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Cooperative Housing Foundation

FINAL REPORT

**The Role of Public Administrators in Housing Delivery:
Participant Training Program for Participants from
Central and Eastern European Countries**

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I. EXECUTIVE SUMMARY

This Report describes activities of the Cooperative Housing Foundation (CHF) and its partner organizations undertaken between November 1993 and February 1995 during the implementation of the Training Program for Participants from Central and Eastern Europe, titled: "The Role of Public Administrators in Housing Delivery". The program was co-sponsored by USAID (40%) and by CHF and its partner organizations (60%) and was seen by the participants and partner organizations as being highly effective.

The program consisted of four training sessions of six weeks duration each, including six or more participants from a specific CEE country or a group of countries. In total, 26 senior officials and housing administrators participated, including 11 elected local government officials from Poland, Bulgaria, Estonia, Lithuania, and Hungary respectively. CHF was able to effectively manage its resources and attract new partners so that it could train an additional 2 officials above the amount of 24 persons that had been originally proposed.

The main training objectives were threefold:

- ◆ to provide the participants with exposure to different approaches applied in the United States with respect to housing issues;
- ◆ to provide opportunity for professional discussion on the examination of solutions, and
- ◆ to allow for observation and "hands-on" learning. Implementation of the training in the U.S. allowed the participants to evaluate housing delivery in a market economy context and to observe the importance of the role of the local government in a decentralized delivery system.

Based on feedback received by CHF from the participants, as well as the hosting U.S. organizations, the program was enormously successful. As illustrated in the participants' comments and their post training activity, the impact of this training was felt at various levels:

- ◆ the national/local policy formulation level,
- ◆ the project implementation level, and,
- ◆ the individual level.

It impacted the national and local policy formulation levels as the participants formulated objectives of future action toward adaptation of the housing sectors to market economy thus reinforcing the objectives of other USAID programs in this area. Participants developed and initiated concrete action plans for initiatives at the local municipal level, these are monitored by

CHF as part of follow-on activities. The training provided visible examples ("success stories") of practical adaptation of the lessons learned in the course of training in the United States in the context of participants' home countries. It improved individual skills, and built institutional and interpersonal linkages thus enhancing the program's outreach and its immediate results.

Among U.S. partner organizations, the program received enthusiastic reception and support reflected in a very high level of professional interest, as well as institutional and individual contributions made to the program. On the community level, the activities of this program have been chronicled in local press throughout the U.S., and have also received notice in the press of the participants' home countries. On the professional level, the training and internship activities have fostered strong linkages between the participants and their U.S. counterparts, these have included declarations of continuing cooperation and interest in participation in future similar programs.

II. DESCRIPTION OF ACTIVITIES

A. General program structure

The program was composed of four (4) training and internship country components of 6.5 weeks each for participants from each targeted country (or group of countries as in case of the Baltic Republics). Each country component was carried out in the following sequence: Poland, Bulgaria, Estonia and Lithuania, Hungary. The overall composition of each country component remained the same throughout the program, although there were different U.S. hosting and participating organizations.

Month	Country Component 1 : Poland	Country Component 2 : Bulgaria	Country Component 3 : Baltics	Country Component 4 : Hungary
November '93	Approval Decision			
December '93	Preparation for Poland Country Component Screening and Selection of Trainees			
January '94				
February '94				
March '94	Poland Program Starts	Preparation for Bulgaria Country Component Screening and Selection of Trainees		
April '94	Program ends			
May '94	Internal evaluation	Bulgaria Program Starts	Preparation for Baltic Country Component Screening and Selection of Trainees	
June '94		Program ends		
July '94		Internal evaluation	Baltic Program Starts	
August '94				Preparation for Hungary Country Component Screening and Selection of Trainees
September '94			Program ends	
October '94			Internal evaluation	
November '94				Hungary Program Starts
December '94				Program ends
January '95				Internal evaluation
February '95				Final Report

Within each country component, 6 or more participants were scheduled to come to the US for a period of 6.5 weeks¹. The six and a half week program was comprised of three distinct segments: a) a two-week introduction and training component, b) a four-week on-site internship, and c) a half-week wrap-up and evaluation segment. The two-week introduction and training component at CHF/HQ in Silver Spring, MD, provided the participants with a background of the issues that would be revisited during their on-site internship training. The internships were held at two sites, for two weeks each, providing the participants with the opportunity to experience and compare the topics, processes, and sector relationships in two different settings during the total four week internship period.

The following is the overall training and internship format followed for each Country Component.

ILLUSTRATIVE TRAINING AND INTERNSHIP FORMAT: Summary Schedule of Activities			
	Number of Participants at a Given Location	Location (illustrative)	Name of organization
Weeks 1 and 2	6 Together	Washington D.C., Maryland	CHF
Weeks 3 and 4 First Rotation of Interns	2	Washington State	Washington State Housing Finance Commission (WSHFC) Rhode Island Housing and Mortgage Finance Corporation (RIHMFC) Kentucky Housing Corporation (KHC)
	2	Rhode Island	
	2	Kentucky	
Weeks 5 and 6 Second Rotation of Interns	2 (Rotated)	Washington State	WSHFC RIHMFC KHC
	2	Rhode Island	
	2	Kentucky	
Week 7	6 Together	Washington D.C.	CHF

The wrap-up sessions and evaluations held at the conclusion of the program at CHF/HQ allowed the interns to reflect on the substance of the housing materials and ideas gathered in the previous six weeks. The participants were encouraged to share their experience with trainers as well as

¹CHF was able to include three (2) extra participants at no additional cost within the fourth country component, bringing the total number of program participants to twenty six (26).

six weeks. The participants were encouraged to share their experience with trainers as well as other participants of the program, and discuss any outstanding or relevant issues.

B. Recruitment of candidates by CHF

Given the project overall goals, recruitment concentrated on representatives and employees of local governments responsible for housing issues in their respective jurisdictions.

Three main vehicles were used by CHF to recruit program candidates : a) public announcement in local professional press, b) direct contact by fax/mail or following existing institutional and personal contacts, and c) following up on suggestions by in-country USAID missions.

Direct contacts proved to be the most effective recruitment method. CHF contacted representatives of local governments in the targeted countries (on the average, 10-15 cities in each country), including local organizations, with whom CHF has had institutional and personal contacts while working on different projects in these countries (in particular, Poland, Lithuania, Bulgaria, Hungary). Mayors of cities, as well as local professional organizations in each country, were contacted and information about the program goals, structure, and professional contents were provided. Special effort was made to reach women candidates; and at final selection, women participants comprised approximately 20% of the total.

In response to program announcements, candidates applied to CHF providing preliminary information with respect to their current and past positions, professional goals, expected program results, education, and English language capability. After initial screening, CHF identified highly qualified individuals as a group of potential participants, and presented this list for USAID country-Mission's preliminary approval. Typically, the Mission's initial approval was received for both "priority" and "reserve" candidates, on condition that they pass the required medical and English language testing administered by local PIET office. Candidates was advised by CHF of his/her formal acceptance as participant after successfully passing these tests.²

A pre-departure orientation was held in each country by PIET officers with the selected program participants, to discuss general pre-departure issues. Documents, including airline tickets, detailed program information, and a glossary of housing and housing finance terms, were provided by CHF and delivered to the participants by PIET.

²In case a "priority" candidate did not pass the tests or withdrew upon his own request, pre-approved reserve candidates were called upon in sequence determined by USAID country-mission.

C. Program Participants

Altogether, 26 participants from the five CEE countries took part in the program³. Both elected officials, and higher level local administration officials were represented among final program participants. Usually, they also represented different geographic areas of a targeted country providing diversified perspective of locally confronted housing issues.

Participants came from the following countries:

- 7 from Poland (including 4 elected officials)
- 8 from Hungary (including 1 elected official)
- 6 from Bulgaria (including 4 elected officials)
- 3 from Lithuania (including 1 elected official)
- 2 from Estonia (including 1 elected official).

Women participants constituted 1/5 of all program participants (5).

All participants returned to their home countries upon conclusion of the program.

D. Professional introduction and orientation in Washington DC area

During the two (2) week period in Washington DC area beginning each of the four country components, participants were introduced to three sets of issues:

- those relating to program structure and organization: of particular importance were matters of accidental insurance, travel arrangements, and accommodation and allowances both in Washington DC and during site internships. All issues were successfully attended to by CHF;
- general introduction to social, political, economic and cultural issues in the United States; introduction was provided by the "Meridian International Center" of Washington DC;
- professional issues relating to housing delivery systems in the United States as compared to the participants' respective countries; these issues were handled by the CHF with participation of guest organizations and speakers.

Given the ultimate project goal of providing participants with practical exposure to US approaches to housing delivery while focusing on the role of public administrators, issues of

³Detailed list of participants, including their names, addresses, and currently held positions is included in Attachment C to this report. During the 4-th component nine participants were included (one to fill up the space of the Baltic component participant who withdrew at the last moment, and two (2) extra participant included at no additional cost).

housing in the United States were approached at several levels. Meetings organized and assisted by CHF staff introduced the participants step-by-step to the role of different institutions in housing and urban development, including the role of the federal government, state and local level organizations⁴. Developing of private sector linkages and relationships was explored through discussions and site visits with various non-profit support organizations⁵, developers⁶, cooperatives and their representative associations⁷. The role of each type of these organizations in housing delivery system was practically demonstrated.

Housing finance issues were also introduced at a variety of levels. In most cases, program participants had scarce knowledge of these matters and required basic information on the types of available housing finance instruments, on the very concept of mortgage, or mortgage origination and servicing issues. Typically, meetings arranged by CHF included both local level finance institutions⁸, and nation-wide housing finance organizations.⁹

Special interests of a particular group of participants were also considered in the course of introductory sessions. For example, for the Lithuanian participants, meetings were arranged with organizations involved in management of housing stock as requested.¹⁰ Also in response to requests presented by the participants, meetings were arranged with the embassies or commercial offices of their respective countries,¹¹ with international donors,¹² or professional interests'

⁴All groups met with representatives of the Office of Housing and Urban Development (HUD). Involved were the Office of the Assistant Secretary for Policy Development and Research, and Office of the Assistant Secretary for Public Affairs. Before departure for site internships, meetings and site visits were held by Alexandria Redevelopment and Housing Authority, VA, Montgomery County Housing and Community Development Department, MD, and National Association of Housing and Redevelopment Officials (NAHRO).

⁵As e.g. Montgomery Housing Partnership, Inc.; Universalist Affordable Housing Corporation; Arlington Housing Corporation.,

⁶E.g. Buzzoto and Associates of Gaithersburg, MD.

⁷E.g. Greenbelt Homes Inc, of Greenbelt, MD, National Association of Housing Cooperatives (NAHC).

⁸As e.g. Maryland Federal of Hyattsville, MD; Nations Bank of Washington DC.; National Cooperative Bank of Washington DC; District of Columbia Housing Finance Agency.

⁹In particular, Fannie Mae and Freddie Mac.

¹⁰National Center for Housing Management of Washington DC., National Center for Municipal Development of Washington DC.

¹¹As e.g. Bulgarian, Hungarian and Polish Embassies, as well as the Office of the Economic Counselor of the Embassy of the Republic of Poland.

¹²The World Bank.

organizations.¹³

All of the training components included a meeting with representatives of the USAID Office of Housing and Urban Programs to introduce the individual CEE participants, as well as to allow for the discussion of issues pertaining to the USAID housing sector technical assistance programs in a specific country. USAID officers usually participated in the debriefing of participants after their return to Washington following site internships.

E. Site internships

The program was extremely successful in stirring up interest of various US-based housing organizations. Altogether, twelve (12) US-based institutions provided professional site training and internships, with many organizations participating more than once in the course of the program. Many groups expressed their willingness to continue or join in the future training programs.¹⁴ Apart from professional training, all organizations contributed to the program financially, providing matching contributions in a variety of forms (detailed in Financial reports).

Among US-based organizations sponsoring program participants there were:

- a. state level housing agencies working on state, city and local level of housing administration, such as e.g. Kentucky Housing Corporation (KHC) of Frankfort, KY; Albuquerque Development Services (ADS) of Albuquerque, NM; Maryland Department of Housing and Community Development (DHDC) of Crownsville, MD; or St. Louis Housing Authority (SLHA) of St. Louis, MO;
- b. city and local level organizations, such as e.g. Richmond Redevelopment and Housing Authority (RRHA) of Richmond, VA; Housing Authority of the city of Charleston, SC; Housing Authority of Columbus, GA; Englewood Housing Authority (EHA) of Englewood, CO; Cleveland City Hall/ Department of Community Development of Cleveland, OH;
- c. public corporations engaged in provision and development of homeownership opportunities, such as e.g. Rhode Island Housing and Mortgage Finance Corporation (RIHMFC) of Providence, RI; Washington State Housing Finance Commission (WSHFC) of Seattle, WA; Massachusetts Housing Finance Agency (MHFA) of Boston, MA.

¹³National League of Cities of Washington DC; The US-Baltic Foundation;

¹⁴Detailed list of organizations, their addresses and mission statements was submitted in the First Quarterly Report for FY 1995. See also Attachment D, below, List of Principal Participating Organizations.

Each internship was unique in that it tried to match professional objectives of the hosting institution with the individual interests and priorities of program participants. In the course of each internship the participants were acquainted with specific mission of the hosting organizations, currently implemented as well as planned programs, or practical lessons learnt and problems encountered. Participants held discussion meetings with officers of the hosting and collaborating local organizations, visited (and sometimes even worked on) sites of locally implemented projects, as well as observed proceedings and the discussions pertaining to current housing issues, and examined documents used in the course of the projects. Among the issues directly addressed by all training institutions were:

- promotion of private-public partnerships,
- housing finance instruments used to promote home ownership,
- successful mobilization of resources to promote, develop, and provide affordable housing, involving non-governmental organizations in providing affordable housing,
- mechanisms to support local community initiatives including redevelopment/revitalization of neighborhoods, districts, communities.

In the process of professional discussion of a multitude of housing issues with the hosting US organizations, CEE participants were asked to present the problems in their respective countries, to explore the impact of differing economic conditions as well as the applicabilities of approaches developed by the US-based organizations.

F. Debriefing, individual action plans and follow-up

In order to ensure the maximum impact of the program (both on direct and indirect levels), CHF has used a vehicle of an Action Plan.

Each participant was asked to prepare an **Individual Action Plan**, focusing on a personally selected issue (or issues) relating to the item identified as professional priorities and interests by each of the participants. Combining issue identification, mechanisms involved in problem solving, and projection of timeframe to reach a specified goal of the plan, allowed the participants to "translate" their experience and observations gathered in the course of the program into direct action to be undertaken in collaboration with colleagues/departments of local governments they represented. The purpose and central focus of each Action Plan were the individual actions of the participants upon return to his/her home country with respect to identified issue.

Thus, a large variety of Individual Action Plans were prepared, concentrating on selected housing problems significant from the perspective of the community represented by the given participant. The plan identified action to be taken, person(s) responsible for their execution, as well as timeframe within which action and results may be expected.

Each of the participants was asked to follow up with CHF within six months of return to his/her

home country with respect to issues undertaken in Individual Action Plans. At the time of writing this report, information is available only from individuals who participated in training conducted in the first part of 1994. Their experience in implementing Action Plans prepared during the program, encountered problems and/or successes achieved will thus be available to CHF gradually, even after the formal completion of the program. Based on follow-up information already received, a number of significant "successes" have been reported, indicating the impact of the program far beyond the individual level (see below).

Each training country component ended with an extensive debriefing of the whole group, as well as individual participants by the CHF. In most cases, USAID and Aguirre International officers were also present during the debriefing sessions.

G. Cultural and social enrichment

In the course of the program, numerous events were incorporated as "typical" parts of the orientation period held at CHF/headquarters as well as part of the site internships:

- visits to homes of officers connected with the program (hosting organizations, interested professionals) provided excellent opportunity for program participants to explore professional, cultural and social issues in the US and participants' home countries;
- visits with members of community at large were especially instructive and allowed to experience as well as observe daily life in the United States. Many of the participants had a chance to experience this first hand, since several hosting organizations were contributing local housing arrangements (participants stayed at private homes in Albuquerque, NM, Seattle, WA, Boston, MA, Annapolis, MD, and Cleveland, OH);
- participation in community gatherings such as fairs, ethnic events, exhibits and concerts allowed ample opportunity to participate and learn about general community affairs, organizational and PR aspects of community events and their importance in building community identity and spirit (e.g. in Albuquerque, NM; Seattle, WA; Cleveland, OH);
- observation of formal sessions of Assemblies or local elective bodies, allowed the participants to get acquainted with mechanisms of civic participation (KY, VA, MD);
- participation in seminars, professional training sessions and workshops provided an opportunity to explore wider issues of professional interest (e.g. Governmental Executive Institute Alumni Seminar, Wye Institute, Queen Ann's County, "Reinventing State Government", June 1994; or Kentucky Housing Corporation (KHC) Policy Development Sessions in March 1994, or the "Housing Finance Training" held by KHC in December

1994);

- visits to friends and/or family members living in the United States, in concerts and sporting events;
- touring the host and adjacent cities (e.g., Santa Fe apart from Albuquerque, NM; Louisville, Lexington, and Cincinnati, in addition to Frankfort, KY; New York, NY apart from Providence, RI, Boston, MA and Washington, DC); all participants took part in an organized tour of Washington, DC.
- meetings with representatives of local press and radio and TV stations to provide insights on program goals, activities and experience (e.g. in Columbus, GA; Richmond, VA; Seattle, WA);
- sightseeing.

III. SIGNIFICANCE OF THE TRAINING ACTIVITIES

Based on its own internal evaluation, as well as feedback received from program participants, CHF has come to the conclusion that its training program "The Role of Public Administrators in Housing Delivery" has had significant impact on both educational and practical levels. During internships the participants engaged in a valuable intellectual exchange of ideas with US professionals, had the opportunity to observe and examine, as well as receive a wealth of information on all essential elements of housing development process. They developed or improved their techniques of dealing with a variety of housing issues; and through contacts initiated both on international, and national basis gained insights and experience which will help them shape and implement concrete projects aiming at specific immediate or long-term objectives and illustrated the potential for market-based delivery of housing.¹⁵

Below, we will show the significance of the CHF training program in two ways, considered by CHF the most valuable from the point of view of overall program objective:

A. by pointing to three specific *levels of impact* discernable immediately at the conclusion of training:

- * policy formulation (national, local)
- * local projects implementation
- * individual skills improvement, and

B. by referring to *successful application of knowledge gained*, as evidenced by post-training activity reported to CHF in the course of the program follow up.

