

PUBLIC UTILITIES COMMISSION OF THE STATE OF CALIFORNIA

COMMISSION ADVISORY AND COMPLIANCE DIVISION  
Telecommunications Branch

RESOLUTION NO. T-14145  
September 12, 1990

RESOLUTION T-14145. AUTHORIZING THE DISBURSEMENTS  
COMMITTEE (DC) OF THE TELECOMMUNICATIONS EDUCATION TRUST  
TO AWARD TRUST FUNDS.

BACKGROUND

1. Pursuant to D. 87-12-067, the Telecommunications Education Trust (Trust) has been established to promote consumer education and understanding of the telecommunications system.

2. The Disbursements Committee (DC) has five members; and was also established by D. 87-12-067.

3. The DC has estimated that the total amount of funds available for grantmaking will be approximately \$21 million (this includes \$16.5 million in principle plus interest which will be accumulated over the 6 year life of the Trust).

4. 185 applications were received in response to the 1990 guidelines issued by the DC. These applications requested a total of over \$30 million.

5. The DC of the Trust met and, in June, recommended that 21 organizations be funded to accomplish the purposes of the Trust.

6. The DC held some proposals for further consideration and for action by the Commission on September 12th.

7. The DC of the Trust has met and recommends that the ten organizations listed in Attachment A be granted the specified amounts of funds to accomplish the purposes of the Trust.

8. The DC used the following criteria to evaluate applications:

- Is the proposed project compatible with the applicant's overall mission, and relevant to the stated goals and current priorities of the Trust?

- Does the applicant have the capacity to complete the project and to use Trust funds effectively?

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- Does the applicant have the necessary experience with the proposed target population, expertise in consumer education, and the necessary telecommunications knowledge, or a reasonable plan to work with persons with appropriate expertise?

- Does the applicant have the support of the community with which it proposes to work? Is there evidence that members of the community have participated in project planning?

- Are the proposed methodology and program objectives appropriate for the target population(s)?

- Will the project be of lasting benefit to consumers?

- Does the project present innovative, creative, or practical approaches to meeting Trust goals?

- Are funds to support the project available elsewhere?

- Is the proposed project cost-effective? Are the budget projections reasonable and sound?

- Does the proposal present a reasonable plan for evaluating the project as it proceeds and after it is finished? Does it describe a method to assure the accuracy of information conveyed to consumers?

9. The agreements have been reviewed by the Trust's legal counsel, Silk, Alder and Colvin. They agree that all of the agreements are in keeping with the legal requirements of the Trust.

10. The DC is recommending that the Commission authorize the DC to renew its agreement with the California Community Foundation to administer the Trust under the direction of the DC. The agreement will cost \$206,490 and will run from October 1, 1990 to September 30, 1991. See Attachment C.

11. The DC is hereby informing the Commission of several minor modifications to existing grant agreements which do not require Commission action. See Attachment B.

12. The DC is hereby requesting authority from the Commission to expend up to \$20,000 over the coming year to reproduce and distribute extra copies of the work products of TET grantees (such as the Telephone User's Guide).

13. One of the consumer representatives on the DC, Mr. Carl Oshiro, resigned on June 27, 1990.

14. The DC and the Public Advisor have widely publicized this vacancy and received fifteen applications for this vacant position.

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15. Resolution T-14014 (November 21, 1989) authorized the DC, during 1990, to expend up to \$20,000 in legal fees for outside counsel and \$6,000 for accounting fees for an independent outside audit.

16. The DC expects that the respective amounts allotted for legal and accounting fees will be expended before June 1991 when the next scheduled resolution will be presented by the DC to the Commission.

17. As the DC requires legal and accounting services in the routine course of business to administer the Trust beyond 1990, the DC recommends the Commission hereby authorize the DC to expend up to \$20,000 and \$6,000 annually, respectively, for legal and accounting fees.

