

**PROPOSAL FOR CONTINUATION OF:  
INDOCHINESE SELF-HELP PROJECT**

**Oct. 1, 1981 - Dec. 31, 1981**

|  |                   |   |                                 |  |  |
|--|-------------------|---|---------------------------------|--|--|
| <b>FEDERAL ASSISTANCE</b>  |                   | 2. APPLICANT'S APPLICATION  | a. NUMBER                       | 3. STATE APPLICATION IDENTIFIER  | a. NUMBER                                |
| 1. TYPE OF ACTION<br><input type="checkbox"/> PREAPPLICATION<br><input checked="" type="checkbox"/> APPLICATION<br><small>(Mark appropriate box)</small><br><input type="checkbox"/> NOTIFICATION OF INTENT (Opt.)<br><input type="checkbox"/> REPORT OF FEDERAL ACTION                        |                   | Leave Blank   | b. DATE<br>Year month day<br>19 |  | b. DATE<br>Year month day<br>ASSIGNED 19 |
| 4. LEGAL APPLICANT/RECIPIENT   |                   |   |                                 | 5. FEDERAL EMPLOYER IDENTIFICATION NO.<br><b>04-2713379</b>  |  |
| a. Applicant Name : <b>Indochinese Refugees Found, Inc.</b>  |                   |   |                                 | 6. PROGRAM (From Federal Catalog)  |  |
| b. Organization Unit   |                   |   |                                 | a. NUMBER  |  |
| c. Street/P.O. Box : <b>79 High St.</b>  |                   |   |                                 | b. TITLE   |  |
| d. City <b>Lowell</b> : a. County :  |                   |   |                                 |  |  |
| f. State : <b>Mass</b> g. ZIP Code: <b>01852</b>   |                   |   |                                 |  |  |
| h. Contact Person (Name & telephone No.) : <b>Jacqueline Fidler 454-4286</b>   |                   |   |                                 |  |  |
| 7. TITLE AND DESCRIPTION OF APPLICANT'S PROJECT<br><b>The Indochinese Self-Help Project</b><br>The applicant will provide two classes of work related English to 80 refugees; job counseling & job development to those same refugees, and emergency interpretation services for 15 hrs./week. |                   |   |                                 | 8. TYPE OF APPLICANT/RECIPIENT<br>A-State H-Community Action Agency<br>B-Interstate I-Higher Educational Institution<br>C-Substate District J-Indian Tribe<br>D-County K-Other (Specify):<br>E-City<br>F-School District<br>G-Special Purpose District<br>Enter appropriate letter <input checked="" type="checkbox"/> H       |  |
| 10. AREA OF PROJECT IMPACT (Names of cities, counties, states, etc.)<br><b>Greater Lowell Area</b>   |                   |   |                                 | 9. TYPE OF ASSISTANCE<br>A-Basic Grant D-Insurance<br>B-Supplemental Grant E-Other<br>C-Loan Enter appropriate letter(s) <input checked="" type="checkbox"/> A   |  |
| 11. ESTIMATED NUMBER OF PERSONS BENEFITING<br><b>230</b>   |                   | 12. TYPE OF APPLICATION<br>A-New C-Revision E-Augmentation<br>B-Renewal D-Continuation<br>Enter appropriate letter <input checked="" type="checkbox"/> D  |                                 | 15. TYPE OF CHANGE (For 15a or 15b)<br>A-Increase Dollars F-Other (Specify):<br>B-Decrease Dollars<br>C-Increase Duration<br>D-Decrease Duration<br>E-Cancellation   |  |
| 13. PROPOSED FUNDING   |                   | 14. CONGRESSIONAL DISTRICTS OF:   |                                 | 19. EXISTING FEDERAL IDENTIFICATION NUMBER<br><b>04-2713379</b>  |  |
| a. FEDERAL \$ <b>15922.50</b>  | b. APPLICANT .00  | a. APPLICANT  | b. PROJECT                      |  |  |
| c. STATE .00   | d. LOCAL .00      | 16. PROJECT START DATE Year month day<br><b>1981 10 1</b>   |                                 | 17. PROJECT DURATION Months<br><b>3</b>  |  |
| e. OTHER .00   | f. TOTAL \$ .00   | 18. ESTIMATED DATE TO BE SUBMITTED TO FEDERAL AGENCY<br><b>1981-9-29</b>  |                                 |  |  |
| 20. FEDERAL AGENCY TO RECEIVE REQUEST (Name, City, State, ZIP code)  |                   |   |                                 | 21. REMARKS ADDED<br><input type="checkbox"/> Yes <input type="checkbox"/> No  |  |
| 22. THE APPLICANT CERTIFIES THAT   |                   | a. To the best of my knowledge and belief, data in this preapplication/application are true and correct, the document has been duly authorized by the governing body of the applicant and the applicant will comply with the attached assurances if the assistance is approved. |                                 | b. If required by OMB Circular A-95 this application was submitted, pursuant to instructions therein, to appropriate clearinghouses and all responses are attached:<br><br>(1) <input type="checkbox"/> No response <input type="checkbox"/> Response attached<br>(2) <input type="checkbox"/><br>(3) <input type="checkbox"/> |  |
| 23. CERTIFYING REPRESENTATIVE  |                   | a. TYPED NAME AND TITLE<br><b>Hai B. Pho, Coordinator</b>   |                                 | b. SIGNATURE   |  |
|  |                   |   |                                 | c. DATE SIGNED<br>Year month day<br><b>19</b>  |  |
| 24. AGENCY NAME  |                   |   |                                 | 25. APPLICATION RECEIVED 19  |  |
| 26. ORGANIZATIONAL UNIT  |                   |   |                                 | 27. ADMINISTRATIVE OFFICE  |  |
| 29. ADDRESS  |                   |   |                                 | 28. FEDERAL APPLICATION IDENTIFICATION   |  |
| 31. ACTION TAKEN   |                   |   |                                 | 30. FEDERAL GRANT IDENTIFICATION   |  |
| 32. FUNDING  |                   | 33. ACTION DATE   |                                 | 34. STARTING DATE  |  |
| <input type="checkbox"/> a. AWARDED  | a. FEDERAL \$ .00 | 19  |                                 | Year month day   |  |
| <input type="checkbox"/> b. REJECTED   | b. APPLICANT .00  | 35. CONTACT FOR ADDITIONAL INFORMATION (Name and telephone number)  |                                 |  |  |
| <input type="checkbox"/> c. RETURNED FOR AMENDMENT   | c. STATE .00      | 36. ENDING DATE 19  |                                 |  |  |
| <input type="checkbox"/> d. DEFERRED   | d. LOCAL .00      | 37. REMARKS ADDED   |                                 |  |  |
| <input type="checkbox"/> e. WITHDRAWN  | e. OTHER .00      | <input type="checkbox"/> Yes <input type="checkbox"/> No  |                                 |  |  |
| 38. FEDERAL AGENCY A-95 ACTION   |                   | a. Is taking above action, any comments received from clearinghouses were considered. If agency response is due under provisions of Part 1, OMB Circular A-95, it has been or is being made.  |                                 | b. FEDERAL AGENCY A-95 OFFICIAL (Name and telephone no.)   |  |