A. Levels of Impact

1. National/local policy formulation level

During the wrap-up evaluation session of each program component, as well as the debriefing sessions, the participants shared with CHF trainers and with their colleagues observations and conclusions directed to the national and/or local policy level in each of their home countries. In view of significance of the specific issues for adaptation of the housing sectors of their countries to the conditions of market economy, many of the participants (themselves, elected officials) expressed the willingness to undertake action upon return towards achieving these broader objectives.

¹⁵The training allowed for the meeting of professionals with similar goals and experiences, and the initiation of personal relationships between the participants and between the US-CEE developed as a key side benefit to this program.

Below, we have generalized these conclusions :

- on the part of local governments, creating conditions to stimulate the private sector involvement in housing requires a change of attitude and developing of understanding of the local authorities' role of *facilitator* rather than *direct provider* of housing. Local representatives must be willing to take the initiative and to come out with innovative local proposals of solving the issues, as well as actions directed at building up local support for the new initiatives. Local authorities must strive to *improve the operation of their departments dealing with housing* issues as far as preparation of investment projects is concerned, speeding up necessary procedures involved in housing development process, etc. Facilitating rather than obstruct;
- in view of the significance of housing finance as part of housing delivery sector, special efforts must be made in CEE countries to *develop local housing finance systems*. This includes efforts at both national and local levels to create a regulatory framework conducive to private sector housing finance and development, as well as building up understanding and popular acceptance for diverse housing finance instruments;
- in view of the diversity of approaches observed in the US, efforts must be made in CEE countries to diversify existing approaches, and to allow for *establishing and promoting various types of support organizations* which could be involved and assist in developing and implementing housing delivery mechanisms. Creation of non-governmental organizations (NGOs) acting on non-profit or for profit basis should be explored as a possible manner of diversification of approaches.

2. Project implementation level

Impact at this level is best shown through the Action Plans prepared by participants at the conclusion of the training. They reflect individual professional focus in the context of activities to be undertaken upon return to home countries using the experience gathered in the course of the US training. In a number of cases, program participants collaborated in the course of preparation of Action Plans producing plans of coordinated action involving more than one locality.

Detailed sets of issues dealt with in Action Plans are summarized below, with the country and responsible participant indicated in brackets:

- *issues of housing finance*, e.g. "Assistance in creating a new mortgage system in Lithuania" [Lithuania, Balutis]; "Contribution to Improvement of Housing Finance Laws in Hungary" [Hungary, Millisits]; "Assistance for First-time Home Buyers: a tool for elaborating the housing policy of the city of Pecs" [Hungary, Gomory]
- *comprehensive approach to housing delivery issues at the local government level*, e.g.

- "Collaboration on housing issues: joint project of Plovdiv and Sliven" [Bulgaria, Alexieva and Atanassov]; "Preparation of financial program of local housing development (single family and low-rise multifamily homes)" [Poland, Koper]
- *developing private-public partnerships to address housing issues*, e.g. "Multifamily Public-Private Partnership (Housing) pilot project" [Hungary, Salamon]
 - *improving performance of urban departments (local government) directly involved in housing issues*, e.g. "Reorganizing the structure of urban development department in Poznan" [Poland, Matusiewicz]; "Improving efficiency of operation of Szczecin Urban Department" [Poland, Jakubiak]; "Reorganizing the structure of housing management in Mustamae District in Tallinn" [Estonia, Tomberg]
 - *planning, zoning and construction technology issues*, as e.g.: "Improvement of the housing woodframe-structure building method" [Hungary, Nemeth]; "Towards a new planning and zoning statute and creation of a new non-profit institution for construction of wooden houses in Marjampole" [Lithuania, Klitius]; "Demonstration project: Reconstruction of multi-story pre-fabricated concrete housing" [Lithuania, Skardjus]
 - *privatization of municipal housing*, e.g. "Privatization of municipal housing stock in Swinoujscie" [Poland, Szczodry]
 - *involving non-governmental organizations in housing delivery issues*, e.g. "Founding a Housing Partnership in the city of Tartu" [Estonia, Ili]; "Establishing private, for-profit property management company" [Poland, Bartosik]; "Joint pilot project: non-governmental organization assisting housing issues" [Bulgaria, Motev and Sourilov]
 - *special housing needs*, e.g. "Project plan to meet special housing needs of the elderly and/or disabled" [Hungary, Szabo].

3. Individual level

The educational impact of the training program was stressed by all of the participants.

The training allowed the CEE participants to distance themselves from traditions and attitudes prevalent in the CEE region, and to look at their own (home-country) problems from a new perspective. The program brought together participants from the different localities in the CEE countries and region, and involved them in a common forum focusing on a specific goal, thus facilitating the exchange of ideas and allowing for a team effort to search for new solutions. It also provided a direct linkage between participants from the same country, and facilitated a secondary exchange and linkage of participants throughout the five targeted countries in the CEE region.

On an individual educational level, the program allowed for significant skills improvement in dealing with housing issues. In particular, the program:

- gave the participants hands-on experience in conceptualizing practical solutions to housing issues (i.e., conceptualizing an Individual Action Plan);
- provided the participants with secondary experience in conceptualizing a range of housing solutions and programs by interning with local US housing authorities;
- gave the participants confidence to experiment with new solutions upon return to their home countries;
- emphasized the importance of individual action, and the effectiveness of initiative;
- inspired their search for practical solutions of confronted issues; and
- encouraged the participants to evaluate the roles and responsibilities of the actors in the housing sector and to determine their current and/or future value.

B. Post Training Activity Reports: Illustration of training Applications

CHF has received word from numerous participants of the Participant Training Program for Europe relating their successful application of the knowledge and skills acquired during the six week-long training program. We expect to accumulate equally exciting success stories as the latter groups have fully readjusted to their working conditions.

To date, we have received encouraging news and personal success stories from many of the participants from the Polish, Bulgarian, Lithuanian/Estonian training, members of the first, second, and third training components, respectively. CHF has confidence that the Hungarian training program participants, the fourth training component, will actively pursue the solutions to the issues they raised by way of the tangible plans they shared with us before their departure.

Finally, CHF has experienced positive feedback from the 14 U.S.-based Partner Institutions who participated in the training program; and CHF has been approached by 12 additional organizations who have expressed support for these training activities, and have an active interest in contributing to future training programs.

1. Innovative programs and activities initiated upon return to home countries

- a. **Design for a new housing project (Swinoujscie, Poland).** The local Deputy Mayor of Swinoujscie, Poland, created a design for a housing project and

generated confidence in the efficient, but novel building method, based on the United States experience with wooden frame construction technology. Through his exposure to U.S. methods of mortgage financing, the former participant has incorporated a relatively new method of financing for the Polish home buyer, inviting a Polish-American Mortgage Bank to participate in the project as a financier of individual mortgage loans for potential buyers. The project, already underway, will produce approximately 68 units of more affordable housing for a great housing demand in the Polish economy, and as an added benefit, will produce consumer confidence in non-traditional building and financing methods.

- b. **Agencies to Support Housing Initiatives (Poland).** The Deputy Mayor of Trzebinia (Trzebinia-Krakow area) has contacted CHF in-country advisors with plans to organize a local Agency Support Housing Initiatives, a new, non-governmental type of organization to facilitate the housing delivery process in Poland.

Also participant from Szczecin reported on collaborative effort between CHF Polish Advisors and the city of Szczecin, resulting in establishing a local Agency to Support Housing Initiatives. The agency will assist local residents organized in democratic housing cooperatives in the process of preparation and implementation of housing projects in the city of Szczecin and its vicinity. A local architect has been selected to head the Agency.

- c. **Improving efficacy of operation of local governments in housing matters (Szczecin, Poland).** A participant employed by the Szczecin Department of Urban Development and Architecture in Poland has composed a detailed plan to produce an efficient process of public procurement of building permits and related housing documents. This was the result of access to the information in the training program, specifically using documents acquired through her internship in the Albuquerque Development Services. The participant reported great interest in her proposal by city officials and at the time of communication, had received approval to establish a task force to accomplish these goals.
- d. **Establishing of a private property management company (Poznan, Poland).** Participant from Poland reported on her efforts to establish a private property management firm in Poznan. So far, following the recent legislative changes, the state-owned Housing Management Enterprise in Poznan has been liquidated and transformed into a corporation wholly-owned by the City Council. The participant was instrumental in preparation of the move and will be serving on the corporation's Board of Directors. She has maintained contacts with the other PTPE program participant from Poznan, as well as initiated contacts with visiting US groups to promote her activities.

- d. **Establishment of Bulgarian Housing Association (Sofia-Shoumen, Bulgaria).** Two former participants, a Housing Research Associate in Sofia and the Deputy Mayor of Shoumen, have combined their networks and training experience to establish the first non-profit organization for the housing sector in Bulgaria. The Bulgarian Housing Association (BHA), working outside of the state agencies, will encourage public and private cooperation and promoting similar non-governmental organizations. The non-profit BHA, lists the following goals in its mission statement:
- * To maintain a data base for the performance and status of national housing industry, including: construction, industry (materials and technology), housing institutions, housing research and researchers;
 - * To mediate the exchange of scientific, technical, and business information between Bulgarian and foreign parties; and to promote joint-venture projects;
 - * To educate the public domestic culture by disseminating information regarding: contemporary accomplishments of actors in the housing sector, achievement of standards in housing design, and environmentally friendly habitation information contained in BHA booklets and manuals;
 - * To promote national and joint-venture research and investment housing projects; and implementation of modern finance, construction, management and housing maintenance methods.
- e. **Urban Management and Sustainable Development Project (Plovdiv-Sliven, Bulgaria).** Two other Bulgarian participants, an Architect of Plovdiv and the Deputy Mayor of Sliven, have collaborated to establish an "Urban Management and Sustainable Development" Project, using their training resources to gain assistance from both UNDP and USAID. Negotiations are currently in progress.
- f. **Drafting new legislation on construction and planning (Kaunas, Marijampole, Lithuania).** Two Lithuanian participants, Deputy Mayor of Kaunas and Chief Architect of Marijampole, are currently collaborating on creating the new law on Construction and Territorial Planning in Lithuania, using the experience and materials gathered during the training in the US.
- g. **Involving NGOs in housing development (Marijampole, Lithuania).** Lithuanian participant from Marijampole has also reported that based on observation of activities in US non-governmental organizations and their involvement in various aspects of housing development, he has commenced an innovative effort involving a Lithuanian NGO, called "United Forces" and based in Kaunas. The project consists of designing and building homes in one of the districts of the city of Marijampole, using the wood-frame technology observed

and examined in the US. Establishing of a branch office of the NGO in Marijampole is also planned.

2. Intensified networking, collaboration and dissemination of information within the participants' home countries

- a. The former participants remain in contact with each other and the CHF Advisors in Poland; many attended a follow-up conference, on June 1, 1994, organized by CHF to discuss establishing innovative local Agencies to Support Housing Initiatives.
- b. The former participants in Bulgaria have initiated several collaborative projects, listed above; and participants of the latest Hungarian training plan to collaborate with a recently established educational/promotional organization to facilitate the dissemination of educational information, including information regarding housing and finance matters.
- c. CHF has information of the dissemination of a detailed analytical report describing the training activities and experiences among Polish public officials, including the Szczecin city mayor, City Council, Building and Planning Commission, and the departments within the Szczecin City Hall.
- d. Several participants reported on numerous information and experience sharing meetings which they have themselves conducted or participated in following the training in U.S. Some of them have also given press and/or TV interviews reporting on program activities, observations made, and lessons learned. All participants reported vivid interest on the part of professional groups, as well as community members, and their willingness to engage in discussion of successful market-based approaches and potential application of solutions observed in the home countries.
- e. As an example of intensive networking exceeding the scope of immediate contacts made in the United States, the case of an Estonian group "Rakvere Housing Capital Foundation" may be given. This non-governmental organization has contacted CHF seeking assistance in financing projects currently undertaken by the group. participants

3. International linkages developed

- a. All reporting participants described contacts with U.S. agencies which hosted them during their site internships. General correspondence and exchange of views on

specified professional subjects is considered helpful by former participants in their work on adapting and/or applying the solutions observed in the United States..

- b. A U.S. energy conservation expert who met with each group of participants has related numerous communications initiated by organizations in the Lithuanian and Estonian housing sector.
- c. The Mayor and Deputy Mayor of one of the districts of Sofia have intensified their contact with a developer from the state of Virginia. This resulted in the U.S.-based developer's visit to Sofia to investigate the possibilities of providing technical assistance to Bulgarian developers.
- d. Several participants have reported making contacts with U.S. universities in order to establish an exchange. Also, resulting from the exposure to the training program in Columbus, Georgia, the city of Columbus has initiated contact with Hungarian institutions of higher learning to create an exchange.
- e. Around twenty U.S. housing agencies contacted CHF through the National Association of Housing and Redevelopment Officials (NAHRO), and expressed their interest in participation in future CHF training activities. Similar expressions of interest were also received from among the fourteen partner organizations which hosted completed program components. Their willingness to continue involvement in international training is based on great professional interest shown by officers of their organizations, as well as their intent to assist in the process of transformation of the housing sector of the countries of the CEE region.

IV. RECOMMENDATIONS

In view of overall success of the program and its significant impact at the level of policy formulation, local projects' implementation and individual skills improvement, **CHF would strongly recommend continuation of participant training programs focusing on housing.** Several reasons can be pointed to:

- by providing "hands on" experience through internships with U. S. Institutions in housing matters, and the opportunity to observe and discuss diverse professional approaches applied, training programs *effectively reinforce housing reforms currently undertaken in the countries of the CEE/NIS region;*
- they provide *practical demonstration of approaches, procedures followed, and mechanisms applied when addressing housing issues,* allowing for their better understanding and adaptation (if need be) to local conditions;
- through sharing of gathered experience and skills improvement techniques, *they widen the immediate impact of training programs and enhance professional basis for future policy formulation and the ensuing practical implementation of solutions at the local level;*
- through linkages developed both at the national and international level, the program widened its impact far beyond the immediate professional level, *reaching the business communities, professional organizations and various supporting NGOs involved in housing matters in the United States.* At the same time, for hosting U.S. organizations and communities, it provided a highly visible example of USAID-sponsored activities, reinforcing understanding and support for such activities among the American citizens and communities.

V. FISCAL REPORT

As required, CHF has submitted quarterly reports reflecting expenditures of both USAID grant portion, and matching contributions by CHF and its partner organizations. The final fiscal quarterly report was submitted to USAID, Washington, DC as of May 1, 1995 (and is attached to this report).

With respect to the USAID grant portion, total program expenditures did not exceed the overall budget figure of \$232,600; and within each line item, the expenditures remained within 15% variance of the budget. Careful management by CHF allowed the inclusion of two extra participants during the last program component (above the originally planned roster of twenty four) at no additional cost to USAID.

In matching contributions, as required, CHF and its partner organizations contributed sixty percent (60%) of total project costs. Significantly more than expected was contributed in the areas of Education and Training,¹⁶ and Supplemental Activities.¹⁷ This reflects the enthusiastic reception provided to the Participants by CHF, the U.S. hosting agencies, and numerous individual contributors.

¹⁶119.6% of the budgeted amount.

¹⁷824% of the budgeted amount. Note: the modest amount originally budgeted for Supplemental Activities was established so as to ensure an adequate level of cultural enhancement, without at the same time requiring the contribution of personal overtime.

ATTACHMENT A :

**Letters/Excerpts of letters from participants
Participant Training Project for Europe:
"The Role of Public Administrators in Housing Delivery"
November 1993 - February 1995**

LETTERS and EXCERPTS

**from letters and articles received by CHF from former participants
Participant Training Project for Europe:
“The Role of Public Administrators in Housing Delivery”
November 1993- February 1995**

Introductory Note:

1. Several letters were included in their entirety. However, other ones were included only in parts dealing with professional usefulness and benefits of training. Omitted were the portions referring to personal, non-professional, or more general professional issues;
2. Spelling and grammar preserved as in original letters;
3. All original letters are in CHF program files.

INCLUDED IN FULL:

1. Letter of January 17, 1995, from Renata Jakubiak, Architect in the Urban Department of Szczecin City Hall, Szczecin, POLAND
2. Letter of January 18, 1995, from Adam Szczodry, Deputy Mayor of Swinoujscie, POLAND (included separately in Attachment B: translation of two May 1994 interviews with Adam Szczodry, printed in local Polish newspapers)
3. Two letters of October 7, 1994 and February 2, 1995, from Stoitcho Motev, Research Associate, Regional Development and Housing Policy Center, Sofia, BULGARIA

EXCERPTS FROM:

1. From letters of October 3, 1994 and February 5, 1995, from Ewa Bartosik, Deputy Director, Department of Housing, City Hall of Poznan, POLAND
2. From the letter of January 27, 1995, from Vilius Klicius, Chief Architect of the City of Marijampole, LITHUANIA
3. From the letter of April 3, 1995, from Adolfas A. Balutis, Deputy Mayor and President of the Union of Lithuanian Cities, LITHUANIA
4. From the letter of April 3, 1995, from Ivan Nemeth, Chief Architect of the City of Gyor, HUNGARY
5. From the letter of Mariana Alexieva, BULGARIA

BULGARIAN HOUSING ASSOCIATION

27 Becston bul., 1618 Sofia,
Bulgaria, fax +359 2 236 238

6A Makedonia str., Shumen.
Bulgaria, tel /fax +359 54 520 03

Mr Richard Owens
Cooperative Housing Foundation
1010 Wayne Avenue, Suite 240
Silver Spring, MD 20910

October 7, 1994

Dear Dick,

Thank you so much for your attention and care, expressed in your two letters of July 13 and September 26, 1994. I'm sorry for the great delay of my response, but I received the first letter on September 10-th, when I got back to my office after a long (two months) summer vacation. At that time I had no news for you, except a wonderful mixture of USA & Bulgarian experience and impressions. After a nice trip back home, I spent with my family almost two months on our Black sea coast and Rila mountain.

