citizen and local public agency support for the planning program.	3
(5) Adequate budgeting by member governments for support of planning activities	<u>5</u>
	16

C. Inter-Governmental Coordination and Organization

(1) Planning area membership in a Council of Governments	6
(2) Planning area composition (interstate and/or counties 5 pts.; cities and counties 4 pts.; cities and county 3 pts.; city and county 2 pts.; city and adjacent area 1 pt. If the planning area conforms to, or is contained within an "Iowa Planning Region" as delineated by the State Office for Planning and Programming and approved by HUD, 1 additional pt.)	6
(3) Utilizing professional planning staff (permanent staff employed by planning commission, and compensated from contributions by member governments (except for completion of "701" work items)	7
(4) Evidence that planning area has substantial professional planning advisory services (private consultant)	5
(5) Planning area membership in an area-wide planning organization certified in accord with provisions of HUD circulars MPD 6415.1A and 6415.2A)	<u>7</u>
	31

D. Low Income and Minority Group Opportunities

(1) Percent of families in 1970 with low incomes (30% with less than \$3,000 per year)	10
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(2) Existence of a public housing agency (Housing Authority) or agencies in the planning area	3
(3) Existence of an open housing ordinance or ordinances in the planning area	3
(4) Need for adequate elderly, low and moderate income housing as expressed by waiting lists and/or workable program and special housing study findings	5
(5) Need for adequate public transportation to employment and public recreation centers	<u>3</u>
	24

E. Human Resources Development*

(1) Percent unemployment in the planning area labor force (4-7% 4 pts.; 8-12.5% 6 pts.; more than 12.5% 8 pts.)	8
(2) Evidence of efforts on part of concerned local public and private agencies toward remedy of planning area educational and future manpower problems	<u>3</u>
	11

*Priority rating determinations for this category will be made with advisory assistance from appropriate public agencies, such as the State Office of Economic Opportunity.

Objectives:

To shift from a policy of funding localities directly to funding through Regional Metropolitan Planning Organizations. This allows the Regional Organization to use these funds to coordinate local planning. This shift will be continued in fiscal 1974 with a smaller number of single county organizations receiving funding. Projections indicate that by fiscal 1976 at the latest all local Planning Funds will be channeled through the Regional Metropolitan Organization.

Major Work Items:

1. Central Iowa Regional Planning Commission - \$35,000.00
Complete local planning projects in Colfax and Ankeny. Begin projects in Polk County, Polk City and Clive.
2. Black Hawk County Metropolitan Planning Commission - \$25,000.00
Begin a local planning program in cities and counties which have recently joined the Black Hawk Commission.
3. Siouxland Interstate Metropolitan Planning Commission - \$15,000.00
Initiate local planning programs in the city of LeMars and Woodbury County.
4. Bi-State Metropolitan Planning Commission - \$15,000.00
Assist Bi-State in extending the local planning program and complete the Betten-dorf project.
5. Johnson County Regional Planning Commission - \$30,000.00
Complete Housing and Transportation elements. Also, initiate a program of informing and involving citizens in the planning process.
6. Emmet County Regional Planning Commission - \$9,092.00
Complete Emmet County's planning program which was begun in fiscal 1973. Will include Housing, Capital Improvements, and Management Elements.

Estimated Costs & Manpower:

	<u>Man Months</u>	<u>Costs</u>
Staff	0	0
Other Public Agencies	108	\$120,100
Consultant	12	9,092
Other	--	0
Total	120	\$129,192

Source of Funds:

Non-Federal	\$ 43,064
701-Federal	86,128
Other Federal	0
Total	\$129,192

Results Anticipated:

1. Central Iowa Regional Planning Commission -
Complete ongoing projects in Ankeny and Colfax and begin providing planning service to Polk City, Polk County and Clive. In addition expanding the technical assistance to the multi-county area.
2. Black Hawk County Metropolitan Planning Commission -
Begin providing planning programs and technical assistance to other counties which are now joining with Black Hawk County in a multi-county organization.
3. Siouxland Interstate Metropolitan Planning Commission -
Update the Comprehensive plan for Woodbury County and implement a continuing planning process into the county.
4. Bi-State Metropolitan Planning Commission -
Will extend the technical assistance provided by Bi-State. In addition, the Bettendorf project will be completed in fiscal 1974.
5. Johnson County Regional Planning Commission -
Completion of the Housing and transportation plans is scheduled. In addition, a citizen information and involvement system will be set up to encourage participation by citizens.
6. Emmet County Regional Planning Commission -
Completion of a two-year planning program which will provide the County with an up-to-date comprehensive plan.

Future Priorities:

1. Fund the Regional Metropolitan Organizations and allow them to coordinate the local planning effort. This trend is reflected in the fact that a base sum is estimated for the future budgets. It is assumed that the funds requests by the Regional Organizations will not vary significantly from year to year due to the Regional Organizations ability to coordinate planning.

Objectives:

To establish a multi-county planning organization in non-metropolitan areas. In addition to establishment of the commissions, funds will assist in the hiring of professionals to provide a continuous planning process to the non-metropolitan areas. The objective for fiscal 1974 is to organize at least two additional non-metropolitan regions and provide funds for staff.

Major Work Items:

1. Upper Explorerland Regional Planning Commission - \$35,000.00
This will be the first year of funding. Elements will include housing, economic development, management, goals and objectives and sanitary landfill. Includes Howard, Winneshiek, Clayton, and Allamakee Counties.
2. Southern Iowa Regional Planning Commission - \$40,000.00
Represents second-year funding. Elements will include housing, economic development, management, water and sewer. Includes Adams, Taylor, Ringgold, Union, Adair, Clarke, and Decatur Counties.
3. Mid-Iowa Development Association Regional Planning Commission - \$35,000.00
Second-year funding. Elements include housing, transportation, management, and local technical assistance. Includes Hamilton, Webster, Humboldt, and Pocahontas Counties.
4. Rathbun Regional Planning Commission - \$35,000.00
Second year of funding. Work elements include zoning-subdivision, management, housing, and recreation. Includes Lucas, Wayne, Appanoose, and Monroe Counties.
5. Northern Iowa Area Development Council of Governments - \$30,000.00
First year of funding. Work elements include goals and objectives, housing, sanitary landfill, and management. Includes Kossuth, Winnebago, Hancock, Worth, Cerro Gordo, Mitchell, Floyd, and Franklin Counties.
6. Indian Hills Regional Planning Commission - \$25,000.00
First year of funding. Work elements will include some areawide elements on housing and management. In addition, there will be some updating of the Ottumwa City Plan. Includes Davis, Van Buren, Wapello, Jefferson, Mahaska, and Keokuk Counties.
7. Northwest Iowa Regional Planning Commission - \$22,000.00
Work Elements will be to provide technical assistance to localities including updating community plans for Orange City and Sioux Center. Includes Lyon, Sioux, Osceola, and O'Brien Counties.

Estimated Costs & Manpower:Man MonthsCosts

Staff	0	\$ 0
Other Public Agencies	130	222,000
Consultant	0	0
Other	--	0
Total	130	\$222,000

Source of Funds:

Non-Federal	\$ 74,000
701-Federal	148,000
Other Federal	<u>0</u>
Total	\$222,000

Results Anticipated:

1. Upper Explorerland Regional Planning Commission -

Will result in establishing a planning process in this area of the state. Will provide an in-house capability which can provide local technical assistance.

2. Southern Iowa Regional Planning Commission -

Will continue the planning program begun in fiscal 1973. Will assist in expanding the staff to provide technical assistance.

3. Mid-Iowa Development Association Regional Planning Commission -

Will complete the housing element and continue the transportation planning. Will also increase the capability of the staff to provide local assistance.

4. Rathbun Regional Planning Commission -

Housing and zoning will be completed and implemented. Will increase the staff to provide more local assistance. The recreation and management elements will be continued.

5. Northern Iowa Area Development Council of Governments -

The goals and objectives will set forth a five-year planning program. The sanitary landfill and housing elements will be completed. A local assistance function will be initiated.

6. Indian Hills Regional Planning Commission -

Partial completion on the housing element. Establishment of a technical assistance function. In addition, an updated plan for Ottumwa will be completed.

7. Northwest Iowa Regional Planning Commission -

Planning needs for the localities will be assessed and updating of the Orange City and Sioux Center will be completed.

Future Priorities:

Increase the funding for non-metropolitan areas in an effort to organize new multi-county commissions and to adequately support the staffs of both newly formed and ongoing non-metropolitan planning organizations.

Objectives:

To eliminate obstacles in making suitable housing available in ample supply at affordable prices to all people, regardless of economic circumstances, race, creed, or national origin.