SECTION I - APPLICANT/RECIPIENT DATA

SECTION II - CERTIFICATION

SECTION III - FEDERAL AGENCY ACTION

ASSURANCE OF COMPLIANCE WITH THE DEPARTMENT OF  
HEALTH, EDUCATION, AND WELFARE REGULATION UNDER  
TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

Indochinese Refugee Foundation (hereinafter called the "Applicant")  
(Name of Applicant)

HEREBY AGREES THAT it will comply with title VI of the Civil Rights Act of 1964 (P.L. 88-352) and all requirements imposed by or pursuant to the Regulation of the Department of Health, Education, and Welfare (45 CFR Part 80) issued pursuant to that title, to the end that, in accordance with title VI of that Act and the Regulation, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Applicant receives Federal financial assistance from the Department; and HEREBY GIVES ASSURANCE THAT it will immediately take any measures necessary to effectuate this agreement.

If any real property or structure thereon is provided or improved with the aid of Federal financial assistance extended to the Applicant by the Department, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits. If any personal property is so provided, this assurance shall obligate the Applicant for the period during which it retains ownership or possession of the property. In all other cases, this assurance shall obligate the Applicant for the period during which the Federal financial assistance is extended to it by the Department.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts, property, discounts or other Federal financial assistance extended after the date hereof to the Applicant by the Department, including installment payments after such date on account of applications for Federal financial assistance which were approved before such date. The Applicant recognizes and agrees that such Federal financial assistance will be extended in reliance on the representations and agreements made in this assurance, and that the United States shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Applicant, its successors, transferees, and assignees, and the person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Applicant.