Now I am working hardly on adapting and implementing some of the experience and ideas, that I managed to grasp from your perfectly organized training programme. Unfortunately I can't find any support from my institute's leadership. Nevertheless I'm still serious about the intentions in our action plan. Being not able to rely on any initial governmental support, it becomes evident, that such a project can be developed only by an INDEPENDENT and STRONG non-governmental organization. Thus at mid of September an initiative group, including Emil Sourilov, 3 presidents of private construction companies in Shoumen, George Georgiev, Dimitar Dimitrov (colleagues of mine) and me, started to prepare the establishment of the first Bulgarian non-profit housing organization. At the time being, it is no more just an idea. It is a real legal entity, called BULGARIAN HOUSING ASSOCIATION (BHA). Independent, but still far not strong. Please, find a more detailed description in the information sheets, enclosed here.

We are aware, that no considerable step could be done without international collaboration and support. Therefore, we consider the contacts with all possible housing-related institutions for our first priority. The BHA is opened to all national and foreign entities and institutions, sharing its' goals. Hoping, that CHF is one of them, we rely on your active and practical support in establishing of the "alternative housing sector in Bulgaria".

Being more concrete, I'd dare to ask you to disseminate the information sheets and a request for support (both in terms of technical assistance and financial donations) to agencies, that we visited and that you consider to be suitable to address. The USAID, HUD, HFA, The National Association of Home Builders and Maryland Federal (bank) are proper ones, I guess.

Hoping to make you busy with Bulgaria again and meet you in Sofia as a BHA consultant, or just as a tourist guest,

Sincerely

Stoicho Motev

BULGARIAN HOUSING ASSOCIATION

In September, 1994, an initiative group of Bulgarian housing experts, Local Government officials and private developers established the BULGARIAN HOUSING ASSOCIATION /BHA/. It is an independent, private, non-profit legal entity, registered under the "Persons and Family Act"

The BHA came to life as a result of revealed and deeply realized but not officially acknowledged necessity for new type of housing organizations, that are independent from the Central Government and capable to identify and deal with the real housing issues, mobilizing and integrating all public and private resources.

Motives for Establishment of BHA

The process of transition from centrally planned to market economy during the last five years caused radical, but uncontrolled changes in the housing sector of Bulgaria, that led to:

- entire abolishment of public subsidies and lack of any state's commitment to housing;

- almost full privatization of the existing housing stock, but without sufficient means for maintenance;

- extremely high values of the price-to-income ratio, that makes the market unaffordable for 95% of those in housing need;

- blocked housing crediting;

- drastic drop of new construction rates and restricted private initiative /the private sector's output for 1993 has been 2757 units, or 25% of all newly constructed dwellings/

All those unfavorable facts create great social tension, that could cause unpredictable outcomes in the near future.

In the conditions of restructuring of the economy, severe budget restrictions and negative GDP rates, the necessity of radical change in the approaches to housing issues becomes obvious.

Though the share of the housing sector in Bulgaria is smaller, compared to the other European countries, it's place in the National Economy shouldn't be underestimated. Adding the priority role of a home in Bulgarians' personal value systems, it could have a considerable contribution to economic and social stabilization of our society in the period of transition. Unfortunately, this potential is neither used, nor even officially acknowledged by the state.

As far as the organizational structures are concerned, Bulgaria again is lagging behind the developed countries. At the time being, the rich variety of non-governmental housing organizations exist only in researchers' proposals and draft pilot projects.

The extremely urgent issues, that the Bulgarian dwelling is facing at, require immediate mobilization of all available resources and involvement of the largest possible group of actors.

The lack of legal commitment and inadequate performance of the existing state agencies, dealing with administering and research of the housing sector, lay the necessity of independent structures, concerned with all problematic aspects of housing and concentrating both, public and private interests.

BULGARIAN HOUSING ASSOCIATION Goals:

- * to promote the development of the contemporary Bulgarian dwelling in compliance with market-oriented economy, specific climate and geographic conditions and national traditions;

- * to enable provision of affordable and cheap housing, introducing effective forms of co-operation between public and private parties /local governments, customers/occupants, construction companies, financial institutions/;

- * to create incentives and promote the establishment of non-governmental organizations /NGO's/ in the housing sector

Intended Activities:

- * BHA will maintain a data base for the performance and the status of all housing sector's aspects /construction, industry, housing stock, institutions, researchers/;

- * BHA will mediate exchange of scientific, technical and business information between Bulgarian and foreign parties and support joint-venture projects;

- * BHA will influence the public domestic culture by disseminating of contemporary achievements and standards in the sphere of housing design, environmentally friendly habitation /booklets, manuals etc. will be issued for the purpose/;

- * BHA will promote and develop both, national and joint venture research and investment housing projects, implementing modern methods for financing, construction, management and maintenance of housing.

February 18, 1995

Mrs Barbara Czachorska-Jones
Senior Housing Advisor for Europe
Mr Richard Owens
Cooperative Development & Training Advisor

Cooperative Housing Foundation
8300 Colesville Road, Suite 420, Silver Spring, MD 20910



Dears Mrs Barbara Czachorska-Jones & Mr Richard Owens :

10 month have passed since my come back to Świnoujście after the Training Programm concerning housing delivery systems in USA. During these months there has been a lot of work, but also time to continue experiencies started with your assistence. Just after coming back I informed the Mayor and whole The Town Bord about the scope of the Training Programm, tied personal and bussines contacts and generally about USA. Then I understood how well prepared and rich was this programm. There was a big interesting in information I brought back. Meantime there was a nice possibilities to meet with Judith Hermanson and Barbara Czachorska during Warsaw seminar. It was possible to meet other participants from other polish towns.

From time to time I have contact with Mr Marian Dujka from Trzebinia and we are exchanging our experiencies.

I have concrete exemple of implementation experiencies I achivied in USA. Together with the Town Development Foundation (non-profit entity established by the Town Council to support development projects in our town) we organized an interesting project, we call it Housing Estate "Rycerska". It is rather new way of building in Poland, based on the "wood frame" construction system. The whole scheme includes 29 units in townhouses and 38 units in the free-standing family houses, total of 68 units. The lots area in total is 26.500 sq m, excluding service area and acces roads. On the ground analyzes, we assume that 1 sq.m of this type of residential houses should cost some 300-360 USD for 1 sq.m. The project already started. The way of organizing the whole project is also quit new in Poland. Municipality concluded an agreement with a local, private construction company. The contractor is also going to participate in the scheme as a developer. First the developer is going to construct two model houses which would consist of the gable-end and typical detached unit. Within two years the whole project should be terminated. That is rather quickly in our position, because in Poland normally the owners get used to build family houses themselves, with heavy construction system and in expensive and time-consumable way of building.

Il this project we have help from "Umbrella Project" which engaged one advisor-architect for us. He knows English and Polish fluently.

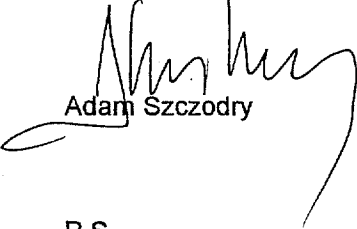
I would like to inform You that I finished my work in the Town Hall in the midle of January. Since 16th of January I am a Chief of Division of Bank Inicjatyw Gospodarczych BIG S.A. in Świnoujście. Now I am convinced it will be more possibilities to use experiencies which I got in USA. I would like to specialize in Municipal Bonds taking into consideration good contacts with Rhode Island Mortgage and Finance Cooperation in Providence which I have close contact with due to the Training Programm.

Because I think that it is very good idea to continue our cooperation through involving other people I would like to recomend You one professional - civil enginier from Town Development Foundation Mr Wiesław Beczek. He is Chairman of this Foundation. He knows english very well and is very close to the project which I mentioned above. He is also well informed about my Trainig Programm in USA. His address is :

Fundacja Rozwoju Miasta Świnoujścia
ul. Wojska Polskiego 1
72-600 Świnoujście
tel. 0-936-5623, fax: 0-936-5995

I hope we will be in a contact. Best regards to other friends in CHF.

Sincerely Yours


Adam Szczodry

P.S.

I added :

1. Two interviews in our local newspapers concerning Training Programm in USA.
2. Information on BIG S.A.
3. Information about Housing Estate "Rycerska"

arch. Renata Jakubiak vel Wojtczak
SZCZECIN CITY HALL
Urban Department , pl. Armii Krajowej 1
home address:
ul. Małopolska 57/7 , 70-514 SZCZECIN

Szczecin: 17.01.1995 r

COOPERATIVE HOUSING FOUNDATION
8300 Colesville Road , # 420
SILVER SPRING , MARYLAND 20910
U. S. A

REPORT

**regarding the benefits for Szczecin of my involvement in CHF project:
"The role of Public Administration in Housing Delivery".**

1. After return from U.S. I have prepared very detailed relation about my activities during the training , about my experiences , knowledge and written materials I have brought with me. I have sent its copies to:

Szczecin City Council (Rada Miejska)
Planning and Building Comission (Komisja Budownictwa i Planowania
Przestrzennego)
City Planning Office (Miejska Pracownia Urbanistyczna)
Geodesy and Land Use Department (Wydział Geodezji i Gospodarki Gruntami)
Municipal Housing Department (Wydział Budynków i Lokali Komunalnych)
Public Works Department (Wydział Inżynierii Miejskiej)
Municipal Development Department (Wydział Inwestycji Miejskich)
City Development Coordination Office (Biuro Koordynacji Rozwoju Miasta)
Historical Stock Renovation Group (Zespół d/s Renowacji Historycznej Zabudowy
Miasta)

with asking to contact me to get more informations , materials and addresses. After sending it I had some meetings with representatives of that departments and offices and I explained them different issues , lended them materials to make copies. As I knew some of my experiences and materials were used to their current work and some are going to be used.

2. I have strict the contact with Mr Romero from Planning Department of Albuquerque City Hall (one of the best working , efficient planning department in U.S.) , who sent me very important elaborats. I have selcted them and choosen 9 items , which will be priceless during preparation ammendments of Szczecin Master Plan , preparing detailed zoning plans for particular areas , preparing communication plans and in the near future preparing new master plan (our new law requires en-acting new one till 2000 year). I sent those 9 elaborats to City Planning Office , with propse to assist in creating plans using them.

Those materials were:

1. Albuquerque / Bernarillo County Comprehensive Plan - August 1988r.
2. Albuquerque / Bernarillo County Comprehensive Plan Map - October 1993 r.
3. Urban Growth Projections 1991-2002 - prepared by Bureau of Business and Economic Research University of New Mexico.

4. Population Albuquerque Housing - 1990 Census Tract Summary - edited in October 1991 r.
5. Population Albuquerque Housing , Employment , Income - 1990 Census Tract Summary - edited by Planning Department in March 1991 r.
6. Infill Development Study - prepared by Southwest Land Research , Inc. , edited 31 of March 1988 r.
7. Facility Plan for Arroyos - en-acted by Albuquerque City Council 03 of February 1986 r.
8. Trails & Bikeways Facility Plan - en-acted by AlbuquerqueCity Council 29 of June 1993 r.
9. Zoning Category Guide - prepared by Planning Department.

3. Some of my experiences and materials:

1. EPA (Environmental Protection Agency) - Protecting Our Drinking Water
2. EPA - Volatile Organic Chemicals
3. EPA - The Lead Ban
4. EPA - Unregulated Contaminant Monitoring
5. EPA - Public Water Systems
6. EPA - Is Your Drinking Water Safe
7. Consumer Education Guide - The Regulation of Drinking Water
8. Consumer Education Guide - The Value of Safe Drinking Water
9. The Stay of Drinking Water
10. Kentucky Infrastructure Authority - Wastewater Revolving Loan Found City of Crofton Christian County , credit analysis
11. Transition Briefing Paper - Albuquerque Public Works Department

were used to prepare by engineers working for City Development Coordination Office (Biuro Koordynacji Rozwoju Miasta) detailed analysis how these issues are solved in U.S. and what of those could be implemented in Szczecin.

4. City Development Coordination Office have used :

- User's Guide for Polish Businesses
- Partnership Poland
- Strategy U.S. Assistance for Poland 1993-1995
- Basic information AC
- American Committee for AID to Poland - list of consortium participants
- American Committee - 13 Meeting Private Voluntary
- American Committee for AID to Poland - Annual Report - 1993
- Municipal Management

to complete their database with addresses and informations about all assistance programs concerning environmental protection sponsored by USAiD and PHARE.

5. The same materials and materials about organizations JAWOR and KLON were used by the Member of Szczecin City Board - Mr Janusz Szewczuk to strict contact with USAiD in social assistance matters. The volunteers from U.S. will come to Poland to realize the program of assistance.

6. Szczecin City Board has underwritten 3 month long agreement with Cooperative Housing Foundation. The subject of that agreement was creating the agency (Agencja Wspierania Inicjatyw Mieszkaniowych) having the leading role in realization the project - building 30-50 single - family houses by people joined in new created cooperative. The City has recommended location - the neighborhood called Bukowo. If City Council agrees - the new cooperative will

get the land without auction (under some conditions required by law). The sample of procedure: methods in the course of preparing and realizing the project will be similar like in U.S. (some differences are obvious) and like in Żory and Białystok. I have declared my participation in the project. Now my role is to assist in two procedures:

- preparing the land (There are some difficulties with lots structure - there are big lots in Bukowo , predicted to be built single-family detached houses and for cooperative's needs the better will be smaller lots for row houses , more affordable for people. So probably it is need to subdivide the land.)

- location procedure according with new law , ending by getting building permits

7. During my training in U.S. I have prepared the Action Plan predicted increasing efficiency of Urban Department. I assumed some steps to do it in defined periods of time. I have realized that plan in a slice different way than it was assumed. It was changing the structure of my department and of staff's duties fields (not every person). City Hall has employed instead of officers - separated supervisor of Building Section - Ms Bożena Łoszyn (before that change Zoning Section and Building Section had common supervisor) and created the new position - code specialist in Building Section. This is the new employee - Ms. Bożena Kruszelnicka , who checks all the technical designs independently on checking them by officers. We have also changed procedure within the department to be less sophisticated and have prepared uniform forms of applications and decisions (building permits , decisions of building conditions , etc). Since 01.01.1995 r. we have in Poland new zoning and building law and I predict during using it I and my supervisors will be able to implement more good solutions.

8. I looked for qualified candidates among people working for Szczecin City Hall , who want and fit to participate in further trainings. During my English exam in PIET I had got application forms for training sponsored by USAiD , so I gave copies to some persons who were adequate and wanted to fill them and send to become candidates for training. Those were architects: Ms Magdalena Gruszczyńska , Mr Karol Kośnik , Mr Rafał Waszczuk , Ms Beata Bartkiewicz and engineers: Mr Stanisław Walkowicz , Ms Halina Kozar-Makocka. I also gave one original application form I received from USAiD-Warsaw to the Mayor to choose one person of City Hall staff. I am going to assist in finding more qualified persons to be candidates for further trainings.

INSPEKTOR
Rafał Waszczuk
arch. Rafał Waszczuk w Warszawie

Mrs Barbara Czachorska - Jones
Mr Richard Owens
Cooperative Housing Foundation
8300 Colesville Road, Suite 420
Silver Spring, MD 20910

February 1, 1995

Dear Barbara, Dick,

Thank you for your letter of December 20, 1994. Although more than half an year has passed since I left the U.S.A., I still live with the wonderful and vivid impressions, that your perfectly organized training programme gave me the chance to get. In fact may be it is my continuous work on adapting and implementing some of the experience and ideas, I managed to grasp from this programme opportunities, that keeps me on "American wave".

You will be happy to learn, I guess, that some of the U.S. "seeds", hopefully, will soon have Bulgarian "fruits". The entirely different conditions here required serious modifications, but some starting points, being universally valid, are transferred from the American housing delivery practice and "philosophy", namely:

1. "Rely on yourself" - Regardless of the large State support, American municipalities achieve wide affordability of housing, mobilizing all their resources, though scarce in most cases.

2. "Wholehearted collaboration between private and public housing sectors" - It is a well established and common practice for you, but countries in transition have not "tasted" its advantages yet, if aware of them at all.

3. "NGO's are the blood system of any housing project" - Only they can provide for both, public agencies to target efficiently their support and the huge variety of specific housing issues to be addressed.

The Bulgarian translation of these principles, extracted from your housing delivery system is expressed in the recently established BULGARIAN HOUSING ASSOCIATION. It is the first Bulgarian non-profit housing organization so far. The initiative group and founders include Emil Sourilov (one of CHF trainees), 3 presidents of private construction companies in Shoumen, George Georgiev, Dimitar Dimitrov (colleagues of mine) and me.

Apart from the knowledge and courage, obtained during the last year internship experience, I must thank you for the positive emotional effects, that an authentic contact with American democracy inevitably causes on people, living in depressing environment.

Finally, I do strongly support this programme and will be happy to collaborate with more colleagues of mine, who have had the same experience, as mine. More convinced and motivated people are needed to promote and develop feasible and creative housing projects. The CHF training project provides excellent opportunities for this. If further Internship Training Programme is envisaged in your plans, I'd recommend Mr George Georgiev from the National Center for Regional Development and Housing Policy for one of the participants (his CV is enclosed here).

I hope, that your noble activities will continue to enrich more and more housing professionals, capable of promoting progressive changes in transition countries' distorted housing sectors.

I rely on CHF's further support.

Looking forward to hearing from you again,

Sincerely,

Stoicho Motev

P.S. Please give my best regards to Dhidail

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*Wiceprezydent Miasta
Swinoujście*

April 28, 1994

Town Hall
ul. Wolke Poinkiego 1
72-600 Swinoujście
Poland
Tel. (48 936) 2780
Fax (48 936) 5995

Michael E. Doyle
President
Cooperative Housing Foundation
1010 Wayne Avenue, Suite 240
Silver Spring, MD 20910
Fax (301) 587 2626

Dear Mr Doyle:

Many thanks to you, your staff and all others who have contributed to make my and my countrymen's stay in the United States so interesting and inspiring. Thank you for the hospitality we experienced throughout our stay.

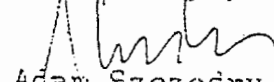
Back in Swinoujście I plan on implementing as many things we learned in the foundation's program as possible. The programs will require adjustments to fit into Polish reality.

Last Thursday we signed final papers necessary to start construction of the new sewage treatment facility in Swinoujście. The facility will be the biggest municipal investment of the coming years.

We are also finishing work on the municipal housing construction project that will eventually deliver 300 apartments for low income or relocated people. Nevertheless, many more apartments will be needed to meet the housing needs of the residents.

Once again thanks for taking such good care of us.

