

ALABAMA



THE ALABAMA DEPARTMENT OF ECONOMIC AND COMMUNITY AFFAIRS



building better alabama communities

Gulf of Mexico

2003-2004 ANNUAL REPORT

ADECA
www.adeca.alabama.gov

**401 Adams Avenue
P. O. Box 5690
Montgomery, AL 36103-5690
(334) 242-5100**



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Bob Riley
GOVERNOR



State of Alabama



Bob Riley
Governor

A Message from Governor Bob Riley

When I was sworn in as Governor in January of 2003, I promised to work for a new day in Alabama. My administration set out to construct a foundation that would last for generations and build a government that would be fair and accountable to the people it serves.

The Alabama Department of Economic and Community Affairs is playing a key role in the accomplishment of that mission. At a time in our state's history when it is essential that the State of Alabama get the maximum benefit from our limited resources, ADECA has provided vital funding from federal sources for many essential state and local programs.

The grants administered by ADECA in the 2004 fiscal year created new jobs, spurred economic development, supported community enhancement, and improved public safety. ADECA grants helped those looking for work or seeking more training and education to improve their wage-earning potential. All 67 counties benefited from the programs and services of ADECA and these programs helped build better lives for Alabamians and better communities in which to live.

When I appointed John Harrison as the Director of ADECA, I gave him the responsibility of creating a more efficient department and awarding grants based on priorities, not politics. Mr. Harrison and Assistant Director Bill Johnson have worked successfully with the professional staff during the past two years to accomplish that goal. Today, Alabamians can rest assured that awards are based upon merit and that ADECA is putting the maximum available resources to work on their behalf. This Annual Report illustrates some of what ADECA has accomplished this past year. As you read the report you will see that ADECA has been hard at work – not only helping Alabama communities, but also helping restore trust and accountability to state government.

Sincerely,

A handwritten signature in black ink, appearing to read "Bob Riley".

Bob Riley
Governor

ADECA is working to improve accountability...

Since January 2003, when Governor Riley gave me the opportunity to serve as Director of the Alabama Department of Economic and Community Affairs, I've discovered that this department is involved in a variety of programs that help hundreds of individuals, families and communities.

This 2003-2004 Annual Report illustrates these programs and their importance. It also reflects the work of ADECA's employees, and the people at the agencies that we work with, that make a difference in the lives of so many citizens and the growth of neighborhoods, cities and counties across the state.

Our staff works tirelessly to administer programs that provide resources to meet important economic and community development needs. We also reach out to families and individuals who need a helping hand. We have programs that assist children, senior citizens, the poor and persons with disabilities. We work closely with non-profit groups and local governments to ensure that every available dollar gets to those who need it most.

ADECA has dedicated workers, financial and technical experts and program managers that help us deliver valuable services as efficiently as possible. Our employees work with statewide partners – in public and private sectors – to improve education, provide job training and assist companies to become more competitive and more valuable as a source of better jobs. We assist businesses, high-tech industry, schools, colleges, non-profit agencies and local governments to cultivate programs that train, educate and employ Alabamians.



Bill Johnson
Assistant Director

We have employees dedicated to improving community development. Our staff works closely with cities and counties on projects that will improve the quality of life for residents. We administer grants that help neighborhoods replace or upgrade water or sewer systems, improve roads and rehabilitate houses.

We have divisions that work to make homes, schools and streets safer by assisting law enforcement agencies, supporting victims of crime, and promoting public safety. Our divisions also promote and support services that protect the environment, preserve the beauty of our state, safeguard our natural resources, educate the public on ways to save money through energy conservation and help develop our recreational areas.

I'm proud to be a part of the ADECA team. I'm honored to work with an organization that is doing so much for the people of Alabama plus I'm pleased to work with a truly diverse and multi-talented staff. At ADECA we are committed to providing the best possible services we can to all the taxpayers of this great state.



John D. Harrison
Director

Sincerely,

A handwritten signature in black ink that reads "John D. Harrison".

John D. Harrison

ABA Legislative Oversight Commission 2003-2004

Senate

House



Senator
Hank Sanders



Senator
Phil Poole



Representative
John Knight



Representative
Jack Page



Senator
Bobby Denton



Chairperson
Representative
Neal Morrison



Senator
Hinton Mitchem



Senator
Zeb Little



Representative
Thad McClammy



Representative
Tommy Carter

The Legislative Oversight Commission was a part of the 1983 Act which created the Alabama Department of Economic and Community Affairs—Act 83-194. The commission is composed of the Chairman and Deputy Chairman of the Senate Committee on Finance and Taxation, three members of the Senate appointed by the Lieutenant Governor, the Chairman and Vice Chairman of the House Ways and Means Committee and three members of the House of Representatives appointed by the Speaker of the House.

Alabama ADECA's Year in Review

Getting services to those who need it most

An arm of the Governor's Office, the Alabama Department of Economic and Community Affairs administers programs that provide vital resources to meet economic and community development needs throughout Alabama. During the past fiscal year, ADECA administered federal programs that helped communities, governments, institutions and citizens to initiate or continue hundreds of worthwhile projects.

ADECA's Director and Assistant Director are appointed by the Governor, and oversee the operation of the department. ADECA's division directors and program managers for the Appalachian Regional Commission, Delta Regional Authority, Renewal Communities, and Recreation Programs along with section heads for legal, fiscal services and information services, report to the director.

ADECA's employees, working with other state agencies, the Governor's office, the state legislature, private businesses, educational institutions and non-profit organizations, provide resources and expertise for projects that make Alabama a better place to live and work.

Although millions of federal dollars are entrusted to the department, there are always worthy projects we are unable to fund, so the ADECA staff works hard to ensure that Alabama citizens get the maximum benefit possible for the limited dollars available. Grant applications are carefully reviewed to determine that all grant requirements are met and once an award is made, ADECA monitors the grant to ensure funds are spent as they were intended.

In the 2004 fiscal year, ADECA disbursed more than \$184 million for programs and services to improve education, make communities, schools and streets safer, improve services for the poor and elderly, promote economic

development, enhance recreational opportunities and improve the quality of life throughout Alabama.

Four federal agencies supplied the bulk of the grant funds administered by ADECA. The U.S. Department of Labor was the largest single source of revenue and the resources it provided were managed by the Office of Workforce Development. The next largest source was the U.S. Department of Housing and Urban Development from which funding for Community Development Block Grants is received. Block grants from the U.S. Department of Health and Human Services provided another major source of funding for programs that were administered by ADECA's Community Services Division. The Law Enforcement and Traffic Safety Division managed numerous programs funded through the U. S. Department of Justice. Additional resources were provided by the U.S. Departments of Transportation, Energy, Education, Interior, the Appalachian Regional Commission, and the General Services Administration.

In the 2004 fiscal year, ADECA's programs helped children, the elderly, the poor, the disadvantaged and persons with disabilities all across the state. The department also assisted small businesses, high-tech industry, schools, colleges, non-profit agencies and local governments to cultivate programs that trained, educated and employed Alabamians.

ADECA programs enhanced the quality of life for many Alabamians by upgrading roads, water and sewer systems. Homes, schools and streets were made safer through grants that assisted law enforcement agencies, supported victims of crime, promoted safety and helped juveniles avoid a life of crime.

ADECA promoted and supported services that protect the environment through recycling



Director's Office Staff

and energy conservation. The department administered grants to preserve the beauty of Alabama, develop its recreational and scenic areas and ensure that water and other natural resources will be available to future generations.

A number of Community Development Block Grants were awarded for economic development projects to assist communities with infrastructure improvements necessary to support new and expanding industry.

ADECA, in association with the Office of Workforce Development, administered a number of programs to help people find work, improve their job status or increase their wages. As part of the federal Workforce Investment Act, ADECA's staff worked with various state and local organizations to provide services for job seekers, dislocated workers, veterans and new entrants to the workforce. The department worked closely with the Alabama Career Center system that offers services to individuals and employers including job information, unemployment compensation and vocational training.

Funding administered by ADECA strengthened educational programs, recycling, adult literacy, job training and anti-drug campaigns.

Juvenile Justice Challenge Grants provided funding for after-school programs that focus on recreational and academic activities designed to enhance children's educational development, build self-esteem and encourage them to stay in school.

Support for the state's senior citizens has been a core component of ADECA's effort to enhance the quality of life and build better communities for Alabamians. Energy conservation programs funded improvements to senior centers including the installation of energy-efficient lighting fixtures, double-pane windows,

weather stripping and insulation that help the centers save on energy bills. The savings are available to be spent on other worthwhile projects for the elderly. The Low Income Home Energy Assistance Program, LIHEAP, provided the elderly and other low-income households with assistance on their energy bills in time of extreme weather conditions.

The 2003-2004 Annual Report highlights these programs and many more that ADECA administered in the past fiscal year. The report also reviews the work of the department's support divisions and sections. ADECA's legal, financial and audit staff review grants, contracts and disbursements and work with grant recipients to make sure that funds are spent according to federal and state guidelines, and to ensure that money and services are getting to the people and communities that need it the most. In fact, almost one-third of ADECA's workforce is dedicated to making sure that funds are used correctly, and ensuring that taxpayers are getting their money's worth. The goal of every ADECA employee is improving the quality of life and helping to build better Alabama communities.

ABA Community Development Block Grants

For more than 22 years, ADECA's Community Development Block Grant program has invested \$30 million or more annually in infrastructure projects in small communities and rural counties in Alabama to bring safe drinking water to people, prevent flooding, encourage new job growth, or replace malfunctioning septic tanks. In addition, the program has assisted communities with housing and infrastructure needs that they were unable to address with local financial resources. While CDBG projects are an indirect benefit to the entire community, they are specifically targeted to assist low and moderate-income households.



Shabbir Olia, Program Manager

Competitive Grants

In the 2004 fiscal year, more than 40 grants were competitively awarded for construction projects. These projects included extension of water and sewer service to un-served areas; rehabilitation of deteriorating water and sewer lines; construction and installation of tanks, pump stations and treatment plants; rehabilitation of homes occupied by low and moderate income families; street, road and drainage improvements; community and senior centers; recreational facilities; and infrastructure improvements for new or expanding industry.

Competitive projects were rated on the basis of a scoring system that captures a project's impact on health and safety, the number of persons who would be served by the project, cost-effectiveness of the activity, and the amount of local matching funds pledged. Projects were

ranked within each group and those with the highest scores were awarded grants.

More than half of all CDBG allocations in the 2004 fiscal year were distributed to cities and counties through this competitive process. The grants were categorized on the basis of whether a community is small (under 3,000 population), large (communities of 3,000 or more population that is not an entitlement city) or within an unincorporated area in the

county (except Jefferson and Mobile counties, which are entitlement areas and may apply directly to the U.S. Department of Housing and Urban Development for CDBG funds).

In the 2004 fiscal year, 36 small cities, 27 large cities and 18 counties requested a total of \$32 million for projects that included water, sewer, road and drainage improvements, housing rehabilitation for low income households and downtown revitalization. ADECA was able to fund 16 small cities, 13 large cities and 14 county projects for a total of more than \$17.1 million.

Economic Development

CDBG's Economic Development fund has proven to be a valuable and reliable tool for helping attract new jobs by assisting new or expanding companies with infrastructure improvements. This fund is available to all eligible communities for projects supporting the creation of jobs. The fund is available on a continuous basis throughout the year to take advantage of the opportunities whenever they arise.



CDBG funds will help Maples Industries expand and create new jobs in northeast Alabama.

Grant Helps Create Jobs in Jackson County

With the sixth highest unemployment rate in Alabama, the creation of new jobs in Jackson County is a high priority. Local officials were understandably pleased last year when the county's largest employer, Maples Industries, Inc., of Scottsboro proposed a \$6 million expansion that would result in 75 new jobs.

Occupying approximately half a million square feet at three different facilities in Scottsboro, the privately held local company already had more than 2,000 employees with an annual payroll of about \$46 million. Incorporated in 1966, Maples has grown at an annual rate of more than 17 percent over the last ten years and now produces 550,000 units of rugs and bath sets weekly.

The company's proposed expansion would add new dryers, extractors and dye equipment that would significantly increase the wastewater discharge. Unfortunately the city's outdated and overburdened 8-inch sewer lines could not accommodate this additional discharge.

To help resolve the problem and secure the new jobs, ADECA awarded Scottsboro a \$250,000 Community Development Block Grant. The CDBG funds will permit the city to construct a new 12-inch line and a new pump station. This increase in sewage capacity should accommodate future growth at Maples for many years to come.