Dated September 29, 1981

Indochinese Refugee Foundation  
(Applicant)

By Dr. Hai Ba Pho  
(President, Chairman of Board, or comparable  
authorized official)

16 Rack Rd.

Chelmsford, Ma. 01824

(Applicant's mailing address)

DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE

GRANT  CONTRACT  FELLOW  OTHER

PROTECTION OF HUMAN SUBJECTS  
ASSURANCE/CERTIFICATION/DECLARATION

NEW  RENEWAL  CONTINUATION  
APPLICATION IDENTIFICATION NUMBER (If known)

ORIGINAL  FOLLOWUP  REVISION

STATEMENT OF POLICY: Safeguarding the rights and welfare of subjects at risk in activities supported under grants and contracts from DHEW is primarily the responsibility of the institution which receives or is accountable to DHEW for the funds awarded for the support of the activity. In order to provide for the adequate discharge of this institutional responsibility, it is the policy of DHEW that no activity involving human subjects to be supported by DHEW grants or contracts shall be undertaken unless the Institutional Review Board has reviewed and approved such activity, and the institution has submitted to DHEW a certification of such review and approval, in accordance with the requirements of Public Law 93-348, as implemented by Part 46 of Title 45 of the Code of Federal Regulations, as amended, (45 CFR 46). Administration of the DHEW policy and regulation is the responsibility of the Office for Protection from Research Risks, National Institutes of Health, Bethesda, Md 20014.

1. TITLE OF PROPOSAL OR ACTIVITY

Indochinese Self-Help Project

2. PRINCIPAL INVESTIGATOR/ACTIVITY DIRECTOR/FELLOW

Jacqueline Fidler

3. DECLARATION THAT HUMAN SUBJECTS EITHER WOULD OR WOULD NOT BE INVOLVED

- A. NO INDIVIDUALS WHO MIGHT BE CONSIDERED HUMAN SUBJECTS, INCLUDING THOSE FROM WHOM ORGANS, TISSUES, FLUIDS, OR OTHER MATERIALS WOULD BE DERIVED, OR WHO COULD BE IDENTIFIED BY PERSONAL DATA, WOULD BE INVOLVED IN THE PROPOSED ACTIVITY. (IF NO HUMAN SUBJECTS WOULD BE INVOLVED, CHECK THIS BOX AND PROCEED TO ITEM 7. PROPOSALS DETERMINED BY THE AGENCY TO INVOLVE HUMAN SUBJECTS WILL BE RETURNED.)
- B. HUMAN SUBJECTS WOULD BE INVOLVED IN THE PROPOSED ACTIVITY AS EITHER:  NONE OF THE FOLLOWING, OR INCLUDING:  MINORS,  FETUSES,  ABORTUSES,  PREGNANT WOMEN,  PRISONERS,  MENTALLY RETARDED,  MENTALLY DISABLED. UNDER SECTION 6. COOPERATING INSTITUTIONS, ON REVERSE OF THIS FORM, GIVE NAME OF INSTITUTION AND NAME AND ADDRESS OF OFFICIAL(S) AUTHORIZING ACCESS TO ANY SUBJECTS IN FACILITIES NOT UNDER DIRECT CONTROL OF THE APPLICANT OR OFFERING INSTITUTION.

4. DECLARATION OF ASSURANCE STATUS/CERTIFICATION OF REVIEW

- A. THIS INSTITUTION HAS NOT PREVIOUSLY FILED AN ASSURANCE AND ASSURANCE IMPLEMENTING PROCEDURES FOR THE PROTECTION OF HUMAN SUBJECTS WITH THE DHEW THAT APPLIES TO THIS APPLICATION OR ACTIVITY. ASSURANCE IS HEREBY GIVEN THAT THIS INSTITUTION WILL COMPLY WITH REQUIREMENTS OF DHEW Regulation 45 CFR 46, THAT IT HAS ESTABLISHED AN INSTITUTIONAL REVIEW BOARD FOR THE PROTECTION OF HUMAN SUBJECTS AND, WHEN REQUESTED, WILL SUBMIT TO DHEW DOCUMENTATION AND CERTIFICATION OF SUCH REVIEWS AND PROCEDURES AS MAY BE REQUIRED FOR IMPLEMENTATION OF THIS ASSURANCE FOR THE PROPOSED PROJECT OR ACTIVITY.
- B. THIS INSTITUTION HAS AN APPROVED GENERAL ASSURANCE (DHEW ASSURANCE NUMBER \_\_\_\_\_) OR AN ACTIVE SPECIAL ASSURANCE FOR THIS ONGOING ACTIVITY, ON FILE WITH DHEW. THE SIGNER CERTIFIES THAT ALL ACTIVITIES IN THIS APPLICATION PROPOSING TO INVOLVE HUMAN SUBJECTS HAVE BEEN REVIEWED AND APPROVED BY THIS INSTITUTION'S INSTITUTIONAL REVIEW BOARD IN A CONVENED MEETING ON THE DATE OF \_\_\_\_\_ IN ACCORDANCE WITH THE REQUIREMENTS OF THE Code of Federal Regulations on Protection of Human Subjects (45 CFR 46). THIS CERTIFICATION INCLUDES, WHEN APPLICABLE, REQUIREMENTS FOR CERTIFYING FDA STATUS FOR EACH INVESTIGATIONAL NEW DRUG TO BE USED (SEE REVERSE SIDE OF THIS FORM).

