



FINDING AID FOR

Human Development Services records

2015.0001

2015.0001

Human Development Services records. -- 1990s-2016. -- 8.00 Cubic feet (13 boxes)

Scope and Content

The collection consists of the records of the Customer Services Group including policies and procedures, team updates (newsletter), and resident services program materials.

Restrictions

ACCESS RESTRICTIONS

Appointments are required when conducting research with this collection. Please contact the Archivist to make an appointment at AHAArchives@atlantahousing.org Atlanta Housing is required to legally review all records prior to admitting access to ensure they do not contain information that violates the privacy of its program's participants.

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Finding aid prepared by and described by Atlanta Housing Archives, Records & Information Management, Meredith E. Torre, Archivist.

Arrangement

The collection is arranged into ten series: 1. Policies and Procedures; 2. Reports; 3. AH Human Services Employees; 4. Economic and Self-sufficiency Development Programs; 5. Supportive Services, 6. Public Safety Programs; 7. Events; 8. Publications; 9. Photographs; and 10. Audiovisuals.

Other Codes

2015.0001

2015.0001.1 Plans, Policies, and Procedures

2015.0001.1.1 "Come to the Carnival" handbook for residents planning carnivals. -- circa 1950s

2015.0001.1.2 D7-92-01. Resident Initiatives Policies and Procedures. Programs Requesting AHA Space or Requesting AHA Approval to Provide Services to AHA Residents. -- Aug. 2, 1992 (Revised Nov. 2, 1993)

2015.0001.1.3 Volume I. Resident Services & Economic Development Management Book. -- circa 1997. -- (2 folders)

2015.0001.1.4 Volume II. Resident Services & Economic Development Management Book. -- circa 1997. -- (2 Folders)

2015.0001.1.5 Welfare Reform. -- 1997

2015.0001.1.6 Procedures and Guidelines for Employment Training and Supportive Services Participation Rent Exclusion. -- Oct. 13, 1998

2015.0001.1.7 AHA Division of Resident Services & Economic Development vision, mission, and primary goals. -- 1998

2015.0001.1.8 Community Space Policy & Procedural Manual. -- 1998-2003

2015.0001.1.9 Brown Bag Briefing invitation to AHA's Americans with Disabilities Act (ADA) initiatives. -- Dec. 8, 1999

2015.0001.1.10 Residents Services Procedures. -- FY 2000

2015.0001.1.11 Resident Services and Economic Development Procedures Manual. Vol. I. (Budget Management and Resident Services). -- 2000. -- (2 folders)

2015.0001.1.12 Resident Services and Economic Development Procedures Manual. Vol. II. (Resource Development and Resident Programs). -- 2000. -- (2 folders)

2015.0001.1.13 Resident Services & Economic Development Department & The Private Management Companies Procedure Manual. -- 2001. -- Two folders

2015.0001.1.14 Section 3: Resident Employment Connection System. -- 2002. -- Bound

2015.0001.1.15 The Community Service and Economic Self-Sufficiency Requirement (Training Manual for Private Management Companies). -- undated

2015.0001.1.16 Division of Resident Services Economic Development Plan. -- undated

2015.0001.1.17 The Family Wealth Plan. -- undated

2015.0001.2 Reports

2015.0001.2.1 Resident Human Services Needs. -- July 1991

2015.0001.2.2 The Atlanta Housing authority Resident Initiatives. Office of Resident Services. -- 1991

2015.0001.2.3 Atlanta Housing Authority Community Assessments and Profiles prepared by the Office of Resident Services. -- Revised Mar. 1991

2015.0001.2.4 Notification of Funding Availability (NOFA), Overview of the Hope VI/Urd Program, and Program Descriptions (Visioneer, Inc., Americorp/Vista, Health & Beauty Academy, YMCA, Atlanta Public School/Archer Highschool). -- 1995

2015.0001.2.5 CSS Project Status Reports. -- Mar. 30, 2000

2015.0001.2.6 AHA Authority-wide Signature Programs Summary Report. Resident Services Department. -- 2001

2015.0001.2.7 An Evaluation of the Impact of Revitalization and Self-Sufficiency Programs on Atlanta Housing Authority (AHA) Families and Recommendations to Link AHA Families to the Most Appropriate Service Delivery for Community and Supportive Services. -- August 2003