Economic development grants like this create an economic benefit for the community that greatly multiplies the value of the dollars awarded.

In the 2004 fiscal year, four grants were approved for a total of more than \$1.3 million. A \$750,000 grant to the Montgomery County Commission helped the county with a water project that combined local as well as funds from the Economic Development Agency to support the location of Mobis Alabama, LLC, a tier one supplier to Hyundai Motors. When completed, the project will make it possible for Mobis to locate a new facility in Montgomery and create 900 new jobs. Industrial expansion projects in Scottsboro, Rainsville and Albertville received a total of \$600,000 and the three projects will result in the creation of 150 jobs.

Community Enhancement

Community Enhancement grants allow communities to improve the quality of life for their residents in a manner that goes beyond the basic needs such as water and sewer improvements addressed by competitive grants. Last year these projects included senior centers, boys and girls clubs, recreation facilities, and street improvements.

In the 2004 fiscal year, ADECA awarded \$5.2 million in Community Enhancement grants to 24 cities and counties, the largest number of which were for senior centers. A \$250,000 grant with an equal local match will enable Alexander City to construct a multipurpose senior activity center to conduct fellowship, arts and crafts, exercise classes, luncheons, dinners, dances, games and meetings for the elderly. Likewise, a \$200,000 grant to the Town of Excel in Monroe County will facilitate the replacement of an existing rented facility with a new 2,400 square foot building to be constructed on Main Street in downtown Excel.

Three small towns – Akron, Leesburg, and Napier Field – were awarded grants to improve streets that are severely deteriorated and unsafe, and Barbour and Bullock counties were awarded funds for fire protection and an emergency warning system, respectively.

The 2004 fiscal year also included two unconventional projects. A grant of \$250,000



Community Development Block Grants Section Staff

was awarded to the City of Eufaula for a homeownership program and a \$250,000 grant was approved for Marshall County for an inpatient hospice facility.

Special Projects

A portion of CDBG funds was set aside for projects designed to address emergency needs where local resources are not available.

In the 2004 fiscal year, over \$2.6 million in grants were issued to ten cities and counties to address critical needs. Grants were issued to provide safe drinking water for residents, and to bring new sewer service or repair existing sewers to correct unsanitary conditions and eliminate health risks.

Monroe County was awarded \$250,000 to construct a rural health clinic in Packers Bend, an isolated community that is cut-off from the rest of the county by the Alabama River. Grove Hill Hospital will operate, maintain and staff the clinic.

Planning Grants

Planning grants were awarded to assist communities engaged in redevelopment efforts or to plan for future growth. Typical planning programs included comprehensive plans, downtown redevelopment studies and other strategies and studies important to sound and effective community growth and development.

During the 2004 fiscal year, eight planning grants totaling \$170,400 were awarded. A \$20,800 grant will enable the City of Arab to study the impacts of a planned bypass on the future of downtown and surrounding neighborhoods and help the city formulate strategies to provide solutions to downtown problems. Meanwhile, a trio of grants to Lowndes, Sumter and Wilcox counties will enable each county commission to develop a hazard mitigation plan required by the federal Disaster Mitigation Act of 2000.

The Community Services Division administered more than 100 grants in the 2004 fiscal year to provide emergency shelter, food and nutrition, and home energy assistance for Alabama's poorest residents. CSD worked with a network of non-profit organizations statewide to better serve individuals and families who need assistance with elements of everyday life. Beyond emergency assistance, these programs emphasize efficiency, self-help and self-sufficiency.



Jim Littleton, Division Director

advocating for the needs of the poor in their communities. The agencies provide services such as food and nutrition programs, literacy and adult basic education, counseling, and energy assistance.

In the 2004 fiscal year, CSD provided community action agencies with more than \$11 million in federal funds secured from the U.S. Department of Health and Human Services. The funding was essential to the ability of these agencies to carry

out programs of direct benefit to Alabama's poor and elderly as well as persons with disabilities.

Community Service Block Grants

Community Service Block Grants supported numerous activities and services designed to assist low-income people attain the skills, knowledge and motivation necessary to become self-sufficient. The program also gave low-income families immediate assistance with daily necessities including food, shelter and medicine. CSD administered the CSBG program in accordance with federal guidelines and initiated a broader range of technical assistance for grant recipients in the 2004 fiscal year, including increased site visits to monitor services and ensure full accountability.

Community Action Agencies

CSD continued to work closely with the state's 22 Community Action Agencies to successfully implement many of its community service programs. These non-profit organizations cover all 67 counties and serve the primary purpose of providing essential anti-poverty programs and

Emergency Shelter Grants

In the 2004 fiscal year, more than \$1.3 million in Emergency Shelter Grants were awarded to assist Alabama's low-income residents. Funds from the ESG program were used to upgrade and operate homeless shelters and domestic-abuse refuges in Alabama. Program dollars also were used to provide essential services for the poor and homeless prevention services. Services provided included the renovation of buildings for shelters; assistance to persons in immediate risk of losing their housing due to eviction, foreclosure or utility problems; providing the homeless with drug abuse counseling and prevention, child care, education, and transportation; and helping low-income individuals with job training and aid in acquiring other federal, state and local assistance.

Community Food and Nutrition

CSD has partnerships with several agencies to ensure that needy Alabamians not only receive

adequate nutrition, but that they also learn to make healthy dietary choices. During the 2004 fiscal year, \$75,000 in state funds were provided



Hassie Yates and her husband received an air-conditioning unit and other energy-savings products through the REACH program.

REACHing Out to Alabama's Poor

Hassie and Earnest Yates of Morgan County have first-hand knowledge of how Community Service programs administered through ADECA give Alabamians a helping hand. Last year, the Yates' received assistance through the Alabama Residential Energy Assistance Challenge program.

REACH was designed to help low-income households reduce their energy consumption and give poor families and individuals a way to achieve long-term cost savings. Recipients for the program must be over 55, disabled, have a high energy burden, or live in a home that needs weatherization.

Hassie takes care of her husband, Earnest, who is blind and also must go in for kidney dialysis two or three times a week. The elderly couple's normal routine does not allow Mrs. Yates to stay away from him for long periods of time.

The Yates's received energy education through the REACH program along with a few items that improved their comfort and helped them save money. The program provided a window air conditioner, energy-efficient light bulbs, and water-saving shower heads.

"We thank Community Action of North Alabama's REACH program for helping us to save money because everything is so expensive that we don't have enough money to buy all of our medication," Hassie said. "This program allows for us to save money to put towards our medications."

for this program in an effort to help low-income families and individuals, particularly children and the elderly, receive adequate nutritional care.

Under the program, arrangements were made with local private and public agencies to help low-income families obtain proper nutrition. Those agencies also were charged with the responsibility of promoting awareness of the program. Recipients in the program were taught healthy eating habits and, in some instances, low-income residents who own or have access to property were instructed how to grow and store their own food.

Weatherization and Energy Assistance Programs

Through several of its federally-funded programs, CSD gave a helping hand to many Alabamians that enabled them to stay warm in the winter and cool in the summer.

The Low Income Home Energy Assistance Program helped the state's low-income residents by paying a portion of their utility bills. During the fiscal year 2004, the program awarded \$14.2 million – with funds supplied by the U.S. Department of Health and Human Services – that assisted more than 90,000 Alabama households. Emergency appropriations were made during times of extreme weather conditions.

The Weatherization Assistance Program assisted low-income residents in protecting their homes against the elements in order to reduce energy bills. Projects included installing insulation, repairing or replacing windows, sealing air leaks and patching roofs. Priority for weatherization projects was given to residences with children or where the head of the household is disabled or elderly. In the 2004 fiscal year, \$3.1 million was awarded to aid more than 1,000 households. Of those funds, the U.S. Department of Energy provided \$2.5 million and the remaining \$600,000 was supplied by the U.S. Department of Health and Human Services through the LIHEAP program.



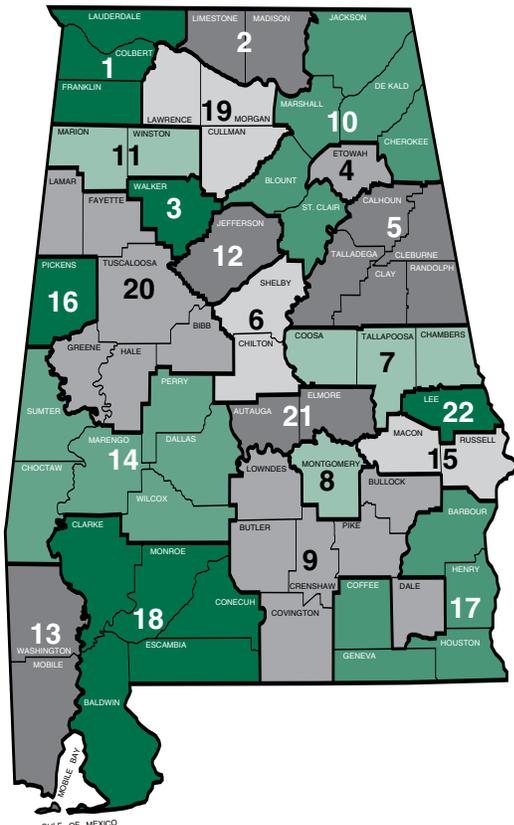
Community Services Division Staff

The Residential Energy Assistance Challenge Option Program is also designed to lower the cost of monthly utility bills and served to supplement the weatherization program. The REACH Program helped low-income families purchase major appliances with high energy-

efficient ratings. The University of Alabama in Huntsville will measure the program's success over a three-year period and present its findings.

Services related to CSD's weather protection programs were delivered to 67 Alabama counties through local community action agencies.

Alabama Community Action Agency Areas



1. Community Action Agency of Northwest Alabama Inc.
2. Community Action Partnership of Huntsville, Madison and Limestone Counties, Inc.
3. Walker County Community Action Agency, Inc.
4. Etowah County Community Services Program, Inc.
5. Community Action Agency of Talladega, Clay, Randolph, Calhoun, and Cleburne Counties, Inc.
6. Eleventh Area of Alabama Opportunity Action Committee, Inc.
7. Chambers-Tallapoosa-Coosa Community Action Committee, Inc.
8. Montgomery Community Action Committee, Inc.
9. Organized Community Action Program, Inc.
10. Community Action Agency of Northeast Alabama, Inc.
11. Marion-Winston Counties Community Action Committee, Inc.
12. Jefferson County Committee For Economic Opportunity
13. Mobile Community Action, Inc.
14. Dallas-Selma Community Action Agency, and Community Development Corp., Inc.
15. Macon-Russell Community Action Agency, Inc.
16. Pickens Community Action Committee, Inc.
17. Human Resource Development Corporation
18. Community Action Agency of Baldwin, Escambia, Clarke, Monroe and Conecuh Counties, Inc.
19. Community Action Partnership of North Alabama, Inc.
20. Community Service Programs of West Alabama, Inc.
21. Elmore-Autauga Community Action Committee
22. Alabama Council On Human Relations, Inc.

ALABAMA Law Enforcement and Traffic Safety

The primary goal of the Law Enforcement and Traffic Safety division is to keep Alabama homes, communities, schools and highways safe. In the 2004 fiscal year, LETS administered more than \$33 million dollars statewide to fund programs in law enforcement, corrections, substance abuse prevention, juvenile justice, victims' services, and highway safety. The program management staff evaluated all proposals and programs to ensure compliance with state and federal requirements, and 373 grants were awarded to state agencies, local governments and eligible non-profit organizations.

LETS staff members offered training opportunities to grant recipients conducting 20 training sessions during the 2004 fiscal year. The workshops covered application procedures, program and fiscal reporting requirements, and audit regulations, and provided other skills and information vital to skilled grants management. During the year, program integrity staff members made regular site visits to provide technical assistance to grant recipients and to further ensure that funds were being spent appropriately and for the purposes for which they were intended.

A major achievement in the past year for LETS was the implementation of the state's Unified Prevention System through the State Incentive Grant. The goal of UPS is to improve substance abuse prevention across the state by coordinating all prevention agencies so as to provide comprehensive prevention services. The 23 members of the UPS committee have begun developing an application and award process for the \$3 million in State Incentive Grant funds.



Bobby Pruitt, Acting Division Director

Traffic safety initiatives funded through LETS led Alabama to reach an important milestone by increasing safety belt use in 2004 to the highest level ever recorded in the state. The highly successful 2004 Click-It-or-Ticket campaign helped increase the safety belt rate to 80 percent, a 3 percent increase over levels recorded in 2003 and putting Alabama above the national average of 79 percent.