FINDINGS

1. The DC has conducted a thorough, unbiased review of the applications for Trust funds in the second 1990 cycle.
2. We find that it is reasonable to authorize the DC of the Trust to enter into the agreements proposed in Attachment A. The total amount of funds committed is \$1,103,319.
3. We find that it is reasonable to authorize the DC of the Trust to spend \$206,490 to renew its agreement with the California Community Foundation.
4. We find that it is reasonable to authorize the DC of the Trust to spend up to \$20,000 to reproduce and distribute extra copies of the work products of TET grantees.
5. We find it is reasonable to appoint Catherine Camp to the vacant consumer position on the DC.
6. We find it reasonable to authorize the DC of the Trust to expend annually up to \$20,000 in legal fees for outside counsel and \$6,000 in accounting fees for an independent auditor.

**THEREFORE IT IS ORDERED THAT:**

1. The DC of the Trust is authorized to enter into agreements with the organizations and for the amounts described in Attachment A. The total amount of funds committed is \$1,103,319.
2. The DC of the Trust is authorized to expend \$206,490 to renew its' agreement with the California Community Foundation.
3. The DC of the trust is authorized to expend up to \$20,000 to reproduce and distribute extra copies of the work products of TET grantees.

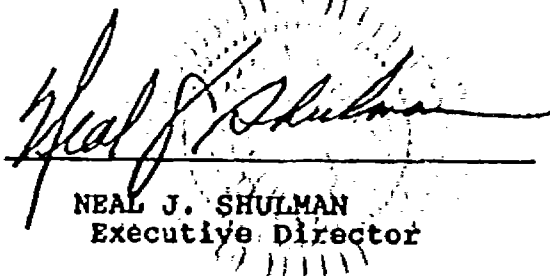
Resolution T-14145\*

4. Catherine Camp is hereby appointed to the DC.
5. The DC of the Trust is authorized to expend annually up to \$20,000 in legal fees for outside counsel and \$6,000 in accounting fees for an independent auditor.

I certify that this Resolution was adopted by the Public Utilities Commission at its regular meeting on September 12, 1990. The following Commissioners approved it:

G. MITCHELL WILK  
President  
FREDERICK R. DUDA  
STANLEY W. HULETT  
PATRICIA M. ECKERT  
Commissioners

Commissioner John B. Ohanian,  
being necessarily absent, did  
not participate.



NEAL J. SHULMAN  
Executive Director

- ATTACHMENT A - List of organizations recommended for funding
- ATTACHMENT B - Information only modifications to TET grant agreements
- ATTACHMENT C - CCF Workplan 1990-91
- ATTACHMENT D - Catherine Camp's resume

# ATTACHMENT A

## TELECOMMUNICATIONS EDUCATION TRUST

Established by the California Public Utilities Commission

606 South Olive Street • Suite 2400 • Los Angeles, California 90014  
(213) 738-8743 • FAX (213) 383-2016

**CONFIDENTIAL**

1990 Grantees

### Recommended Grants

**Armenian Relief Society of Western U.S.A., Inc.**  
517 West Glenoaks Blvd.  
Glendale, CA 91202  
Sarkis Ghazarian  
Director

The Armenian Relief Society was established in 1910 to serve the needs of Armenians in whatever country they live. Since 1979, the Armenian Society of the Western U.S.A. has been staffed to provide job training and referral, translation and interpretation, client advocacy, and referrals for counseling and medical care in Southern California. Trust funding will support the translation and dissemination of Armenian language telecommunications consumer information fact sheets through a network of churches, community centers, and adult programs.

**Recommended Grant: \$46,047 for one year**

**Media Culture**  
329 Bryant Street  
San Francisco, CA 94105  
Frank Wiley  
Owner

Media Culture is a new organization of hypermedia producers and designers. Hypermedia is a term used to describe computer programs that combine pictures, text, music and other sounds. Trust funding will produce, test, and disseminate hypermedia programs and teaching manuals designed to meet the curriculum framework for California middle schools on the history of communications, consumer services and survival information, the physiology of hearing, and research in the electronic age.

**Recommended Grant: \$170,760 for one year**

Administered by the California Community Foundation

California/Nevada Community Action Association  
2111 Mission Street, Suite 401  
Sacramento, CA 94110  
Barbara Vauthier  
Executive Director

Cal/Neva is a 15 year-old, two-state association of community action and community-based agencies serving low-income communities with a wide array of human services, education, and training programs. Trust support is to expand and complete a two-year telecommunications issues and consumer training project statewide for trustees, managers, workers, and low-income clients of Cal Neva's member agencies, particularly in communities without other Trust-funded projects; to offer technical assistance to other community-based organizations receiving Trust funds; and to provide specifically focused educational services to meet the needs of small business proprietors and nonprofit agencies in rural Northern California.