2015.0001.2.8 Community Life Concepts 2nd Quarter Report Update for Cosby Towers, East Lake Towers, Georgia Avenue Apartment Homes, Martin Street Plaza, and Piedmont Apartment Homes. -- 2009

2015.0001.2.9 Resident Satisfaction Survey Results. -- Apr. 24, 2012

2015.0001.3 AH Human Services Employees

2015.0001.3.1 AHA, Human Services Management Program, Human Services Award Program, brochure, correspondence. -- 2003

2015.0001.3.2 Team Updates (Employee newsletter). -- 2011-2015

2015.0001.4 Economic and Self-sufficiency Development Programs

2015.0001.4.1 Family Self Sufficiency Program action plan, executive summary, and initiative. -- 1994-1995

2015.0001.4.2 Memorandum of Partnership between AHA and the United Brotherhood of Carpenters and Joiners of America, Local Union 225 and International Brotherhood of Painters and Allied Trades Local 193. -- 1995

2015.0001.4.3 Techwood-Clark Howell Homes Interlink Program for Economic Self-Sufficiency. -- 1995

2015.0001.4.4 Job Plus Program. -- 1996

2015.0001.4.5 Family Self Sufficiency Program action plan, policies, and procedures. -- 1996

2015.0001.4.6 Family Self Sufficiency Program overview literature. -- 1996

2015.0001.4.7 Workforce 2000 Grant Application. -- 1996

2015.0001.4.8 The Work Force Enterprise Program video script. -- Apr. 11, 1997

2015.0001.4.9 Atlanta Self-sufficiency Action Program (ASAP) Grant Proposal. -- 1997. -- (2 folders)

2015.0001.4.10 Work Force Enterprise Program (WFEP) overview, booklet, and memoranda. -- 1997

2015.0001.4.11 Work Force Enterprise Program Executive Summary. -- 1997

2015.0001.4.12 Work Force Enterprise Program correspondence. -- 1997-1998

2015.0001.4.13 Participant Access to Self-Sufficiency (PASS) Program booklet. -- 1997-1998

2015.0001.4.14 Atlanta Self-sufficiency Action Program (ASAP) Orientation Manual. -- 1998

2015.0001.4.15 Atlanta Self-Sufficiency Action Program (ASAP) AHA Community Survey Proposal. -- 1998

2015.0001.4.16 Hope VI Baseline/RP Data for Self-Sufficiency Report. -- 1998

2015.0001.4.17 Atlanta Technical Institute Property Management Training Program Work Experience Handbook (Sponsored by The Housing Authority of the City of Atlanta). -- July 1998

2015.0001.4.18 The Participant Access to Self-Sufficiency (PASS) Procedures Manual (Revised Oct. 23, 1998). -- 1998

2015.0001.4.19 Training and Employment Flyers. -- 1998-1999

2015.0001.4.20 Resident Opportunities and Self-Sufficiencies Program (ROSS) Grant Application - Resident Service Delivery Models - Family. -- 1999

2015.0001.4.21 Atlanta Self-Sufficiency Action Program (ASAP) booklets. -- 1999-2000 and undated

2015.0001.4.22 Resident Opportunities and Self-Sufficiencies Program (ROSS) Grant Application - Resident Service Delivery Models - Family. -- May 9, 2000. -- (2 folders)

2015.0001.4.23 Resident Opportunities and Self Sufficiency Program (ROSS) Grant Application for Public Housing Apprenticeship Program . -- Feb. 26, 2001. -- (2 folders)

2015.0001.4.24 Resident Opportunities and Self Sufficiency Program (ROSS) Grant Application for Resident Service Delivery Models. -- June 26, 2001. -- 2 folders

2015.0001.4.25 Resident Opportunities and Self Sufficiency Program (ROSS) Grant Application for the Homeownership Supportive Services Program. -- July 10, 2002

2015.0001.4.26 Resident Opportunities and Self Sufficiency Program (ROSS) Grant Application for Neighborhood Networks Centers . -- July 10, 2002. -- (2 folders)