As Alabama residents become more diverse and the needs of our communities evolve, LETS strives to remain responsive. To respond to the needs of the emergent Hispanic population, Spanish language training was offered to local law enforcement officers through the Community Traffic Safety Program offices and special outreach and interpreter services was offered to victims of domestic violence through the Violence Against Women Act.

The application review process for LETS grant funding has been expedited and ongoing improvement of the process has continued. In the 2004 fiscal year, LETS began work on updating and revising the *Subgrantee Administrative Manual*, the LETS guidebook of managerial regulations and requirements for subgrantees.

Highway Traffic Safety

In addition to helping set records for safety belt use, LETS also worked to increase the proper use of child safety restraints. During the 2004 fiscal year, LETS provided \$603,400 in federal funds to conduct child safety seat installation certification training, hold more than

Alabama's Child Advocacy Centers Help Victims

Children who suffer sexual or severe physical abuse have special needs and deserve special care. From initial child abuse reports and throughout the court process, Alabama's child advocacy centers provide quality services for abuse victims. Funding from the Victims of Crime Act, administered by LETS, has provided support to 23 child advocacy centers in Alabama.

These centers coordinate the efforts of law enforcement and prosecution officials as well as medical and social services professionals, to address the needs of abused children. Their organized response reduces trauma for the child, ensures a comprehensive response to individual needs, and assists in successful prosecution of the perpetrator.

Southeast Alabama Child Advocacy Center

Since 1994, the Southeast Alabama Child Advocacy Center in Dothan has helped abused children residing in Henry and Houston counties with crisis intervention, forensic assessments, counseling and court support at no cost to them. The center also provides limited services to victims residing in Barbour, Coffee, Covington, Dale, Geneva, and Pike counties since there no other centers in the area.

The Dothan facility has served more than 3,200 child victims of abuse and their non-offending family members. What began as a small group of people who were willing to take a stand to help children has become a large group who are working together to strengthen the partnerships which were formed years ago. Recently the center honored the initial Board of Directors at the 10th Annual Celebration and Volunteer Appreciation Luncheon. Those present celebrated the dreams from yesterday, as they looked forward with hopes for a brighter tomorrow for all children.



Since 1994, the Southeast Alabama Child Advocacy Center in Dothan has helped abused children.

50 safety seat clinics and classes, and check more than 270 car seats for proper installation.

As part of the State and Community Highway Safety Plan Grant program, Governor Riley awarded more than \$2.8 million to operate Alabama's nine regional Community Traffic Safety Programs and other activities aimed at reducing the number of vehicle crashes, injuries and deaths. Specific activities for the 2004 fiscal year included technical assistance, training and equipment for law enforcement officers to help them detect individuals driving under the influence of alcohol or other drugs, student education, emergency medical technician training, data collection, school bus safety and public service announcements.

The Highway Safety Data Improvement Incentive Grant was administered by LETS to improve the state's collection of data concerning traffic citations, driver histories, crashes, injuries and fatalities, emergency medical services and criminal histories. A \$427,607 grant to the Administrative Office of Courts supported the development of a computerized system to integrate and display electronic citation and crash records that will allow safety officials to conduct accurate, efficient, and timely data analysis.

Family Violence Prevention and Services

The primary objectives of the Family Violence Prevention and Services Act are to assist efforts to prevent family violence and to provide immediate shelter and assistance for victims and their children. During the 2004 fiscal year, 14 grants totaling almost \$1.5 million were awarded to agencies, organizations and associations dedicated to provide safe shelter and related services to victims as well as to the prevention of family violence.

Victim Services Programs

Domestic violence, sexual assault and child abuse are serious crimes that affect not only the victim, but also the victim's family. Individuals and



Law Enforcement and Traffic Safety Division Staff

families affected by such trauma need professional assistance and special services to cope with the suffering of abuse and to rebuild their lives. In the 2004 fiscal year, LETS provided grants exceeding \$10.5 million to support programs that offer shelter and assistance for victims and their children.

The Victims of Crime Act of 1984 established a fund to help provide assistance to crime victims. In the 2004 fiscal year, LETS supported the work of children advocacy centers, domestic violence shelters and rape crisis facilities by providing 55 grants totaling approximately \$6 million. In addition to a safe shelter and counseling, these vital programs help victims by filing for temporary restraining orders, explaining court procedures, accompanying victims to court, and arranging for child care and transportation.

LETS administered more than \$2 million in the 2004 fiscal year under the Violence Against Women Act of 1994 to help combat violent crime by developing and strengthening effective law enforcement and prosecution strategies. Funds were awarded to 42 subgrantees to train law enforcement officers and prosecutors to identify

and respond to violent crimes and to develop and support victim services programs. A portion of the funds also went to develop data collection and communications systems that link police, prosecutors and courts and track arrests, protection orders and convictions of offenders. Additionally, LETS administered \$773,467 under the Grants to Encourage Arrest Policies and \$882,893 under the Rural Domestic Violence and Child Victimization Enforcement discretionary programs from the U. S. Department of Justice.

Juvenile Justice

LETS works with police officers, sheriffs, district attorneys, probation officers and counselors to give juveniles the assistance they need to turn their lives around. In the 2004 fiscal year, Governor Riley awarded 20 grants, almost \$3 million total, for programs that hold juveniles responsible for their actions. These grants to local governments and state agencies were funded under the Juvenile Accountability Incentive Block Grant program.

To maintain and strengthen families and to

provide alternatives to locking away juvenile offenders with incarcerated adults, LETS provided 14 grants totaling \$1,053,850 for community-based alternative treatments. These 2004 fiscal year awards were made from funds allocated to the state through the Juvenile Justice and Delinquency Prevention Formula and Challenge Grants. Protecting Alabama's children, improving their lives and saving taxpayers money were benefits of the Juvenile Justice Title V Grant program, also administered by LETS. This program is based upon the premise that it is more cost-effective to prevent juvenile delinquency than it is to rehabilitate offenders. Communities used the funds to form coalitions that identify risk factors that lead to juvenile delinquency and develop and implement local strategies and services to steer at-risk children and their families away from activities that lead to juvenile crime.

State Corrections

Placing violent offenders behind bars and making communities safer is the goal of the Violent Offender Incarceration and Truth-in-Sentencing Incentive grants. Using this program, Governor Riley helped cities and counties construct or expand jails and helped the Alabama Department of Corrections expand existing facilities to handle additional inmates convicted of violent crimes.

Residential Substance Abuse Treatment for State Prisoners is a program that supports effective long-term treatment and rehabilitation of inmates. Individual and group substance abuse treatment was funded for offenders in state and local correctional facilities during the 2004 fiscal year, with more than \$1 million in grants to the State Department of Corrections for programs in nine correctional facilities. This treatment is essential for the rehabilitation of inmates who battle alcohol or drug addiction and is an important step in helping inmates choose to avoid future criminal behavior once they are released from prison.

Law Enforcement Programs

Edward Byrne Memorial grants support projects designed to improve the criminal justice system. Through \$8 million in Byrne funding, LETS administered 50 grants and provided funding to develop and maintain 32 multi-unit drug task forces. Bringing together various law enforcement agencies within their jurisdictions, these units reduced illegal drug activity and violent crime, apprehended manufacturers and distributors of illegal substances and seized property, weapons and vehicles of persons involved with unlawful drug activity.

Another program that helped to make our streets, schools and homes safer was the Local Law Enforcement Block Grant. In the 2004 fiscal year, 45 grants worth \$628,625 were awarded for procuring equipment, technology and other materials and for expenses directly related to basic law enforcement functions.

Safe and Drug-Free Schools and Communities

Ensuring that children have a safe environment in which to learn, develop and become productive citizens was a top priority for LETS. In the 2004 fiscal year, LETS relied upon \$1.3 million from the Safe and Drug-Free Schools and Communities program to fund 96 grants to school systems, local governments and non-profit organizations supporting programs to reduce substance abuse, prevent violence and protect Alabama's children.

Unified Prevention System

In the 2004 fiscal year, LETS was able to secure \$3 million in substance abuse prevention funds. Detailed plans are being developed for a statewide substance abuse prevention program. Programming for these funds will be developed under the leadership of the Unified Prevention System to ensure the comprehensive delivery of substance abuse prevention services.

Governor Bob Riley created the Office of Workforce Development in December 2003 to enhance the coordination required to get major projects accomplished and to improve the efficiency in administering workforce programs and services. The executive order which created the OWD also created a planning council to ensure that coordination among the state's workforce-related agencies was expanded and duplication of services was extinguished.



Tim Alford, Director

In the 2004 fiscal year, the newly named Office of Workforce Development continued working to provide employment opportunities for Alabamians. OWD focused on jobs, education, career development and job-training programs to encourage economic development, increase employment, and prepare workers for stable and high-paying jobs. More than \$70 million in contracts and services were administered during the fiscal year and approximately 36,000 participants were provided workforce services.

Workforce Investment Act

The U.S. Congress passed the Workforce Investment Act in 1998 to create a customer-focused approach to investing in workforce activities. Under the act, the OWD worked with the Alabama Workforce Investment Board and local workforce boards to integrate employment, training and career development programs.

The Governor appointed the state board members to help oversee the workforce investment system, including Alabama's Career Center System, a network of one-stop centers that provide employment assistance, adult education, job training and services for youth and dislocated workers. The state and local boards worked together to promote workforce develop-

ment partnerships with local governments, schools, community colleges, businesses, chambers of commerce, family service centers and non-profit organizations.

Through WIA programs that were designed for youth, adults and dislocated workers, OWD disbursed more than \$52 million in the 2004 fiscal year to provide workforce development services to thousands of Alabamians.

Alabama's Career Center System

The system comprises 24 comprehensive Career Centers and 29 satellite Career Centers strategically located throughout the state. Representatives from the Department of Industrial Relations, the Department of Rehabilitation Services and the Department of Postsecondary Education worked in these centers with ADECA's local WIA contractor.

The centers consolidated the delivery of workforce services at the local level for customer convenience including job development, occupational training, education, vocational rehabilitation, veterans' services and unemployment insurance information.

Staff at the Career Centers helped employers



Some of the Office of Workforce Development Staff



Fred Spruill III was hired at Plastech in McCalla upon completion of the FIT program.

Focused Industry Training Helps Alabama Workers

In the 2004 fiscal year, Governor Bob Riley announced a new initiative to help train adults for existing jobs that become vacant when workers leave those jobs for employment in Alabama's growing automotive industry.

The new Focused Industry Training program has provided training and job placement services at 34 sites across the state, concentrated in areas near the state's automotive manufacturing plants.

"We are seeing a gap in the number of skilled workers available for existing industries when their employees leave for jobs in the auto industry," Gov. Riley said at a news conference on April 14, 2004 in Tuscaloosa. "This new effort will increase the pool of skilled workers who can take these newly vacant jobs, boost their careers and sustain Alabama's economic growth."

The job training is conducted by personnel from 13 of Alabama's two-year community and technical colleges.

One worker who participated in the program, Fred Spruill III, said its benefits have helped him in many different ways. Spruill received training at Shelton State Community College in Tuscaloosa and then landed a job at Plastech in nearby McCalla.

"I feel that completing the FIT program and receiving that certificate gave me confidence to be able to walk in the door here and prove to these people that I could do what they expected, and even more," Spruill said. "I feel like it does more than just give me minimum qualifications. Three years of experience is one thing, but education and knowledge is another."

The FIT sites are concentrated in the Northeast Corridor around Lincoln, home of the Honda plant; in West Alabama around the Mercedes-Benz plant; and along the Interstate 65 corridor north and south of Montgomery, home to Hyundai's soon-to-be completed manufacturing plant.

locate job applicants with specific skills – and in many cases – training was arranged for those who lacked specific job skills through the WIA Title I program.

OWD sponsored a career development seminar for Career Center personnel. In the past five years, more than 140 staff members have completed the training. It has given employees a chance to work with diverse populations, use labor market information, prepare training materials, and to learn the essentials of customer service and effective job-search and placement strategies.

Incumbent Worker Training

OWD helped workers upgrade and acquire new skills that enabled many employers to compete more effectively on a global basis, remain open for business, and avoid layoffs in a constantly changing marketplace. OWD disbursed more than \$1.7 million through the Incumbent Worker Training program during the 2004 fiscal year, which provided training for more than 2,500 workers at 44 companies.

International competition has forced manufacturing to be more efficient and to use the latest technology and the latest management techniques. OWD helped reduce the strain on businesses by helping to keep the skills of Alabama's workers up-to-date.