Major Work Items:

1. Develop a state housing plan. This agency will finalize a state housing plan which will include estimates of housing need by unit quantity and state planning district over a one, three and six year period. The plan will also identify the means of meeting the defined needs.
2. Affirmative Marketing Program. A model affirmative marketing program will be developed for use by Iowa housing and building entrepreneurs; special technical assistance will be provided to help establish such programs throughout the state.
3. Regional Housing Authority Organization. This agency will continue to cooperate with the Office of Economic Opportunity in establishment of regional housing authorities, and will provide special assistance to such authorities in preparation of areawide housing elements.
4. Housing Legislation. This agency will continue to identify housing issues and propose remedial legislation.
5. Coordination, Referral and Technical Assistance. This agency will continue to perform clearinghouse review of housing projects in the state and technical assistance will be provided in development of area affirmative marketing programs.

Estimated Costs & Manpower:Man MonthsCosts

Staff	20	\$22,953
Other Public Agencies	0	0
Consultant	0	0
Other	--	<u>1,200</u>
Total	20	\$24,153

Source of Funds:

Non-Federal	\$ 8,051
701-Federal	16,102
Other Federal	<u>0</u>
Total	\$24,153

Results Anticipated:

1. Development of State Housing Plan. A plan will be developed to identify and characterize housing needs by geographic locale with the purpose of fulfilling housing needs through 1990.
2. Affirmative Marketing Program. To aid local and county governments and housing entrepreneurs in ensuring equal housing opportunity, a model affirmative marketing plan will be developed for general use by all concerned. The plan will be adaptable to the full range of minority groups in Iowa.
3. Regional Housing Authority Organization. In cooperation with OEO, this agency will continue to assist the many Local Housing Authorities in Iowa to consolidate into 16 Regional Housing Authorities.
4. Legislation to improve housing for minorities and economically disadvantaged will be reached and proposed by this agency as conditions warrant.
5. Coordination, Referral and Technical Assistance. This agency will do clearinghouse review of housing applications, and will provide technical assistance in development of affirmative marketing programs and other areas pertinent to housing.

Future Priorities:

1. Implement a State Housing Plan.
2. Write legislation providing state funds to regional housing authorities.
3. Research and Develop more effective relocation functions within state government.

Objectives:

To assist Des Moines Planned Variations Program by coordinating program development, grant application submissions, overall evaluation, and grant review process with State agencies.

To Coordinate the special HEW Target of Opportunity Program at the state level.

To assist Davenport, Cedar Rapids, Waterloo, Sioux City, and Council Bluffs in utilizing those parts of Des Moines planning process that they deem pertinent to their community development process.

To inform and lend technical assistance to any Iowa locality desiring knowledge of the Des Moines Program and new urban strategies developed by the federal agencies.

To keep State Departments informed of the progress of the various Des Moines Demonstration Program.

Major Work Items:

1. Facilitate meetings between state program specialists and city planners to insure state involvement at the inception of the program.
2. Review all projects coming through the A-95 process and make comments of substance to the state clearinghouse and the agency involved.
3. Work with all state agency evaluation units as they monitor and evaluate projects in Des Moines/Polk County.
4. Make all material of interest to the Intergovernmental Task Force available to the Chairman, as problems of an intergovernmental nature arise.
5. Undertake any project assigned by the Task Force.
6. Plan and submit next year's grant proposal for Task Force activity to HUD.
7. Make applications coming through A-95 concerning the city of Des Moines available to the city CERC office.
8. Through Advisory Area Seminars introduce systems planning to other Iowa localities.
9. Encourage utilization of existing federal initiatives encouraging the development of local initiative capability in comprehensive planning and solution of indigenous problems.

<u>Estimated Costs & Manpower:</u>	<u>Man Months</u>	<u>Costs</u>
Staff	18	\$18,600
Other Public Agencies	18	20,000
Consultant	30	32,500
Other	--	<u>5,200</u>
Total	66	\$75,300

Source of Funds:

Non-Federal	\$ 5,750
701-Federal	0
Other Federal	<u>69,550</u>
Total	\$75,300

Results Anticipated:

1. Provide the assistance mentioned above to any Iowa community desiring such aid.

Future Priorities:

1. To assist more target of opportunity sites in the states.
2. To promote and lend technical assistance to communities desiring to participate in the Annual Arrangement Program.
3. To promote Community Development Revenue Sharing strategy in Iowa communities.
4. To work more closely with legislative bodies as they set policy in Community Development areas.

Objectives:

To enhance the quality of life in Iowa cities and towns by giving recognition and awards to communities which engage in betterment activities.

Major Work Items:

1. Inform prospective communities about the program and encourage them to enter through Regional Recruitment Meetings.
2. Provide technical assistance to participating communities.
3. Coordinate judging of communities by out-of-state judges.

<u>Estimated Costs & Manpower:</u>	<u>Man Months</u>	<u>Costs</u>
Staff	32	\$23,000
Other Public Agencies	0	0
Consultant	0	0
Other	--	5,000
Total	32	\$28,000

Source of Funds:

Non-Federal	\$28,000
701-Federal	0
Other Federal	0
Total	\$28,000

Results Anticipated:

1. Increase the number of communities participating in the Iowa Community Betterment Program.

Future Priorities:

1. Expand the Iowa Community Betterment Program to include more communities. This will also require an expanded scope of services. The addition of one full time staff person will allow for technical assistance regarding federal and state programs in specific local need areas. An attempt will be made to coordinate ICB activities with those of other governmental agencies working with municipalities, particularly the Iowa State University Extension Service.

Objectives:

To establish a state building code, develop the administration of the code, provide for the setting of fees, and set up review board and advisory council procedures.

Major Work Items:

1. Formulate and adopt a state building
2. Develop inspection requirements for factory-built structures.
3. Administer, enforce, and review building code.
4. Provide technical assistance to local governments.

<u>Estimated Costs and Manpower:</u>	<u>Man Months</u>	<u>Costs</u>
Staff	24	\$84,341
Other Public Agencies	0	0
Consultants	1	1,000
Other	--	<u>36,000</u>
Total	25	\$121,341

Source of Funding

701 Federal	0
Other Federal	0
Non-Federal	<u>\$121,341</u>
Total	\$121,341

Results Anticipated:

1. Adoption of State Building Code
2. Establish fees to generate funds required.
3. Establish inspection of factory - built structures.

Future Priorities:

1. Extend code administration to include building inspection on a state level which will include all cities or cities without local inspection.
2. State testing of building materials.

Objectives:

To formulate policies, plans, and programs for improving the quality of life in Iowa's rural communities and areas.

To provide information and analyses as needed by the Governor's Rural Policy Council and Program, created by Executive Order Three.

To develop long-term structural and institutional reforms which will allow state, local, and federal government to be more responsive to the unique needs and priorities of rural communities.

Major Work Items:

1. Provide coordination for the Governor's Rural Policy Council in terms of planning future sessions of the Council.
2. Provide planning and follow-up assistance to the State Conference on Iowa's Future to be held in 1973 and its subsequent policy implementations. State conference to be an expansion of future planning already undertaken by the Rural Policy Council.
3. Provide coordination with Federal and State agencies in the administration of the Rural Development Act of 1972.
4. Provide planning and technical assistance to the Iowa Model Rural County Project in Wayne County and evaluation of program progress.
5. Provide technical assistance for the creation and annual upgrading of overall economic development plans (OEDP) for Economic Development Administration (EDA) eligible counties.
6. Provide technical assistance in the formation of one or more Economic Development Districts (EDD) in rural multi-county planning and development areas.
7. Continue progress on the formation and implementation of a Statewide comprehensive rural development plan.

Estimated Costs & Manpower:

	<u>Man Months</u>	<u>Costs</u>
Staff	36	\$42,775
Other Public Agencies	16	18,000
Consultant	0	0
Other	--	<u>3,000</u>
Total	52	63,775

Source of Funds:

Non-Federal	\$21,046
701-Federal	42,729
Other Federal	<u>0</u>
Total	\$63,775

Results Anticipated:

1. Series of Rural Policy Council Sessions.
2. Recommendations for policy implementation as outlined by the state conference of Iowa's Future.
3. Liaison office established between the Governor's Rural Policy Council, the Farmers Home Administration and the Cooperative Extension Service of Iowa State University, among others.
4. Program evaluation report on the Model Rural County.
5. Series of approved overall Economic Development Plans for EDA eligible counties.
6. Establishment of at least one and possibly three functioning Economic Development Districts.
7. Outline formulated for a statewide rural development plan and policy instrument.