2015.0001.4.27 Resident Opportunities and Self Sufficiency Program (ROSS) Grant Application, Resident Services Delivery Model--Elderly and Persons with Disabilities. comprehensive Senior Services Program. -- June 11, 2003

2015.0001.4.28 Resident Opportunities and Self Sufficiency Program (ROSS) Grant Application, Resident Services Delivery Model--Family. Work Force Enterprise Program (WFEP). -- June 19, 2003

2015.0001.4.29 "Pathways Out of Poverty: P.A.S.S. Preparing Atlantans for Self-Sufficiency / Your ticket to a brighter future." -- 2009

2015.0001.4.30 Atlanta Self-Sufficiency Action Program (ASAP) cards. -- undated

2015.0001.4.31 Work Force Enterprise Program (WFEP) booklet. -- undated

2015.0001.5 Supportive Services

2015.0001.5.1 2014.04427-2014.04463 and 2014.03624-2014.03630 Senior services photographs and negatives. -- 1970's-1980's

2015.0001.5.2 Atlanta Youth Scholarship Fund reports and updates. -- 1980-1990

Other Codes

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2015.0001.5.3 Summer Youth Employment. -- 1983-1984

2015.0001.5.4 "Families Moving Forward" Housing for Working Mothers Fund. An innovative housing effort by the Atlanta Housing Authority. -- Dec. 3, 1987

2015.0001.5.5 Youth Programs: Summer Programs for Children and Youth. -- 1989

2015.0001.5.6 Youth Programs: AT&T Family Initiative, fact sheet. -- 1989

2015.0001.5.7 Youth Programs: Best Youth Clubs, Inc. Program, fact sheet. -- 1989

2015.0001.5.8 Youth Programs: Drug Free Summer Camp, fact sheet. -- 1989

2015.0001.5.9 Youth Programs: Extra Step Program, fact sheet. -- 1989

2015.0001.5.10 Youth Programs: New Life Center, fact sheet. -- 1989

2015.0001.5.11 Youth Programs: Parents and Youth Against Drugs Program, fact sheet. -- 1989

2015.0001.5.12 Youth Programs: Southern Bell Summer Hiring Program, fact sheet. -- 1989

2015.0001.5.13 Medical Programs: Doctor's Visits, Patho-Medical Systems, public housing projects, correspondence, program summary. -- 1989

2015.0001.5.14 Head Start Programs. -- 1989-1991

2015.0001.5.15 Atlanta Housing Authority Granny House program information. -- 1990s

2015.0001.5.16 Community Programs and residential services initiatives. -- 1990s

2015.0001.5.17 West End Medical Centers, Inc.. -- 1992-1994

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2015.0001.5.18 Atlanta Youth Enrichment Program. -- 1993

2015.0001.5.19 Community Development Block Grant (CDBG) program Elderly Services. -- 1993-1995

2015.0001.5.20 Correspondence regarding the Granny House Program. -- 1993-1997

2015.0001.5.21 Youth Apprenticeship Grant Program Application. -- December 1994

2015.0001.5.22 Implementation Schedule for HUD URD Service Corps.. -- 1994

2015.0001.5.23 Correspondence regarding community programs provided by family and children services. -- 1994

2015.0001.5.24 Youth Apprenticeship Grant and Support. -- 1994-1999

2015.0001.5.25 Youth Initiatives. -- 1995

2015.0001.5.26 Youth Programs: Hank Aaron Rookie League scrapbook. -- 1995

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2015.0001.5.27 Youth Apprenticeship Program correspondence. -- 1995-1997

2015.0001.5.28 Hank Aaron Rookie League Meeting minutes. -- Mar. 1997

Other Codes
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2015.0001.5.29 Atlanta Youth Apprenticeship Program, AHA, HUD, correspondence, financial documents. -- 1997

2015.0001.5.30 Atlanta Youth Apprenticeship Program, package, Memorandum of Understanding Between AHA and Laborer's Institute for Training and Education, program summary, correspondence. -- 1997