Recommended Grant: \$160,269 for one year

Dayle McIntosh Center  
150 West Cerritos, Building 4  
Anaheim, CA 92805  
Brenda Premo  
Executive Director

The Dayle McIntosh Center is an independent living center that offers a range of mediation, counseling, food, shelter, information referral, and educational services for persons with disabilities living in Orange County; and, under contract to the California Department of Vocational Rehabilitation, Dayle McIntosh Center will be establishing similar services in Riverside County. Trust funding will support the completion of a one-year program of community outreach and training about specially adapted telecommunications services for consumers with disabilities, making particular use of desktop publishing facilities and volunteers from the Telephone Pioneers. The Center will conduct a training session on the referral service offered to Independent Living Center staff statewide.

Recommended Grant: \$25,000 for six months

**Korean Youth Center**  
3986 Ingraham Street  
Los Angeles, CA 90005  
Bong Hwan Kim  
Executive Director

The Korean Youth Center is serving as the lead agency in a four-member consortium whose members--including the Chinatown Service Center, the Little Tokyo Service Center, and Search to Involve Pilipino-Americans--bring more than 50 years' experience in providing bilingual human and educational services to Los Angeles Asian-Pacific communities. Trust support is provided to complete and institutionalize an information services demonstration project: to develop a telecommunications-based, telephone-accessible information and referral network among the agencies, and to provide better coordination of services to consumers.

**Recommended Grant: \$209,540 for one year**

**Latino Issues Forum**  
1535 Mission Street  
San Francisco, CA 94103  
John C. Gamboa  
Executive Director

Latino Issues Forum is a recently-established organization dedicated to providing coordinated advocacy and technical assistance for California's Latino organizations and the Latino community. Trust funding will provide a second year of support to complete a pilot training project on telecommunications issues for Latino community leaders and expand the project statewide.

**Recommended Grant: \$ 182,037 for one year**

Northern California Indian Development Council, Inc.  
241 F Street  
Eureka, CA 95501  
Terry Coltra  
Operations Director

Established in 1976, Northern California Indian Development Council, Inc. (NCIDC) is a membership organization of community-based native groups from four California counties dedicated to designing, expanding, and improving social and economic development programs for American Indian people. Trust funding would supplement a two-year project to establish a voice mail telecommunications system as the entry point of a comprehensive state-wide information and referral network that will direct Native Americans to one of 15 core agencies specializing in emergency and supportive services.

Recommended Grant: \$38,092 for two years

Occur Community Information Service, Inc.  
1330 Broadway, Suite 1030  
Oakland, CA 94612  
David Glover  
Executive Director

The Oakland Citizens Committee for Urban Renewal operates the Community Information Service to encourage citizen participation in the city's development. By providing technical assistance and information, OCCUR works to achieve "information equity" for citizens. Trust funds will continue support for an information services demonstration project in which a network linking agencies providing homelessness prevention services will be accessible by telephone to at-risk clients, and secondary school students who will themselves gain hands-on experience with telecommunications and will be trained as back-up staff for the project.

Recommended Grant: \$125,000 for one year



World Institute on Disability  
510 16th Street, 1st floor  
Oakland, CA 94612  
Deborah Kaplan  
Vice President

The World Institute on Disability is a national research, information and advocacy center established to focus on public policy issues from the perspective of people with disabilities. Issues of telecommunications development, regulation, and pricing can be crucial for people with disabilities, who often have low incomes and who are particularly dependent on emerging technology to provide access to jobs, education, services, and enhanced quality of life. Trust funds will support the completion of a two-year project enabling the Institute to strengthen the computer network that links agencies serving Californians with disabilities, and to conduct telecommunications issues education to familiarize disability community leaders with the changing technological and regulatory environment.

Recommended Grant: \$130,594 for one year

Career Resources Development Center  
655 Geary Street  
San Francisco, CA 94102  
Dr. Chui Lin Sang  
Executive Director

CRDC specializes in vocational training and acculturation for adults whose English language skills are limited. It has developed a textbook series of pre-vocational English called English That Works that is used by community colleges throughout the state. Trust support is provided to supplement a two-year program to develop and test bilingual curriculum--including a text and classroom exercises--for teaching telephone consumers skills to immigrants, refugees, and other limited English speaking consumers.