Future Priorities:

1. Produce a Statewide comprehensive plan for rural development and integrate it with the Rural Development Act of 1972 and other pertinent federal and state legislation on Rural Development.
2. Draft legislation to give recognition and assistance to the needs of rural Iowa in a comprehensive fashion.
3. Participate in the formulation of a national growth policy as it relates to rural development by offering testimony to appropriate congressional committees and preparing special reports and information to the state congressional delegation.
4. Study the potential benefits and effects of regionalism on rural development as it related to socio, economic, cultural and political variables.

Issues, Problems & Opportunities:

Ever greater emphasis is being placed on the role of planning in the executive leadership of government. Strong management leadership must be exerted to maintain relevance in the planning process. Coming with the increase in emphasis on planning is an increase in the resources to accomplish the task. Thus, fiscal responsibility becomes an even larger part of the total planning task.

Goals:

To direct the planning effort toward relevant and responsive results.

To continue fiscal integrity and accountability while enlarging the scope of planning impact.

Program Subcategories:

500.01 Program Supervision

500.02 Program Accounting

Objectives:

To administer the Comprehensive Planning Assistance program for Iowa through coordination of the various program categories.

To implement the policies of the Governor through direction of the OPP staff.

Major Work Items:

1. Act as chairman or member of program advisory boards.
2. Serve as the representative of the Governor at federal, state, and local level conferences concerning statewide planning.
3. Prepare legislative proposals for the Governor's legislative program which increases the ability of the Office for Planning and Programming to react to the needs of Iowa as demonstrated through the planning process.
4. Provide for staff preparation and review of the overall program design, annual work program, and project completion reports.
5. Provide formal program evaluation and develop appropriate participatory planning mechanisms.

Estimated Costs & Manpower:

	<u>Man Months</u>	<u>Costs</u>
Staff	48	\$60,025
Other Public Agencies	0	0
Consultant	0	0
Other	--	<u>6,280</u>
Total	48	\$66,305

Source of Funds:

Non-Federal	\$15,506
701-Federal	31,012
Other Federal	<u>19,787</u>
Total	\$66,305

Program Subcategory:

Program Accounting 500.02

Objectives:

To maintain complete accountability for all sources of revenue and all expenditures made relative to '701' programs in Iowa.

Major Work Items:

1. Maintain accounting records for income and expenditures.
2. Administer the payroll accounts.
3. Prepare the budgets for OPP.

Estimated Costs & Manpower:

Man Months

Costs

Staff	72	\$65,100
Other Public Agencies	0	0
Consultant	0	0
Other	--	<u>4,478</u>
Total	72	\$69,578

Source of Funds:

Non-Federal	\$ 20,802
701-Federal	20,822
Other Federal	<u>27,954</u>
Total	\$69,578

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
COMPREHENSIVE PLANNING ASSISTANCE PROGRAM
OVERALL PROGRAM DESIGN WORK SCHEDULE

PROJECT NO. _____

APPLICANT _____

REF. NO.	SUBCATEGORY OBJECTIVES	FIRST YEAR QUARTER				SECOND YEAR QUARTER				THIRD YEAR QUARTER			
		1st	2nd	3rd	4th	1st	2nd	3rd	4th	1st	2nd	3rd	4th
100.00	Planning Resource Center												
100.01	Federal Program Clearinghouse												
100.02	Program Communication												
200.00	Resource Development Planning Systems & Programs												
200.01	Planning & Management Systems												
200.02	Economic Policy												
200.03	Environmental Coordination												
200.04	Transportation Planning												
300.00	Human Service Planning Systems & Programs												
300.05	Education Coordination												
400.00	Community Growth Planning Systems & Programs												
400.01	Community Development Service												
400.02	Planning Assistance												
400.03	Non-Metropolitan Assistance												
400.04	Housing												
400.08	Rural Community Development												
500.00	Program Administration												
500.01	Program Supervision												
500.02	Program Accounting												

The OPP program has been designed for continuing responsiveness to the planning and management needs of the Governor of Iowa. As such, all elements of the program are ongoing throughout all years of the overall program design.

U.S. DEPARTMENT OF HOUSING & URBAN DEVELOPMENT
 COMPREHENSIVE PLANNING ASSISTANCE PROGRAM
 ANNUAL WORK PROGRAM SUMMARY

Project 7/1/73 to 6/30/74
 Office for Planning and Programming
 State of Iowa

<u>Subcategory</u> <u>No.</u> <u>Item</u>	<u>Staff</u> <u>Salaries</u>	<u>Services by</u> <u>Other Public</u> <u>Agencies</u>	<u>Consultant</u> <u>Services</u>	<u>Overhead</u> <u>Costs</u>	<u>Total</u> <u>Costs</u>
100.00 Planning Resource Center	\$ 47,697	\$	\$	\$24,945	\$ 72,642
100.01 Federal Program Clearinghouse	37,900			19,460	57,360
100.02 Program Communication	9,797			5,485	15,282
200.00 Resource Development Planning Systems & Programs	96,125	112,000		22,300	230,425
200.01 Planning & Management Systems	21,856			2,625	24,481
200.02 Economic Policy	26,125	52,000		11,625	89,750
200.03 Environmental Coordination	37,400	60,000		6,632	104,032
200.04 Transportation Planning	10,744			1,418	12,162
300.00 Human Service Planning Systems & Programs	16,854			2,000	18,854
300.05 Education Coordination	16,854			2,000	18,854
400.00 Community Growth Planning Systems & Programs	166,636	360,100	9,092	14,100	549,928
400.01 Community Development Service	100,908			9,900	110,808
400.02 Planning Assistance to Localities		120,100	9,092		129,192
400.03 Non-Metropolitan Assistance		222,000			222,000
400.04 Housing	22,953			1,200	24,153
400.08 Rural Community Development	42,775	18,000		3,000	63,775
500.00 Program Administration	70,405			7,347	77,752
500.01 Program Supervision	42,525			3,993	46,518
500.02 Program Accounting	27,880			3,354	31,234
 Total Costs	 \$ 397,717	 \$ 472,100	 \$ 9,092	 \$ 70,692	 \$ 949,601

701 Federal: 633,000
 Non-Federal: 316,601

SCHEDULE OF OVERHEAD COSTS

PLANNING AGENCY: OFFICE FOR PLANNING & PROGRAMMING

Budget Period
From July 1, 1973 To June 30, 1974

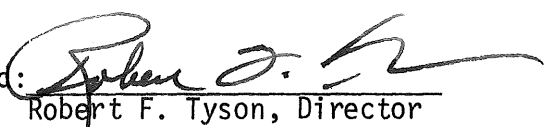
Cost Factors	Total Budget	HUD - This Project				Other HUD Projects				Other Activities			
		Direct		Indirect*									
		%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount
Supplies	59,569	27	16,100					73	43,469				
Staff Travel	73,580	27	20,525					73	53,055				
Committee Travel	31,818	6	2,181					94	29,637				
Telephone	15,909	37	5,954					63	9,955				
Printing & Binding	9,943	77	7,693					23	2,250				
Equipment	7,955	37	3,018					63	4,937				
Inspection Fee	4,910	100	4,910					0	0				
*Indirect Costs	25,796	0	0	40	10,311			60	15,485				
TOTALS	229,480	26	60,381	4.5	10,311			74	158,788				

*See indirect cost allocation plan

Office for Planning and Programming - State of Iowa

Indirect Cost Allocation

The attached budget submission or application for HUD grant includes \$10,311 for the portion of allowable indirect costs distributed to the grant. This amount is based on an indirect cost distribution proposal tentatively approved for the period July 1, 1970 to June 30, 1971 by the Department of Health, Education, and Welfare on December 27, 1971, and on preliminary figures developed by the State of Iowa Office of the State Comptroller for the year ending June 30, 1972.

Signed: 

Robert F. Tyson, Director

Date: 11-1-72

Certification

I hereby certify the information summarized in the indirect cost proposal of the Office for Planning and Programming, State of Iowa for the period July 1, 1973 to June 30, 1974 is correct and I am authorized to submit this proposal. I certify also that procedures were utilized (a) to prevent costs from being allocated to Federal programs as indirect costs that have already been treated as direct program costs, and (b) to assure that consistent and equitable treatment was accorded similar costs. Details of the development of indirect costs are fully documented and available for review and audit on request. I have no knowledge of any improper or inequitable allocation or distribution of costs. State-wide joint services represent our share of such services based on a State-wide cost allocation plan approved by the U. S. Department of Health, Education and Welfare of June 3, 1969.