Rapid Response Team

The Office of Workforce Development provided on-site assistance to workers when plants announced layoffs or closings. Once OWD received notice of a plant closing or substantial layoffs, the Rapid Response Team swiftly reacted to meet with employers and employees at plant sites affected by job losses. At these meetings, workers received information about unemployment compensation, pension benefits, job training, employment services, health insurance, credit counseling, and many other services.

Focused Industry Training

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The rest of the Office of Workforce Development Staff

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The FIT program was created through a partnership between OWD, the Alabama College System, and the Alabama Industrial Development Training Institute. (See related article on page 14.)

Welfare-to-Work

The Welfare-to-Work program, which was designed to move welfare recipients with significant employment barriers into jobs, offered

recipients a brighter future in 2004. Alabama's Career Center System helped equip Alabamians with poor educational achievement, few work skills and little work experience, with the resources needed to find and keep a job. OWD administered more than \$3.6 million through the Welfare-to-Work program in the 2004 fiscal year.

Alabama Career Information Network

The Alabama Career Information Network helped young people with career decisions in the 2004 fiscal year and maintained a Web site that gave students information about career opportunities and choices. In addition, special career education videos were supplied to elementary schools as part of the program.

Job listings through county employment offices, the State Personnel Department, the Department of Rehabilitation Services and the Department of Postsecondary Education were made available through the workforce section of the ADECA Web site at www.adeca.alabama.gov.

Appalachian Regional Commission

For more than three decades, programs of the Appalachian Regional Commission have helped improve the lives of Alabamians living in the 37 counties (see map) designated by federal statute as part of the Appalachian region.

Created by the U.S. Congress in 1965, ARC is a unique partnership of federal, state and local governments working together to promote economic growth and improve the quality of life for Appalachian residents. Its mission is to bring 13 Appalachian states into the mainstream of the American economy by providing residents with the skills and knowledge necessary to compete in today's world. The region spans more than 200,000 square miles and is home to more than 23 million people, many of them in rural communities.

Programs funded through the ARC have benefited communities in numerous ways. They have provided the physical infrastructure necessary for self-sustaining economic development and have assisted and encouraged people and organizations of Appalachia to work together for sustained progress and improvement of their communities with a vision for the future. ARC financial and technical resources help build dynamic economies and improve access to affordable, quality healthcare.

Upon Governor Riley's recommendations, the commission awarded 49 Alabama grants in the 2004 fiscal year totaling more than \$5.3 million. The grants went to local governments, non-profit organizations, school boards and community colleges. While the projects were wide ranging, all shared the common goal of strengthening



Bonnie Durham, Program Manager

communities and improving the quality of life for residents.

ARC grants frequently are used to create or retain jobs in Alabama. A \$200,000 grant to the town of Shorter in 2004 is helping bring 150 new jobs to the area. The grant helped the town develop an industrial park, which paved the way for the Halla Climate Control Corporation (a Hyundai supplier) to build a \$28 million facility. Other ARC grants resulted in several job-training

programs and ARC education grants are helping students prepare for the future.

ARC funds helped Alabama communities cope with emergencies and health crises by providing funds for infrastructure repairs or extensions, road improvements and better medical services in rural areas.

The Governor and ADECA director were able to secure ARC funds to help advance state goals to improve education and promote economic development. In the 2004 fiscal year, the University of Alabama was awarded an \$80,000 grant to develop a strategic plan for telecommunications and determine the future needs of business, education and government organizations. The grant enabled the university, with the assistance of ADECA's Science, Technology and Energy division, to identify the state's existing telecommunications resources and gather input from private companies and public agencies in the 37 ARC counties.

"One of the first concerns most new industries have is whether adequate telecommunications resources are available at the site under consideration," Governor Riley said. "This study will document what is currently available and the



WRATT Cuts Waste, Saves Money for Business and Government

The Waste Reduction and Technology Transfer Foundation is a non-profit corporation that provides free, confidential, voluntary, and technical services in waste reduction, pollution prevention, and energy conservation to businesses, industries, and public or private institutions. Staffed by dedicated retired engineers and scientists with extensive industrial experience in waste reduction, energy conservation, and pollution prevention, WRATT is governed by a board of directors committed to economic development and environmental protection. Foundation services include on-site technical assessments, seminars, workshops, and other education activities designed to help clients reduce operating costs, waste, energy use, and pollution.

In the 2004 fiscal year, WRATT received two \$50,000 grants from the ARC to continue its work with local governments on energy efficiency and to provide technical assistance to Alabama's health-care industry.

WRATT is headquartered in Sheffield and works closely with the Shoals Economic Development Authority and the North Alabama Industrial Development Association to assist companies and local governments in the Appalachian region of Alabama.

The economic viability of businesses and industries is improved by reducing costs associated with waste handling and disposal, and maintaining the proper inventory of raw materials, equipment or supplies. In addition, assistance provided by the Foundation reduces the burden on regional landfills.

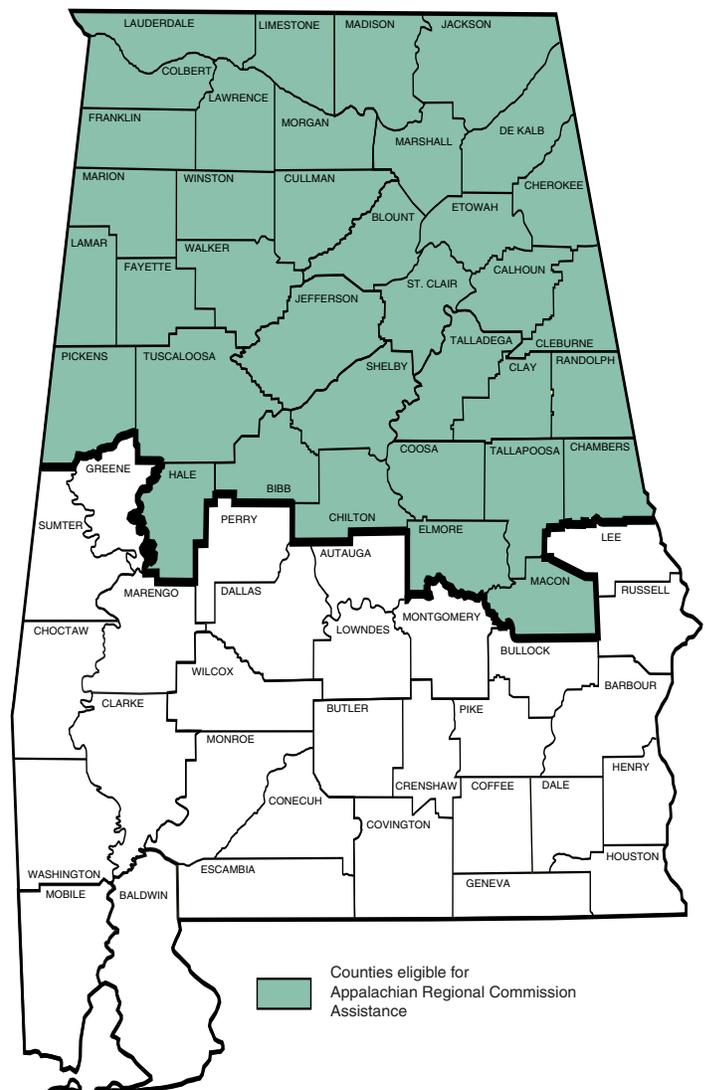
By following WRATT guidelines and recommendations, waste-related operating costs for companies are reduced and these funds can then be reinvested in growth or expansion. City or county governments can also reduce waste-related costs and use the savings to provide additional community services.

strategic plan will give us guidance for future development.”

Local Development Districts serve as an active and essential partner with the ARC. There are eight LDDs in Alabama, and each operates under a board of directors comprised of elected representatives from local governments. The annual ARC workshop was held in July to provide information and assistance to governments, schools and non-profit organizations on the process for applying for commission grants.

ADECA's Web site includes more information on the ARC, including the Appalachian Development Plan and Strategy for 2003 through 2006, application forms, instructions, budget information, guidelines and documents. The ARC materials are available at through the ADECA Director's page at www.adeca.alabama.gov.

ARC Counties



Science, Technology and Energy

- Energy Programs
- Agriculture Energy Efficiency Program
- ENERGY STAR Program
- Alabama Rural Water Program
- Biomass Energy Interest Subsidy Program
- Energy Conservation Program for Senior Centers
- Recycling Program
- Energy Education Program
- Science and Technology Programs
- Telecommunications Strategic Planning

Law Enforcement and Traffic Safety

- Highway Traffic Safety
- Law Enforcement Programs
- Safe and Drug-Free Schools and Communities
- Family Violence and Victims' Programs
- Juvenile Justice
- Corrections

Community Services

- Community Service Block Grants
- Community Action Agencies
- Emergency Shelter Grants
- Community Food and Nutrition
- Weatherization and Energy Assistance

Community Development Block Grants

- Economic Development
- Competitive Grants
- Special Projects
- Community Enhancement
- Planning Grants

Office of Workforce Development

- Workforce Investment Act
- Alabama's Career Center System
- Alabama Works
- Incumbent Worker Program
- Rapid Response
- Youth Leadership Forum
- Welfare-to-Work
- Alabama Career Information Network

CA
Director

**Renewal
Communities/
Office of Minority
Business Enterprises**

Recreation Programs
-Land & Water
Conservation Fund
-Recreational
Trail Program

**Appalachian
Regional Commission**

**Delta
Regional Authority**

Communications and Information
-Public Information
-Graphic Arts
-Census Bureau Liaison
-Legislation
-Charitable Campaigns

Financial Services
-Audit
-Property Management
-Fiscal Section
-Payroll

Information Services
-PC Support
-Operations
-Telecommunications
-Programming

Legal
-Human Resources
-General Services

Office of Water Resources
-Drought Management Plan
-Education and Outreach
-ACT and ACF Compacts
-Alabama Water Resources Commission
-National Flood Insurance Program

Surplus Property
-State and Federal Property Collection
-Transfers to Governments, Non-profits
-Public Auctions

- Granting Entities
- Support Entities
- Other Entities

Organizational Chart as of
September 30, 2004

The Science, Technology and Energy division administered a variety of grants and public education programs in the 2004 fiscal year that assisted Alabama schools, businesses, non-profit organizations, government agencies and consumers to accomplish more with fewer resources using technology. The division helped to educate the public on saving energy, funded the demonstration of energy-saving technologies for farmers, and helped local communities in the development of advanced telecommunication infrastructure.

Energy Programs

STE develops and implements energy-efficiency programs with funds provided by the U.S. Department of Energy. This past year the division evaluated the benefits and effectiveness of all programs and projects funded by the State Energy Program and solicited competitive proposals for new programs that could lead to significant energy savings for consumers, businesses, state agencies and local governments. Proposals were evaluated and the highest ranked proposals were selected for funding. All programs were monitored on-site to verify that funds were properly used and projects were meeting stated objectives.

To further quantify energy savings, STE developed a metrics guide that grantees are required to use to report annual energy savings for STE-sponsored projects. While this information assists in determining the effectiveness of the programs and projects, the most effective gauge is actual cost savings documented from utility bills and fuel purchases.



Terri Adams, Division Director

Agriculture Energy Efficiency Program

With advice from the steering committee of the Agriculture Energy Efficiency Program, STE solicited proposals for energy efficiency technology and technique demonstrations for renewable energy projects. Ten projects that have the potential to significantly improve the energy efficiency of agricultural operations in Alabama were selected for a total of \$449,269

in funding.

Rising energy costs are a serious threat to Alabama's \$8 billion poultry industry. Three of the projects demonstrated how producers can reduce their energy costs and establish new markets for their products. One project used BioOil, a fuel derived from poultry litter to heat poultry houses, another generated electricity for a poultry house from recycled restaurant cooking oils, while a third project used pellets made from switchgrass and poultry litter to provide heat for a greenhouse. These projects not only demonstrate energy and cost savings, but also improve our environment by finding alternate uses for waste products.

STE worked with catfish and shrimp producers to increase efficiency and reduce costs by demonstrating automated oxygen aeration and monitoring systems. Alabama's \$300 million aquaculture industry is under pressure from increased imports and rising costs. Aeration is a major source of electrical usage, so more efficient systems help increase profits and ensure the future of Alabama's aquaculture industry.