Recommended Grant: \$16,400 for nine months

Total recommended grants \$1,103,319  
10 projects

ATTACHMENT B  
**TELECOMMUNICATIONS  
EDUCATION TRUST**  
Established by the California Public Utilities Commission

606 South Olive Street • Suite 2400 • Los Angeles, California 90014  
(213) 738-8743 • FAX (213) 383-2046

August 17, 1990

Memorandum

To: California Public Utilities Commission

From: Mike Amato, Acting Chair  
Disbursements Committee, Telecommunications Education Trust

Subject: Recommended Changes to TET 1989 and 1990 Grant Agreements

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This memo provides a summary of changes to grant agreements recommended by the Disbursements Committee on July 13, 1990 and August 9, 1990. They all represent "insubstantial" changes to the original agreements: none of them alters the amount of funding to be provided by the Trust, nor materially changes the scope of work as approved by the CPUC. These, in the Disbursements Committee's point of view, come under the heading of the kinds changes about which the CPUC should be advised simply as a matter of information.

The three grantees listed immediately below received Disbursements Committee permission to shift modest amounts of funds among the categories in their approved project budgets. All the changes appear to allow the grantees to maximize the use of their grant dollars and approve their ability to carry out grant purposes.

1. Grant #89-092, Toward Utility Rate Normalization, San Francisco.
2. Grant #89-007, Downey City Library, Downey.
3. Grant #89-087, Radio Bilingue, Fresno.

The fourth grantee, University of San Francisco (Grant #89-077), sought Disbursements Committee permission to revise its grant period and extend the project timeline to reconcile expenditures at no cost to the Trust. This was necessitated because of staff travel by the USF Project Director due to family matters.

Radio Bilingue (Grant #89-087) also requested permission for slight changes in the format of its radio programs. The grantee discovered during implementation of the project that there was a lack of Spanish Speaking Telecommunications experts to provide on-air question and answer programming. The number of programs approved by CPUC was not reduced. The grantee adjusted its program for the better to meet grant purposes.

Consumer Action (Grant #89-024G) requested permission to sell its "Telephone User's Guide" to for-profit agencies. The Trust has funded Consumer Action to print and distribute The Guide to non-profit, government, and community organizations.

The Betty Clooney Foundation for Persons with Brain Injury (Grant #90-115G) requested permission to delay start-up of its project to September 1, 1990. The project was initially designed to begin July 1, 1990.

TELECOMMUNICATIONS EDUCATION TRUST

August 15, 1990

1990-91 BUDGET

<u>Personnel</u>	<u>Proposed</u>	<u>In kind</u>	<u>Total</u>
Salaries	\$90,000	\$23,790	\$113,790
Benefits @ 22%	<u>19,800</u>	<u>5,230</u>	<u>25,030</u>
SUBTOTAL	109,800	29,020	138,820
 <u>Operating</u>			
Space rental	14,640	-0-	14,640
Consultants	25,000	-0-	25,000
On site CCF staff	10,000	-0-	10,000
Equipment lease/maintenance	1,000	-0-	1,000
Computer	1,700	-0-	1,700
Printing			
Copies	4,000		
Off-site	4,000		
Annual report	<u>3,500</u>		
	11,500	-0-	11,500
Telephone	4,500	-0-	4,500
Supplies	950	-0-	950
Postage	5,400	-0-	5,400
Travel	15,000	-0-	15,000
Meetings/Seminars	<u>7,000</u>	-0-	<u>7,000</u>
SUBTOTAL	116,690	-0-	116,690
TOTAL	<u>\$206,490</u>	<u>\$29,020</u>	<u>\$235,510</u>

# ATTACHMENT C

PROPOSED 1990-91 SCOPE OF WORK  
FOR THE TELECOMMUNICATIONS EDUCATION TRUST  
CALIFORNIA COMMUNITY FOUNDATION  
August 15, 1990

## Review of Activities to Date

Since May of 1989, the California Community Foundation, acting on administrator for the Disbursements Committee of the Telecommunications Education Trust, has worked with the committee to:

- Make and monitor 32 grants in the 1989 cycle coordinating orientation, contracts, technical assistance when needed and troubleshooting individual projects.
- Develop and implement a process of responsible grantmaking, and review of 185 grant proposals for 1990, facilitating the award of 21 more grants.
- Complete the initial preparation for a second round of 1990 grantmaking.
- Convene and conduct a mid-year meeting of the grantees in January providing technical assistance, resources and networking opportunities to TET grantees.
- Coordinate a second annual series of statewide outreach meetings in conjunction with the release of guidelines.
- Facilitate the coordination and communications with and among 1989 TET grantees.
- Assist in the renegotiation and revision of the Trust agreement.
- Maintain and improve an administrative infrastructure for the program, including working out relationships with the bank, attorneys, and other service providers of the Trust.

-Maintain systems for record-keeping (and for making those records available to the public).

-Answer public inquiries about the goals and purposes of the Trust, and publicize the Trust to the media and the interested public.

Although its role is facilitative rather than directive, the Foundation continues to be involved in every aspect of the Trust's activities, from developing a mailing list and organizing public input sessions to meeting with potential applicants; drafting guidelines to writing grant summaries; from reviewing reports to triggering grant payments; from working with printers to working with caterers, and from conducting initial proposal reviews to negotiating, at the Disbursements Committee's request, with specific applicants.

#### Administrative Structure and Staffing

From May, 1989, to May 1990, California Community Foundation activities on behalf of the Trust have been supervised by the president and managed by the original project director for the Trust. She, in turn, made use of consultants at the program officer level to assist with statewide outreach, technical assistance, and, in particular, the high volume of proposals reviewed for the Spring, 1990, cycle. The project was also supported within the Community Foundation by a full-time administrative assistant and by additional clerical support as needed for large mailings and similar projects. Other professional staff including the controller, executive vice president, and communications officer supplied expertise as needed. In addition, community foundations and several 1989 grantees assisted with arrangements for the statewide outreach "tour".

Since May, 1990 (and for the foreseeable future), the project has been supervised at the Community Foundation by the president and the program director, and managed by the new full-time project director. (The program director has been working on TET on an as-needed basis, averaging about 65% of time. As the project director becomes more familiar with the program and its grantees, the percentage of the program director's time dedicated to TET will diminish, averaging about 40% from October 1, 1990, through September 30, 1991.) All other staffing patterns are expected to remain the same.

Issues for 1989-90

The first full year of the Trust program has been particularly challenging because of the need to manage existing grants and review new proposals from an expanding pool of applicants without sacrificing the methodical process necessary to assure public accountability.

As predicted, the number of applications--both full proposals and letters of inquiry--increased two-fold in the second grant cycle; and proposal review is labor-intensive, time-consuming, and not particularly subject to streamlining or simplification. The Foundation will continue to meet the responsibility of administering multiple grant cycles for the Trust: in other words, of monitoring and evaluating one set of grants simultaneously while managing a process to make new ones. The Foundation's experience in grantmaking suggests that the size of the applicant pool should virtually level off for the 1991 grantmaking cycle. However, if this assumption proves incorrect, the Foundation may need to reopen the project budget.

The Foundation will continue to coordinate on behalf of the Disbursements Committee considerable interaction among grantees, including a mid year meeting. With one year of projects coming to an end, however, we look forward to making use of TET grantees to enhance our statewide outreach efforts. The Foundation will also be asked to engage in some special outreach to targeted regions or consumer groups, including an effort to provide technical expertise in Fresno, similar assistance perhaps in the Inland Empire, and enhanced coordination with existing programs for the deaf and disabled. The Foundation will also conduct a review of educational technology and curriculum development to better evaluate proposals in this high-priority area. The Foundation will continue to provide limited technical assistance to unsuccessful applicants. Publication of an annual report (for public dissemination) to be released in conjunction with the 1991 guidelines is also expected.

The following is an outline of activities the Foundation would expect to carry out on behalf of the Trust in 1990-91 unless mutually agreed otherwise. The list is annotated to indicate which activities are ongoing, and which are new; and to indicate at which times of the year activities principally occur. All such scheduling notes are tentative and subject to Disbursements Committee review.