Very truly yours,


Adam Szczodry

Lietuvos Respublikos Didžiųjų Miestų sąjunga

THE UNION OF CITIES



ALYTUS
KAUNAS
KLAIPĖDA
MARIJAMPOLĖ
PANEVĖŽYS
ŠIAULIAI
VILNIUS

LAISVĖS AL.96
KAUNAS,3000
LITHUANIA
PHONE 221152
FAX (0127)200443

SASKAITA Nr.700114
LIETUVOS BANKO
KAUNO SKYRIUJE
KODAS 260101568

September 15, 1994

Mr. Marvin Siflinger
Executive Director
Massachusetts Housing Finance Agency
50 Milk Street
Boston, MA 02109

Dear Mr. Siflinger:

Thank you very much for your agency's financial support of the Cooperative Housing Foundation's (CHF) training program "The Role of Public Administrators In Housing Delivery" that allowed us to come to Boston.

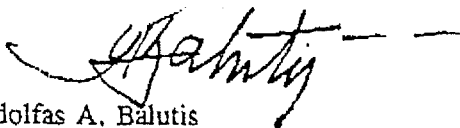
We would like to say many good words about your staff - Bob Pyne, Katherine King, John Jaukutis, Ann Woodward, Jean McCarthy, and Ray Johnson. They familiarized us with various housing market principles, and most specifically, with the activities of MHFA.

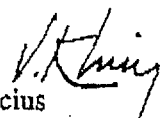
Especially we want to emphasize the role of Mr. Rufus Phillips. He made our visit to MHFA very pleasant and informative, spending a lot of his time with us.

The financing, design, and management knowledge we have obtained during our time in Boston provides us with a range of ideas and practices. We will try to model and put into place the most useful ideas for Lithuania as it transitions to an open market economy.

Again, thank you very much.

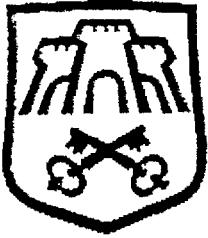
Sincerely,


Adolfas A. Balutis
President, The Union of Cities


Vilius Klicius
Chief Architect, Marijampole

cc: Judith Hermanson - CHF
Executive Vice President fo International Programs

Lietuvos Respublikos Didžiųjų Miestų sąjunga



ALYTUS
KAUNAS
KLAIPĖDA
MARIJAMPOLĖ
PANEVĖŽYS
ŠIAULIAI
VILNIUS

THE UNION OF CITIES

LAISVĖS AL.96
KAUNAS,3000
LITHUANIA
PHONE 221152
FAX (0127)200443

SASKAITA Nr.700114
LIETUVOS BANKO
KAUNO SKYRIUJE
KODAS 260101568

September 16, 1994

The Honorable Thomas M. Menino
Mayor
City of Boston

Dear Mayor Menino:

My colleague and I spent two weeks in the City of Boston as participants in an international training program sponsored by the United States Agency for International Development (US AID), the Cooperative Housing Foundation (CHF), and the Massachusetts Housing Finance Agency (MHFA).

We had many meetings with representatives of various organizations whose activities are connected with the planning and development of housing. We received a lot of information about efforts of the City of Boston to improve the life of its residents.

I would like to express my warmest words of thanks to MHFA that financially sponsored our program in Boston and to Ms. Mary Knasas of the city's Public Facilities Department who coordinated our program with MHFA and made our stay in Boston, "excellent."

Unfortunately, circumstances could not allow us to meet with you and give our best regards on behalf of members of the Union of Cities of the Republic of Lithuania and myself personally.

During our stay in Washington D.C. we met with representatives of the National League of Cities and specifically with Mr. Donald L. Jones. We talked about problems we are addressing in Lithuania and various kinds of assistance needed by our young Union of Cities organization. I hope you will have the opportunity to lend your support and guidance to our activities at some future date.

Let me present to you information about the Union of Cities and its members in the enclosed packet and signs of respect from the capital of the Republic of Lithuania - Vilnius, and the capital of the Union of Cities - Kaunas.

Sincerely Yours,

Adolfas A. Balutis
President, Union of Cities

EXCERPTS

From letter of October 3, 1994, from Ewa Bartosik, Deputy Director, Department of Housing, City Hall of Poznan, POLAND

“ (...) With pleasure I read the CHF Newsbriefs and looked at the photos. Thank you very much, because I could return to U.S.A. “again for just a moment”.

I work still as a deputy director in Department of Housing, but I try to stay in touch with American people involved in housing.

In April 1994 I hosted a visit to the housing Enterprise in Poznan, by a delegation of officials from Eastern European Real Property Foundation in Washington, DC. I met Mr. Thomas A. Bodden, he is a director of the Foundation, and we were talking about the establishment a private property management company.

The Housing Enterprise in Poznan has been liquidated and transformed into the corporation, wholly owned by the City Council. I presented myself to the Board of Directors in the Housing Corporation. The decision will be made by the City Council in October 1994, because the City Council will vote the members of the Board in Housing Corporation. (...)”

From letter of February 5, 1995, from Ewa Bartosik, Deputy Director, Department of Housing, City Hall of Poznan, POLAND

“ (...)I could train and share my training with co-workers, members of the City Council - the Commission on Housing, students at the Academy of Economics during seminars, speeches and through the normal conduct of my job. The most important thing is that I have personal contact with Malgorzata Matusiewicz And other participants in the U.S. training program. (...)”

The training was helpful in a general way to my current job. I am very satisfied with my U.S. training program. Sometimes I use the skills and education that I acquired in my U.S. training program, and I have been able to do my own job better and I have improved the working of my office. Now in my work I have the necessary computers, equipment and instruments. (...)”

From the letter of January 27, 1995, from Vilius Klicius, Chief Architect of the City of Marijampole, LITHUANIA

“(...) To put it briefly - our training according your program was very useful for me in many aspects. I became acquainted not only with housing in the USA, but - it is very important - with many friendly people, I had possibility to associate with people who are working in the field of housing delivery. The most important aspect, I think, I have seen an efficient system of housing, so I have more landmarks on my way, my standpoint became wider and it gives me a possibility to work more efficiently. (...)”

I had many discussions and meetings with architects and individual residents, so I have a possibility to render information. I am in contact with some banks in Marijampole and with Real Estate Agency, too. The Ministry of urban Development of Lithuania has organized one-week seminar in Vilnius and about 40 architects from different towns took part in it. We had a very good discussion about experience in the USA, Canada and Sweden. Also we had a discussion about legislative system and about new Lithuanian Building Statute, which is not finished yet. As a chief architect of city of Marijampole I have conversations with individual residents almost everyday. Also I gave an interview to our local TV and our local newspaper. I took notice of interest in the housing system and I am glad to tell about it there in Lithuania.

I wrote about framed wooden houses in my Action Plan. Now I am trying to realize this idea together with my friend's non-profit company “United Forces” from Kaunas. The field of activity of this company is designing of homes (interiors and realization of these projects. Now we are preparing some projects of framed wooden houses and we have a mind to design one district in Marijampole and to organize a building process. Also we decided to inaugurate a branch office of this company in Marijampole. But there are some problems, because the legislation/banking system is not good in Lithuania.

At this time I am in contact with Adolfas Balutis and we are working together with the chief architects of biggest Lithuanian cities. We had a discussion about Building and Planning Statute and we made a suggestion to our Government. I am in contact with Paulius Skardzus too. Also I have a contacts with James E. Burris from Kentucky Housing Corporation, Romualdas M. Veitas from Boston and others/ I think that there is only beginning of our collaboration and we will continue in the future.

I want to say many thanks to all of your organization of our training in the USA. I am thinking about you and your office ver y often and I can say only good words. Thank you. (...)”

From the letter of April 3, 1995, from Ivan Nemeth, Chief Architect of the City of Gyor,
HUNGARY

“...I am very thankful to You and the good fortune that I have the possibility to take part in Your course. The main topic, the housing in the US was highly interesting, the organization of the course, the excellent speakers, the many efficient meeting; everything was great. For me the most important thing was to have the direct, rather deep experience how the American system works, how You live, what are the good and bad side of the high-tech civilization. It gave me on the side some confidence; we aren't a strange tribe in the far east and on the other side many new ideas, initiatives for public and private enterprises. (...)

Housing came also into fashion, the new housing act which prescribed for the municipalities to sell the public housing stock for the tenants, prescribes also to develop a strategy for the funds coming from the sale. We are working on this strategy, I proposed to be active in the housing business, using the funds to establish nongovernmental organizations; independent housing authorities or public private partnerships for redeveloping old or/and underused blocks instead of the extensive growth of the built in sites in the city (May be this landpolicy of the intensive land use is strange for an American too, but we haven't enough resources to build up and maintain new streets, canals, etc. and let the today's stock be broken down). The forms of housing organizations are important because of the weak efficiency of the governmental organizations. (...)

Since I'm back home, I made a campaign to get nominees for new programs for You. (...) I got nomination forms from PIET Hungary, they asked for assistance in recruiting new participants too, I send a copy of her application also to You, may be You can use it. If it is interesting for you, please let me know, there are other people too, who has the interest for training, I'm waiting for other applications.(...)

From the letter of April 3, 1995, from Adolfas A. Balutis, Deputy Mayor and President of the Union of Lithuanian Cities, LITHUANIA

“The program provided an opportunity to get acquainted with housing delivery in the United States of America. We were able to get detailed information concerning the State assistance to the people willing to acquire an apartment or a house. (...)”

I have established contacts with recently created National Housing Fund. All these facts evidently show that the situation is improving, but it is not enough to see the attempts of private institutions only. We have to think about the secondary market in Lithuania. We are aware of the situation in the cities - the members of the union and we tried to analyze it. I am working according to the action plan and succeeded to implement items 1-3 (“Assistance in creating a new mortgage system in Lithuania”).

All these facts can prove that the program was very beneficial and now I can clearly define the main targets of housing policy and work successfully. We could establish contacts with the Government if they were able to provide concrete assistance. I maintain contacts with other participants of the program from Lithuania and Estonia. We are co-operating with Mr. Klicius in the field of creating the law on Construction and Territorial Planning, and with Mr. Skardius - in the field of solving the problems of building renovations. (...)

Concerning finding the new candidates for participation in future training. From my point of view - the attention should be concentrated to the educational background of the candidates, the knowledge of English language and the sphere of the application of the gained knowledge. If you find it beneficial, we could assist you in this field, for example participating in discussions with the candidates. Also, we would like to remind our proposal to use our time spent in USA for extending our knowledge of the English language - 1 hour per day. One more remark - not to overburden the program, that is, not more than two visits to the different places per day, because being in a hurry in a big city is a psychological charge.

I am very glad for provided possibility of participating in the program in which I gained a lot of valuable information. I appreciate the excellent arrangement of this visit and living conditions, also, the opportunity to get acquainted with US. I wish all the best to the staff of CHF and success in their work.”

From the letter of Mariana Alexieva, BULGARIA

(...) “As soon as I got clear (relatively) vision of the possibilities for development of idea stated in our action plan I am writing this letter.

You might have heard about the complicated political situation in our country. (...) But we have to do our job nevertheless and trying to be practical I should say that it is more appropriate to start with the action plan concerning the Plovdiv Urban Management and Sustainable Development Project. This is the conclusion after a difficult period of negotiating in both municipalities and UNDP with the vice-mayor and the chief architect at the city hall Plovdiv and the mayor of Sliven.

Meanwhile I visited Mr. F. Ossella - the Resident Representative of UNDP in Bulgaria. The discussion with Mr. Ossella makes me see a perspective for a possible joint technical assistance on behalf of both UNDP and USAID concerning housing policy and related issues. (...)”

ATTACHMENT B

**Press Releases, Honorary Certificates, Letters from Hosting Agencies
Participant Training Project for Europe:
"The Role of Public Administrators in Housing Delivery"
November 1993- February 1995**

State of Rhode Island and Providence Plantations

Journal of the Senate

JANUARY SESSION of the General Assembly begun and held at the State House in the City of Providence on Tuesday, the fourth day of January in the year of Our Lord one thousand nine hundred and ninety-four.

Volume 121, No. 35

Thursday, March 24, 1994

Thirty-fifth Day

The Senate meets pursuant to adjournment and is called to order by the Honorable John C. Revens, Jr., President Pro Tempore, at 3:10 o'clock P.M.

The roll is called and a quorum is declared present with 49 Senators present and 1 Senator absent as follows:

PRESENT — 49: Senators Algieri, Badeau, Bates, Blais, Bouchard, Cicilline, Day, DiSandro, Enos, Feroce, Fitzpatrick, Flynn, Fogarty, Gibbs, Goodwin, Gorham, Gray, Graziano, Hanaway, Irons, Issa, Izzo, Kells, Kelly, Lawrence, Lenihan, Lyle, Lynch, Marciano, Mathieu, McBurney, McGair, McStay, Miller, Montalbano, O'Leary, Orabona, Paiva Weed, Parella, Perry, Polisena, Porter, Revens, Ruggerio, Sasso, Sullivan, Tavares, Walton, York.

ABSENT — 1: Senator Bevilacqua.

INVOCATION

The President Pro Tempore, by unanimous consent, presents Senator Walton, to deliver the invocation.

(See Appendix for Invocation)

PLEDGE OF ALLEGIANCE TO THE FLAG

The President Pro Tempore, presents Senator Walton, to lead the Senate in the pledge of allegiance to the flag.

APPROVAL OF RECORD

The Senate Journal of yesterday's proceedings is read in part.

Upon suggestion of Senator Kelly and by unanimous consent, further reading of the Journal is dispensed with and the Journal approved as recorded.

GUESTS

Upon suggestion of Senator Fogarty, and by unanimous consent, the President Pro Tempore, welcomes to the Chamber Mr. Marian Duska, from the city of Trzebinia, Poland and Mr. Adam Szczodry, Deputy Mayor of the city of Swinoujscie, Poland, along with the Honorable Kathryn O'Hare, Mayor of West Warwick.

Upon suggestion of Senator Lenihan, and by unanimous consent, the President Pro Tempore, welcomes to the Chamber David Smith of Virginia, a longtime friend.

Upon suggestion of Senators Blais, Mathieu and Ruggerio, and by unanimous consent, the President Pro Tempore, welcomes to the Chamber members of the Rhode Island School for the Deaf Basketball Team:

The members are: Junior Brown, Jesus Diaz, Marc DiGiacomo, Faustino Escobar, Joseph Flowers, Carlos Mendes, Todd Murano, Matthew Myrick, Daniel O'Brien, Jose Reyes, Emanuel Rodrigues, Jose Aguilera, Robert Spinard, Mack Qualls, Joseph Wheeler, Darlington Williams.

Public housing is focus of visit

Bulgarian officials are guests of RRHA

BY TOM CAMPBELL

TIMES-DISPATCH STAFF WRITER

The nice houses, green lawns and quiet streets of Richmond's suburbs are Maria Stoyanova's idea of heaven — literally.

"I am from a different world," Stoyanova said Thursday.

That world is Bulgaria, where Stoyanova is deputy mayor of Krasno Selo, a municipality within the Bulgarian capital city of Sofia.

Stoyanova and the mayor of Krasno Selo, Vesselin Stoykov, have spent the past two weeks in Richmond studying public housing programs. By their description, what is standard housing in Bulgaria would be condemned by the building inspector here.

Tried to visualize heaven

Stoyanova said that when her priest at home spoke of heaven, she tried to visualize what it must be like. The heavenly place she imagined in church, she said, she actually saw when she was driven through the Richmond suburbs.

"I know now that we saw paradise in Virginia," Stoyanova said.

Bulgaria is a former Soviet Bloc nation on the Black Sea. Its population is about 8.5 million, Stoykov said, with about 1.2 million inhabiting Sofia, an inland city on a river.

"We [Krasno Selo] represent one-tenth of the population of the capital," Stoykov said. "We are mayor and deputy mayor of what you would call a borough of the city."

Six in training program

The visitors have been guests of the Richmond Redevelopment and Housing Authority. They are two of six Bulgarians now in the United States in a training program sponsored by the U.S. Agency for International Development and the Cooperative Housing Foundation.

From here, Stoyanova goes to Crownsville, Md., and Stoykov goes to Frankfort, Ky., for similar two-week visits.

Stoykov said the goal of the program is "to find out how we can manage to assure normal housing for our people, who are generally poor and who live in substandard conditions."

Most industry state-owned

Bulgaria held its first democratic elections in 1991 and now suffers from the economic effects of "long years under communist oppression," Stoykov said. Privatization is under way, but about 90 percent of industry is still state-owned, partly because of Communist political opposition.

His country has a large foreign debt, high inflation and high interest rates, Stoykov said.

"We suffered a lot by the embargo the United Nations put on Iraq. Iraq owed a lot of money and we cannot receive it," he said. "We are not starving, of course, but I would say the amount of money spent for food

PLEASE SEE HOUSING, PAGE B5 ►

Richmond Times Dispatch
Sun, June 12, 1994
P. 1/3

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Bulgarian officials study public housing programs

▼ HOUSING FROM PAGE B1 is about 60 percent."

Bulgaria is trying to change from a centralized planning economy to a market economy, Stoykov said.

"We lack ideas. We lack marketing skills. And of course we lack the capital to improve the housing situation. No one can tell us how this can be done because no one else is in this unique situation," Stoykov said.

Stoyanova said most people in Sofia live in "very small flats" in mid-rise, concrete apartment buildings. Most apartments are owned by the occupant, like condominiums, but in many cases several related families share the same cramped unit.

Took over in smaller towns

During the Communist regime, the government took over family-owned farms and property in the smaller towns. The population became concentrated in urban areas, and in the last 20 to 30 years, the government threw up "huge neighborhood blocks of [pre-fabricated] concrete mid-rises" to house the people, Stoykov said.

"The quality of the housing is very poor," he said. Poor material and construction methods have accelerated deterioration of buildings designed for 50- to 70-year life spans.

The democratic government is trying to restore state-owned land to the rightful owners, but it's a complicated, time-consuming process.

Whatever happens, demolition of

the concrete mid-rises must begin in about 20 years because the oldest will be unsafe and at the end of their useful lives, he said. That means new housing for "the biggest part of the city population" must be built.

Must start as soon as possible

What's more, tearing the buildings down will produce huge amounts of concrete rubble that must be disposed of. Stoykov said asbestos, and the likelihood that the concrete contains unsafe levels of radioactive material, complicates environmental issues.

All that makes it imperative to start the replacement process as soon as possible so it can be spread out over many years, Stoykov said.

To accomplish that, major national and local housing programs will be necessary, he said. And what the Bulgarians learn in the United States, they will report to authorities at home with the hopes it will contribute to a housing solution.