2015.0001.5.31 Status Report on Granny House Program and a proposed operational budget. -- 1997

2015.0001.5.32 Morris Brown College / Atlanta Housing Authority Comprehensive Child Care Training Program. -- 1997-1998

2015.0001.5.33 Emergency Assistance Directory for AHA Residents. -- 1998

2015.0001.5.34 Quality Living Services/ Supportive Assistance Serving Seniors (S.A.S.S.) Guidebook. -- 1998-1999

2015.0001.5.35 Quality Services Supportive Assistance Serving Seniors (SASS) Needs Assessment Report. -- Jan. 1999

2015.0001.5.36 Letter of Agreement between AHA and the Atlanta Technical Institute for the Senior Program. -- Summer 1999

2015.0001.5.37 Certificate of Appreciation presented to AHA from Governor Roy E. Barnes. -- Dec. 13, 1999

2015.0001.5.38 General Educational Development Program. -- 1999

2015.0001.5.39 HOPE VI Community and Supportive Services Program Delivery Strategy. -- 2000. -- (2 folders)

2015.0001.5.40 Clark Atlanta University, Youth Apprenticeship Program closeout report. -- Oct. 1, 1999-Mar. 30, 2001

2015.0001.5.41 Public Housing Assessment Report, Quality Living Services. -- 2000

2015.0001.5.42 Community Development Block Grant (CDBG). -- 2000

2015.0001.5.43 Senior Disability Services Program (Final Report). -- July 20, 2001

2015.0001.5.44 HOPE VI Community and Supportive Services Client Services Delivery Strategy . -- 2002

2015.0001.5.45 Affordable Housing Initiative for Seniors and persons with disabilities. -- 2003

2015.0001.5.46 Community Development Block Grant (CDBG) application for Senior Disability Services Program. -- 2003

2015.0001.5.47 The Atlanta Community Scholars Awards. -- May 2004. -- Bound

2015.0001.5.48 Atlanta Community Scholars Award recipients. -- 2006

Restrictions

This item was created in electronic form and saved as digital data. A physical form of this material is unavailable.

Other Codes

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2015.0001.5.49 Good Neighbor Program booklets. -- 2010

2015.0001.5.50 "Building Harmony and Respect" Program, picture books. -- 2012. -- (3 folders)

2015.0001.5.51 Human Services booklets. -- undated

2015.0001.5.52 Good Neighbor Program flyers. -- undated

2015.0001.5.53 Visioneer Motivational Training . -- undated

2015.0001.6 Public Safety Programs

2015.0001.6.1 Project C.L.E.A.N., Communities and Law Enforcement Against Narcotics

2015.0001.6.1.1 Project C.L.E.A.N., Agreement to Provide A Drug System Improvement Formula Grant Program. -- 1990

2015.0001.6.1.2 Project C.L.E.A.N., AHA, City of Atlanta, project extension, residents' petition, correspondence, memo, resolution. -- 1991

2015.0001.6.1.3 Project C.L.E.A.N., AHA, City of Atlanta, Management and Financial Audit. -- 1991-1992

2015.0001.6.2 Public Housing Drug Elimination Program (PHDEP)

2015.0001.6.2.1 Drug Elimination Program: 30 day Action plan to fight drugs in public housing. - - 1989

2015.0001.6.2.2 Drug Enforcement Policy, preliminary findings and recommendations of the Public Housing subcommittee. -- 1989