1990-91 Project Activities

Grantmaking

- o Guidelines revision & dissemination (August-October)
  - Assisting the Disbursements Committee to review funding priorities, and providing specific expertise in grantmaking models.
  - Preparing drafts for Disbursements Committee comment.
  - Arranging publication and distribution of guidelines.
- o Technical Assistance to Applicants (Ongoing; heaviest November 1990-January, 1991)
  - Conducting "How to Apply" meetings around the state.
  - Answering queries.
  - Reviewing drafts.
- o Proposal Review (Ongoing; heaviest January-May, 1991)
  - Establishing and maintaining files and a database of applications and letters of inquiry.
  - Reviewing proposals and preparing summaries for the Disbursements Committee.
  - Working with applicants to obtain clarification of, or requested changes to, proposals.
  - Facilitating the Disbursements Committee's review process.
- o Grantmaking (May-September, 1991)
  - Negotiating grant agreements per Disbursements Committee instructions.
  - Notifying grantees.
  - Providing feedback to successful and unsuccessful applicants.



- Assisting with the coordination of grant announcements, publicity, etc.

- Staffing all facets of a second grantmaking cycle for grantees seeking continued funding.

- o Grant Monitoring (Ongoing)

- Facilitating the coordination of grantees on related projects.

- Monitoring the submission of scheduled reports from grantees, reviewing the reports, and triggering monthly or quarterly grant payments.

- Organizing and convening a grantees mid-year meeting.

- Informing the Disbursements Committee when funded programs may require intervention, and recommending appropriate action.

- Arranging site visits as needed to monitor particular program activities.

- o Program Outreach and Promotion

- Working to identify and encourage qualified applicants to the Trust from under represented regions or consumer groups, and from groups capable of helping to meet new funding priorities as identified by the Disbursements Committee. (In 1990-91, these may include, but not be limited to, the Fresno area, the deaf and disabled community, and educational institutions or professionals). (Heaviest August-November, 1990)

- Maintaining and building up the mailing list. (Ongoing)

- Working with the PUC to promote ongoing media coverage of the Trust's objectives and funded projects. (Ongoing)

- Preparing an annual report of the Trust's activities for dissemination to present and potential applicants and other interested parties.

o Program Planning and Evaluation

- Assisting the Disbursements Committee to establish a timetable and develop objectives for subsequent grantmaking.
- Convening for the Disbursements Committee occasional sessions to gather advice and expert comment on telecommunications issues and funding directions.
- Building and maintaining relationships for the Trust with other agencies or funders that provide resources for telecommunications education.

Administration (Ongoing)

- o Maintaining the records of the Trust, and making them available to the public as needed.
- o Coordinating the work products of other agents of the Trust, including the Trust's financial trustee and/or advisors and its counsel; communicating with such service providers as insurance agencies.
- o Staffing the Disbursements Committee, including arranging and facilitating meetings, maintaining meeting records and minutes, distributing materials and supplying occasional special reports as requested.
- o Providing public notice of Disbursements Committee meetings.
- o Assisting the Disbursements Committee to track Trust expenditures.

## Notes to TET 1990-91 Budget

Personnel (Increase \$15,000 in direct costs; increase of \$1,240 in in-kind services.) Direct costs reflect merit increases for project-dedicated personnel; new position (at 100% of time), and diminished participation of original project director (now billed at 40% of time). In-kind contributions reflect participation of staff of the Funding Information Center, who provide assistance to researchers and applicants.

Space rental (Increase \$2,160 over 1990 budget.) Reflects changes in space allocation based on new staffing configuration.

Consultants (Increase \$10,000 over 1990 budget.) Reflects actual 1990 consultant costs to date of \$19,000 plus anticipated costs of additional outreach, technical assistance, and proposal review in 1991.

On-site CCF staff (No change.)

Printing (Increase \$1,500.) Reflects higher number of photocopies made in-house, and otherwise projects similar or slightly higher levels of grantmaking activity for 1991.

Telephone (Increase \$300.) Assumes slightly higher level of activity necessary to monitor more programs, review more proposals, and of an additional staff member.

Postage (Increase \$1,375.) Includes Federal Express shipments, primarily to the Disbursements Committee, additional mailings and reflects anticipated 20% increase in 1st class postal rates effective February, 1991.