Date: 11-1-72



Robert F. Tyson, Director
Office for Planning and Programming
State of Iowa

Central Service	Entire OPP Allocation FY 1974	Allocation Base Determining HUD's Share	Percent Factor For HUD Programs	Amount Allocable To HUD
Public Defense Aircraft	3,280	Under/Over Billings Based on Original Billings	100%	3,280
Space Cost	15,573	Square Feet of Space Occupied	34%	5,295
Merit Employment	499	Percent of Documents Processed	25%	124
Warrant Writing	250	Number of Warrants Written	18%	45
First Aid Station	172	Percent of Average Number of Employees	35%	60
Central Communications	100	Under/Over Billings Based on Original Billings	22%	22
Central Stores	191	Under/Over Billings Based on Original Billings	19%	36
58 Central Mail	536	Under/Over Billings Based on Original Billings	19%	102
Pre-Audit	871	Number of Claims Processed	13%	113
Auditor of State	1,348	Professional Manhours Expended	25%	337
Car Dispatcher	125	Under/Over Billings Based on Original Billings	4%	5
Centralized Payroll	1,739	Average Number of Employees	34%	591
Treasurer of State	101	Number of Warrants Processed	18%	18
Printing Board	<u>1,011</u>	Under/Over Billings Based on Original Billings	28%	<u>283</u>
	25,796			10,311

LEGAL AUTHORITY

The legal authority of the Office for Planning and Programming to receive and administer funds for Comprehensive Planning Assistance remains unchanged. Additional documentation will be furnished, as provided on page 3-3, Section 3-6.e, of Handbook I, Comprehensive Planning Assistance, CPM 6041.1A.



Department of Justice

RICHARD C. TURNER
ATTORNEY GENERAL

R. E. HAESEMEYER
SOLICITOR GENERAL

ADDRESS REPLY TO:
STATE CAPITOL BUILDING
DES MOINES, IOWA 50319

November 13, 1972

Mr. Robert F. Tyson
Director
Office for Planning and Programming
523 East 12th Street
Des Moines, Iowa

L O C A L

Re: Legal Authority to Receive and
Administer a Comprehensive Plan-
ning Grant -- Application dated
November 8, 1972

Dear Mr. Tyson:

I have examined the documents related to the above captioned Application, including Chapter 7A of the Code of Iowa, 1971, and find:

1. The first session of the 63rd General Assembly of Iowa, having adjourned May 23, 1969, enacted Senate File 649, an Act relating to the Establishment of an Office for Planning and Programming to Coordinate Efforts of State Agencies and Local Governments under the Office of the Governor, a copy of which is attached hereto. The effective date of that enactment was July 1, 1969. Senate File 649 is now incorporated as Chapter 7A of the Code of Iowa, 1971.

2. The Governor submitted the recommended State Planning Appropriations for the 1971-73 biennium to the first session of the 64th General Assembly, which authorized \$213,349.00 for administration expenditures, including the State share of Comprehensive Planning Grants for 1971-72 and 1972-73.

3. No legislation was enacted during the first or second sessions of the 64th General Assembly, which affects your powers or authority to finance, undertake, or carry out the project contemplated by the grant application in accordance with the laws pertaining thereto in effect prior to the convening of such session.

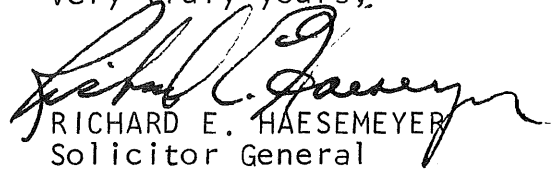
Mr. Robert F. Tyson

November 13, 1972

4. I hereby certify that:

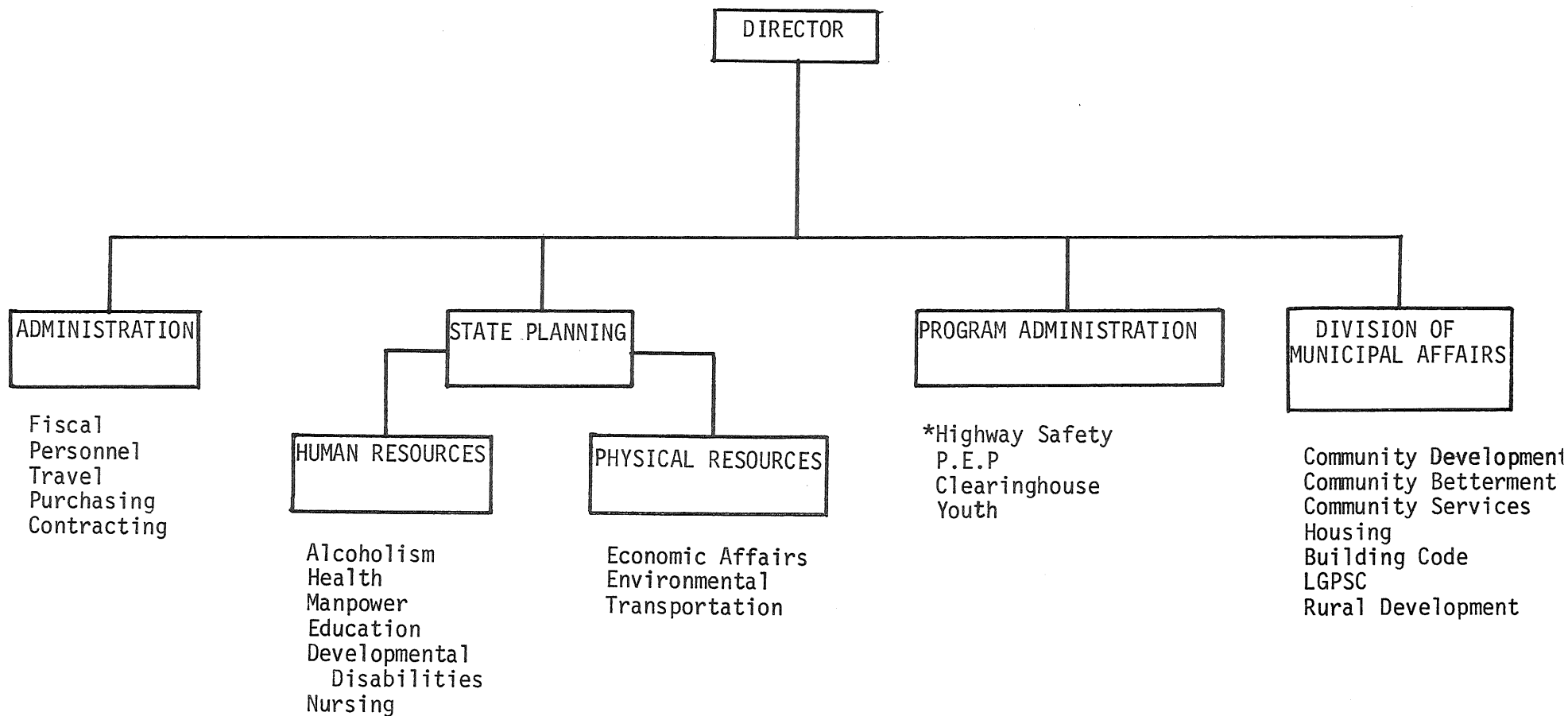
a. No litigation of any nature is now pending or threatened (in either State or Federal courts) restraining or enjoining the Planning Agency's execution of the Contract or in any manner questioning or affecting the validity thereof or of the proceedings aforesaid, and neither the corporate existence nor the legally prescribed area of operation of the Planning Agency nor the title of its present officers to their respective offices is being contested.

Very truly yours,


RICHARD E. HAESEMEYER
Solicitor General

REH - hk
Enc.

OFFICE FOR PLANNING AND PROGRAMMING



*Reports directly to Director OPP on policy matters

SCHEDULE OF PERSONNEL SERVICES AND RELATED EXPENSE

BUDGET PERIOD:

TITLE OF AGENCY Office for Planning and Programming

From: July 1, 1973 TO: June 30, 1974

POSITION TITLE	ANNUAL SALARY BEGINNING OF PERIOD	ESTIMATED PERIOD EMPLOYED (MONTHS)	ESTIMATED COMPENSATION DURING PERIOD	HUD (THIS PROJECT)		ESTIMATED DISTRIBUTION OF EXPENSE OTHER ACTIVITIES			
				%	AMOUNT	%	AMOUNT	%	AMOUNT
Director	\$ 18,000	12	\$ 18,000	50	\$ 9,000	50	\$ 9,000		\$
Director of Administration	13,812	12	14,000	41	5,720	59	8,280		
Fiscal Assistant	13,152	12	13,600	100	13,600				
Accounting Clerk II	8,076	12	8,150	86	6,970	14	1,180		
Director of Statewide Planning	15,984	12	16,200	100	16,200				
Administrative Assistant II	8,904	12	9,000	100	9,000				
Administrative Assistant II	8,904	12	9,200	100	9,200				
Economic Policy Coordinator	16,788	12	17,000	50	8,500	50	8,500		
Data Analyst	9,816	12	10,000	100	10,000				
Environmental Coordinator	13,812	12	14,200	100	14,200				
Assistant Environmental Coordinator	11,928	12	12,000	100	12,000				
Transportation Coordinator	15,228	12	15,300	40	6,120	60	9,180		
Educational Coordinator	15,984	12	16,000	100	16,000				
Director of Program Administration	16,788	12	17,000	50	8,500	50	8,500		
Federal Funds Coordinator	16,788	12	17,000	100	17,000				
Assistant Federal Funds Coordinator	8,904	12	9,200	100	9,200				
Deputy Director, Division of Municipal Affairs	15,984	12	16,000	100	16,000				
Housing Program Director	13,812	12	14,000	100	14,000				
Director of Local and Areawide Planning	15,228	12	15,600	100	15,600				
Associate State Planner	11,928	12	12,000	100	12,000				
Administrative Assistant II	10,302	12	10,500	100	10,500				
Administrative Assistant II	10,302	12	10,500	100	10,500				
Administrative Assistant II	9,816	12	10,000	100	10,000				
Senior State Planner	14,508	12	15,000	100	15,000				
Director of Rural Community Development	13,152	12	13,500	100	13,500				
Rural Policy Council Coordinator	17,628	12	17,700	100	17,700				

