This report addresses each item outlined in the June 2002 Memorandum of Agreement (MOA) between the Egan Urban Center (EUC or Center) and DePaul University. While it should be noted that, effective July 2003, the Egan Center was moved from Academic Affairs to the College of Liberal Arts and Sciences, many of the substantive issues addressed in the MOA will remain action items under the new arrangement.

A. Actions agreed upon for the coming academic year (2002-2003)

1. Implement guidelines for selection of new projects.

During the past year, the Center developed and implemented a policy to guide the selection of new projects. This policy streamlined and formalized the internal selection process of community initiatives and research projects. The selection checkpoints were drawn up to reflect the Center’s mission, resources, areas of expertise and available leadership. (See Attachment #1)

2. Open Faculty Research Center.

The Egan Urban Center opened its new Faculty and Community Research Laboratory and database in Fall 2002 at the Lincoln Park Campus. (See Attachment #2)

3. Develop assessment methods.

The Center continues to respond to the evaluative requirements of its funding sources. In addition, Center staff are in discussions with Adjunct Professor Caleb Dube and Luther Snow, a former EUC Community Development Fellow (2000), about establishing a formal external evaluation process. Dr. Dube participated in a HUD-funded evaluation of the Center’s West Humboldt Park activities in 1999. Mr. Snow has analyzed the Center’s processes and outcomes as a consultant to the Humboldt Park Empowerment Partnership, one of our community partners.

4. Stabilize core funding.

The Center’s core budget is still based largely on “soft funds” from grants and performance-based contracts. However, the move placing the EUC under LA&S was made to enhance the long-term, core funding possibilities from the University. Discussions are taking place now regarding the formula and amounts to be considered. In addition, both the Office of Sponsored Programs and Research (OSPR) and the University’s Development Office are providing greater assistance in identifying sources for core as well as project funds.

5. Reconsider mission within larger context of DePaul urban initiatives.
The Center continues to deepen its interactions with a broad range of university entities, collaborating with and guiding their activities in urban communities. The EUC Faculty and Community Research Lab serves as a valuable mechanism in this regard. We have strengthened our internal ties by helping to link our community partners to the Steans Center for Community-based Service Learning, our joint residency and collaborations with the Center for Urban Education and the Center for Community Research, and continuing work with the College of Commerce, the Community Development Law Clinic and the outreach efforts of the School of Computer Science, Telecommunications and Information Systems.

B. **Issues on which there is joint commitment to continue working**

1. **Larger-scale, long-term core funding.**

   While the EVP noted that DePaul has had little success raising endowment funds, Office of Development staff are interested in identifying supporters of Father Egan, who may be prospects for an endowment to the EUC. Development is willing to systematize an approach to individual donors that could enhance the Center’s core funding over time. Also, LA&S Dean Michael Mezey has agreed to provide baseline funding for the Faculty and Community Research Lab. Before leaving his position as EVP, Richard Meister provided an ongoing account that will fund some of the EUC’s core staff costs. These efforts are major steps toward realizing long-term core funding for the Center.

2. **Faculty incentives.**

   The Center’s first Senior Faculty Scholar is Professor John Koval of the Sociology Department, who is engaging in studies of Mexican populations in Chicago and their occupational niches. He is leading a project involving nine other DePaul faculty members to produce a book entitled *The New Chicago*. Internal funds from the dean of LA&S have been critical in establishing this relationship. External funds are being sought to continue the relationship with Professor Koval and to provide incentives to other faculty members engaged in urban community research.

3. **Space issues.**

   The space in the Center for Centers in the Deitzgen Building at Lincoln Park meets our current staff needs. However, with the addition of new projects and project staff, we must continually assess our evolving space needs.
Attachment 1

Criteria for Evaluating Projects/Partnerships

Three overarching criteria should guide our selection of new projects and/or partners in keeping with the Egan Center’s 1) mission, 2) comprehensive community development and fundraising plan and 3) impact on staff and resources. The following criteria would apply to individual project opportunities as well as potential community partnership proposals.

1. EUC Mission
   A. Congruence with the EUC mission: University/community collaborations that:
      a. Address critical urban problems
      b. Alleviate poverty
      c. Promote social justice through teaching, service and scholarship
   B. Opportunities for faculty/student involvement through:
      a. Research
      b. Teaching
      c. Internships/assistantships
      d. Service learning

2. Comprehensive Community Development and Fundraising Plan
   A. Established organization – CBO, school, government, private sector, etc.
   B. Comprehensive community development plan
   C. Funding potential, including whether project has attracted prior funding
   D. Well-considered fundraising plan
   E. Potential relationship with current EUC projects or community partners

3. Impact on EUC
   A. Clear delineation in preliminary proposal of EUC’s potential role(s) in the project
   B. Clear assessment of EUC staff requirements and overall impact
      a. Lead staff person
      b. Time and effort required (lead staff/Development Manager)
      c. Additional staff and resources required (support/administrative staff)
   C. Financial/other compensation to EUC
      a. Salary replacement for staff effort
      b. Value added to bottom line
      c. Final product (publication, presentation, course, image enhancement, etc.)