Computer (Increase \$1,700) Reflects purchase of computer for staff including sales tax.

Travel (Increase \$5,000.) Reflects additional travel costs of new staff member and an increase to consultant travel associated with proposal review, site visits, technical assistance, and outreach. (Actual 1990 travel expense to date is \$9,274.)

Meetings/seminars (No change.) Does not reflect the costs of a Disbursements Committee retreat, but covers non-travel, non-personnel costs of 1991 outreach work, technical assistance, and a grantees' reception/meeting in 1990.

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# TELECOMMUNICATIONS EDUCATION TRUST

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Established by the California Public Utilities Commission

606 South Olive Street • Suite 2400 • Los Angeles, California 90014  
(213) 738-8743 • FAX (213) 383-2046

## Disbursements Committee 1990-91 Meeting Schedule

Thursday, 8/9/90	Second phase grant decision meeting in San Francisco (all day).
Tuesday, 9/11/90	Final approval of 1991 guidelines.
Wednesday, 9/12/90	Grant Announcement in San Francisco (coincides with CPUC conference).
Monday, 10/1/90	Guidelines released.
Wednesday, 11/28/90	Results of outreach and grant matters in San Francisco.
Friday, 12/15/90	1991 Proposal Deadline
Friday, 2/15/91	Proposal summaries to DC.
Tuesday, 3/5/91	First proposal review meeting in Los Angeles (all day).
Wednesday, 3/6/91	
Tuesday, 4/2/91	Second proposal review meeting in Los Angeles (all day).
Wednesday, 4/3/91	
Wednesday, 5/1/91	Final decision meeting for 1990 grants in San Francisco (all day).
Wednesday, 6/19/91	Grant announcement meeting in San Francisco (coincides with CPUC conference).
Monday, 7/1/91	Proposal Deadline for August Cycle.
Monday, 8/12/91	Proposal summaries to DC.
Thursday, 8/22/91	Proposal Review for August Cycle.
Friday, 8/23/91	
Wednesday, 9/25/91	Grant Announcement in San Francisco (coincides with CPUC meeting).

THE NEXT

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DOCUMENTS ARE

POOR ORIGINALS

*MICROFILMING SERVICES*

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for the image quality*

ATTACHMENT D

C A L I F O R N I A

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MENTAL HEALTH DIRECTORS

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A S S O C I A T I O N

August 15, 1990

Telecommunications Education Trust  
606 South Olive Street, Suite 2400  
Los Angeles CA 90014

Attn: Susan Beecher

Dear Trust:

Please consider my application to fill a consumer representative position on the Telecommunications Education Trust Disbursement Committee. Attached to this letter you will find a brief resume, summarizing my education and employment background. I would draw your attention to some additional information about my background and experience.

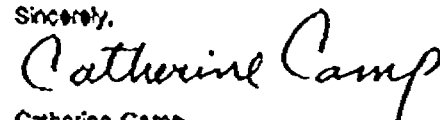
My professional career has been spent in the field of human services advocacy and policy development, especially on behalf of children, families and low income communities. My current employment involves direct lobbying for California's mentally ill on behalf of county mental health directors. I am registered as a lobbyist with the Fair Political Practices Commission. In previous jobs I have advocated generally for low income Californians on behalf of community action agencies. In this capacity, I was particularly active in utility areas, advocating at the national, state and local levels for low income gas and utility consumers and telephone consumers. I developed a grant application for TET funds from the California Nevada Community Action Association, but left Cal/Neva prior to the TET grant award, and have had no participation in implementation of that grant. During my time with Cal/Neva, I also served for two years on Pacific Bell's Consumer Advisory Panel. I learned a great deal about telecommunications issues through service on the panel, and believe that I offered to the Panel a consistent voice for the interests of low income consumers. I administered a grant for a series of consumer workshops for low income consumers to discuss refunds and other telecommunications issues. I was also able to facilitate a Pacific Teles's project to bring free phone service to agencies serving California's homeless.