A unique project to reduce tractor fuel cost and chemical use involved the installation of Global Positioning System light bars on five row crop farms. The GPS tracking system relays the

tractor's exact location to the light bar, which creates an accurate navigation path for the driver, thus reducing or eliminating overlap. When overlap is reduced, the number of trips through the field is reduced, resulting in a

decrease in both fuel and chemical usage.

IdleAire Truck Stop Electrification Project

STE in partnership with the Applied Research Center of Alabama installed the state's first IdleAire project at Petro Travel near Bessemer. The project eliminates the need for truckers to idle their engines to cool or heat the cab during rest stops. A flexible hose from an overhead ventilation system and a service delivery module mounts into the passenger-side window opening. The module enables drivers to operate heating and air conditioning in the truck and take advantage of other services including e-mail, Internet and television. Annually, this project saves more than 250,000 gallons of diesel fuel and reduces pollution by over 1,800 metric tons .

ENERGY STAR Program

ENERGY STAR products save energy, money and the environment. That is the message STE worked to promote throughout the year at home expos, fairs, workshops for extension agents and the building industry, and through public service programming.

Working with the Alabama Cooperative Extension System, STE hosted several large fair and home expos exhibits, displaying appliances, electronics and lighting products. Extension agents promoted ENERGY STAR products on radio and through newsletters and newspaper articles reaching rural communities.

STE promoted ENERGY STAR'S "Million Monitor Campaign," which encouraged putting computer monitors in a "sleep mode" after a period of non-use. More than 25 cities and counties pledged to put 2,500 computer monitors to sleep, saving more than \$35,000 a year in energy costs.

Energy Hog Energy Efficiency Promotion

STE joined Energy Outreach Colorado, the U. S. Department of Energy, Home Depot, and 19 other states in a new nationwide, energy-efficiency campaign developed by the Ad Council. The campaign uses the Energy Hog, a computer-generated creature that appears in the



Eufaula converted buses to use new alternative fuel.

Fuel for School

Using funds from an STE grant, the City of Eufaula found an innovative way to stretch taxpayers' dollars by powering school buses with recycled restaurant grease. The "***Fuel for School***" project turns a waste product and economic liability into a community asset.

Eufaula collects used vegetable oil, a waste product of the restaurant industry, at no cost to local restaurants. The waste oil is then processed into biodiesel, a useful and renewable alternative fuel that can be used by vehicles like school buses. Project manager William Clark said the city's production of biodiesel "just makes good sense." Clark said the project not only converts waste to fuel, it also "reduces emissions from school buses, saves the city money on their fuel bill, and allows the city to provide another service to merchants."

The \$50,000 grant enabled Eufaula to convert the school system's 18 buses to the new alternative fuel by adding just a heater and filter system to the engines. The cost of producing the biodiesel fuel for the city is 48 cents per gallon.

Biodiesel exhaust emissions are cleaner than those created when diesel fuel is burned so the students and city residents will benefit from the cleaner air for years to come. Clark believes that Eufaula's successful demonstration of biodiesel production will be a catalyst for other cities to investigate the potential for their communities.



Science, Technology and Energy Division Staff

Biomass Energy Interest Subsidy Program

STE assisted Alabama businesses to install biomass energy systems helping them lower the cost of production and maintain global competitiveness. Program participants received up to \$75,000 in interest subsidy payments to help defray interest on loans to install approved biomass energy projects.

STE assisted Chattahoochee Veneer, a hardwood veneer manufacturer located in Eufaula, with the instal-

homes of families who do not use energy efficiently. The campaign debuted in March and will run for at least three years. Children ages 8 to 13 are targeted during the first and third years and parents during the second year.

In the 2004 fiscal year, the Energy Hog made live television appearances in Montgomery, Mobile, and Dothan and visited with 80 enthusiastic sixth graders in Montgomery. The Energy Hog also visited 275 school children in Gulf Shores and spoke at a Baldwin County Cooperative Extension seminar. Television and radio announcements aired statewide.

Alabama Rural Water Program

STE, in partnership with the Alabama Rural Water Association, assisted local governments in the 2004 fiscal year to save energy by detecting water leaks. Over 400 water systems were informed of opportunities to save money by detecting water loss in their municipal water systems. Hands-on training in leak detection and systems repair was provided to 80 water system operators. A total of 32 leak detection surveys produced energy cost savings in excess of \$950,000 for the year.

lution of a biomass combustion system. The biomass energy system includes a boiler fueled with bark, hardwood sawdust and hardwood waste, a wood-fired dryer, a fuel grinder and a fuel feeder. Heat energy generated from combustion is used for drying lumber in a veneer dryer. This project replaced conventional fuels, saving an estimated \$252,000 annually in energy costs. The program also assisted Gulf States Paper in Demopolis to install a biomass energy system including a boiler fired with waste wood and bark and an upgraded condensing turbine generator for additional power generation. This project replaced conventional fuels, saving an estimated \$2 million annually in fuel.

Energy Conservation Program for Senior Centers

By installing new energy-saving features in 49 of Alabama's senior centers, STE and the Alabama Department of Senior Services not only saved energy but also reduced utility costs and made the centers more comfortable. A \$300,000 grant was awarded to upgrade heating and air conditioning systems, and install energy efficient light fixtures, double-pane windows, caulking, insulation, and weather stripping.

Recycling Program

In the 2004 fiscal year, STE solicited competitive proposals from local governments to promote or expand recycling. The City of Enterprise received a recycling grant to purchase a new forklift for their recycling operation. The purchase of the equipment improved their ability to move and sort recyclable materials allowing the city to create jobs and training for disabled individuals through a contract with the Wiregrass Rehabilitation Center. The city collected 797 tons of recyclable materials saving 9,574 million BTUs of energy.

Energy Education Program

Teaching students about saving energy gives them an insight into how they can improve the environment and save money at home, at school and throughout their lives. STE worked with the National Energy Education Development Project in the 2004 fiscal year to provide Alabama schools with the highest quality energy education materials available. STE sponsored two workshops for 70 teachers that provided a hands-on method of teaching energy education using these energy education resources. In addition, five Alabama teachers were certified as NEED instructors trained to teach others how to apply the materials in their classroom.

Science and Technology Programs

STE administered several science and technology programs to strengthen the state's technological infrastructure and encourage collaboration among government, business, industry, research institutions, and education. In the 2004 fiscal year, STE focused on developing partnerships with federal laboratories and state universities to leverage the division's science and technology resources in an effort to multiply the benefits to Alabamians.

Recognizing that innovation could be the single most important factor in Alabama's economic growth during the 21st century, STE assisted the University of Alabama in Huntsville to develop an Alabama Innovation Index. The index enabled officials to see Alabama's strengths and where improvements need to be made.

In addition to the index, the "Alabama Cluster Report" was developed with assistance from STE and other organizations. The report is a valuable tool for economic development strategies because business clusters increase productivity and efficiency, stimulate and promote innovations. The report showed employment and job creations by clusters in each region of the state. A cluster refers to a group of interrelated companies or industries in a specific discipline, located within the same economic region or geographic area. The cluster allowed firms within an economic region to develop relationships in order to share valuable resources with relative ease. These factors allow a regional economy to flourish and achieve a high level of prosperity.

STE-supported research found that automotive manufacturing in Alabama continued to grow, impacting more than 86,000 employees and generating \$3.29 billion in payroll. Of these jobs 31,197 were located at automotive manufacturing plants. The remaining were jobs created as a result of purchases by the industry and its employees. These are just some of the findings of the third annual survey conducted by a team of researchers at UAH. STE provided funding assistance for this project.

Telecommunications Strategic Planning

STE in partnership with the University of Alabama developed a strategic plan for telecommunications in the state. The project, funded by the Appalachian Regional Commission, addressed the current and future needs of government, education, economic development, public safety, and health care in Alabama. The goal of the project is to develop a telecommunications plan that will foster economic development, improve the quality of public services, increase productivity, and improve the lives of all citizens through technology.

Strategic planning meetings were held to gather information on telecommunications needs in rural and urban areas. The information gathered was compiled, evaluated and used in the development of the plan. The comprehensive strategic plan for telecommunications in Alabama provided guidance to state agencies and local governments so that funds for telecommunications services would be spent effectively.

Legal Section

To ensure public accountability, ADECA complies with a vast array of federal and state laws and regulations. The Legal Section provides representation, legal advice and assistance for the director and the various divisions and support staff at ADECA. The section reviews and approves grant agreements and assists with department contracts.

The section works with the Director's office and division directors on internal and external legal issues and is responsible for keeping up to date on new laws and regulations affecting the department and ensuring division supervisors are informed of legal issues that relate to them. The section also coordinates contracts with the Legislature's Contract Review Committee and handles legal questions involving personnel matters.

Within the Legal Section and under the direction of the Personnel Manager, the **Human Resources Section** supports the Director's office, division directors and other supervisors to ensure that all federal and state personnel laws and regulations are followed. The section provides advice and guidance regarding personnel interviewing, hiring, probationary



Eddie Davis, ADECA Legal Counsel

reports, performance appraisals and employee training. The section assists divisions with salary adjustments, personal leave, benefits issues and any disciplinary actions.

The section maintains and updates the Policies and Procedures Manual for the department and provides legal research and assistance. The staff interprets personnel-related laws, rules and agency policies, makes recommendations on

departmental procedures, policies and plans. The section recommends changes to employee classifications and reviews manpower issues. The personnel manager attends training and receives updates on relevant issues and reviews documents to remain up to date on employment law trends. The section also assists employees with opportunities for counseling and information concerning raises and promotions.

Mail and most office supplies are handled by **General Services**. The staff delivers parcels and mail to the department's divisions and sections, handles the transfer of inner-office correspondence as well as pick-up and delivery of materials from other state agencies.



Human Resources Staff



Legal Section Staff

ADECA's focus on accountability extends beyond the financial realm to Alabama's vital natural resources. The Office of Water Resources ensures that the state's water supply remains safe and plentiful for present and future generations. In the 2004 fiscal year, OWR worked with federal, local and other state agencies to coordinate, develop and manage the state's water resources. This work included recommending policies and legislation, conducting technical studies and educating the public on water conservation.

While Alabama has an abundance of lakes, rivers and streams that provide safe and sufficient drinking water, energy production, deep-water transportation routes and bountiful recreational opportunities, water resources are limited. Demands continue to grow with expanding industries, municipal expansions and needs of bordering states. Therefore the protection of these resources is critical to the health and safety of Alabamians.

Alabama Water Resources Commission

A 19-member Water Resources Commission advises OWR on issues of rules and state regulations. The commission is made up of representatives from each congressional district, each major water surface region and a cross-section of water user groups. The Governor, Lt. Governor and Speaker of the House appoint its members. The commission provides guidance for the Governor, the Legislature and OWR on major water issues and potential or existing policies, regulations and plans.



Trey Glenn, Division Director

Floodplain Management Program

OWR administers floodplain management by combining several federal and state programs. With the transition of the National Flood Insurance Program from the Alabama Emergency Management Agency and with the establishment of the Flood Map Modernization Program, OWR created a fully integrated Floodplain Management

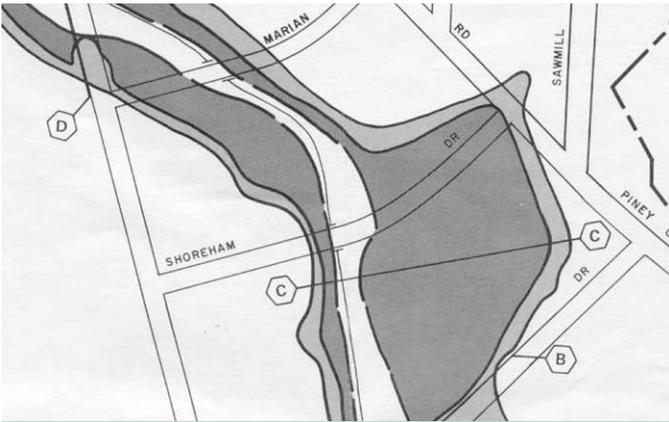
Program to leverage resources and better manage flood related issues. The program included updating and maintaining flood maps, overseeing the flood insurance program and providing technical assistance to communities.

Interstate Issues

In the 2004 fiscal year, OWR served as the State's liaison with federal agencies concerning interstate water-related projects. The division represented the state in litigation to ensure that Alabama's interests are protected. Staff representatives supported the litigation through technical analysis of water allocation issues in the Alabama-Coosa-Tallapoosa and the Alabama-Chattahoochee-Flint River Basins. The analysis by OWR was critical in ensuring that a fair and equitable solution can be reached in the sharing of water produced along these river systems.