Partnerships Only
The following set of criteria would apply to potential community partnership proposals only.

A. Demonstrable expertise in project area
B. Clearly identified project boundaries (community/neighborhood name)
C. Existence of a consortium of stable community-based organizations (resident-controlled) and institutions
D. Interest in issues with broader implications — beyond a single geographic area — for community development policies and practices
E. Understanding of and agreement with the basic tenets of partnerships.
Faculty and Community Research Laboratory

The Egan Urban Center offers LA&S faculty and students access to a state-of-the-art social science teaching and research center, including training and research support. The EUC’s computer lab offers cutting edge technology that surpasses anything currently available at the University – or generally in the private sector. Located in EUC’s Lincoln Park Offices in Deitzgen 3100, the lab is readily accessible to faculty, students and community residents who need research services, and professional development and technical assistance. The following specs indicate the lab’s capacity and the rich resources available to our faculty, students and community partners:

1. Teaching and Research Lab Resources
   - 20 state-of-the-art workstations (Tiger Athlon 1 Ghz computers, 512 mb RAM, 40 Gb HD, CDRW, DVD, Cornea 15” flat screen monitors, 3 piece speaker systems, SMC EZNet Swith, iREZ USB video)
   - HP Netserver LC2000, Smart Netserver LH3000 with storage capacity of three18 Gig drives, expandable
   - SQLServer 2000 top of the line that allows for data warehousing, data mining
   - Microsoft’s latest development platform, a fully functioning .net environment
   - Contained LAN suitable for testing and customized environments
   - Tektronix 860 Hi Density Color Laser Printer
   - HP color scanner with OCR software and a 50-page document feeder
   - JVC 512 digital video camera with Adobe Premiere, Adobe GoLive,
   - Portable video projection unit
   - Windows 98, Office 2000 Premium (Office apps. + FrontPage, PhotoDraw, Publisher, Small Business Tools), Microsoft Project
   - DreamWeaver and MacroMedia Flash for comprehensive web development environment, PageMaker, Adobe PhotoShop
   - ARC GIS software/site licenses
   - References/training materials

2. Staff Resources – Faculty, students and community leaders will have on-site access to the following services:
   - EUC researchers and research assistants who are methodology experts and data specialists (qualitative and quantitative)
   - Technology and database management experts
   - Faculty and staff development specialists
   - Graduate students
The EUC Faculty and Community Research Lab will be rolled out in three phases. Phase I indicates current capacity and services available right now. Phases II and III are currently in process and are dependent upon the lessons learned in Phase I and the availability of resources. They will be implemented incrementally over a two-year period.

Phase I – Research Consultation, Training and Technical Assistance

1. Services and Technical Support – EUC technicians will provide a variety of direct services for faculty, students and community leaders in data management, migration and manipulation, including:
   - Data migration from Unix to PC
   - Data merge from Excel to SPSS, etc.
   - Hardcopy scanning and conversion to data formats
   - Data conversion to charts, graphs, maps, digital images
   - Layout, design, publish, bind research reports
   - Consultation and technical assistance

2. Training Workshops – EUC staff will also provide training in a variety of areas including, but not limited to:
   - SPSS
   - SAS
   - ArcView GIS
   - OCR Scanning
   - CITE database (.NET environment)
   - Logic modeling
   - Customized training

II. Phase II – Customized Research Design Services and Access to Database Resources

1. Customized Research Project Design – Egan Urban Center researchers will help faculty clarify study objectives and develop customized research projects and instruments, including:
   - Qualitative/quantitative research methods
   - Design samples
   - Data collection mode
   - Instrument identification/development
   - Pre- and post-testing instruments
   - Logic modeling

2. Faculty and Community Research Database – The EUC’s computer lab server will be a clearinghouse for local, national and international data for a broad range of topical areas and disciplines. The EUC research team will provide data migration services, including help converting faculty research into accessible formats. The database will be available online for external users. Data currently available and yet to be acquired includes:
   - U.S. census
   - Census disaggregate
   - Baseline Empowerment Zone data
   - Program evaluation reports (where permitted)
   - Black Church Study/faith-based
   - Database of databases – DPU faculty research by specialties
   - Community health/nursing homes
   - African American/Latino data
   - Housing
III. Phase III – Primary and Secondary Data Collection Services

1. Data Collection – Upon the request of faculty and community leaders, EUC researchers will design and conduct (or assist in) all phases of primary and secondary research projects, including but not limited to:
   - Needs assessment
   - Focus groups
   - Telephone surveys
   - Mail surveys
   - Web surveys
   - Interviews
   - Pre- and post-tests
   - Available data review

2. Statistical Analysis/Reports – The EUC will provide (or assist in) statistical analyses of existing and generated data ranging from simple tabulations to authoritative, in-depth narrative reports, including but not limited to:
   - Data interpretation and contextualization
   - Data analysis
   - GIS mapping
   - Charts/graphs
   - Tabulation, geocoding, tracking trends, etc.