The key will be financing construction. How public housing projects are funded by U.S. housing authorities — often with a combination of public support and private investment — may be the example to follow, Stoykov said.

"This is always the great problem — to get the money and use it most wisely to reach the goal," Stoykov said. "I think they have found an efficient way. . . . We are a municipality, but these things are not so much different."

Before democracy, Stoykov was a research scientist and Stoyanova an engineer in state-owned industries. Stoykov has a doctorate in technical science and Stoyanova was educated as an economist and engineer.

Stoykov's salary as mayor is equivalent to about \$120 a month and Stoyanova's is a little less.

They said under democracy many Bulgarian Communists are very successful. Many have high-paying jobs because of the better educations and greater work experience they obtained through Party membership.

"They are doing very nicely, if you are worried about them," Stoykov wryly said. "Many of them, not all, are very rich now. They just robbed the country of its national treasury over the years."

Richmond Times Dispatch,
Sun, June 12, 1994
P. 2/3



ALEXA WELCH/TIMES DISPATCH

SHOPPING FOR IDEAS. Vesselin Stoykov (left), mayor of Krasno Selo in Bulgaria, and Deputy Mayor Maria Stoyanova saw town houses in Carver with Allen Wright of the Richmond Redevelopment and Housing Authority.

Richmond Times Dispatch
Sun, June 12, 1994
P. 3/3

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deeds



NEWSLETTER OF THE UNITARIAN UNIVERSALIST AFFORDABLE HOUSING CORPORATION • SUMMER 1994

Major Grants Strengthen UUAHC

UUAHC has received three grants totalling \$75,000 to further its work: from the Unitarian Universalist Veatch Program at Shelter Rock, the Beckner-All Souls Church Advancement Fund, and the Meyer Foundation.

On April 1, 1994 the board of governors of the Unitarian Universalist Veatch Program at Shelter Rock made a large operating grant to UUAHC to launch a major expansion of the UUAHC's lending program for non-profit housing developers throughout the greater Washington Metropolitan area. The grant made it possible to hire an executive director, establish an office and undertake plans for a significant expansion of the revolving fund to provide financing to local non-profit housing producers. It will also permit the corporation to make larger

loans for longer periods of time.

The Veatch grant was followed by a second one from the Beckner-All Souls Church Advancement Fund to provide seed funding to enable UUAHC to obtain additional grant and investment capital.

In mid-June UUAHC was awarded another grant by the Eugene and Agnes Meyer Foundation for costs associated with hiring an executive director

and initiating a major investment raising campaign to expand the fund to three million dollars. With the leverage provided by these increased resources and the resulting expanded capital base, hundreds of badly needed units of affordable housing will be rehabilitated or constructed for lower- and moderate income families.

UUAHC also continues to receive strong support through the Combined Federal Campaign and from hundreds of individual and institutional investors and donors throughout the entire capital area.

EXECUTIVE DIRECTOR SELECTED

At its meeting in late May, the UUAHC board of directors selected Jack Edmondson as its first executive director beginning July 1. John Hilke, Chair of the Personnel Committee noted: "We feel fortunate to be able to recommend Jack as UUAHC Executive Director. His wide experience in affordable housing issues and proven track record in leading the UUAHC make him uniquely qualified for the job. We conducted a wide-ranging search and received more than a dozen applications from many well qualified candidates, but Jack stood out at the top of our list."

From its inception in 1989, UUAHC functioned as an all-volunteer organization working effectively through committees which conducted the corporation's business of making loans to locally-



Jack Edmondson

based non-profit housing producers. A decision was made in late 1993 to significantly grow the fund, hire an executive director and establish a permanent office.

Continued on page 3

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BULGARIAN MUNICIPAL OFFICIALS VISIT WASHINGTON



The mayor of Krasno Selo, a borough in the municipality of Sofia, Bulgaria, Dr. Vesselin Stoykof (center) speaks with Mrs. Corrine Newell, one of the founding members of the 11th and O Street Cooperative, Inc. Also pictured is Stoicho Motev, (far right) from the National Centre for Regional Development and Housing Policy in Sofia and Adrian Bishop, (center-right) MANNA property manager.

Six mayors and urban development officials from five municipalities in Bulgaria visited Washington in June on an Agency for International Development training program. The Foundation for Cooperative Housing (CHF) in Silver Spring organized their tour which included visits and consultations with the various non-profit housing developers in the region as well as the UUAHC.

The Bulgarians expressed surprise at the level of volunteerism present in so many US non-profit organizations. The non-profit housing development sector does not exist in Bulgaria.

UUAHC organized a visit to the MANNA-sponsored "1409 11th Street Cooperative, Inc." where the visitors met with co-op member Mrs. Corrine Newell. They showed special interest in the attractive apartment finishing,

including the modern kitchen.

MANNA received a \$181,000 construction loan from UUAHC in late 1990 to rehabilitate this 6-unit building which is now a fully functioning limited equity cooperative.

Adrian Bishop, MANNA property manager, described to the visitors how the cooperative works. Richard Owens, CHF training director, organized the month-long US study tour.

Construction site supervisor Ken Simpson describes construction progress on the MANNA Nehemiah project site on Belmont and 13th Streets in North West Washington to Maria Stoyanova, Deputy Mayor of Krasno Selo, Sofia Municipality and Mariana Alexieva, Coordinator UN housing programs in Bulgaria. The 15 single-family townhouse project was formally inaugurated in the presence of Mayor Sharon Pratt Kelly on June 29, 1994. The Nehemiah project is based on a DC City Council legislative initiative to increase home ownership and neighborhood development using community-based organizations.



Bulgarians here to tap our collective R.E. intelligence

By JAMES EPES

Seattle's pricey housing market leaves you discouraged, consider the challenges facing the citizens of Bulgaria:

- Mortgage rates in that Eastern European nation are 62 percent, and nationwide inflation is 50 percent — in the first six months of this year.

- One-third of the housing stock lacks sewer connections and running water — leaving the nation more than 900,000 dwellings short of acceptable units.

- A monopoly state-run bank dictates mortgage terms that, at best, can mean monthly payments that are seven times the nation's median household income. Buying a \$5,000 house, for instance, would entail a \$245-a-month mortgage, minimum — but

the 1992 median income was just \$34 a month.

Stoicho Motev and Emil Sourilov know these statistics all too well.

The two Bulgarians, who visited Seattle for two weeks recently, spend most of their time looking for solutions to the disastrous housing crisis in their Ohio-sized nation of 8.5 million.

"Housing requires at least 1 percent of the state budget," said Motev, the deputy head of housing policy for the Republic of Bulgaria. "But given the 12 percent-a-year state (budget) deficit, resources are limited."

The housing crisis is just one of the growing pains suffered by Bulgaria and many other former communist-bloc nations, as they struggle to dismantle a Soviet-style command economy and replace it



James Epes photo

Stoicho Motev, left, Bulgaria's deputy chief of housing policy, with Emil Sourilov, deputy mayor of the city of Shoumen, were here to get ideas to resolve Bulgaria's housing problems.

with capitalism.

That's why Motev and Sourilov, the deputy mayor of Shoumen, a city of about 90,000 in northeastern Bulgaria, came to Seattle.

They were here to survey a broad sampling of public/private housing ventures around Puget Sound to see if there are any American programs that might work back home.

Their sojourn in Seattle, and earlier stops in Kentucky and Washington, D.C., were sponsored by the Maryland-based Cooperative Housing Foundation. The foundation is a 42-year-old nonprofit dedicated to creating affordable housing here and abroad.

Two other Bulgarians have already visited Seattle. The Maryland foundation has similar programs under way with Poland, Hungary and three Baltic republics.

The Bulgarians' local host was the state Housing Finance Commission, the agency that finances private-sector affordable housing in Washington by issuing tax-exempt bonds and tax credits.

While in Seattle, Motev and Sourilov met with a long list of government housing officials, nonprofits and church-affiliated agencies. They also were introduced to executives with Seafirst Bank, Mithun Partners architects, and other companies involved with housing.

Unfortunately, said Motev, the engine that drives many American affordable-housing ventures — state and federal subsidies — won't apply in Bulgaria.

"The large models don't work yet," Motev said. "We don't have the infrastructure, the public involvement."

But Motev was impressed by some of the local grass-roots efforts he saw, such as the communal-living model presented by the Sharnig Wood co-housing project north of Woodinville.

"I said to myself, 'You have achieved so-

developers, commending them for their efforts to keep housing affordable.

But Motev and Sourilov, who is shy about using his English, hope to craft a custom-made housing solution for their own troubled nation. They plan a demonstration project in Shoumen that takes advantage of Bulgaria's unique housing system.

When communists took over the nation decades ago, they appropriated much of the privately held land and built large, plain, concrete-block apartments. The government built too few and didn't maintain the ones it did build. But the state did something else, too: It allowed citizens to buy the units at subsidized rates.

Millions of Bulgarians did so, and today a startling 93 percent of the nation's housing stock is in private hands, Motev said.

Thousands more citizens, however, put down housing deposits but never got a unit, despite years of waiting. Those deposits, which have been piling up interest, could be the first source of private money to build new units.

In Shoumen alone, 4,450 citizens are entitled to refunds of deposits; half plunked their money down more than 20 years ago.

A second source of investment could be land donated by the state. Thankfully, Shoumen has plenty of in-fill land available.

But the third, crucial, ingredient for development — private capital — will almost certainly have to come from abroad.

Motev and Sourilov hope their visit to the U.S. will help pry loose some of that kind of money.

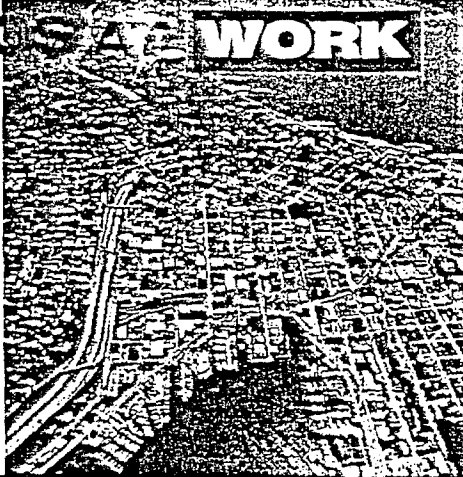

Their battle for funding won't be easy. They are competing for funds with the former Soviet Union, where concerns over nuclear arsenals have made stability a priority with the West.

To date, said Motev, foreign aid efforts

PHOTOS AT WORK

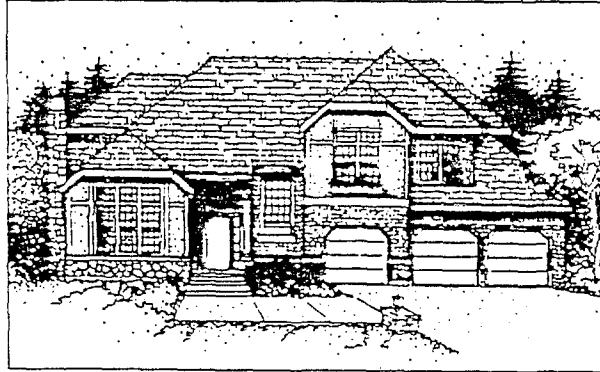
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George White
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Spectacular Design



Classic American Homes brings you this gorgeous plan, designed for family living with a touch of elegance. The builder has put his own special touches on this spectacular plan and invites you to do the same. This custom design features a huge family room on the first floor, bright sunny country kitchen, formal livingroom with bay window, bonus room, den...everything you could possibly want in your new home. \$439,000

Drive east on I-90 to Exit 13. Turn left onto Neupen Way and continue to the entrance at the Mustangs






Office of Public Information ♦ 100 Community Place ♦ Crownsville, Maryland 21032

MARYLAND DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
TO HOST TWO VISITORS FROM BULGARIA

CROWNSVILLE, MD (June 17, 1994) -- The Maryland Department of Housing and Community Development (DHCD) is hosting Maria Stoyanova and Mariana Alexieva, professionals from Bulgaria, who are performing an internship by working with DHCD staff members for the next two weeks. The two women arrived in Maryland on June 13th to work with the Community Assistance Administration, a division of DHCD.

"This learning experience will provide Maria and Mariana with a foundation for understanding the development, preservation and revitalization of Maryland's thriving communities," said Jacqueline H. Rogers, Secretary for DHCD. "We are pleased to furnish our Eastern European colleagues with personal and professional knowledge that can benefit them when they return to Bulgaria."

Maria Stoyanova, 45, is the Deputy Mayor of Krasno-selo, a municipality with a population of 120,000. In her hometown, she is responsible for developing municipal housing policies and mobilizing resources for new housing construction. She is also responsible for coordinating property management and maintenance of, as well as tenant selection for public housing. Mariana Alexieva, 43, is an architect and co-owner of a private company for urban and architectural design and planning. She also serves as the local coordinator for the United Nations Sustainable Development and Urban Management Program, which helps design guidelines for the historic district of Plovdiv.

--- more ---



The Maryland Department of Housing and Community Development (DHCD) pledges to foster the letter and spirit of the law for achieving equal housing opportunity in Maryland.

WILLIAM DONALD SCHAEFER
GOVERNOR



JACQUELINE H. ROGERS
SECRETARY

Both women will have the opportunity to gain insight into many of DHCD's programs. During the course of their internship, they will meet with DHCD administrators to learn about such programs as the Maryland Housing Finance Agency, Homeownership programs, the Housing Credit Assurance program, the Housing Policy Commission and the Housing Finance Loan Review Committee.

Maria and Mariana will also travel throughout the state to observe many of Maryland's cultural events and historic sites. Their itinerary includes a visit to Patuxent Naval Air Station, a Charles County bull roast, the Maryland Institute College of Art in Baltimore, Harbor Place, the cities of Frederick and Chestertown, and neighborhoods in Annapolis, Hagerstown and Cumberland.

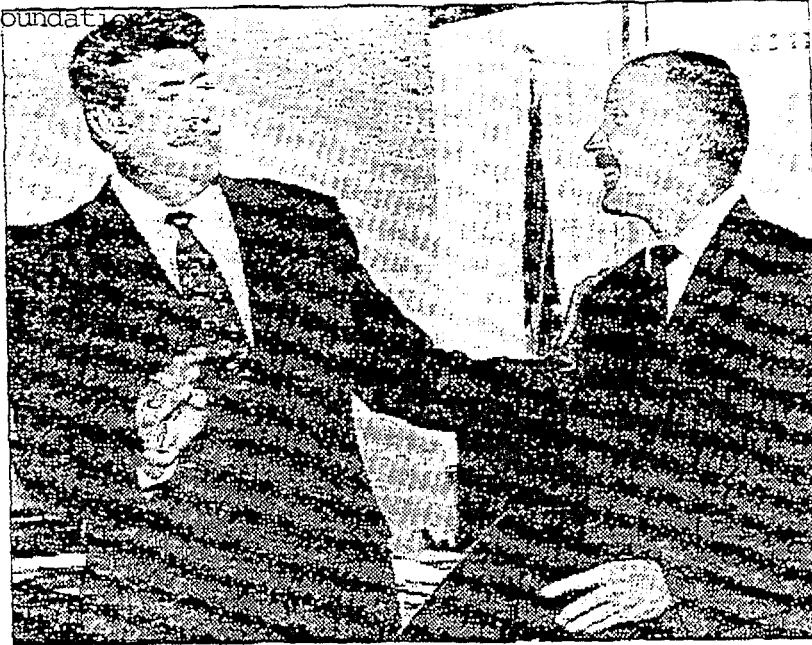
The two visitors are expected to depart the United States on June 28th. Their trip to Maryland is being sponsored the U.S. Agency for International Development and the Cooperative Housing Foundation.

#

FOR MORE INFORMATION, CONTACT:

N. Gary Tavin
Public Information Officer
DHCD
(410) 514-7700

News Release,
MD Dept. of Housing &
Community Development
P. 2/2



Robin Trimarchi/The Patriot Ledger

Quincy Mayor James Sheets, left, and Anto Ili, deputy mayor of Tartu, Estonia, chat during Ili's visit to Quincy.

Estonia expert gets look at city housing

By Sari Kalin
The Patriot Ledger

QUINCY — Some of the city's most striking housing served as a lesson in construction and history for an expert from Estonia.

Anto Ili, deputy mayor of Estonia's second largest city, visited Quincy on Thursday as part of a seven-week trip to the United States to learn how to build, finance, and manage affordable housing.

While in Quincy, Ili visited two sites that don't exactly qualify for the affordable category.

One was the historic Adams mansion, catering to Ili's interest in history. The other was Marina Bay, to show different examples of town-house and high rise-style buildings.

"They're looking for new ways to build less dense structures," explained Mary Knasas, a manager of research and development in Boston's neighborhood planning and program department, who was Ili's guide.

Ili, 45, is responsible for city planning, building, and public services in Tartu, Estonia. The country regained its independence in 1991 after more than 50 years of Soviet rule.

Ili, who laced his conversation with quotes from Patrick Henry and John F. Kennedy, said the trip to the United States was very useful because the United States is far advanced in housing construction.

"We are at the same point as the United States was in 1937," Ili said

during a brief meeting with Mayor James Sheets.

"What that means is you can avoid all the mistakes we made," Sheets said. "You'll do it a lot faster than we did."

The program, which trains central and eastern Europeans in ways to build affordable housing, is run by the Cooperative Housing Foundation in Maryland. Ili's stint in Massachusetts was sponsored by the Massachusetts Housing Finance Agency.

Tartu, an inland city, has a population of 105,000 and is a cultural and educational center.

It is about 110 miles from Tallinn. That's the port city where the ferry "Estonia" left Wednesday on its way to Stockholm, and then capsized and sank into the Baltic sea. More than 900 people died.

Ili said he only knew what he had read in the newspapers about the tragic accident. He has never ridden on The Estonia, but he has traveled the Tallinn-Stockholm route before on another ferry.

"It is difficult to understand that it (happened) so quick," Ili said of the capsizing, one of the worst passenger ship disasters in history. "During just five minutes, that boat sank."

He said ferry travel is common in the Baltic region, from Estonia to Finland or Sweden. Often, the ferries are taken by business people, who leave in the evening and arrive the following morning.