Water Management

OWR is charged with the management of the waters of Alabama by recommending policies to the Governor and Legislature; working with federal, state, and local agencies; managing the



Flood maps are vital in water resource management.

Alabama's Flood Map Modernization

Water resource accountability requires planning not only to secure adequate water for future needs, but also for situations when too much water creates a hazard. The management of flood prone areas is a vital component of comprehensive water resources management and planning.

OWR has worked closely with the Federal Emergency Management Agency on various aspects of floodplain management, primarily associated with the National Flood Insurance Program. In the 2004 fiscal year, OWR enhanced floodplain management by initiating the Flood Map Modernization Program.

The program's goal is to update flood maps and create a more accurate digital product for all Alabama counties by 2009. Once completed, these maps will give state residents accurate information regarding their personal risk of being the victim of a flood disaster.

Alabama's Floodplain Management Program combines three key elements under one organization: flood insurance, mapping, and technical assistance to communities and agencies. A diverse and skilled project team was created to manage the program with external support from independent consulting firms. An advanced data management system, partnerships with other entities, and outreach to user communities has enhanced the effectiveness of the program.

To further improve the efficiency of this program, OWR developed a business plan to integrate the Floodplain Management Program with other water resources functions including some complementary initiatives. The business plan clearly outlines the program's management objectives and funding requirements.

Alabama Water Use Reporting Program, representing Alabama in interstate water issues and a host of other aspects. A key improvement in this area in the 2004 fiscal year, has been the development of the eWater Reporting System which allows water users around the state to log on to the Internet to verify data and submit information concerning their "certificates of use" and annual water use reports.

Drought Management Plan

OWR has led efforts to help mitigate and manage droughts when they occur by releasing the first comprehensive statewide Alabama Drought Management Plan. This plan provides both a management process and an agreement



Office of Water Resources Staff

on key drought indicators to help with the coordination of efforts to assess information and recommend necessary actions should a drought occur.

Education and Outreach

In the 2004 fiscal year, OWR provided public awareness and education regarding the state's valuable water resources through speeches, brochures and public service announcements. OWR officials conducted technical workshops with local water boards and authorities to provide education and outreach about water policy issues. The workshops allowed an open dialogue to help OWR better understand and meet the needs of Alabamians.

ABA *Recreational Programs*

Helping Alabamians enjoy the full benefits of our state's natural beauty is the focus of ADECA's Recreational Programs. Our Recreational Programs section assists Alabama communities to increase recreational opportunities through two federally-funded programs that promote healthy living, improve the quality of life in communities, attract tourists, and protect the environment.



Jon Strickland, Program Manager

Land and Water Conservation Fund

With funding from the U.S. Department of Interior, the Land and Water Conservation Fund program has provided matching funds to Alabama cities and counties for the development or establishment of outdoor recreational areas. Projects included parks, playgrounds, forest and wildlife refuges, recreational lakes and ponds, outdoor playing fields, picnic and camping areas.

In the 2004 fiscal year, more than \$1.4 million in grants were issued for 23 projects in Alabama. ADECA staff considered a number of factors when evaluating grant requests and Governor Riley submitted the best proposals to the National Park Service, which made the final determination of which projects received funding. Counties and cities that were awarded grants were required to supply matching funds that were equal to or greater than the amount of the grant.

In May, Governor Riley announced a \$100,000 grant to the city of Madison to build a Japanese botanical garden at Dublin Park. The addition to the park will expand recreation opportunities for individuals with physical limitations who may be unable to use existing

facilities. The grant will enable the city to add a water feature and stone bridge to the park. Madison officials also plan to enhance the park in the future with walking trails, a Japanese teahouse and bamboo fencing. The garden will include plants that are indigenous to Japan.

Recreational Trails

Created by Congress in 1998 and funded through the U.S.

Department of Transportation, the Recreational Trails program assists federal agencies and state and local governments to acquire, develop, or improve areas for recreational purposes.

The trails are designed to encourage a wide range of activities including walking, jogging, cycling, skating, backpacking, horseback riding and swimming. Trails range from natural paths that wind through wooded areas, to smooth tracks in parks, to multi-purpose asphalt surfaces along lighted routes.

In the 2004 fiscal year, \$958,000 was awarded for the development or expansion of 15 recreational trails projects in Alabama. The grants were awarded on a competitive basis with the 11-member Alabama Recreational Trails Advisory Board suggesting recipients based on its review of all applications.



Madison's Dublin Park will soon feature a Japanese botanical garden.



A new, modern playground is just one of the features at the Dothan Kiwanis Park made possible by a grant from ADECA's Recreation Programs section.

Grant Paves Way for Park Improvements

A \$50,000 grant from ADECA helped Dothan make improvements to create a park complex that now has something for virtually everyone. The Dothan Kiwanis Park and Trail on Whatley Drive adjacent to Westgate Park provides residents a first class facility maintained through a partnership of the Dothan Kiwanis Club and the City of Dothan.

“Kiwansians are pleased to be able to give back something to our community, especially to children,” said Dothan Kiwanis Club President, Greg Unger. “We beam radiantly knowing the joy that children, parents and grandparents will share for generations to come.”

The park includes a modern playground, pavilion, numerous picnic tables, 800-foot boardwalk, a new entrance and a parking lot that can accommodate up to 60 vehicles.

A unique feature is a lighted walking trail that actually links the two adjacent parks together. The trail winds for more than three miles through wooded areas and connects to the spacious Westgate Park where baseball, softball games and tennis matches take place on a regular basis.

Dothan Mayor Chester Sowell said the improvements to the park give residents and visitors to the Circle City numerous recreational benefits, and the agreement between the city and the Kiwanis Club for upkeep of the park is an “unbeatable combination.”

The town of Brantley (Crenshaw County) received a \$50,000 Recreational Trails grant to illuminate and landscape a trail that surrounds the town’s municipal complex. The multi-use trail is 1,320 feet long, handicapped-accessible and connects with town sidewalks making access easy and convenient for family outings, social events and school-related activities. Decorative light fixtures and underground wiring will make the trail useable 24 hours a day, year round. The Brantley Garden Club will coordinate the landscaping along the trail, which will include trees, shrubs and an irrigation system to enhance its beauty.

In the 2004 fiscal year, Muscle Shoals received a \$50,000 Recreational Trails grant to construct a walking trail at a new park near the



Recreational Programs Staff

airport. The 3,200-foot trail will be the first of its kind in the area. City officials say it will meet an increasing demand for recreational facilities and offer recreational opportunities to residents who have never had access to such a facility. The handicapped-accessible trail will be 12 feet wide allowing for walking, jogging and bicycling apart from busy streets. The trail will serve several other community interests along with recreation. A local garden club will offer landscaping help, a senior center will plan daily gatherings at the site, and non-profit organizations will use the path for fund-raising events. The trail will be open year round, weather permitting, and city officials expect it to be a tourism asset.

The Delta Regional Authority, a unique partnership of federal, state and local governments, was established by the U.S. Congress in 2000 to promote economic growth and improve the quality of life in Alabama and seven other states. In Alabama, ADECA has the responsibility to administer the program that was designed to provide remedies for severe and chronic economic distress by stimulating development and encouraging partnerships among governments, businesses and residents.



Bea Forniss, Program Manager

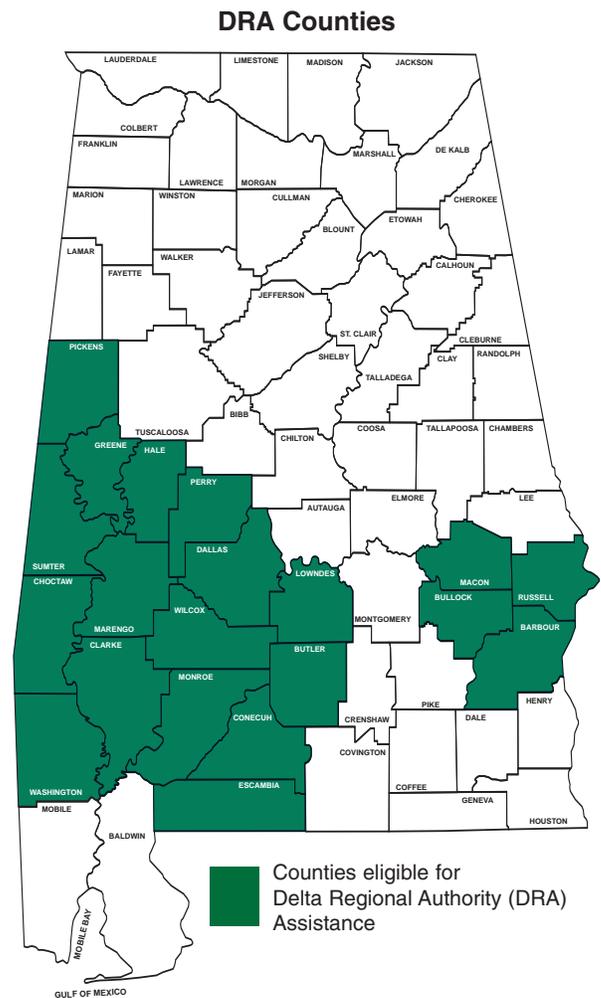
In addition to the overall focus of the DRA, secondary goals have been developed for the 20 Alabama counties with an emphasis being placed on creating jobs and eliminating poverty. The counties are served by six Local Development Districts, which may be comprised of one or more counties. These LDDs serve as committees that represent local governments. Specific goals have also been established for each LDD

The DRA encourages the development of new jobs and basic improvements to enhance quality of life. The authority's formula for strengthening economies is to improve education, infrastructure, transportation and businesses with an emphasis on private enterprise.

The DRA serves 240 counties and parishes in eight states, including 20 counties in Alabama: Barbour, Bullock, Butler, Choctaw, Clarke, Conecuh, Dallas, Escambia, Greene, Hale, Lowndes, Macon, Marengo, Monroe, Perry, Pickens, Russell, Sumter, Washington and Wilcox.

Each of the designated counties in Alabama has been defined as a "distressed county," where the unemployment rate is greater than the national average, a substantial loss in population has occurred, a major industry or business has closed, or a major disaster or emergency has been experienced.

At least 75 percent of the total funds allocated to the authority are invested in distressed counties and half of those funds must be earmarked for transportation and infrastructure improvements. Projects that have a regional impact receive special priority.





A DRA grant will enable Standard Furniture to expand.

Grant Boosts Frisco City Economy *DRA Assistance to Bring New Jobs to Area*

The small town of Frisco City received a significant award in the 2004 fiscal year that will have a huge impact in and around Monroe County. Just over \$1 million was awarded to Frisco City for a project that will lead to business expansion and more jobs for area residents.

The funds are being used to construct a 500,000 gallon, elevated water storage tank, install 1,300 feet of water lines, erect fencing, and to build a sewage pump station complete with 4,600 feet of new sewer mains. Upon completion, the project will enable Standard Furniture Company, the largest employer in Frisco City and Monroe County to remain competitive and to expand adding new jobs for area residents.

Standard Furniture has 350 employees in its manufacturing and warehousing operation in Frisco City with plans to add 150 new jobs as part of the company's \$3 million expansion. The improvements will bring the city's water system up to compliance with Alabama Department of Environmental Management standards and provide the water volume and fire protection that the company needs.

The project fits the Delta Regional Authority's mission of reducing severe and chronic economic distress by stimulating economic development and fostering partnerships that will have a positive impact on the region's economy. Three other sources of funding for the project include a Community Development Block Grant, an award from the Economic Development Administration, and a local contribution of \$40,000 from the city.

designed to help solve problems unique to a county or a range of counties.

A map of Alabama counties eligible for funding under the Delta Regional Authority is on page 29 and a map of the eight-state region along with other information can be found at www.dra.gov.

Alabama's DRA Local Development Districts

Alabama-Tombigbee Regional Commission

Counties served: Choctaw, Clarke, Conecuh, Dallas, Marengo, Monroe, Perry, Sumter, Washington, and Wilcox

South Central Alabama Development Commission

Counties served: Bullock, Butler, Lowndes, and Macon

West Alabama Regional Commission

Counties served: Greene, Hale, and Pickens

Lee-Russell Council of Governments

County served: Russell

South Alabama Regional Planning Commission

County served: Escambia

Southeast Alabama Regional Planning and Development Commission

County served: Barbour

Alabama Renewal Communities and Office of Minority Business Enterprises

ADECA's Renewal Community and Technical Assistance section continued its work in the 2004 fiscal year to improve the quality of life in Alabama, especially in distressed areas.