POSITION TITLE	ANNUAL SALARY BEGINNING OF PERIOD	ESTIMATED PERIOD EMPLOYED (MONTHS)	ESTIMATED COMPENSATION DURING PERIOD	HUD (THIS PROJECT)		ESTIMATED DISTRIBUTION OF EXPENSE OTHER ACTIVITIES			
				%	AMOUNT	%	AMOUNT	%	AMOUNT
Executive Secretary	\$7,320	12	\$7,500	100	\$7,500				
Confidential Secretary II	8,484	12	8,500	15	1,290	85	7,210		
Confidential Secretary I	6,024	12	6,300	100	6,300				
Confidential Secretary I	6,024	12	6,300	50	3,150	50	3,150		
Confidential Secretary I	5,460	12	6,000	100	6,000				
Confidential Secretary I	6,024	12	6,100	100	6,100				
Confidential Secretary I	6,024	12	6,100	100	6,100				
Planning Intern III	4,200	8	4,200	100	4,200				
Planning Intern III	4,200	8	4,200	100	4,200				
Planning Intern III	4,200	8	4,200	100	4,200				
Planning Intern III	4,200	8	4,200	100	4,200				
Planning Intern III	4,200	8	4,200	100	4,200				
Planning Intern III	4,200	8	4,200	100	4,200				
Planning Intern III	4,200	8	4,200	100	4,200				
TOTAL	\$420,288		\$426,850	87	\$371,850	13	55,000		
EMPLOYEE BENEFITS									
Social Security			16,649.62	87	14,485.16	13	2,164.46		
Retirement			7,730.62	87	6,725.63	13	1,004.99		
Health & Hospital Ins.			5,351.76	87	4,656.21	13	695.55		
Other: (Specify)									
Total Benefits			29,732.00	87	25,867.00	13	3,865.00		
TOTAL PERSONAL SERVICES AND BENEFITS									
			456,582		397,717		58,865		

BIOGRAPHIES OF CURRENT PROFESSIONAL STAFF
OFFICE FOR PLANNING AND PROGRAMMING
STATE OF IOWA
NOVEMBER 1972

*Indicates that staff member is, or will be, partially funded by HUD.

DIRECTOR

**ROBERT F. TYSON, Director* - Born April 4, 1924 on a farm near Skidmore, Missouri. Attended Shenandoah, Iowa, public schools; graduate of Shenandoah High School, 1941. B. A. Degree, University of Iowa, 1949. Served with the U. S. Air Force during W.W. II, European and Mediterranean theaters of operation. Reporter and sports editor, Shenandoah Evening Sentinel, 1941-43. Field Manager and Account Executive, Central Surveys, Incorporated, 1949-1961. Executive Secretary, Republican State Central Committee of Iowa, 1961-1967. Administrative Assistant to Congressman Fred Schwengel, 1967-1969. Appointed Director of the Iowa State Office of Economic Opportunity, January, 1969; appointed Director of the State Office for Planning and Programming, September, 1972.

DIVISION OF ADMINISTRATION

Director of Administration Services

**F. LOWELL STEEN, Fiscal Director* - Educated Johnston Consolidated High School. Attended Capital City Commercial College, attended Drake University. Occupational experience: Aircraft Manufacturing Production Control, Hardware Store proprietor, and seven years with Iowa Tax Commission. Joined staff of Office for Planning and Programming, August, 1969.

LAWRENCE F. CLARK, Fiscal Assistant - Native of Iowa, graduate of Drake University, B. S., 1969. Served with U. S. Army for two years as a personnel specialist. Previously employed as warehouse manager for local importer. Joined staff of Office for Planning and Programming, August 1, 1972.

**FRANK W. MILIK, Fiscal Assistant* - Raised in New Jersey. Graduate of St. Benedict's College, B. S. in Business, 1968. Served with Fedders Corporation and Ronson Corporation before joining the Office for Planning and Programming, September, 1970.

DIVISION OF STATE PLANNING

Director of Statewide Planning

**DAVID A. DISCHER, State Planner* - Native of Davenport, Iowa. Received B. S. degree in Sociology from Iowa State University. Graduate work at Iowa State and University of Iowa where he has completed all course work for the Master of Science degree in Urban and Regional Planning. Held Graduate Teaching Assistantships at both universities. Employed by Iowa State Office of Economic Opportunity as Research Analyst, Planning Specialist under a Special Technical Assistance Program prior to joining Office for Planning and Programming, October, 1972.

**DAVID C. MUELLER, Administrative Assistant II*, - Native of Harlan, Iowa. Received B. S. degree in Science Journalism from Iowa State University. Became a permanent staff member in September, 1972, as Administrative Assistant to the State Planner after joining Office for Planning and Programming as an Information Services intern in July, 1972.

**JAMES COMBS, Planning Intern III* - Native of St. Louis, Missouri. Senior at Drake University majoring in Public Administration. Member of Liberal Arts Student Advisory Council and Iowa Capital Chapter of the American Society for Public Administration. Joined Office for Planning and Programming, January, 1972.

DIVISION OF HUMAN RESOURCES

Director of Human Resources

FRANK E. FAIR, Comprehensive Health Planning Director - Graduate of Culver-Stockton College, B. A. in history and political science. Graduate work at Drake University Law School. Served the Office of Comprehensive Health Planning as Resources Analyst, Assistant Director and Acting Director before becoming Director in November, 1971.

LOUIS D. PROCK, Comprehensive Health Planning Assistant Director - Received B. A. in Social Sciences from Drake University and M. A. in Social Sciences from Drake University. Additional course work through Continuing Education and Iowa State University. Worked as contractor and pastor, served as a teacher, administrator and president of the Open Bible College. Joined Office for Planning and Programming in September, 1970.

ROSEMARY L. CASEY, Program Coordinator - Received B. A. from the University of California, Berkeley, continued at Iowa State University and Drake University. Served the Iowa Department of Social Services in the fields of Community Relations and Social Work. Joined the Office for Planning and Programming in 1969.

CRAIG P. REDSHAW, *Planning Coordinator* - Received B. A. from Olivet Nazarene College, Kankakee, Illinois, in Psychology. Served in the U. S. Army from September, 1970 to March, 1972. Joined Office for Planning and Programming, May, 1972.

CAROLYN R. BAYREDER, *Health Resources Analyst* - Received B. S. in Community Development with emphasis on research methods, Southern Illinois University at Carbondale; B. A. in Psychology from University of Arizona at Tucson. Served as Director of Research and Evaluation for United Way of Scott County and Rock Island County, Illinois. Joined Office for Planning and Programming, September, 1972.

Alcoholism

HARRY R. GITTINS, *Director, State Alcoholism Plan* - Attended schools at Underwood, Iowa. Received A. B. from University of Nebraska in 1935 and M. S. in Education from University of Southern California in 1940. Teacher, coach and superintendent in Nebraska, California and Iowa for seventeen years. County institutional and welfare worker for fifteen years; three terms in Iowa Legislature, eighteen months as Pottawattamie County Supervisor. Joined Office for Planning and Programming February, 1969.

GEORGE G. JECK, *Assistant Director, State Alcoholism Plan* - Attended Wentworth Military Academy in Lexington, Missouri. Received an A.B. degree from Grinnell College, Grinnell, Iowa, 1952. Entered U. S. Air Force and commissioned a Second Lieutenant in 1954. Received an M.B.A. degree in Advancement from George Washington University, Washington, D. C. in 1965. Returned from the Air Force as a Major on June 30, 1972.

