POCKET OF POVERTY ELIGIBILITY DETERMINATION

Introduction. The Pocket of Poverty Eligibility Determination Process involves two distinct processes: Phase I involves the application of citywide factors such as equal employment opportunities, substandard housing, capacity and whether comparable city services are being provided to the area to be designated a pocket of poverty. Phase II involves the application of specific factors only to the geographic area to be designated a pocket of poverty.

1. Phase I - Citywide Eligibility for Pocket of Poverty

 (a). Each time a request for citywide pocket of poverty eligibility determination is received by the Area Office from a jurisdiction previously not determined eligible for the Action Grant Program, the Date Request for Eligibility Received (C20) must be entered. This date normally is stamped on the documents by the mailroom. The Area Office must enter at the same time the Pocket of Poverty Indicator (C23), valued as "P".

 (b). Each time Phase I of the process is approved, three data values must be entered:
            (1)   The Disposition of Eligibility Determination (C21) must be entered as "B" (Found eligible for Pocket of Poverty);
            (2)   The Date of Disposition of Eligibility Determination (C22) must be entered as the date of the letter informing the jurisdiction of the eligibility approval;
            (3)   The Expiration Date of Eligibility Determination (C24) will be entered as November 30th of the current year if the eligibility approval was made prior to May 30th, (i.e., approval date is April 5, 1982, expiration date, therefore, is November 30, 1982) and November 30th of the following year if the eligibility approval was made after May 30th (i.e., approval date is July 2, 1982, the expiration date, therefore, is November 30, 1983).

 (c). Each time Phase I of the process is disapproved, two data values must be entered:
            (1)   The Disposition of Eligibility Determination (C21) will be entered as one of the following:
                    "C"   Found ineligible on EO-HOUSING
                    "D"   Found ineligible on EO-EMPLOYMENT
                    "E"   Found ineligible on LOW/MOD HOUSING.
            (2)   The Date of Disposition of Eligibility Determination (C22) must be entered as the date of the memorandum to

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                        Headquarters recommending disapproval of the
                        eligibility request.

(d). Each time Phase I of the process is halted because the request
is returned (incomplete) to or withdrawn by the requestor, two data
values must be entered:
            (1)   The Disposition of Eligibility Determination
                  (C21) must be entered as "R" for those requests
                  returned to the requestor and "W" for those
                  withdrawn by the requestor.
            (2)   The Date of Disposition of Eligibility Determination
                  (C22) must be entered as the date of the
                  letter to the jurisdiction confirming the action.

2.   Phase II - Geographic Area Eligibility for Pocket of Poverty

(a). Each time a Request for a Pocket of Poverty Eligibility
Determination for a specific geographic area is received by the
Area Office, the Area Office must assign an Application Grant
Number (C200) to the request and create a grant record on the Data
Base. The Fiscal Year of the Application Grant number must be
entered as 00. The Pocket of Poverty data elements (C370, C371,
and C372) will be entered into this grant level record.   The
Date Requested Eligibility Determination Received (C370) must
be entered. This date normally is stamped on the documents by the
mailroom.
(b). Each time Phase II of the process has been approved, two data
values must be entered:
            (1)   The Disposition Pocket of Poverty Eligibility
                  Determination (C371) must be entered as "B" (Found
                  eligible for pocket of poverty);
            (2)   The Date of Disposition Pocket of Poverty Eligibility
                  Determination (C372) must be entered as the date of the
                  letter to the jurisdiction informing them of the
                  eligibility approval.
(c). Each time Phase II of the process has been disapproved, two
data values must be entered:
            (1)   The Disposition Pocket of Poverty Eligibility
                  Determination (C371) must be entered as one of the
                  following:

                  "J"   Found ineligible POCKET/POPULATION
                  "K"   Found ineligible POCKET/POVERTY
                  "L"   Found ineligible POCKET/INCOME.

            (2)   The Date of Disposition Pocket of Poverty Eligibility
                  Determination (C372) must be entered as the date of the
                  memorandum to Headquarters recommending disapproval of
                  the request.

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(d). Each time Phase II of the process is halted because the request
is returned (incomplete) to or withdrawn by the requestor, two data
must be entered:

        (1)   The Disposition Pocket of Poverty Eligibility
            Determination (C371) must be entered as "R" for those
            requests returned to the requestor and "W" for those
            withdrawn.

        (2)   The Date of Disposition Pocket of Poverty Eligibility
            Determination (C372) must be entered as the date of the
            letter to the jurisdiction confirming the action.

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