The section managed several programs and initiatives designed to foster economic development and improve business opportunities. The Renewal Community program offered federal tax incentives for business development, retention and expansion. The Office of Minority Business Enterprises certified minority and woman-owned businesses and assisted in improving access to business opportunities. The Enterprise Zone program makes available state tax incentives for industrial development. Enterprise Community programs gave grant assistance for economic development activities, and the Business and Community Technical Assistance program offered help in securing financial and other resources for special projects and initiatives.

Renewal Community

The Renewal Community program was created through congressional tax legislation passed in 2000 to provide federal income tax incentives to businesses and industries that are located in, or will locate in designated economically distressed areas. Three of the 40 geographic areas designated as Renewal Communities in the U.S are located in Alabama. The sites include the Greene-Sumter Renewal Community, made up of both counties; the Mobile Renewal Community, including part of the City of Mobile and all of Prichard; and the Southern

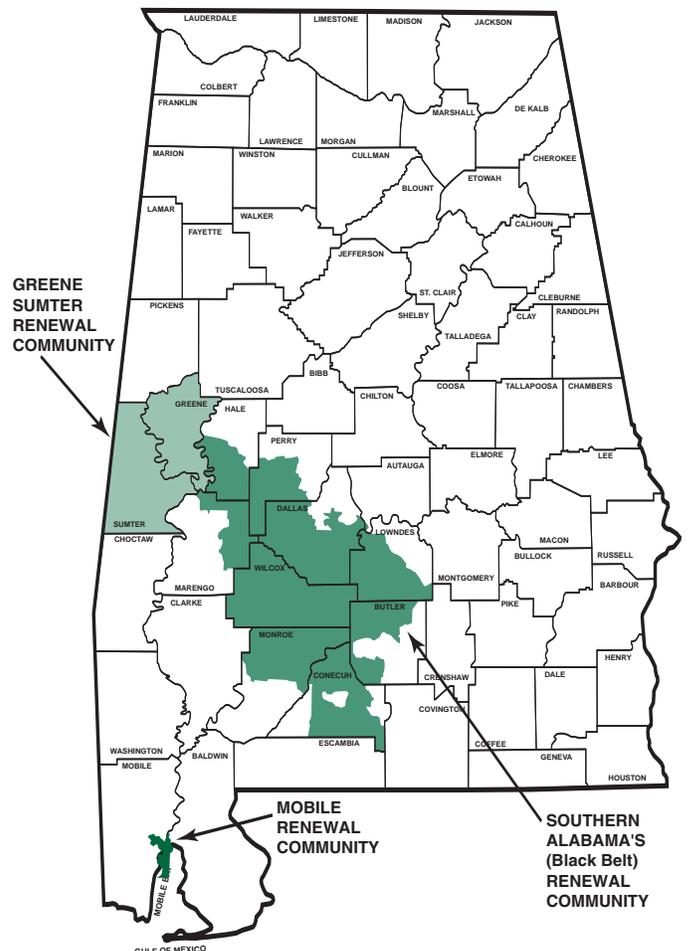


David Barley, Program Manager

Alabama Renewal Community, which includes all of Wilcox County and sections of Dallas, Hale, Perry, Lowndes, Butler, Monroe, Marengo, and Conecuh Counties.

The federal income tax incentives include a tax wage credit of up to \$1,500 for each employee that also resides in the area, an accelerated depreciation on capital investments or write-off on equipment, and a zero capital gain tax rate on the sale of assets held for at least five years. The stipulation that

Alabama's Renewal Communities



the wage credits can be granted to employers only as long as the employee continues to reside in the Renewal Community further encourages the development of new residential and



Marvin's Hardware added stability to the local economy.

Renewal Community Program Means New Jobs for Selma

Located within one of Alabama's three Renewal Communities, Selma residents and several local businesses have begun experiencing the job growth and economic development benefits of the Renewal Community program.

Henley Holdings took advantage of the tax incentives and federal income tax wage credits in the 2004 fiscal year. The company invested \$800,000 to renovate a vacant shopping center along the city's bypass. The accelerated depreciation for which the company qualifies under the Renewal Community program should save Henley Holdings almost \$100,000 per year in taxes through 2009.

The 60,000 square-foot facility, located on one of Selma's busiest streets, had been empty for years with boarded windows and weeds growing in the parking lot. That blight on the landscape is only a memory now as improvements to the building, including a new roof and a new parking lot, have turned the abandoned property into a thriving retail establishment.

Marvin's Hardware opened at the location in June 2004, adding stability to the local economy and creating jobs for area residents. For each of the store's 26 employees who also live in the Black Belt Renewal Community, the company can claim \$1,500 per year in federal income tax wage credits. That will save the company approximately \$39,000 annually. The program has been a win-win situation for the company and the community.

commercial spin-off development.

In the 2004 fiscal year, the Commercial Revitalization Deduction provision of the program encouraged capital investments in the construction or renovation of 20 commercial development projects in six counties. These included small and large businesses with investments that ranged from a low of \$19,000 to more than \$14 million. Collectively, this program helped to leverage over \$37 million in fiscal year 2004.

Partially as a result of this program, four Hyundai suppliers have agreed to locate in Southern Alabama's Renewal Community. These include two facilities in Butler County, one in Dallas County, and one in Lowndes County, with combined investments of approximately \$30 million. Business investors in the state's renewal communities have requested Commercial Revitalization Deductions that will create or retain approximately 1,000 jobs.

Office of Minority Business Enterprises

Alabama's Office of Minority Business Enterprises certifies businesses as being minority or women-owned and operated, and provides increased business opportunities to such businesses. During 2004 fiscal year, OMBE conducted extensive reviews of 119 companies and certified 97 businesses as being minority or women owned and operated.

To provide these businesses with greater exposure to new and emerging business opportunities, the Office of Minority Business Enterprises secured and disseminated 2,214 bid solicitations to hundreds of minority owned businesses in the 2004 fiscal year. The majority of these were handled through a network of 12 local minority business networks spread throughout the state.

Other areas of assistance being provided by OMBE include technical assistance to businesses in securing financial assistance, franchises, new markets and products, access to special initiatives and emerging business opportunities. An



**Renewal Communities and
Office of Minority Business Enterprises Staff**

average of 11 requests for such assistance was received each day.

Enterprise Community Program

As part of the Enterprise Community program and general assistance initiatives, economic development grant assistance was provided to the Greene-Sumter County Enterprise Community, the City of Birmingham, and the Chambers County Enterprise Community. These grants were used to finance speculative buildings, make loans and grants to businesses, and grants for community services.

Enterprise Zone

Alabama's Enterprise Zone program provided state tax incentives to companies with wage and/or franchise tax credits provided they develop or expand a business in one of the state's 28 approved zones (see chart at right). The zones were utilized to encourage growth in areas considered to have depressed economies. In addition, each area offered local incentives to encourage businesses to locate or expand in the designated area. An employer located in the enterprise zone can receive state tax credit of up to \$2,500 per new permanent employee. While applications for this program have declined significantly during the past few years, information was provided to approximately 200 businesses, communities and individuals during the 2004 fiscal year.

Enterprise Zones are located in:

Cities:

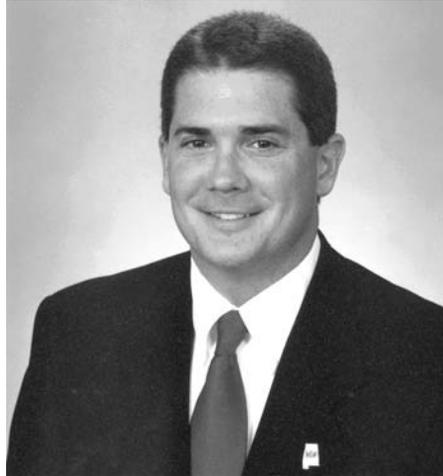
Birmingham
Montgomery
Prichard

Counties:

Barbour
Bullock
Butler
Cherokee
Clarke
Clay
Covington
Dallas
Escambia
Etowah
Jackson
Lawrence
Lowndes
Macon
Mobile
Monroe
Perry
Pickens
Pike
Randolph
Russell
Sumter
Talladega
Tallapoosa
Wilcox

Alabama Surplus Property

ADECA's Surplus Property Division contributes to the accountability of state government by ensuring that taxpayers get the full benefit from equipment and other government property. The division saved taxpayers money in the 2004 fiscal year through the management of federal and state inventory and the sale of approximately \$1 million in surplus property at its two warehouses.



Shane Bailey, Division Director

The division also serves as an important resource for numerous non-profit organizations. Last year, dozens of non-profit groups made vital purchases that enabled them to better assist the elderly, feed the homeless and offer a hand to the poor. SPD sold hundreds of items no longer needed by state agencies to city and county governments, volunteer fire departments and non-profit organizations at a fraction of the cost these groups would have paid had they purchased the property new. Overall, more than 2,100 groups, agencies, organizations, and governments were eligible to acquire items from surplus property last year.

Alabama law requires most state agencies to



Montgomery Surplus Property Warehouse

turn in their surplus property to SPD so it can be made available to other agencies or sold. In addition to the 194 state agencies that submit items to the Surplus Property Division, the Federal Surplus Property Program and the General Services Administration Vehicle Sales Program provide federal property that is distributed by SPD within Alabama.

Most of the federal surplus items were acquired from military bases and federal agencies located in eight southeastern states. SPD trucks transported the property to our 125,000 square-foot facility in Montgomery or our 25,000 square-foot warehouse in Eva, just south of Decatur. Approximately 50,000 items were available at the two warehouses during the 2004 fiscal year.

SPD also identified federal surplus property overseas that could be acquired and then purchased by non-profit groups or local governments in Alabama. Searching property records accessible over the Internet, SPD located equipment at U.S. military bases and contacted the base depots by e-mail to arrange deliveries. The electronic process was accomplished online including logistics, shipping costs, and by using digital photos of the requested items.

Government agencies and non-profit organizations made crucial purchases at the SPD warehouses. Schools bought office equipment, computers, school supplies, desks and automobiles for driver education classes. Last year, Planting Seeds, an after-school program in Phenix City, acquired numerous computers, office equipment, and furniture from SPD.



Surplus Property Division Staff

In the 2004 fiscal year, local governments, volunteer fire departments, state agencies, and non-profit organizations purchased more than 500 vehicles acquired by SPD. The State of Alabama Board of Pardons and Paroles purchased more than 40 vehicles. SPD supplied the agency with late model, low-mileage, fleet vehicles from the federal government saving the agency almost \$3,000 per vehicle.

Some county commissions were able to acquire heavy equipment, road-maintenance vehicles and engine components from SPD, and homeless shelters were able to get items such as beds, chairs, refrigerators and trucks to transport food. New Centurions, a shelter for abused women and children in Gadsden, acquired all its furnishings for two houses from the Montgomery and Eva warehouses.

SPD holds property for at least 60 days to allow eligible organizations to obtain it before it is sold at public auctions. Computers, copiers, office equipment, boats, cars, trucks and other vehicles were among the many items sold in the 2004 fiscal year. More than 1,500 registered buyers participated in three surplus property public auctions that grossed more than \$1 million.

For more information, visit the ADECA Web site at www.adeca.alabama.gov and follow the link to "Surplus Property." The site provides a complete list of items to be auctioned at the next public sale, maps to the Eva and Montgomery warehouses, and eligibility requirements to sign up as a purchaser.



Eva Surplus Property Division Staff

Public accountability is the fundamental mission of ADECA's Communications and Information Division. CID staff responds to inquiries from the public and news media representatives and announces grants. Throughout the fiscal year, CID worked with other ADECA divisions and sections to promote programs, projects and services and to make information and records available to the legislature, state agencies, news media and the general public.



Larry Childers, Division Director

The division coordinated the design and printing of publications, monitored legislation, provided liaison to the Census Bureau, and organized various charitable activities. The services it provided for the department were coordinated through three sections: public information, graphic arts and administrative.

Public Information

To inform citizens about grants awarded by the Governor, the public information section announces more than 600 grants each year. CID distributed at least 17,800 grant-related news releases to media outlets throughout the state in the 2004 fiscal year. Grant announcements were also made available to the public on the ADECA Web site at www.adeca.alabama.gov. CID prepared additional releases and advisories to inform Alabamians about ADECA-sponsored workshops, conferences, surplus property auctions, and education campaigns regarding energy efficiency and traffic safety.