Education

*BESSIE GERSTENBERGER, *Education Coordinator* - Received B. S. from Iowa State University, major in Zoology, minors in Education and Social Science; M. A. in Health and Physical Education, University of Iowa; course work completed and research data collected for advanced degree in Leisure Science and Education at University of Illinois, Champaign-Urbana campus. Professional work in education includes teaching and supervisory experience in Iowa public schools, K - 12th grades; health and radio specialist, Extension Service, Iowa State University; Adult Education, Des Moines Community Schools. Faculty member at Drake University, Eastern Illinois University and most recently the University of Illinois, Champaign. Joined the Office for Planning and Programming, October, 1972.

Manpower

GORDON BENNETT, State Manpower Director - Graduated from Hedrick High School. Fifteen years Retail Department Store business. Five years as residential building contractor. Service in government of City of Ottumwa as building inspector, Housing Director, Administrative Assistant to City Manager, City Manager and Mayor. Over two years as Community Coordinator for South Iowa Manpower Center. Currently member of State Advisory Council for Vocational Education; Area School Advisory Committee; Steering Committee, Bureau of Labor and Iowa State University Industrial Education Advisory Council.

WALTER SALOMON, Manpower Planner - Received B. S. in Agriculture and Business, August, 1964, and dual majors in Agriculture and Economics at Iowa State University. Prior employment was at Iowa Employment Security Commission office in Waterloo. Worked closely with manpower programs, including MDTA (full charge of program in Waterloo office), NYC, and Job Corps. Also was a Manpower Specialist for the Work Incentive Program which at that time was just getting underway in Iowa.

RICHARD H. MADISON, Manpower Planner - Employed in private industry in cost analysis and general administrative areas during past twelve years. Primary responsibilities include but not confined to: Budget preparation, management reports, and supervision of office staff; education includes high school, attended classes at Drake University (non-credit courses) and numerous industry-sponsored seminars on Cost Analysis and Management. Active participant and member of Iowa Accounting and Finance Council.

M. Z. BAILEY, Manpower Planner - Received B. S. from University of Iowa in 1941. Officer Candidate School in 1942, still in inactive reserve. School teacher 1945-49. Self-employed insurance and real estate, 1949-1968. Public Safety Commissioner in Ottumwa 1968-1970. Joined Office for Planning and Programming in 1970.

DIVISION OF PHYSICAL RESOURCES

Director of Physical Resources

**W. RONALD SAGRAVES, Economic Affairs Director* - Educated at Portsmouth, Ohio, public schools. B. A., M. A. in Economics from Ohio University, Athens, Ohio. Graduate work toward doctorate at University of Virginia and University of Iowa. Faculty member at West Liberty State College, West Liberty, West Virginia, 1958-1961; Central College, Pella, Iowa, 1962-1970. Joined Office for Planning and Programming, August, 1970.

Transportation

*PAUL C. HEITMANN, *Transportation Program Coordinator*:- Received B. S. degree in education at Concordia Teachers College, River Forest, Illinois, post-graduate work at Northwestern Illinois University, DeKalb, Illinois, and Johns Hopkins University, Baltimore, Maryland, where he received a Master's degree in Education. Elementary teacher one and one-half years; elementary teacher and principal four and one-half years; city and church planning part-time during college. Began work in transportation with the 1972 National Transportation Needs Study. Co-author of the State Department of Transportation Report published by OPP. Currently working as State Coordinator of the 1974 National Transportation Study and as project director for other transportation studies in OPP.

THOMAS BRANDT, *Assistant Transportation Planner* - Received B. S. degree in urban planning at Iowa State University, with minor in transportation planning. While in school worked as a research assistant on the development of the Iowa State Airport Systems Plan. Worked on 1974 National Transportation Study and other transportation studies for Office for Planning and Programming since joining the staff in July, 1972.

Environmental

*PETER RANDOLPH HAMLIN, *Natural Resources Director* - Native of Cincinnati, Ohio, where he graduated from the University of Cincinnati in 1963 with a B. A. cum laude in American History. Obtained a M. A. in Government from the George Washington University in 1966. After three years as a commissioned officer in the Army, began work on PhD in Political Science at Washington State University, and has completed about 80% of this work.

DIVISION OF PROGRAM ADMINISTRATION

Director of Program Administration

*DARREL L. GRICE, *Director Special Program Administration* - Educated in Laurens Public Schools. Graduate of Iowa State University (B.S.) in Economics and University of Minnesota in Public Administration (M.A.P.A.). Extension workers graduate summer program, Colorado State University. Three and one-half years as agriculture statistician with U.S.D.A. Two years as area development specialist with Iowa State University Tenco Area Extension staff. Worked full-time on traffic safety program and became director in charge of division of administration and special projects in February, 1971, after joining Office for Planning and Programming approximately five and one-half years ago.

Highway Safety

LANCE C. FAUST, Highway Safety Program Director - Native of Iowa, graduate of Drake University, B. A., 1964. Employed by Younkers and Blue Cross Corporations in management positions and served six years in the Air Force achieving the rank of Captain. His primary Duties consisted of operational systems management and systems training. Presently serves as a Captain in the Iowa Air National Guard as a weapons systems OIC. Joined the Office for Planning and Programming in May, 1971.

BARRY M. PETROWSKY, Highway Safety Program Coordinator - Currently enrolled in Graduate School at Drake University to obtain a Masters in Political Science. Received a B. A. from Drake University in May, 1972. Native of Melrose Park, Illinois (suburb of Chicago). Formerly Personnel Director and Administrative Assistant in Office for Planning and Programming since 1971.

Emergency Employment

DENNIS D. FETTERS, Emergency Employment Program Director - Attended Simpson College and graduate of Northwest Missouri State College (B.S.) in Business Administration, 1967. Previously employed by OEO Northeast Iowa Community Action Corporation as Neighborhood Youth Corps Director, with assignments in housing, management information systems, training outreach workers, inventory management, and CAMPS representation. Completed six years with Iowa Air National Guard as Inventory Specialist, involving computerized warehouse operation. Presently assigned as Director of Emergency Employment Act on two year leave of absence from Manpower Planning after joining Office for Planning and Programming in June, 1970.

DENNIS GUFFEY, Fiscal Assistant, EEA - Graduate of Davenport Central High School. Attended Iowa Wesleyan College and graduate of University of Iowa B. S. in Psychology and minor in Business Administration, 1969. Served Sears-Roebuck and International Harvester Company before joining the Office for Planning and Programming in September, 1971.

MAUDE E. WHITE, Data Assistant, EEA - Graduate of Perry High School. B. A. from Drake University, completed requirements for M. A. and writing thesis in Sociology at Drake. Work experience includes self-employment in property management for nine years; twelve years in federal, state and local government in Iowa, California and Africa. Member of the Board of Directors of the American Association of University Women, Girl Scouts of America, NAACP and Black Federation. Professional background includes American Association Personnel and Guidance, Iowa Association Personnel and Guidance, secondary school teacher and news reporter for the Iowa Bystander.

Clearinghouse

**A. THOMAS WALLACE, JR., Federal Funds Coordinator* - Native of Des Moines. Engaged in home office administration, management and sale of life and health insurance for twenty years. Graduate of Phillip Exeter Academy and B. A. degree from Yale University, where he majored in Economics and minor Political Science and History. Completed fifteen courses offered by national life and health insurance organizations. In addition to specialized insurance subjects, courses in personnel administration, contract law and economics were included. Veteran of W.W.II, completed nineteen courses offered by the Department of Defense and Selective Service System, and presently a Lt. Colonel in Iowa Army National Guard serving a total of twenty-six years. Joined the Office for Planning and Programming in July, 1969.

**ROSALIE REDMAN, Research Assistant* - Attended school in Leon, Iowa. Graduated with B. S. degree in education from Northwest Missouri State College and graduate work in Library Science at Kansas State Teacher's College. Elementary school teacher and librarian for three years. Joined the Office for Planning and Programming in February, 1971.

**STEVEN G. CHAPMAN, Clearinghouse Intern* - Senior at Drake University majoring in Marketing and minoring in Economics. Native of Moline, Illinois. Was an intern for the Iowa Office of Economic Opportunity during the summer of 1972. Joined the Office for Planning and Programming in October, 1972.

Youth

PHILIP C. SMITH, State Youth Coordinator - Graduate of Marion High School. B. A. in Social Sciences (1968) and M. A. in student personnel services (1971) from the University of Northern Iowa. Served as Project Director for the Governor's Youth Opportunity Program in Waterloo, Iowa from 1968 - 1971. Joined the Office for Planning and Programming in December, 1971.

JO ANN S. DOVE, Assistant State Youth Coordinator - Graduate of American Community School, Beirut, Lebanon. B. A. in Public Administration from Drake University, 1971. Served as Program Coordinator and Local Assistance Coordinator for Tampa Bay Regional Planning Council (Florida) before joining Office for Planning and Programming in March, 1972.