To All to Whom
These Presents Shall Come,
Greeting: Know ye that



Adam Szczodry

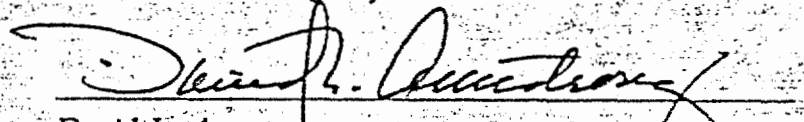
is hereby commissioned an

Honorary Citizen
of
Jefferson County

With all rights and privileges together with the responsibility of
furthering to all the good name and tradition of warm hospitality
found in Jefferson County and the Commonwealth of Kentucky.



Done in Jefferson County,
Commonwealth of Kentucky this
the 7th day of April, 1994


David L. Armstrong
County Judge / Executive

*In Appreciation for
Dedicated Community Service*

Adam Szczodry

is hereby presented the

“Spirit of Louisville”

Award

*By the Board of Aldermen
of the City of Louisville*

Dwight Lake Meltzer
Alderman

President 7th Ward
Ward

Journal of the Senate

JANUARY SESSION of the General Assembly begun and held at the State House in the City of Providence on Tuesday, the fourth day of January in the year of Our Lord one thousand nine hundred and ninety-four.

Volume 121, No. 35

Thursday, March 24, 1994

Thirty-fifth Day

The Senate meets pursuant to adjournment and is called to order by the Honorable John C. Revens, Jr., President Pro Tempore, at 3:10 o'clock P.M.

The roll is called and a quorum is declared present with 49 Senators present and 1 Senator absent as follows:

PRESENT — 49: Senators Algiere, Badeau, Bates, Blais, Bouchard, Cicilline, Day, DiSandro, Enos, Feroce, Fitzpatrick, Flynn, Fogarty, Gibbs, Goodwin, Gorham, Gray, Graziano, Hanaway, Irons, Issa, Izzo, Kells, Kelly, Lawrence, Lenihan, Lyle, Lynch, Marciano, Mathieu, McBurney, McGair, McStay, Miller, Montalbano, O'Leary, Orabona, Paiva Weed, Parella, Perry, Polisena, Porter, Revens, Ruggerio, Sasso, Sullivan, Tavares, Walton, York.

ABSENT — 1: Senator Bevilacqua.

INVOCATION

The President Pro Tempore, by unanimous consent, presents Senator Walton, to deliver the invocation.

(See Appendix for Invocation)

PLEDGE OF ALLEGIANCE TO THE FLAG

The President Pro Tempore, presents Senator Walton, to lead the Senate in the pledge of allegiance to the flag.

APPROVAL OF RECORD

The Senate Journal of yesterday's proceedings is read in part.

Upon suggestion of Senator Kelly and by unanimous consent, further reading of the Journal is dispensed with and the Journal approved as recorded.

GUESTS

Upon suggestion of Senator Fogarty, and by unanimous consent, the President Pro Tempore, welcomes to the Chamber Mr. Marian Duska, from the city of Trzebinia, Poland and Mr. Adam Szczodry, Deputy Mayor of the city of Swinoujscie, Poland, along with the Honorable Kathryn O'Hare, Mayor of West Warwick.

Upon suggestion of Senator Lenihan, and by unanimous consent, the President Pro Tempore, welcomes to the Chamber David Smith of Virginia, a longtime friend.

Upon suggestion of Senators Blais, Mathieu and Ruggerio, and by unanimous consent, the President Pro Tempore, welcomes to the Chamber members of the Rhode Island School for the Deaf Basketball Team:

The members are: Junior Brown, Jesus Diaz, Marc DiGiacomo, Faustino Escobar, Joseph Flowers, Carlos Mendes, Todd Murano, Matthew Myrick, Daniel O'Brien, Jose Reyes, Emanuel Rodrigues, Jose Aguilera, Robert Spinard, Mack Qualls, Joseph Wheeler, Darlington Williams,

*In Appreciation for
Dedicated Community Service*

Marian Dujka

is hereby presented the

"Spirit of Louisville"

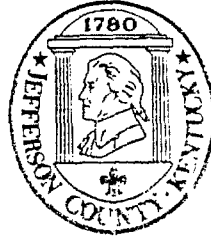
Award

*By the Board of Aldermen
of the City of Louisville*

Benny Blum Melton
Alderman

President *7th Ward*
Ward

To All to Whom
These Presents Shall Come,
Greeting: Know ye that

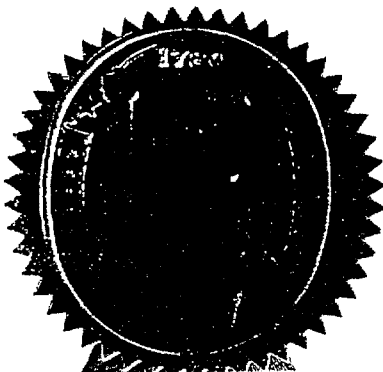


Marian Dujka

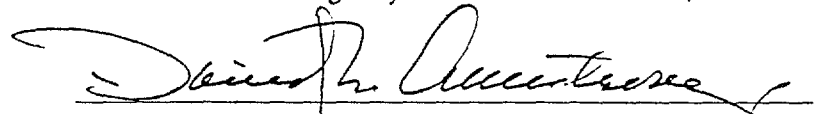
is hereby commissioned an

**Honorary Citizen
of
Jefferson County**

With all rights and privileges together with the responsibility of
furthering to all the good name and tradition of warm hospitality
found in Jefferson County and the Commonwealth of Kentucky.



Done in Jefferson County,
Commonwealth of Kentucky this
the 7th day of April, 1994


David L. Armstrong
County Judge / Executive

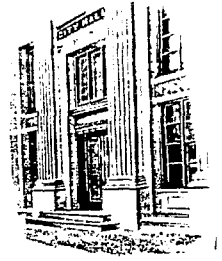
51



JAMES A. SHEETS

City of Quincy, Massachusetts
City Hall

OFFICE OF THE MAYOR



P R O C L A M A T I O N

I, JAMES A. SHEETS, Mayor of the City of Quincy, in the Commonwealth of Massachusetts, the UNITED STATES OF AMERICA, do hereby proclaim

ANTO ILI

Deputy Mayor
of
Tartu, Estonia

an Honorary Citizen of the City of Quincy. This title is conferred with all the privileges and honors attendant this distinction.

Witness, my hand and the Corporate Seal of the City of Quincy this 29th day of September, 1994.



James A. Sheets
JAMES A. SHEETS
Mayor

Jefferson County Kentucky

David L. Armstrong
Jefferson County Judge/Executive

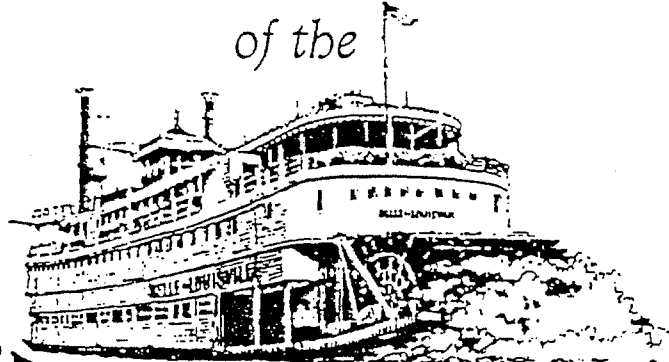
To All To Whom These Presents May Come, Greeting:
Know Ye That

Jevgeni Tomberg

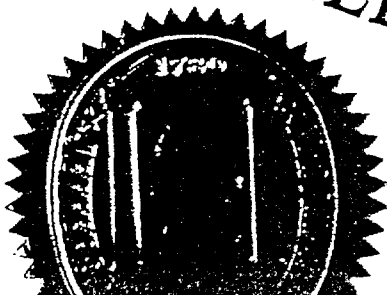
having given satisfactory evidence through works and deeds
of always being in full command
whenever underway in any endeavor,
be and is hereby commissioned
an honorary

CAPTAIN

of the



BELLE OF LOUISVILLE



This 28th day of September, 1994
In Louisville, Jefferson County, Kentucky

A handwritten signature in ink, appearing to read "David L. Armstrong".



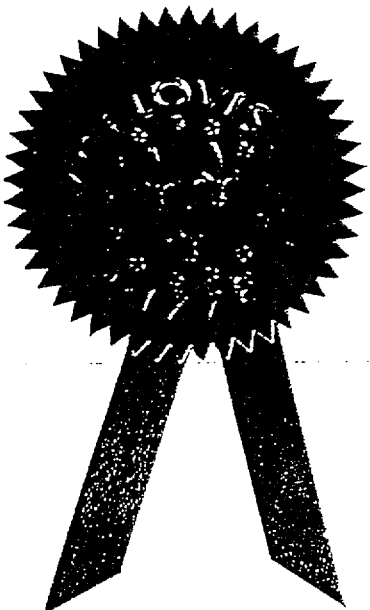
To all whom these letters shall come, Greetings:
Know ye, that the
Louisville Board of Aldermen hereby awards

Jevgeni Tomberg
the
Certificate of Merit

In recognition of outstanding contributions to our community.
We hereby confer this highest honor with all the rights, privileges
and responsibilities thereunto appertaining.

In testimony whereof, we have caused these letters to be made,
and the seal of the City to be hereunto affixed.

Done in the City of Louisville,
this 28th day of September, 1994.



Beverly Beth Melton
President of the Louisville Board of Aldermen

Alderman

Ward

Cheri Bryant Hamilton
Clerk of the Board of Aldermen

By proclamation of the Mayor of
Bowling Green, Kentucky

Jevgeni Tomberg
is hereby declared an

Honorary Citizen

*of this city and is entitled to all
rights, privileges and honors per-
taining thereto*



*In witness whereof I have hereunto set my hand
and caused the seal of this city to be affixed -*

Mayor *John A. Wehler*

Date *September 23, 1994*

Attest *Linda Taylor Leigh*

City Clerk

Housing Authority
City of Englewood



EQUAL HOUSING
OPPORTUNITY

3460 S. Sherman • Suite 101
Englewood, Colorado 80110
Phone (303) 761-6200
Fax (303) 781-5503
TDD Relay 1-800-659-2656
TDD Voice 1-800-659-3656

January 9, 1994

Ms. Barbara Czachorska-Jones
CHF
Post Office Box 91280
Washington, DC 20090-1280

Dear Barbara:

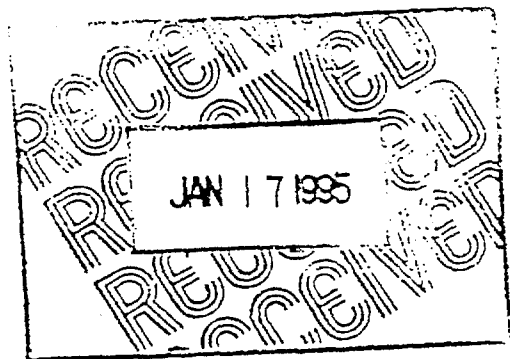
Enclosed you will find my expense report for the recent participant program. If you need any other information or if you need this in a different format, please don't hesitate to contact me.

I also wanted to tell you how much we enjoyed Ivan and Janusz. They were absolutely delightful people who seemed to impress everyone they met. I'm quite certain I will carry on correspondence with them both in the future. Thank you for giving us the opportunity to enrich our professional and personal lives.

Sincerely,

Paul Malinowski
Executive Director
ENGLEWOOD HOUSING AUTHORITY

PM/mar
cc: Chronfile
Subfile
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62

June 23, 1994



REDEVELOPMENT
& HOUSING
AUTHORITY

Board of Commissioners
Dr. David J. Rapiand, Chairman
Leonard A. Venter, Vice Chairman
Hon. Willard H. Douglas, Jr.
Oliver R. Singleton
Ernest C. Vaughan, Jr., Esq.

Executive Director
Richard C. Gentry

Mr. Richard Owens
Cooperative Housing Foundation
1010 Wayne Avenue, Suite 240
Silver Spring, MD 20910

Dear Mr. Owens:

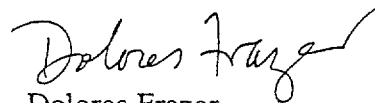
It was a pleasure hosting Mayor Vesselin Stoykov and Deputy Mayor Maria Stoyanova during their stay in Richmond. We were all impressed with their quick grasp and understanding of our system and how it might apply in their country. They educated all of us about their unique housing needs, and the multiple challenges they face in establishing a democratic government.

During their visit, they were given a comprehensive, first-hand view of the government's role of housing development, at all levels (local, state, and federal). They met with representatives from the U.S. Department of Housing and Urban Development, banking institutions, local developers, city officials, community representatives, and cultural groups. Through these meetings the mayor and deputy mayor were able to question and interact with many different housing-related organizations and businesses.

The itinerary included a press luncheon held at the end of their trip, in which they shared impressions of their visit with the media. In accord with their request, I have enclosed a copy of the article that appeared in the Richmond Times-Dispatch on Sunday, June 12.

I thank you for the opportunity to have met two new friends.

Sincerely,



Dolores Frazer
Chief of Staff

Enclosure

cc: Mr. Richard C. Gentry

The Housing Authority of the City of Charleston

1 MARKET STREET CHARLESTON SOUTH CAROLINA 29401

TELEPHONE (803) 733-8971 FAX (803) 733-8977

Donald J. Cameron - Executive Director

September 20, 1994

SEP 26 1994

1991
SPECIFIC ACTIVITY AWARD
HUD

1991
HONOR AWARD
AIA

1986
AWARD FOR
NATIONAL EXCELLENCE
HUD

1986
HONOR AWARD
AIA

1985
AWARD FOR
DESIGN EXCELLENCE
PRESIDENT RONALD REAGAN

1985
HONOR AWARD
NAHRO

1984
FEDERAL DESIGN
ACHIEVEMENT AWARD
NEA

Mr. Dick Owens
Cooperative Development/Training Advisor
Cooperative Housing Foundation
8300 Colesville Road, Suite 420
Silver Spring, Maryland 20910

Re: Baltic Visitors

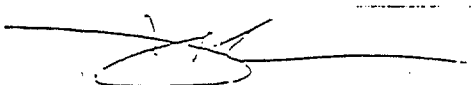
Dear Mr. Owens:

We had a wonderful time hosting Messrs. Tomberg, Ili and Skardzius. This Authority, as well as, the City received them well, and was honored to have had the opportunity to share our experience with these fine gentlemen.

I am enclosing a Post Itinerary, which reflects the changes made to their earlier schedule and a brief statement of subject matter covered in each meeting along with the in-kind contributions estimate. The dollars represented on the form are very conservative.

On behalf of our staff and the Board of Commissioners, we thank the Foundation for having had this opportunity and would be receptive to hosting future professionals.

Sincerely,


Donald J. Cameron
Executive Director

DJC:ss
Enclosures

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AMERYKANIE TEŻ MAJĄ KŁOPOTY Z MIESZKANIAMI

rozmowa z wiceprezydentem
Adamem Szczodrym

Zapoznalam się ze sprawozdaniem wiceprezydenta Adama Szczodrego z szesciotygodniowego pobytu w Stanach Zjednoczonych. Wsrod szesciu osob z Polski, przebywal na szkoleniu kadr administracyjnych w zakresie organizacji i finansowania budownictwa mieszkalnego. Szkolenie i podroz finansowaly Stany Zjednoczone. Przed wyjazdem odbyl sie w Polsce egzamin z zakresu znajomości zagadnień budownictwa oraz z języka angielskiego. Sposrod wielu kandydatow - eliminacje przeszlo szesc osob - m.in. wiceprezydent Swinoujścia.

SD - Jakie pozytywne efekty płyną z pana wyjazdu do Stanów? Czy będzie je można zastosować u nas?

AS - Najważniejsze doświadczenia jakie wyniosłem z pobytu w Stanach, to spostrzeżenia jak ludzie potrafia się zorganizować wokół budownictwa. Tacy zwykli ludzie. Nie tylko oficjalni przedstawiciele urzędów są zaangażowani w problemy mieszkaniowe ale również zwykli ludzie - potrafia się organizować i stowarzyszać. Jest masa organizacji nieprofesjonalnych np. wokół organizacji kościelnych. Dotyczy to oczywiście różnych kościołów, nie tylko katolickich. Jest dużo religii i kościołów i wokół nich gromadzą się ludzie. W ich pracę włącza się administracja - stanowa i federalna i wspiera ich. Natomiast inicjatywa zawsze zaczyna się od dołu.

SD - Czy jest to coś w rodzaju naszej społeczności?

AS - Między innymi. Jest np. dzielnica o nienajlepszej reputacji, w której istnieje - co dla nas jest może dziwne - bardzo dużo pustych zrujnowanych domów. Często są to domy bardzo piękne. Niestety zdewastowane! Taka organizacja chce poprawić reputację dzielnicy, przywrócić pierwotną funkcję. Takie inicjatywy organizacji społecznych są wspierane merytorycznie przez agencje stanowe, również finansowo. To jest jeden z przykładów rozwiązywania problemów mieszkaniowych. Są jednak i projekty zupełnie nowych dzielnic ale w tej chwili najważniejszy jest problem przywracania życia już istniejących a opuszczonych dzielnic i mieszkań.

SD - Na jaką pomoc może liczyć Amerykanin jeśli chce "dostać" przydział na mieszkanie czynszowe lub gdy chce kupić mieszkanie na własność?

AS - Wszystko zależy od jego dochodów. Każdy obywatel dość skrupulatnie musi rozliczyć się ze swoich dochodów. Jeśli jego do-

chody są bardzo niskie - może korzystać z wielu możliwości uzyskania mieszkania. Są różne federalne programy pomocy, które przede wszystkim popierają kupno mieszkań. Amerykanie również wiedzą, że dzierżawy nie mobilizują ludzi do dbałości o dom, czy mieszkanie. Własność jest zdecydowanie preferowana.

SD - Jakie grupy ludzi należą do zdecydowanej biedoty. Czy tylko kolorowi?

AS - Większość to kolorowi, ale nie tylko. Już w pierwszym dniu pobytu w Waszyngtonie zobaczyłem taką dzielnicę, uważaną za niebezpieczną nawet, zamieszkałą przez kolorowych. Myśle, że takie zjawiska występują wszędzie na świecie, w dużych miastach w szczególności.

SD - Czy, pana zdaniem, możemy skorzystać z gotowych wzorów amerykańskich?