2015.0001.6.2.3 Drug Elimination Program Elimination Grant. -- August 9, 1991

2015.0001.6.2.4 Public Housing Drug Elimination Program Evaluation. -- 1992. -- (2 Folders)

2015.0001.6.2.5 Public Housing Drug Elimination Program Grant application. -- 1993

2015.0001.6.2.6 Drug Elimination Grant. -- July 29, 1994. -- (2 folders)

2015.0001.6.2.7 City of Atlanta contract for Drug Elimination Grant Report. -- 1994

2015.0001.6.2.8 1994 Drug Elimination Grant Workplan. -- 1994-1996

2015.0001.6.2.9 Drug Elimination Program Grant application. -- 1995

2015.0001.6.2.10 Drug Elimination Program Grant Application Summary. -- 1996

2015.0001.6.2.11 Evaluation Report for Public Housing Drug Elimination Program IV Grant. -- March 31, 1996

2015.0001.6.2.12 Drug Elimination Program Grant Application. -- 1997. -- (5 folders)

2015.0001.6.2.13 AHA PHDEP Application. -- 1998. -- (3 folders)

2015.0001.6.2.14 AHA PHDEP Application. -- 1999

2015.0001.6.2.15 AHA Crime Prevention and Safety Plan. -- September 1999

2015.0001.6.2.16 Quadel report on 1996 PHDEP. -- 1999

2015.0001.6.3 Weed & Seed Program

2015.0001.6.3.1 Weed & Seed newsletter. -- May 1997

2015.0001.7 Events. -- 1998

2015.0001.7.1 Officers' Appreciation Event Program. -- Feb. 27, 1998

2015.0001.8 Publications. -- 1996-2016 and undated

2015.0001.8.1 Creating a Work-Prep System for a Large and Diverse Welfare Population. Project Match, Erikson Institute. -- Dec. 1996

2015.0001.8.2 Newsletter for Resident Services and Economic Development Division's Bi-Monthly Community Newsletter. -- Dec. 1997

2015.0001.8.3 Newsclippings. -- 1995-1997

2015.0001.8.4 S.T.A.R.S.earch: Striving to Achieve Results and Success.. -- 1998-2000

2015.0001.8.4.1 S.T.A.R.S.earch Volume 1 Number 3 Summer Issue. -- June 1998

Other Codes

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2015.0001.8.4.2 S.T.A.R.S.earch Volume 5. -- Oct.-Nov. 1998

Other Codes

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2015.0001.8.4.3 S.T.A.R.S.earch Volume 2 Number 5. -- Feb.-Mar. 1999

Other Codes

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2015.0001.8.4.4 S.T.A.R.S.earch Volume 2 Number 6. -- Apr.-Aug. 1999

Other Codes

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2015.0001.8.4.5 S.T.A.R.S.earch Volume 3 Number 1. -- Apr. 2000

Other Codes

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2015.0001.8.4.6 S.T.A.R.S.earch Volume 3 Number 2. -- June 2000

Other Codes

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2015.0001.8.5 Your Vote Counts: The Importance of Your Participation in the Resident Association Elections. -- 1998

2015.0001.8.6 Atlanta Self-Sufficiency Action Program marketing and training. -- 2001

2015.0001.8.7 The Advisor: A publication for the Department of Special Initiatives. -- 2002-2003

2015.0001.8.8 Housing Choice Human Development Team Updates newsletter. -- Mar. 2013. -- These records are available in electronic format only.

Other Codes

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2015.0001.8.9 Client Services Team Updates newsletter. -- April-May 2013. -- These records are available in electronic format only.

Other Codes

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2015.0001.8.10 Customer Service Group Team Updates newsletter. -- June-Dec. 2013. -- These records are available in electronic format only.

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2015.0001.8.11 Customer Service Group Team Updates newsletter. -- 2014. -- These records are available in electronic format only.

Other Codes

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2015.0001.8.12 Customer Service Group Team Updates newsletter. -- 2015. -- These records are available in electronic format only.

Other Codes

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2015.0001.8.13 Customer Service Group Team Updates newsletter. -- 2016. -- These records are available in electronic format only.

Other Codes

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2015.0001.8.14 “Be Smart / Say 'No' to strangers” An educational coloring and activity book. Atlanta Housing Authority Crime Prevention Unit. -- undated

2015.0001.8.15 Human Services Management Program (HSMP) brochure. -- undated

2015.0001.9 Photographs

2015.0001.9.1 Youth Conferences and GED pictures. -- 1999

2015.0001.9.2 Welfare Reform Outreach Program training, rallies, and door-to-door canvassing pictures. -- undated

2015.0001.9.3 RS&ED Activities pictures. -- undated

2015.0001.10 Audiovisuals

2015.0001.10.1 UNCF Signing Ceremony. -- May 14, 2003

2015.0001.10.2 The College Fund/UNCF. -- undated

2015.0001.10.3 The Hank Aaron Rookie League and AHA. Kids Corner, Between the Lines. -- Oct. 03, 1992

Scope and Content

AHA TV coverage featured in the Kids Corner, youth program, Little League, professional baseball players train with children living in the public housing projects.

Other Codes

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2015.0001.10.4 Work Requirement for families. Marvin Nesbitt Jr., Vice President of Human Development Services. -- 2011

Other Codes

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