DIVISION OF MUNICIPAL AFFAIRS

Director of Municipal Affairs

KENNETH C. HENKE, JR., Division of Municipal Affairs Director - Graduated from Centerville High School. Attended Centerville Junior College and Iowa Wesleyan College, majoring in Education with minor in Political Science. Served with the U. S. Navy for three years during W.W. II. Enlisted in the U. S. Army Reserve after naval service and presently holds the rank of Lt. Colonel in the Corps of Engineers. Attended the Engineer Officer Career Course and presently assigned to the U. S. Army Command and General Staff College. Business background

includes fifteen years in the hardware field, both as a wholesale salesman and as owner of retail business. Was associated with the teaching field for four years as a Junior High School teacher. Served as Mayor of City of Keokuk for four years prior to joining Office for Planning and Programming in October, 1969.

**RAY N. JOHNSON, Deputy Director for Division of Municipal Affairs* - Received B. A. degree in Social Science and completed all course work for M. A. degree in Urban and Regional Planning from the University of Iowa. While completing graduate training, he held positions of planning intern and assistant planner with the Davenport, Iowa, City Planning Commission, and the Cedar Rapids, Iowa, Planning and Redevelopment Commission. Employed by Iowa Development Commission as urban planner with responsibility for administering the 701-Comprehensive Planning Assistance Program and providing technical assistance. Member of American Institute of Planners. Joined the Office for Planning and Programming in September, 1970.

Community Services

**LARRY ANDERSON, Director of Local and Areawide Planning* - Native of West Des Moines. Graduate of Valley High School. Graduate of Iowa State University where he majored in urban planning and landscape architecture. Also attended Simpson College where he majored in mathematics. Employed as Assistant Director of Planning for Iowa Development Commission. Worked part time for Development Commission while earning his B. S. at Iowa State University and joined their staff in June, 1965. Resigned from Commission in 1967 to work for Ames-based planning consultation/landscape architecture firm as a project manager. Joined Office for Planning and Programming in January, 1971.

**PAUL M. COATES, Assistant Planner* - Received a B. A. degree in Political Science in 1969 and a Masters in Public Administration in 1971 from the University of Wyoming. Present duties include providing assistance to local communities and aiding the administration of the 701-Comprehensive Planning Program. Joined the Office for Planning and Programming in July, 1971.

**CHARLES ELDRIDGE, Administrative Assistant II* - Native of Spirit Lake. Graduate of Ames High School in 1966. Graduate of the University of Iowa, May, 1970, with B. A. in Economics. Participated in the Chapman College World Campus Afloat cruise 1968 - 1969 and member of the Voluntary Enrollment Team for that program. Joined the Office for Planning and Programming in October, 1971.

*DUANE W. LEITCH, *Administrative Assistant II* - Received a B. S. degree in Sociology and completed requirements for M. A. degree in Urban and Regional Planning from the University of Iowa. Joined the Office for Planning and Programming in December, 1971.

*JOHN P. BRYAN, *Administrative Assistant II* - Received a B. S. degree in Urban Planning, Iowa State University in 1968. United States Army, 1968 - 1970. Previous experience in areas of housing, comprehensive and functional planning with the City of Des Moines and Iowa Development Commission.

*DENISE GRABAVOY, *Community Services Intern* - Native of Joliet, Illinois. Graduate of Joliet West High School in 1970 with major extra-curricular activities in speech and debate. Attended Denver University debate workshops in summer of 1969. Presently a Public Administration senior at Drake University.

Community Development

MICHAEL J. O'BANNON, *State Coordinator for Community Development* - Native of Chicago, Illinois. Received B. A. degree from Drake University in 1971. Worked as intern in Office of the Governor and Office for Planning and Programming. Member of the American Society of Public Administrators, Society for General Systems Research and National Board of the Conference of Minority Public Administrators.

KIRK L. GLOVER, *Community Development Intern* - Native of New York, New York. Senior at Drake University in Public Administration. Member of Omega Psi Phi Fraternity. Active in Drake Revitalization Corps in 1970.

Community Betterment

NORMAN P. RIGGS, *Program Director of Community Betterment* - Native of Des Moines. Received B. A. at Drake University in 1966 with major in Political Science. Received M. A. in Political Science in May, 1971. Worked during 1967 as management trainee for Northwestern Bell and also as a social worker from 1968 - 1970. Worked as Administrative Assistant from June, 1970 - June, 1972, joined the Office for Planning and Programming in May, 1970.

HARLEN PERSINGER, *Community Betterment Intern* - Native of Grundy Center, Iowa. Served two years in the U. S. Army and attained the rank of 1st Lieutenant. International Farm Youth Delegate from Iowa to Norway. B. S. degree in Dairy Food Sciences from Iowa State University and will complete work on B. S. in Agricultural Journalism in winter. Joined Office for Planning and Programming as intern in Rural Development in June, 1972.

Housing

**WILLIAM MCNARNEY, Associate State Planner-Housing* - Native of Des Moines. Graduate of Iowa State University majoring in Urban Planning. Formerly employed as an urban planner with Iowa Development Commission and Nebraska Department of Economic Development. Member of American Institute of Planners, the American Society of Planning Officials, and American Society of Landscape Architects.

Building Code

DONALD W. APPELL, Building Code Administrator - Native of Des Moines, Iowa. Graduate of Iowa State University in Architectural Engineering. Registered Professional Engineer in Iowa and partner in firm of Peterson and Appell, Engineers for past twenty years. Member of the Iowa Engineering Society, National Society of Professional Engineers, Iowa Chapter American Institute of Architects, and President of the Structural Engineers Association of Central Iowa.

GARY MEYER, Building Code Administrative Assistant - Received a B.A. in Government in 1968 from Iowa State University and currently completing work on M. A. in Political Science at Iowa State University.

Rural Development

**ROBERT L. CASE, Director of Rural Development* - Received A.B. cum laude, 1969, in Political Science, Eastern Kentucky University; M. S. in Economics, 1971, Iowa State University. Previously Program Consultant for Rural Housing Alliance of Washington, D. C.; Instructor of Economics, Iowa State University; Management Analyst Iowa State Highway Commission; Frankfort Semester Fellow (Kentucky Program Development Office, Office of the Governor); International City Management Intern (City Manager's Office, Peoria, Illinois). Joined Office for Planning and Programming in July, 1972.

**WAYNE E. LAUFENBERG, Coordinator, Governor's Rural Policy Council* - Received B. A. 1962, Wisconsin State University, M. P. A., 1965 University of Wisconsin, completed PhD work in Public Administration, University of Kentucky. Previously Research Director of the Institute for Rural America; Public Administration Scientist for Spindletop Research, Inc.; director for intensive manpower training project in an Appalachian multi-county district; systems director and analyst for departments of revenue in Kentucky and Wisconsin. Principle author of Multi-jurisdictional Area Development: A Model and Legislative Program; editor of Poverty, Rural Poverty and Minority Groups Living in Rural Poverty: An Annotated Bibliography.

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

ASSURANCE OF COMPLIANCE
WITH DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
REGULATIONS UNDER TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

Office for Planning and Programming, State of Iowa (hereinafter called the "Applicant") HEREBY AGREES THAT it will comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and all requirements imposed by or pursuant to the Regulations of the Department of Housing and Urban Development (24 CFR, Subtitle A, Part 1) issued pursuant to that Title, to the end that, in accordance with Title VI of the Act and the Regulations, no person in the United States shall, on the ground of race, color, or natural origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Applicant receives Federal financial assistance from the Department of Housing and Urban Development, and HEREBY GIVES ASSURANCE THAT it will immediately take any measures necessary to effectuate this agreement.

If any real property or structure thereon is provided or improved with the aid of Federal financial assistance extended to the Applicant by the Department of Housing and Urban Development, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision or similar services or benefits. If any personal property is so provided, this assurance shall obligate the Applicant for the period during which it retains ownership or possession of the property. In all other cases, this assurance shall obligate the Applicant for the period during which the Federal financial assistance is extended to it by the Department of Housing and Urban Development.


THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all Federal loans, advances, grants, properties, contracts, or other Federal financial assistance extended after the date hereof to the Applicant by the Department of Housing and Urban Development, including installment payments after such date on account of applications for Federal financial assistance which were approved before such date. The Applicant recognizes and agrees that such Federal financial assistance will be extended in reliance on the representations and agreements made in this assurance. This assurance is binding on the Applicant, its successors, transferees, and assignees, and the person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Applicant.