AS - Trudno przenieść coś w formie nie zmienionej, ale warto byłoby np. popracować nad kredytem hipotecznym - już się nad tym w Polsce pracuje. Jedynym mankamentem jest wysoka stopa procentowa takiego kredytu w Polsce. Z chwilą gdy ta stopa będzie na tyle niska, że realnie Polacy będą mogli ją spłacać - wtedy ruszy zdecydowanie budownictwo mieszkaniowe. Na te kredyty potrzebne są pieniądze. W Stanach są one przyznawane z budżetu stanowego i federalnego - przez wyspecjalizowane agencje docierają do potrzebujących. Drugim sposobem finansowania są emisje obligacji agencji mieszkaniowych. Pierwszym warunkiem jest zgromadzenie pieniędzy.

SD - Czy opieka państwa w USA jest prospołeczna?

AS - Jeśli chodzi o mieszkania, jest ogromnie prospołeczna. Jest tam więcej socjalizmu, niż by nam się wydawało. Jeśli np. stworzy się ludziom o bardzo niskich dochodach - możliwości do posiadania własnego mieszkania a jeszcze chętniej domu jednorodzinnego, to jak to nazwać? Tam preferuje się jedno - dwukondygnacyjne domki. Ameryka może sobie na to pozwolić, gdyż obszary mają dość. Oczywiście uzbrojenie nowych terenów jest bardzo kosztowne. Ale jeśli jest uzbrojenie, to sama budowa odbywa się błyskawicznie. Z powodu kosztów właśnie tak bardzo władzom zależy, żeby wykorzystywać te tereny, które już uzbro-

jenie domów - i w ten sposób działają. Wskazując się, jak używane nowe technologie budowlane - zupełnie nie dosiżają się naszych ciężkich i kosztownych. Stosuje się lekkie konstrukcje, tanie materiały. To budownictwo przypomina raczej budownictwo skandynawskie. Oczywiście jest ono bardzo dobrej jakości z dobrą izolacją, dobrymi instalacjami. Te budynki właściwie eksploatowane mogą służyć bardzo długo.

SD - A czy ta nadopiekuńczość państwa, która w sposób maksymalny ułatwia obywatelowi posiadanie domu, nie doprowadza w rezultacie do lekceważenia w myśl zasady "lekkie przyszło, lekkie poszło"?

AS - Nie można tego generalizować. W każdym społeczeństwie jest pewien margines ludzi, którzy nigdy szacunku do własności nie będą mieli. Amerykanie jednak mają zakodowaną bardzo silną chęć posiadania. Sam podbój Ameryki był tego wyrazem.

SD - Zobaczył pan w Stanach bardzo dużo - co wynika z pana bardzo skrupulatnie prowadzonego dziennika. Z jakimi refleksjami wracał pan do domu? Czego pan Ameryce pozazdrościł?

AS - Wrażeń miałem moc, ale z ochotą a nawet z niecierpliwością wracałem do kraju. To, co najbardziej mnie uderzyło i czego można Amerykanom zazdrościć - to chęć i umiejętność działania wspólnego przy jednoczesnej konkurencji różnych programów. A jednak potrafia wspólnie działać. Przy realizacji programu mieszkaniowego zaangażowani są normalni ludzie, czasem niefortunni ale z dobrym sercem, wolontariusze, którzy pracują społecznie. Zaangażowane w to są również wyspecjalizowane firmy, administracja federalna, miejska. Widać jakąś logikę działania w tym wszystkim. Nie ma niezdrowej konkurencji.

SD - Czy potwierdza pan znaną opinię, że Amerykanie są usposobieni do siebie przyjaźnie i życzliwie?

AS - Z pewnością są bardzo życzliwi i otwarci. Ludzie różnie myślący, o różnych poglądach społecznych i politycznych, religijnych, zawodowych mają dla siebie szacunek. Ta cecha emanuje z nich bardzo wyraźnie.

SD - Pozwoli pan, że jeszcze raz spotkam się z panem. Chciałabym porozmawiać o ludziach, z którymi spotkał się pan w Stanach, przypuszczam bowiem, że te kontakty również są ważne dla Swinoujścia.

AS - Tych kontaktów było bardzo wiele i chętnie o nich opowiem.

SD - Wobec tego - do następnego spotkania. Dziękuję.

Irmína Miechowska

BEST AVAILABLE COPY

BEST AVAILABLE COPY

TRANSLATION of Interview attached to the letter of Mr. Szczodry, Swinoujscie, Poland:

“SWINOJSCIE DZISIAJ”, No. 18, May 5, 1994, p. 9.

Title: “Americans Have Housing Problems, Too” (interview with Deputy Mayor, Adam Szczodry by Irmina Miechowska)

I have just read a report from the six week visit of the Deputy Mayor Adam Szczodry in the United States. With six other persons from Poland he participated in a training for senior public administrators focusing on housing delivery and financing. The training, as well as the trip, was financed by the United States. Before departure [Szczodry] took part in an examination verifying the knowledge and experience of housing-related issues as well as that of the English language. From among many candidates, only six were selected, among them the Deputy Mayor of Swinoujscie.

Q: What are the benefits of your trip to the United States? Can we apply anything here?

A: The most important experience I brought from the US, is an observation that people can organize themselves around housing [get engaged in housing matters]. Normal, average people. Not only official representatives of authorities are engaged in solving housing problems, but also ordinary people who can organize and associate themselves to achieve a specific end. There is a great number of non-profit organizations, many of them church-supported. This, of course, means a variety of denominations, not only catholic. There are many denominations, and many churches around which people gather. Their work is intertwined with that of the administration - state and federal. However, the initiative is always coming from the ground level.

Q: Is it something like our cooperatives?

A: Among other types, yes. For example, there may be a district of not the best reputation, where - and this may seem strange to us - there are many empty, ruined houses. Often very beautiful houses. Unfortunately, devastated! An organization we have mentioned above, may e.g. aim at restoring the district's reputation and its original function in the community. Initiatives of this type are actively supported by state agencies, including financial support. And this is only one example of initiatives striving to solve housing problems. There are other types of districts as well, new ones, but at this time in many places the most important issue is to revitalize the existing districts and units which have been left empty.

Q: For what kind of assistance can an American citizen get when he wants to receive a rental apartment or buy his own?

A: Everything depends on his earnings. Every citizen has to report his earnings in a pretty detailed manner. If they are very low, he may be entitled to one of many programs of assistance to

get an apartment. There are different federal assistance programs which primarily aim at assisting acquisition of units. Americans also know that renting does not mobilize the residents to take care of the home or apartment. Ownership is certainly preferred.

Q: What groups does one see among the poorest ones? Are these only colored people?

A: The majority perhaps, but not only. Even on the first day of my visit I saw such a district, considered somewhat dangerous. I think, however, that these types of situations are present everywhere in the world, in particular in large urban agglomerations.

Q: In your view, would we be able to apply the existing American model solutions?

A: It is hard to transfer anything in an unchanged form, but it would be a good idea to work on mortgage credit mechanisms. Indeed, such work is now being done in Poland. The only problem is a high interest rate applied to such credit in Poland. Once this rate goes down to the level at which the Poles can realistically pay it, housing construction will rise dramatically. Money is needed for such credits. In the United States, funds for that purpose are awarded from state and federal budget by specialized agencies which reach the needy ones. The other type of financing is emission of obligations by the housing agencies. Mobilization of funds is the primary objective.

Q: Is the US policy socially oriented?

A: As far as housing is concerned, very much so. There is more socialism there that we might think. Because how can you otherwise call creating conditions for the people of low incomes to have their own apartments, or better yet, single family homes? What is visibly preferred there, are the low-rise, two level houses. America can afford it, of course, because there is a lot of land there. However, improving the new land lots is very expensive. On the other hand, once the land is improved, construction process is very quick. And it is precisely because of the costs of improvement that local city authorities want to use the land already improved that lies within their jurisdiction. This is why there is such a fight going on to reclaim the houses or even whole districts left empty. Completely different construction technologies are use in such situations - nobody uses our heavy and costly ones. One uses light frame technology, cheaper materials. This is the type of construction which resembles that of the Scandinavian countries. And of course, it is of very good quality, good isolation and efficient installations. This is why the homes can be used for so long, once they are properly maintained.

Q: But isn't it in a sense counterproductive, when the state is overly protective and facilitates acquisition of homes to such a degree, as in the saying "easy come, easy go"?

A: One should not generalize these issues. In every society there is a certain margin of people who will never feel any respect for property. Americans, however, have a highly developed sense of ownership. The very history of America serves as example.

Q: You have seen a lot in the US - this is evident from your diary, so systematically kept by

you. What are your reflections upon coming back? What do you envy America?

A: I have experienced a lot, but I was ready to go back home, even feeling a certain degree of anxiety. What strikes me most, and what can really be envied, is the American willingness and capability to collaborate within the framework of simultaneous existence of competing variety of programs. With all that variety they do act together. In implementation of a housing program, ordinary people get involved, sometimes not professionally qualified, but with a good heart who voluntarily contribute their time. Also engaged are specialized professional firms, federal and local administration. One can see the logic of it all. There is no unwholesome competition.

Q: Would you confirm the widely held opinion that Americans are friendly and helpful toward each other?

A: Definitely they are very friendly and open. People who think differently. Who represent different social, political, or religious convictions, different professions, do respect each other. This feature emanates from them very distinctly.

Q: Will you allow me to meet with you again? I would like to ask you more about the people you met in the US, because I think these contacts may have been important for Swinoujscie as well.

A: Yes, there were many such contacts and I will gladly tell you more about them.

Q: Until we meet again, then. Thank you.

Co słycać w gminie

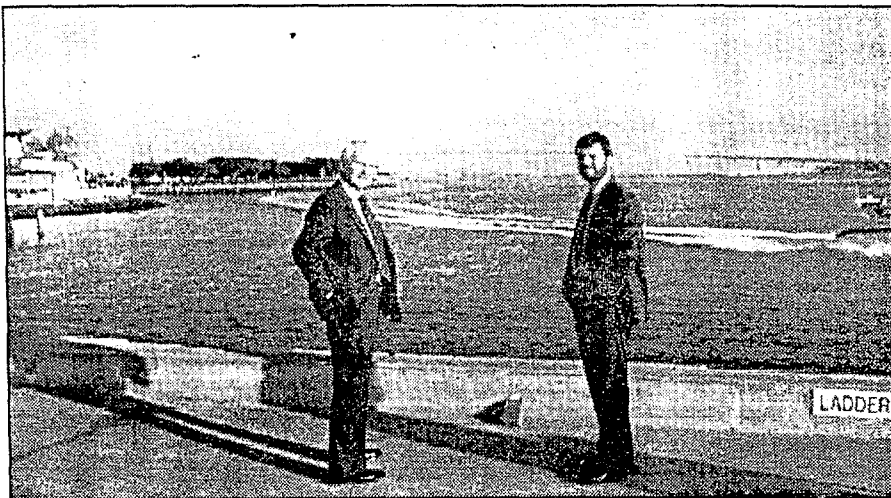
Po amerykańskie marzenia...

Rozmowa z wiceprezydentem Adamem Szczodrym, który przez siedem tygodni przebywał na szkoleniu w Stanach Zjednoczonych

- Po co pan pojechał do USA i czego się pan tam nauczył?

- Mój pobyt szkoleniowy w USA dotyczył roli administracji publicznej, w rozwiązywaniu problemów mieszkaniowych. Mieliśmy kontakt z przedstawicielami władz federalnych, stanowych i miejskich. Mogliśmy zaobserwować jak te wszystkie ogniwa współpracują w rozwiązywaniu problemów budownictwa. Spotykaliśmy się również z przedstawicielami prywatnych firm budowlanych i organizacji kościelnych, wspierających budownictwo.

Budownictwo mieszkaniowe w Stanach Zjednoczonych jest wspomagane przez władze federalne. W ramach budżetu państwa, władze zabezpieczają duże środki na realizację programów wspierających budowanie domów -



Artur Ballantine (z lewej), prezes korporacji San Diego-Swinoujście i Adam Szczodry. W le port San Diego.

szczególnie dla osób, które same nie są w stanie poradzić sobie z tym problemem.

- Czy rozwiązania amerykańskie można przenieść na swinoujski grunt?

- Trudno mówić o przeniesieniu tych rozwiązań do Swinoujścia. Sprawa wymaga bardziej generalnego rozwiązania. W tej chwili, strona amerykańska - poprzez Bank Światowy - jest zaangażowana w rozwój kredytu hipotecznego w Polsce. Jest to podstawowy mechanizm, który może uruchomić tanie kredytowanie budownictwa mieszkaniowego.

- Wyjechał pan ze Swinoujścia na siedem tygodni i to w chwili, kiedy w Żegludzie Swinoujskiej toczył się ostry spór zbiorowy. Poza tym kończy się kadencja obecnej Rady Miejskiej. Czy nie była to

decyzja zbyt pochopna?

- Na wyjazd uzyskałem zgodę mojego przełożonego - prezydenta Leszka Miłozza. Staram się prowadzić tak swoje sprawy, aby nie było jakichś luk informacyjnych. Wszystkie sprawy, które prowadziłem, opisałem i przekazałem współpracownikom. W Urzędzie Miejskim staramy się tak kolektywnie pracować, aby nieobecność jednego z nas nie powodowała załamania prac w urzędzie. Wydawało nam się, że mój wyjazd da nam szansę nawiązania interesujących kontaktów i te kontakty zostały nawiązane.

- Co pan robił w wolnym czasie?

- Generalnie tego wolnego czasu było bardzo niewiele. Rozpoczynaliśmy zajęcia o ósmej rano a kończyliśmy wieczorem. Soboty i niedziele były jedyną okazją, aby coś zwiedzić. Będąc w Waszyngtonie, Kentucky, Frankfort i innych miastach USA, można było zobaczyć wiele i to robi wrażenie.

- Jakie pamiątki przywiózł pan ze Stanów?

- Najbardziej ciesze się z albumów fotograficznych, jakie dostałem w Sandiego i Kentucky. Ukazują one piękno tych terenów i jest to moja najlepsza pamiątka. Poza tym przywiózłem szereg dyplomów z różnych miast USA.

To All to Whom
These Presents Shall Come,
Greeting: Know ye that



Adam Szczodry

is hereby commissioned an

**Honorary Citizen
of
Jefferson County**

With all rights and privileges together with the responsibility of furthering to all the good name and tradition of warm hospitality found in Jefferson County and the Commonwealth of Kentucky.



Done in Jefferson County,
Commonwealth of Kentucky this
the 22nd day of April, 1994

David L. Amurohig
David L. Amurohig
County Judge - Ex-officio

TRANSLATION of Interview attached to the letter of Mr. Szczodry, Swinoujscie, Poland:

From "WYSPIARZ", May/1994, Section "What is new in Gmina"

Title: *Reaching for an American dreams...* Interview with Deputy Mayor Adam Szczodry, who attended seven weeks training in the United States. Interviewer: TD

Q: Why did you go to the United States and what have you learned?

A: My training in the US focused on the role of public administration in solving housing problems of their residents. We had contact with representatives of federal, state, and local authorities. We could observe how all the agencies work together while addressing housing issues. We also met representatives of private construction firms, and even church organizations supporting housing programs.

Housing construction in the US is supported by federal authorities. Within the state budget, significant amounts are secured to support housing programs, especially for those who cannot themselves deal with these problems.

Q: Can American solutions be transferred to Swinoujscie?

A: It is hard to speak of transferring such solutions to Swinoujscie. The whole issue, by its very nature, requires the more general approach. At this time, the American side - acting with the World Bank - is engaged in developing mortgage credit institutions in Poland. This is the most basic mechanism which may make affordable credit available for housing construction.

Q: You were gone from Swinoujscie for seven weeks, at the moment when there was a serious collective dispute going in the Swinoujscie Shipyard (Zegluga). Besides, the term of the current City Council ends. Wasn't your decision to go away just now a little hasty?

A: I have received permission to leave from the Mayor, Mr. Leszek Milosz. I tried to conduct all my affairs in the way which would allow me leave without any informational gaps. All my cases were described and colleagues appointed to take over for the time being. In the City Hall, we all try to work together so that absence of any one of us would not impact negatively on the work of the whole institution. We all thought that my going to the US will give us a chance to start new interesting contacts, and indeed, such contacts were initiated.

Q: What did you do during your spare time?

A: Generally, there was very little of it. We started at eight in the morning and ended in the evening. Saturdays and Sundays were the only time available for relaxation and visiting. However, while in Washington, Kentucky/Frankfort, and other cities in the US one can see a lot, and what one sees makes quite an impression.

Q: What souvenirs did you bring from the US?

A: The most valuable for me are the pictures and photo-albums which I got in Kentucky and in San Diego. They show the beauty of these parts of the country and these are the souvenirs I enjoy the most. Apart from that, I brought a number of diplomas from various cities in the US.