Other directly relevant experience includes chairing a statewide advisory committee to Hands Across America to advise them about disbursement of their grant funds. As a direct outgrowth, I served, and continue to serve, on a board that developed HandsNet, an electronic network serving food, shelter and other low income agencies. I have worked extensively on a variety of state and local projects to address the continuing and urgent needs of homeless Californians. I believe that my history of advocacy and project development has given me background on the special needs of consumers, the array of telecommunications issues specifically which confront consumers today, and the needs and problems facing large and small community groups as they serve, advocate for, and develop policy for their members.

I have not made appearances before the Public Utilities Commission in formal proceedings. During my time at Cal/Neva, I did supervise an advocate who made such appearances on our behalf. Thus I feel somewhat familiar with the processes of the Commission. The agency which I currently direct has not been, and does not plan to be, a competitor for trust monies. Moreover, the members of this Association are directors of public mental health agencies. They are not directly involved in consumer education on any issues beyond the delivery of mental health services, and are not applicants for trust monies.

The Trust offers California unique opportunities to further goals in consumer education and telecommunications development. The challenge of the Trust is heightened because it occurs at a time of rapid change in technology, regulation, and economic conditions. I would be honored and excited to utilize my own experience and education in the recent past to capitalize on these opportunities. Thank you for the opportunity to offer my application.

Sincerely,



Catherine Camp  
Executive Director

C. CATHERINE CAMP  
2222 "H" Street  
Sacramento, CA 95816  
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WORK EXPERIENCE (through 1982)

March 1989 to Present: Executive Director, California Mental Health Directors Association.

Duties: Manage Association office and staff; staff Association policy development activities; advocate legislative and administrative positions on mental health services and programs as developed by the Association.

January 1986 to March 1989: Executive Director, Cal/Neva Community Action Association.

Duties: Manage the Cal/Neva office; supervise staff; conduct association business; review and analyze proposed legislation; maintain liaison to association members; represent the organization as required; monitor association budgets; develop resources.

January 1982 to January 1986: Principal Consultant, Assembly Human Services Committee, Assembly Member Tom Bates, Chair.

Duties: Prepare policy analyses of legislation in the fields of welfare and other human services (rehabilitation, elderly abuse, in-home supportive services, community care licensing, supplemental security income); develop and prepare committee hearings including analysis, witnesses and agendas; staff assistance in the development of state budget items for programs outlined above; develop legislation in the policy areas identified above; prepare speeches, constituency problems, and press information about issue areas of interest to the Committee; manage Committee staff and budget.

December 1979 to January 1982: Consultant, Assembly Human Services Committee, Assembly Member Bill Lockyer, Chair.

May 1978 to December 1979: Consultant, Assembly Office of Research, Richard Brandsma, Director

Duties: Draft legislation, summarize research and prepare issue analyses for the Assembly in all areas of children's services.  
Significant areas of expertise: Impact of Proposition 13 on Children's Services; High School Dropouts; Program Outcomes for Child Abuse treatment services; Administrative Structures for child care services.

September 1976 to May 1978: Executive Secretary, Governor's Advisory Committee on Child Development Programs.

Duties: Staff support to 25 member citizen committee with responsibility for providing policy information and advice to the Governor and Legislature on child development policies and programs. Created and maintained information network with constituency groups and major state departments providing child development services and programs; researched and

published reports on children's issues; hired staff and administered committee office and budget; staffed monthly meetings, developed agendas.

January 1975 to September 1976: Consultant, various child development and children's services programs in advocacy, public policy issue development, employer/employee child care services.

Contracts included California Commission on the Status of Women, California State Employees Association, and California Child Care Coordinating Counsel.

September 1972 to January 1975: Director, Shasta County Head Start.

Duties: Directed parent-controlled, community based corporation which provided Head Start services in seven sites, multi-cultural services to Indian children in concert with the Pit River Indian tribal organization, and meals to one hundred fifty children daily. Hired and supervised staff of 35, managed training and staff development for the program, staffed citizen board of directors, prepared annual grant applications and managed the funds for the program; directed educational and parent education program.

June 1970 to September 1972: Assistant Director, Shasta County Community Action Project.

Duties: Developed Shasta County Legal Aid Project, with attorneys, to provide legal services to low income county residents, supervised community garden and home repair project, using federal equipment and community self-help organizational structures.

## EDUCATION

M.A., English Literature, University of Chicago, 1967.

Undergraduate education, English Literature, Reed College, Portland, Oregon, 1961-1964.