Dated: 11-1-72

523 East 12th Street
Des Moines, Iowa 50319

OFFICE FOR PLANNING AND PROGRAMMING
STATE OF IOWA

By


Robert F. Tyson, Director

ORGANIZATIONAL CHARACTERISTICS STATEMENT

AGENCY* REPRESENTATION	TOTALS		Male	Female	White (non Minority)	Negro	Spanish-American	Oriental	American Indian	Other Minority	Elected Officials	
	Filled	Auth										
Policy Body Exec. Comm.												
STAFF POSITIONS	67	74	43	24	64	3						
FULL-TIME Professional Sub-Prof.	63	67	37	23	58	2						
PART-TIME Professional Sub-Prof.	4	7	6	1	6	1						

*TOTAL AREAWIDE Population _____
 POPULATION with Areawide Representation _____
 NUMBER of Governments Represented _____
 NUMBER of Governments not Represented _____

*VOTING FORMULA

- ☒ 1 Vote per Government ☐ Other (specify) _____
- ☒ Vote according to population
- ☒ Combination to above

*FOR AREAWIDE AGENCIES ONLY

Position	Salary Range		Filled	Sex	Race
Director		18,000	Yes	M	C
Fiscal Director	13,152	13,812	Yes	M	C
Fiscal Assistant	12,528	13,152	Yes	M	C
Fiscal Assistant	9,348	9,816	Yes	M	C
Director of Statewide Planning	15,228	15,984	Yes	M	C
Administrative Assistant II	8,904	9,348	Yes	M	C
Administrative Assistant II	8,904	9,348	No		
Director of Comprehensive Health Planning	13,812	14,508	Yes	M	C
Resource and Program Planner III	12,528	13,152	Yes	M	C
Resource and Program Planner II	9,816	10,308	Yes	F	C
Resource and Program Planner II	9,816	10,308	Yes	F	C
Resource and Program Planner I	9,348	9,816	Yes	M	C
Resource and Program Planner I	9,348	9,816	No		
Developmental Disabilities Program Director	15,228	15,984	No		
Resource and Program Planner III	11,928	12,528	No		
Education Program Coordinator	15,228	15,984	Yes	F	C
State Manpower Director	15,984	16,788	Yes	M	C
Administrative Officer II	12,528	13,152	Yes	M	C
Administrative Assistant II	10,308	10,824	Yes	M	C
Administrative Assistant II	11,364	11,920	Yes	M	C
Economics Program Director	15,984	16,788	Yes	M	C
Transportation Coordinator	14,508	15,228	Yes	M	C
Assistant Transportation Coordinator	8,076	8,484	Yes	M	C
Environmental Coordinator	13,152	13,812	Yes	M	C
Assistant Environmental Coordinator	11,364	11,928	No		
Director of Special Program Administration	15,984	16,788	Yes	M	C
Highway Safety Program Director	8,904	9,348	Yes	M	C
Highway Safety Program Coordinator	9,348	9,816	Yes	M	C
Emergency Employment Program Director	12,588	13,152	Yes	M	C
Research Assistant	8,484	8,904	Yes	F	N
Fiscal Assistant	8,484	8,904	Yes	M	C
Federal Funds Coordinator	15,984	16,788	Yes	M	C
Assistant Federal Funds Coordinator	8,484	8,904	Yes	F	C
State Youth Coordinator	11,928	12,528	Yes	M	C
Assistant State Youth Coordinator	7,692	8,076	Yes	F	C
Alcoholism Program Director	12,528	13,152	Yes	M	C
Assistant Alcoholism Program Director	10,308	10,204	Yes	M	C

Position	Salary Range		Filled	Sex	Race
Director, Division of Municipal Affairs	16,788	17,628	Yes	M	C
Deputy Director, Division of Municipal Affairs	15,228	15,984	Yes	M	C
Director of Community Services	15,228	15,984	Yes	M	C
Assistant Planner	11,364	11,928	Yes	M	C
Administrative Assistant II	9,816	10,308	Yes	M	C
Administrative Assistant II	9,816	10,308	Yes	M	C
Administrative Assistant II	9,348	9,816	Yes	M	C
Director of Community Development Services	11,928	12,528	Yes	M	N
Director of Community Betterment Program	13,152	13,812	Yes	M	C
Housing Program Director	12,528	13,812	Yes	M	C
Building Code Administrator	15,984	16,788	Yes	M	C
Director of Rural Community Development	12,528	13,152	Yes	M	C
Rural Policy Coordinator	16,788	17,628	Yes	M	C
Confidential Secretary II	6,324	6,636	Yes	F	C
Confidential Secretary II	6,024	6,324	Yes	F	C
Confidential Secretary II	6,324	6,636	Yes	F	C
Confidential Secretary II	7,320	7,692	Yes	F	C
Confidential Secretary I	5,460	5,736	Yes	F	C
Confidential Secretary I	6,636	6,972	Yes	F	C
Confidential Secretary I	6,024	6,324	Yes	F	C
Confidential Secretary I	5,736	6,024	Yes	F	C
Confidential Secretary I	6,024	6,324	Yes	F	C
Confidential Secretary I	5,460	5,736	Yes	F	C
Confidential Secretary I	5,460	5,736	Yes	F	C
Confidential Secretary I	5,460	5,736	Yes	F	C
Confidential Secretary I	5,460	5,736	Yes	F	C
Confidential Secretary I	5,460	5,736	Yes	F	C
Confidential Secretary I	5,460	5,736	Yes	F	C
Clerk II	4,944	5,195	Yes	F	C
Clerk-Steno II	5,195	5,460	Yes	F	C
Accounting Clerk II	6,972	7,320	Yes	F	C
Planning Intern III	3,900	4,200	Yes	M	C
Planning Intern III	3,900	4,200	Yes	M	C
Planning Intern III	3,900	4,200	Yes	F	C
Planning Intern III	3,900	4,200	Yes	M	N
Planning Intern III	3,900	4,200	Yes	M	C
Planning Intern III	3,900	4,200	No		
Planning Intern III	3,900	4,200	No		

STATEMENT ON USE OF CONSULTANTS

The agency will plan to supplement its present professional planning staff both with private consulting firms who are recognized for their expertise relating to the work items contained in this application, and with Iowa State agencies and universities within whose work or educational areas there are departments or divisions that may participate and add their abilities in extending normal staff capabilities, as well as accruing residual benefits for the respective department or division.

The issuance of contracts to consultants, whether private or public agencies, will be written in accordance with guidelines provided previously to the Planning Agency by HUD, or where variance from the guidelines is required, such contracts will be submitted for approval.

Selection of consultants will be determined by one or a combination of several methods: (a) from first hand experience by this Agency of past consultant performance, in like or similar categorized work items and service; (b) by directed reference from well-based and informed sources having been previous recipients of the services of particular consultants; and (c) through contact being initiated with the Planning Agency consultants who express interest in offering their capabilities and services as may be directly connected with project information applicable to the annual program. Consultant proposals would include an itinerary detail illustrating their understanding of the work item to be performed, the methods, sources, and processes by and from which they would build and accomplish the completion of the requirement, the amount of time required by personnel employed by the consultant, and the resulting costs for which they would plan to be reimbursed.

Regular progress reports are a requirement, monthly or as otherwise stipulated by the Agency. Such reporting, along with any product such as surveys, maps, models, etc., as well as technical and administrative advisory services to the Director or to staff personnel, would be the basis for remuneration; staff monitoring of the contract and the satisfactory fulfillment of its written requirements will determine conditions of final contractual completion and acceptance, or will determine any need for renegotiating or correcting any unsatisfactory progress reporting or product required.

COORDINATION

The Office for Planning and Programming has a primary responsibility, assigned by the Code of Iowa, to coordinate the planning and management efforts of all agencies in Iowa. The Overall Program Design, particularly those portions funded by DHUD Comprehensive Planning Assistance, is strongly oriented toward this responsibility. Each of the suggested "Means of Coordination" mentioned in Section 3-21 of Handbook I (CPM 6041A) is a part of the standard operations of OPP. In addition, the OPP Overall Program Design itself is a vehicle for coordination, as it is subject to repeated reviews with affected and interested agencies. It is in part as a consequence of these reviews that the Design has been revised midway through execution of annual work programs, as well as in the annual application process.

STATEMENT OF CITIZENS PARTICIPATION

Citizen participation in the statewide planning procedures has been expanded over the last year. Specific areas where advisory councils exist are: the manpower planning system, comprehensive health planning, youth coordination, and rural community development planning.

The primary activities of these planning advisory councils are both input and output oriented. The planning staff seeks the advice of the councils to locate target areas of need to be focused on in the planning of new programs. The councils are also used as sounding boards for planning ideas during many of the stages of the planning process.

In addition to the advisory councils, citizens are informed of the projects being planned by the OPP Newsletter and by press statements aimed at informing citizens of projects in the planning process.