ATTACHMENT C :

**List of Training Participants
Participant Training Project for Europe:
"The Role of Public Administrators in Housing Delivery"
November 1993 - February 1995**

**LIST OF TRAINING PARTICIPANTS
FOR USAID/CHF PARTICIPANT TRAINING PROJECT FOR EUROPE 1994**

"The Role of Public Administrators in Housing Delivery"

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[REDACTED]

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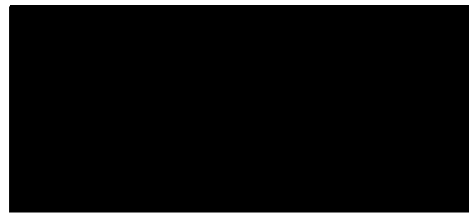
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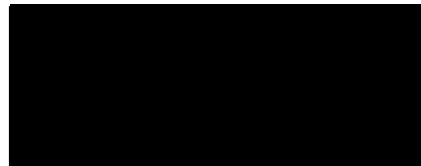
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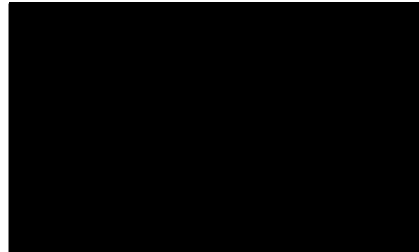


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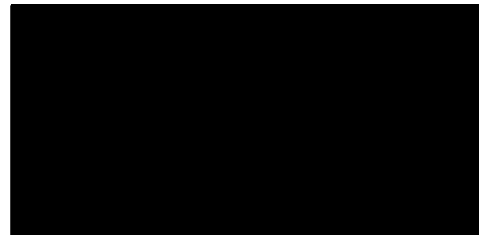


POLISH PARTICIPANTS

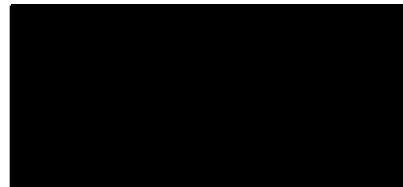
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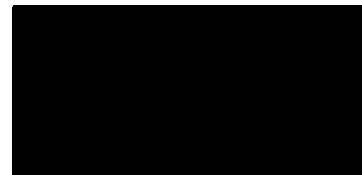
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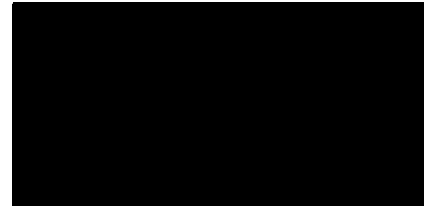
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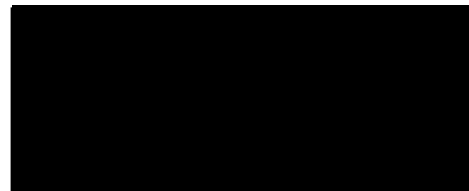


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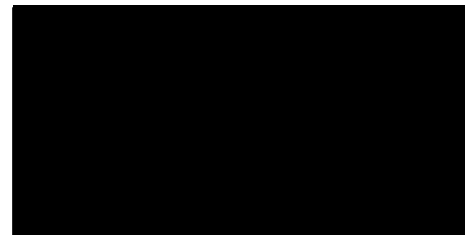


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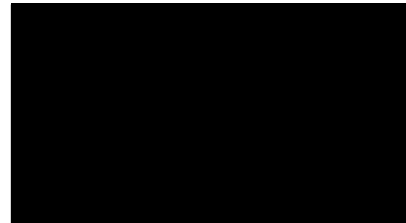


LITHUANIAN PARTICIPANTS

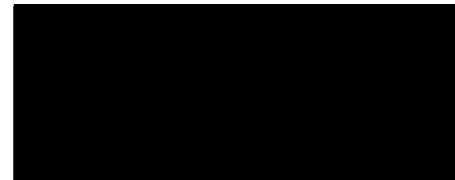
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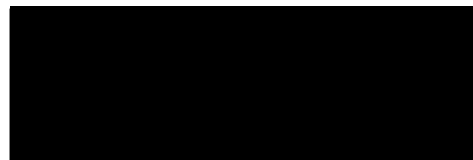


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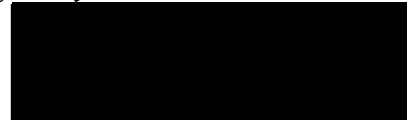
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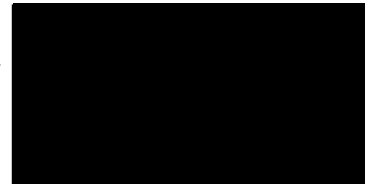
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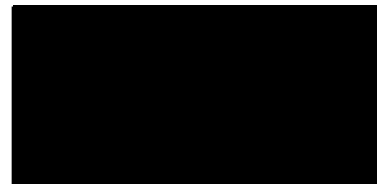
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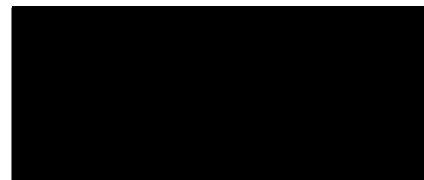
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ATTACHMENT D :

**List of Principal participating organizations
Participant Training Project for Europe:
"The Role of Public Administrators in Housing Delivery"
November 1993 - February 1995**

LIST OF PARTICIPATING ORGANIZATIONS
USAID/CHF Participant Training Project for Europe 1994

Albuquerque Development Services*

* *INTERNSHIP HOSTING AGENCY*

2700 Central, SW
Albuquerque, NM 87104
Mr. Greg Polk, Development Services

Alexandria Redevelopment and Housing Authority

Alexandria, VA
Archie Alexander, Acting Exec. Director
Linda Whitton, Dir. Of Administration
Kelly Green, Family Self Sufficiency Program

Arlington Housing Corporation

2300 South Ninth Street, Suite 200
Arlington, VA 22204
Steve Smith, Executive Director

Buzzoto and Associates

6401 Goldon Triangle Drive, Suite 200
Greenbelt, MD 20770
Tom Bozutto, President

Chevy Chase Savings Bank

Jeff Campbell, Senior Vice President

City of Boston Public Facilities Department

15 Beacon Street, Fourth Floor
Boston, MA 02108
Mary Knasas, Manager

City of Charleston Housing Auth.*

* *INTERNSHIP HOSTING AGENCY*

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Mr. Don Cameron, Executive Director

Cleveland City Hall/Dept. of Comm. Dev.*

* *INTERNSHIP HOSTING AGENCY*

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Cleveland, OH 44114
Mr. Jack Krumhansel

Coalition for Non-Profit Housing

2201 P Street, NW
Washington, DC 20037
Judy Hubbard Saul, Acting Executive Director

Department of Housing and Urban Development

451 7th Street, SW
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Jean Nolan, Assistant Secretary for Public Affairs
Jill Khadduri, Director Policy Development Division, Office of
Policy Development and Research

Englewood Housing Authority*

** INTERNSHIP HOSTING AGENCY*

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Federal National Mortgage Association

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Washington, DC
Ellis Leslie, Senior Research Analyst

Federal Home Loan Mortgage Corporation

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McLean, VA 22102
Frances Wrockledge, Manager of Industry, Education, Sales Training

Greenbelt Homes, Inc.

Greenbelt, MD
Gretchen Overdurff, General Manager

Housing Authority of Columbus*

** INTERNSHIP HOSTING AGENCY*

1000 Wynton Road
P.O. Box 630
Columbus, GA 31902-0630
Mr. Stanley Keene, Executive Director

Kentucky Housing Corporation*

** INTERNSHIP HOSTING AGENCY*

1231 Louisville Road
Frankfort, KY 40601
Ms. Stacey Epperson, Dept. of Block Grants

Maryland Dept. of Housing and Community Dev.*.

* *INTERNSHIP HOSTING AGENCY*

100 Community Place
Crownsville, MD 21032-2023
Ms. Tara Clifford, Director of Regional Resources

Maryland Federal

3505 Hamilton Street
Hyattsville, MD
Bob Halleck, President

Massachusetts Housing Finance Agency*

* *INTERNSHIP HOSTING AGENCY*

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Boston, MA 02109
Mr. Rufus Phillips

Meridian House International

Washington, DC
John King, Training and Program Development Officer

Montgomery County Department of Housing and Community Dev.

Montgomery County, MD
Scott Reily

National Association of Home Builders

Washington, DC
Jim Birdsong

National Association of Housing and Redevelopment Officials

1320 18th Street, NE
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Peter Henderson, Housing and Community Development Research Officer

National Association for Housing Cooperatives

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Alexandria, VA 22314
Herb Levy, Executive Director

National Center for Housing Management

1275 K Street, NW, Suite 700
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Joan Howell, Vice President

National Cooperative Bank

1401 I Street, NW, Suite 700
Washington, DC 20005

National League of Cities

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Washington, DC 20004
Jim Brooks, Coordinator , International Programs

Nations Bank

Washington, DC
Christopher Lo Piano

Partners for International Education and Training

Washington, DC
Colin Davis

Rhode Island Housing and Mortgage Finance Corp.*

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Providence, RI 02903
Susan Bodington, Dep. Director, Policy & Program Development

* *INTERNSHIP HOSTING AGENCY*

Richmond Redevelopment and Housing Authority*

P.O. Box 26887
Richmond, VA 23261-6887
Dolores Frazer, Chief of Staff

* *INTERNSHIP HOSTING AGENCY*

St. Louis Housing Authority*

4100 Lindell Boulevard
St. Louis, MO 63108
Ms. Sharon Thurman

* *INTERNSHIP HOSTING AGENCY*

The Urban Institute

2100 M Street, NW
Washington, DC 30037
Mary Nenko, Visiting Fellow

Unitarian Universalist Affordable Housing Corporation

Washington, DC
Jack Edmondson

US Baltic Fondation
1211 Conn. Ave, NW
Washington, DC
Linas Kojelis, President

Washington State Housing Finance Commission*
1000 Second Avenue
Suite 2700
Seattle, WA 98104-1046
Ms. Sallie Sweet, Director of Multifamily Services

* *INTERNSHIP HOSTING AGENCY*

World Bank
600 19th Street, NW
Washington, DC
Yoshine Uchimura, Senior Economist

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ATTACHMENT E

CHF staff

**Participant Training Project for Europe:
"The Role of Public Administrators in Housing Delivery"
November 1993 - February 1995**

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CHF STAFF

**Participant Training Project for Europe
"The Role of Public Administrators in Housing Delivery"**

Dr. Judith Hermanson, Executive Vice President for International Programs - Program Director. Provided general program direction and oversight.

Dr. Barbara Czachorska-Jones, Senior Housing Advisor for Europe - served as Program Manager. Responsible for recruitment of candidates, planning and coordination of all activities, and training.

Mr. Richard Owens, Senior Cooperative Development and Training Advisor - Training Program Advisor. Provided supplementary program coordination, developed relations between CHF and hosting U.S. organizations, as well as training.

Ms. Jeannine Barget, Program Assistant - Assisted with organizational issues and provided overall program assistance and support.

ATTACHMENT F

**Final Fiscal Quarterly Report
Participant Training Project for Europe:
"The Role of Public Administrators in Housing Delivery"
November 1993 - February 1995**

**QUARTERLY REPORT: Technical Programs
Training Cost Analysis (TCA)**

USAID Portion

SEE "Instructions: Quarterly Report", Reverse of Page 4**

ATTACHMENT
HB 10, 1

PROJECT TITLE Participant Training Project for Europe (CEE)	PROJECT NUMBER 180-0045	IMPLEMENTOR Coop. Housing Foundat
Fiscal QUARTER 2 of 4	REPORT PERIOD January 1 - March 31, 1995	DATE April 30, 1995
Contract Quarter 6 of 6		

I. PARTICIPANT TRAINING COSTS

ACADEMIC PROGRAMS:	BUDGET	PROJECTED THIS QUARTER	EXPENDED THIS QUARTER	EXTENDED TO DATE	BALANCE REMAINING	% OF BUDGET
A. Education/Training Cost	24,510	6,127.50	2,487.80	24,350.40	159.60	99.3
B. Allowances	69,151	17,287.75	0	64,405.78	4,745.22	93.1
C. Travel	46,576	11,643.75	81.05	44,569.42	2,006.58	95.9
D. HAC	8,100	2,025	0	8,300	-(200)	102.5
E. Supplemental Activities						
Total, Academic Costs	\$ 148,337	\$ 37,084.25	\$ 2,568.85	\$ 141,625	\$ 6,711.40	95.5

THIS QUARTER:

Number of Participant Months Projected: 6
 Number of Participant Months Completed: 6

TOTAL PROJECT:

Number of Participant Months Projected: 36
 Number of Participant Months Completed: 36

IMPORTANT: SPECIFY PROGRAM TYPE
 (Check Only One Category)

Classroom Training

Observation Tour

On-the-Job Training

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ATTACHED TO
 REPORT, N. 10:08

QUARTERLY REPORT: Technical Programs
Training Cost Analysis (TCA)

USAID Portion

SEE "Instructions: Quarterly Report", Reverse of Page 4

PROJECT TITLE Participant Training Project for CEE	PROJECT NUMBER 180-0045	IMPLEMENTOR Coop. Housing Foundatio
CONTRACT QUARTER _____ of _____	REPORT PERIOD	DATE

I. PARTICIPANT TRAINING COSTS

SPECIAL TRACKING ITEMS:	BUDGET	PROJECTED THIS QUARTER	EXPENDED THIS QUARTER	EXTENDED TO DATE	BALANCE REMAINING	% OF BUDGET
E. 1. ELT, In-Country	0	0	0	0	0	0
E. 2. ELT, U.S.	0	0	0	0	0	0

NOTE: Special tracking items are costs that are included in Participant Cost, Page 1, but are broken out here for special review.

ATTACHMENT 5A
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QUARTERLY REPORT: Technical Programs
Training Cost Analysis (TCA)

USAID Portion

****SEE "Instructions: Quarterly Report", Reverse of Page 4****

PROJECT TITLE Participant Training Project for Europe (CEE/PTPE)		PROJECT NUMBER 180-0045	IMPLEMENTOR Coop.Housing Foundation
Fiscal QUARTER <u>2</u> of <u>4</u>	Contract Quarter <u>6</u> of <u>6</u>	REPORT PERIOD January 1 - March 31, 1995	DATE April 30, 1995

II. ADMINISTRATIVE COSTS

II. F. ADMINISTRATIVE COSTS	BUDGET	PROJECTED THIS QUARTER	EXPENDED THIS QUARTER	EXTENDED TO DATE	BALANCE REMAINING	% OF BUDGET
1. Salaries	\$ 23,116	\$ 5,779	\$ 910	\$ 24,546.26	\$ -(1430.26)	106.2 %
2. Fringe Benefits	2,680	670	364	2,678.66	1.40	99.9 %
3. Travel						%
4. Consultants						%
5. Equipment						%
6. Sub-Contracts						%
7. Indirect Costs	50,676	12,669	2,379.04	54,442.79	-(3766.79)	107.4 %
8. Other	7,800	1,950	3,649	8,973.33	-(1173.33)	115 %
II. F. TOTAL ADMINISTRATIVE COSTS	\$ 84,272	\$ 21,068	\$ 7,302.04	\$ 90,641.05	\$ -(6368.98)	107.6 %
GRAND TOTAL, TRAINING COSTS:	\$ 232,600	\$ 58,152.25	\$ 9870.89	\$ 232,266.14	\$ 333.86	99.9 %

NOTE: % Of Budget refers to that %age of the total budget (for each line) that has been spent.

$$\% \text{ of Budget} = [\text{Expended to Date}] / [\text{Budget}]$$

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QUARTERLY REPORT: Technical Programs
Training Cost Analysis (TCA)

CHIF & PARTNERS' PORTION

SEE "Instructions: Quarterly Report", Reverse of Page 4

PROJECT TITLE Participant Training Project for CEE	PROJECT NUMBER 180-0045	IMPLEMENTOR Cooperative Housing Found
Fiscal QUARTER 2 of 4	REPORT PERIOD January 1 - March 31, 1995	DATE April 30, 1995
Contract Quarter 6 of 6		

I. PARTICIPANT TRAINING COSTS

ACADEMIC PROGRAMS:	BUDGET	PROJECTED THIS QUARTER	EXPENDED THIS QUARTER	EXTENDED TO DATE	BALANCE REMAINING	% OF BUDGET
A. Education/Training Cost	\$ 65,553	\$ 16,388.25	\$ 3,475.50	\$ 81,911	\$ -(16,358)	125
B. Allowances	74,000	18,500	624.00	68,093.79	5,906.21	92
C. Travel	10,350	2,587.50	115.00	8,740.21	1,609.79	84.4
D. HAC						
E. Supplemental Activities	5,580	1,395	380.00	46,374.45	-(40,794.45)	831***
Total Academic Costs	\$ 155,483	\$ 38,870.75	\$ 4,594.50	\$ 205,119.45	\$ -(49,636.45)	131.9

THIS QUARTER:

Number of Participant Months Projected: 6

Number of Participant Months Completed: 6

TOTAL PROJECT:

Number of Participant Months Projected: 36

Number of Participant Months Completed: 36

IMPORTANT: SPECIFY PROGRAM TYPE
(Check Only One Category):

Classroom Training

Observation Tour

On-the-Job Training

*** This line item is an indicator of the enthusiastic reception provided to the Participants by the Hosting Agencies, and many individual contributors. These expenses represent dinners/receptions in the Participants' honor, fishing trips, tours, Christmas parties, souvenirs, and many more individual contributions.

ATTACHMENT 5A
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QUARTERLY REPORT: Technical Programs CHIEF & PARTNERS'S PORTION
Training Cost Analysis (TCA)

****SEE "Instructions: Quarterly Report", Reverse of Page 4****

PROJECT TITLE Participant Training Project for CEE	PROJECT NUMBER 180-0045	IMPLEMENTOR Coop. Housing Foundation
CONTRACT QUARTER _____ of _____	REPORT PERIOD	DATE

I. PARTICIPANT TRAINING COSTS

SPECIAL TRACKING ITEMS:	BUDGET	PROJECTED THIS QUARTER	EXPENDED THIS QUARTER	EXTENDED TO DATE	BALANCE REMAINING	% OF BUDGET
E. 1. ELT, In-Country	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	0
E. 2. ELT, U.S.	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	0

NOTE: Special tracking items are costs that are included in Participant Cost, Page 1, but are broken out here for special review.

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ATTACHMENT 5A
HS 10, TH 10:108

BY TYPE OF TRAINING

QUARTERLY REPORT: Technical Programs CHIF & PARTNER'S PORTION
Training Cost Analysis (TCA)

SEE "Instructions: Quarterly Report", Reverse of Page 4

PROJECT TITLE Participant Training Project for CEE.		PROJECT NUMBER 180-0045	IMPLEMENTOR Coop. Housing Foundation
Fiscal QUARTER 2 of 4	Contract Quarter 6 of 6	REPORT PERIOD January 1 - March 31, 1995	DATE April 30, 1995

II. ADMINISTRATIVE COSTS

II. F. ADMINISTRATIVE COSTS	BUDGET	PROJECTED THIS QUARTER	EXPENDED THIS QUARTER	EXTENDED TO DATE	BALANCE REMAINING	% OF BUDGET
1. Salaries	\$ 105,500	\$ 26,375	\$ 1,655.00	\$ 88,574.27	\$ 16,925.73	84 %
2. Fringe Benefits	13,400	3,350		2,557.99	10,822.01	19.2 %
3. Travel						%
4. Consultants						%
5. Equipment						%
6. Sub-Contracts						%
7. Indirect Costs	63,524	15,881	300.00	35,910.22	27,913.78	56 %
8. Other	6,405	1,601.25	.	6,066.23	338.77	94.7 %
II. F. TOTAL ADMINISTRATIVE COSTS	\$ 188,829	\$ 47,207.25	\$ 1,955.00	\$ 133,108.71	\$ 55,720.29	70.5 %
GRAND TOTAL, TRAINING COSTS:	\$ 344,312	\$ 86,078	\$ 6,549.50	\$ 338,228.16	\$ 6,083.84	98.2 %

NOTE: % of Budget reflects that %age of the total budget (for each line) that has been spent.