The division is the contact point for news media inquiries and responds to requests for

information about grants and various ADECA programs. The staff also receives requests from citizens and provides access to public documents for both news reporters and the general public. In the 2004 fiscal year, the division received an increasing number of questions and comments through e-mail and from the ADECA Web site. CID responded to these inquiries or forwarded messages to other divisions or

agencies when necessary to provide a prompt and complete response.

Additional public information activities included preparation of the Annual Report and newsletters and development of content for the department's Web site. CID also published *@ADECA*, a monthly online newsletter for employees containing departmental news, staff accomplishments, state employee news, awards, honors and links to useful Internet sites.

Graphic Arts

The graphic arts section worked during the year with other ADECA divisions and sections to design, create, and print manuals, handbooks, pamphlets, identification cards, charts, maps, reports, forms and business cards.

The section prepared signs, posters and other large graphic items used for promoting events. When requested, specialty items were designed and ordered for use in public education campaigns to promote seat belt usage, child safety seats, recycling and energy conservation. The section assisted with the publication of legal notices when required to administer ADECA



Communications and Information Division Staff

programs and provides reproduction services of thousands of copies for the department each month.

The graphic arts section also continued to serve as printing coordinator for ADECA and worked closely with the state printing and publications staff and outside vendors as required.

Administrative

The administrative section coordinated the fiscal, personnel and office responsibilities of the division. Other duties included serving as the records retention coordinator and liaison to the Department of Archives and History, legislative notification, maintaining logs, and preparing status and activity reports.

The section reviewed bills introduced in the Legislature to identify measures that might have an impact on programs administered by ADECA. Legislation that is significant to the department is brought to the attention of appropriate personnel and tracked through the legislative process.

Upon the request of the ADECA Director, the division communicates the department's position on legislative issues to the Governor's staff, members of the Legislature or the U.S. Congress. The section notifies legislators when grants are awarded that impact their districts.

Census Bureau Liaison

The CID director serves as the Governor's

Liaison to the U.S. Bureau of the Census. A full and complete count of persons living in Alabama is vital for public and private sector planning purposes and to ensure the state receives its fair share of federal dollars that are distributed based on population formulas. CID advises the Governor's Office on Census matters and assists other state agencies and citizens to access Census data.

The CID director serves as the state's certifying official for reporting municipal incorporations, boundary changes and annexations to the Census Bureau. The division also corresponds with cities and counties to collect data to make any changes to Census Bureau records.

Charitable Campaigns

ADECA staff members provide service to the community that goes beyond their official duties. In the 2004 fiscal year, CID coordinated several drives to raise funds or support for charitable and community service organizations. The largest effort, the annual State of Alabama Combined Campaign, raised money for more than 800 charities. Voluntary contributions from ADECA employees reached 263 percent of the goal set for the department. Drives for blood donations to the American Red Cross were also promoted and coordinated by the division.

ABAM Information Services

The Information Services Section provides the telecommunications and information technology needed to support and link ADECA's wide-ranging programs, projects and services and equip the staff to perform their jobs efficiently and effectively. The services provided by ISS not only help ADECA employees obtain and process information more efficiently, but also play a vital role in making the department more accessible and accountable to the public.



Scott Randolph, Section Manager

During the past fiscal year, the section conducted in-house training on new and existing computer programs and telecommunications equipment to keep employees up-to-date with technology. ISS also coordinated outside training for employees when services were not available in-house.

In addition to the section's responsibilities for development and maintenance of ADECA's computer network, equipment and programs, the section also assisted with the purchase and installation of commercial computer software required by various ADECA offices. When requirements could not be met with existing software, ISS staff helped with developing and using custom programming. The section continued to maintain a direct link between ADECA and One-Stop Career Centers throughout the state, a program of the Office of Workforce Development that helps displaced workers obtain employment or job-skills training.

ISS developed and monitored security systems to maintain the integrity of the department's computer data. During the 2004 fiscal year, ISS implemented a major upgrade of ADECA's

computer system to a model that provides greater processing power and more storage capacity than the previous model.

During the 2004 fiscal year, ISS began or worked with numerous ongoing initiatives for the department, including further development and enhancement of the AlaWorks system – an internal grants management, budgeting and payment system – for the Office of Workforce Development. The section further developed and enhanced the

Interagency Electronic Linkage System, to promote and facilitate the sharing of job-seeker information between ADECA, and the Department of Industrial Relations, Department of Human Resources, and Department of Rehabilitation Services.

The section developed a new ADECA website to facilitate both ease of update by agency staff and ease of information location and retrieval by outside affiliates and the public. ISS also developed a new ADECA intranet portal to be the cornerstone for further paperless office initiatives.



Information Services Section Staff

ADECA is entrusted with managing hundreds of millions of dollars on behalf of Alabama taxpayers. The work of the Financial Services Section enables the department to be fully accountable to the public for these resources. The section's goal is to ensure that all financial transactions are processed and handled expeditiously and accurately according to federal regulations, state laws and departmental policies.

Accounting services include processing administrative and grant payments in order to fund the various programs at ADECA. During the 2004 fiscal year, the section processed hundreds of state warrants and electronic transfers, reported financial activity to the various federal agencies, and provided technical assistance to program staff and grantees.

In 2004, the section worked with Information Services' programmers to initiate changes to ADECA's accounting system in order to provide management with reports necessary to make



Tammy Rolling, Accounting Manager

informed and timely decisions affecting the efficient administration of federal and state funds. FSS continued to work to improve the flexibility of the accounting system to generate requested customized reports.

In order to improve accountability, FSS provided more cross training between accounting staff of different federal programs in order to enhance workflow. Accounting staff obtained training to ensure that they perform their duties as accurately as possible

and that payments comply with all applicable federal, state and departmental rules and regulations. The section continuously strived to assess and evaluate accounting processes and procedures in order to ensure a prompt response to pertinent concerns of program staff and grantees.

The accounting staff participated in training workshops held for grantees of various federal programs. These workshops provided opportunities to disseminate financial compliance information and provide technical assistance

through direct and personal communication with grantees, which will facilitated a cooperative and productive relationship.

The audit staff is responsible for the development and operation of ADECA's audit management system. During the 2004 fiscal year, the staff performed financial monitoring through on-site reviews and special audits of grantees and reviews of grantees' audit reports. This also included the review of corrective actions, resolution of audit findings and questioned costs and technical assistance to grantees, their auditors and consultants.



Financial Services Section Staff

**Alabama Department of Economic and Community Affairs
2003-2004 Federal Receipts and Disbursements**

Federal Grantor / Program Title	Receipts	Disbursements
DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT		
Community Planning and Development		
Community Development Block Grants/State's Program	31,642,163.91	31,582,634.07
Emergency Shelter Grants Program	1,387,074.66	1,397,590.21
Housing Opportunities for Persons With AIDS	874,837.05	872,076.91
DEPARTMENT OF INTERIOR		
National Park Service		
Outdoor Recreation - Acquisition, Development and Planning	1,681,460.86	1,679,405.68
DEPARTMENT OF JUSTICE		
Offender Reentry Program	207.12	133.47
Juvenile Accountability Incentive Block Grants	3,022,049.14	2,436,563.46
Juvenile Justice and Delinquency Prevention - Allocation to States	994,531.35	962,356.72
Title V - Delinquency Prevention Program	264,666.70	243,768.66
Part E - State Challenge Activities	34,525.45	134,525.45
National Institute of Justice Research, Evaluation, and Development Project Grants	91,654.44	91,654.44
Crime Victim Assistance	5,502,555.71	5,490,169.37
Byrne Formula Grant Program	8,076,126.09	8,049,440.44
Violent Offender Incarceration and Truth in Sentencing Incentive Grants	1,510,623.30	1,510,506.53
Violence Against Women Formula Grants	2,069,956.64	2,062,786.34
Rural Domestic Violence and Child Victimization Enforcement Grant Program	427,454.28	427,454.28
Grants to Encourage Arrest Policies and Enforcement of Protection Orders	557,478.70	557,478.70
Grants to Encourage Arrest Policies and Enforcement of Local Law Enforcement Block Grants Program	701,953.93	423,437.62
Residential Substance Abuse Treatment for State Prisoners	1,469,289.92	1,459,684.93
Bulletproof Vest Partnership Program	24,422.21	
Enforcing Underage Drinking Laws Program	381,240.57	436,274.27
DEPARTMENT OF LABOR		
Employment and Training Administration		
Employment Service	(9,553.83)	(9,651.83)
Employment and Training Assistance Dislocated Workers	(398.28)	(398.28)
Migrant and Seasonal Farmworkers	(579.06)	(579.06)
Employment Services and Job Training Pilots Demonstrations and Research	163,273.70	157,437.82
Welfare-to-Work Grants to States and Localities	3,668,965.89	3,657,735.84
Workforce Investment Act	(35,221.17)	(43,749.08)
WIA Adult Program	23,216,885.84	23,531,018.38
WIA Youth Activities	18,980,455.10	19,112,347.59
WIA Dislocated Workers	24,480,187.68	24,675,482.08
Migrant and Seasonal Farmworkers	(167.37)	(167.37)
Employment Programs for People with Disabilities	681,733.73	681,839.43
DEPARTMENT OF TRANSPORTATION		
Federal Highway Administration		
Recreational Trails Program	1,826,581.99	1,823,493.48
National Highway Traffic Safety Administration		
State and Community Highway Safety	2,408,982.22	2,411,454.99
Alcohol Traffic Safety and Drunk Driving Prevention Incentive Grants	57,585.36	50,692.36
Occupant Protection	379,194.58	355,725.35

Federal Highway Safety Data Improvements		
Incentive Grants	513,443.94	545,014.46
Safety Incentive Grants for Use of Seatbelts	1,312,451.90	1,596,535.48
Safety Incentives to Prevent Operation of Motor Vehicles by Intoxicated Persons	1,685,889.38	1,563,810.64
Transportation Demo Grant and Section 2003B Safety Belts	136,727.60	76,227.60
APPALACHIAN REGIONAL COMMISSION		
Appalachian Regional Development	62,529.37	44,842.46
Appalachian Area Development	670,823.82	670,823.82
Appalachian State Research, Technical Assistance and Demonstration Projects	111,115.29	127,812.51
GENERAL SERVICES ADMINISTRATION		
Donation of Federal Surplus Personal Property	5,362,009.00	8,404,285.00
SMALL BUSINESS ADMINISTRATION		
Small Business Administration	483.19	
DEPARTMENT OF ENERGY		
State Energy Program Office of Energy		
Efficiency and Renewable Energy	690,066.60	694,596.69
Weatherization Assistance for Low-Income Persons	2,305,412.47	2,307,718.90
Energy Efficiency and Renewable Energy Information Dissemination, Outreach, Training and Technical Analysis/Assistance	15,125.25	15,125.25
State Energy Program Special Projects	57,743.54	57,744.21
Other Federal Assistance		
Citronelle	268,795.71	269,488.13
Crude Oil Refund		20,248.17
Diamond Shamrock		417.40
Exxon	95,221.22	91,856.11
Pennzoil	9,366.14	5,878.01
Strip Oil	270,637.31	344,484.65
Texaco	62,692.95	34,690.82
FEDERAL EMERGENCY MANAGEMENT AGENCY		
Community Assistance Program - State Support Services Element (CAP-SSSE)	2,000.00	3,580.37
National Dam Safety Program	21,462.62	16,981.57
DEPARTMENT OF EDUCATION		
Administration for Children and Families	1,309,998.68	1,309,998.68
Substance Abuse and Mental Health Services	190,008.52	188,015.76
DEPARTMENT OF HEALTH AND HUMAN SERVICES		
Administration for Children and Families		
Substance Abuse and Mental Health Services Administration	80,685.60	81,992.07
Low-Income Home Energy Assistance	16,117,225.42	16,120,474.54
Community Services Block Grant	12,008,982.44	11,971,826.10
Community Services Block Grant- Discretionary Awards	4,742.40	4,742.40
Community Services Block Grant Discretionary Awards - Community Food and Nutrition	98,623.04	98,679.92
Social Services in Empowerment Zones and Enterprise Communities	624,816.35	627,962.11
Family Violence Prevention and Services/Grants for Battered Women's Shelters: Grants to States and Indian Tribes	1,457,751.07	1,464,591.55
DEPARTMENT OF HOMELAND SECURITY		
Community Assistance Program State Support Services Element (CAPSSSE)	132,536.42	132,041.50
Cooperating Technical Partners	1,668,798.37	1,668,038.21
TOTAL FEDERAL ASSISTANCE	186,893,261.64	184,059,652.35

ADECA

www.adeca.alabama.gov

Bob Riley, Governor