IV. Preliminary Budget

- Staff – 4 FTE (2 researchers, 1 technologist, 1 support)  $ 203,000
- Staff – 3 PT (2 GA research, 1 GA technical) 35,000
- Benefits 61,548
- Equipment/Software 12,000
- Supplies 5,000
- Printing/Publications 6,000

Total 322,548

V. EUC Research and Technical Staff
Michael Bennett, Ph.D. – Executive Director – Dr. Bennett is an Assistant Professor in the Sociology Department at DePaul University. He conducts research and evaluations in urban policy as well as urban and rural community economic development, with an emphasis on low-income and minority communities. Dr. Bennett is principal investigator for the National Empowerment Zone Research Project (NEZARP) whose findings are disseminated via the EZ Exchange newsletter. He has a Bachelor’s degree from Kent State University, and Master’s and Doctorate degrees from The University of Chicago.

Kiljoong Kim, M.A. – Adjunct Professor and Research Specialist, LA&S – Mr. Kim teaches courses in statistics and provides LA&S faculty and students with training and assistance in quantitative research, statistical analysis, SPSS and ArcView GIS software. He also is a quantitative research analyst and consultant for Riverside Publishing Company. Before coming to DePaul he was a research statistician for Neilsen Media Research and was a market research analyst for the American Medical Association. Mr. Kim has an M.A. in Sociology from DePaul and a B.S. in Sociology from the University of Wisconsin, Madison.

John Koval, Ph.D. – 2001 Senior Faculty Scholar – Dr. Koval represented EUC in the partnership with Institute for Latino Studies on the recently completed “An Assessment of the Needs and Assets of the Latino Community in Berwyn-Cicero, Illinois.” He is working with Michael Bennett on several research initiatives and co-editing a book, The New Chicago, that examines changes in the city over the past four decades years that have resulted in a “New Chicago”. Dr. Koval is a professor and former chair in the Sociology Department at DePaul. He has a Bachelor of Arts from Seattle University, and an M.A. and Ph.D. from the University of Oregon, Eugene.

Edith Diaz, M.A. – Research Analyst – Ms. Diaz is editor and coordinator of the National Empowerment Zone Action Research Project newsletter, EZ Exchange. She is proficient in the SPSS and Nudist research applications and contributes methodological and other support to a variety of the Egan Center’s action research and evaluations processes. Her academic interests are centered on urban and cultural sociology, and conflict and gender theory. She has a Bachelor of Science degree from Grand Valley State University, Grand Rapids, Michigan, and a Master of Arts in Sociology from DePaul.

John Zeigler, M.S.W. – Research Associate – Mr. Zeigler develops interview protocol, meeting observations and is research interviewer on EUC evaluation projects. He has a special interest in partnerships, networks and collaborations, where he has vast experience. He has a Bachelor’s degree in Psychology from Roosevelt University and an M.S.W. from the Univerity of Illinios at Chicago. He also is a Certified Prevention Specialist.

Leslie Baker-Kimmons, Ph.D. – Project Manager – Dr. Baker-Kimmons is a former Assistant Professor in DePaul’s Sociology Department. Currently, she is a faculty member at Chicago State University. Her areas of expertise center on social inequality and urban sociology. She has a Bachelor of Arts in Afro-American Studies from the University of Maryland, College Park, an M.A. in Black Studies from Ohio State University, and a Ph.D. in Sociology from Howard University.
Nandhini Gulasingam, M.A. – Support Specialist and EUC Instructor – Ms. Gulasingam is a graduate of DePaul’s School of Computer Science, Telecommunications and Information Systems, with a major in e-commerce. She is proficient in web client server applications and databases, with expertise in the areas of software analysis, design, development and implementation. At the EUC, she is an Instructor and web developer, and currently manages, supports and teaches in our Faculty and Community Research Laboratory. She has an M.S. in E-Commerce Technology from DePaul and a B.Sc. in Math, Physics and Electronics from Bangalore University, India. She is pursuing continuing education in GIS, business management, accounting and social work.

Lolita Williams – Office Assistant – Ms. Williams attended Northern Illinois University under a Presidential Scholarship where she majored in mathematics and minored in Education. She produces brochures, formats research reports and conducts workshops on desktop publishing in the Faculty and Community Research Laboratory and manages the Lincoln Park office.