THE INSTITUTIONAL REVIEW BOARD HAS DETERMINED, AND THE INSTITUTIONAL OFFICIAL SIGNING BELOW CONCURS THAT:

EITHER  HUMAN SUBJECTS WILL NOT BE AT RISK; OR  HUMAN SUBJECTS WILL BE AT RISK.

5. AND 6. SEE REVERSE SIDE

7. NAME AND ADDRESS OF INSTITUTION

Indochinese Refugee Foundation  
16 Rack Rd. Chelmsford, Ma. 01824

8. TITLE OF INSTITUTIONAL OFFICIAL

Dr. Hai Ba Pho; Coordinator, Board of Directors

TELEPHONE NUMBER

(617)  
256-9359

SIGNATURE OF INSTITUTIONAL OFFICIAL

DATE

September 29, 1981

DHEW 598 (Rev. 4-75)

ENCLOSE THIS FORM WITH THE PROPOSAL OR RETURN IT TO REQUESTING AGENCY.

5. INVESTIGATIONAL NEW DRUGS - ADDITIONAL CERTIFICATION REQUIREMENT

SECTION 46.17 OF TITLE 45 OF THE Code of Federal Regulations states, "Where an organization is required to prepare or to submit a certification . . . and the proposal involves an investigational new drug within the meaning of The Food, Drug, and Cosmetic Act, the drug shall be identified in the certification together with a statement that the 30-day delay required by 21 CFR 130.3(a)(2) has elapsed and the Food and Drug Administration has not, prior to expiration of such 30-day interval, requested that the sponsor continue to withhold or to restrict use of the drug in human subjects; or that the Food and Drug Administration has waived the 30-day delay requirement; provided, however, that in those cases in which the 30-day delay interval has neither expired nor been waived, a statement shall be forwarded to DHEW upon such expiration or upon receipt of a waiver. No certification shall be considered acceptable until such statement has been received."

INVESTIGATIONAL NEW DRUG CERTIFICATION

TO CERTIFY COMPLIANCE WITH FDA REQUIREMENTS FOR PROPOSED USE OF INVESTIGATIONAL NEW DRUGS IN ADDITION TO CERTIFICATION OF INSTITUTIONAL REVIEW BOARD APPROVAL, THE FOLLOWING REPORT FORMAT SHOULD BE USED FOR EACH IND: (ATTACH ADDITIONAL IND CERTIFICATIONS AS NECESSARY).

- IND FORMS FILED:  FDA 1571,  FDA 1572,  FDA 1573

- NAME OF IND AND SPONSOR \_\_\_\_\_

- DATE OF 30-DAY EXPIRATION OR FDA WAIVER  
(FUTURE DATE REQUIRES FOLLOWUP REPORT TO AGENCY) \_\_\_\_\_

- FDA RESTRICTION \_\_\_\_\_

- SIGNATURE OF INVESTIGATOR \_\_\_\_\_ DATE \_\_\_\_\_

6. COOPERATING INSTITUTIONS - ADDITIONAL REPORTING REQUIREMENT

SECTION 46.16 OF TITLE 45 OF THE Code of Federal Regulations IMPOSES SPECIAL REQUIREMENTS ON THE CONDUCT OF STUDIES OR ACTIVITIES IN WHICH THE GRANTEE OR PRIME CONTRACTOR OBTAINS ACCESS TO ALL OR SOME OF THE SUBJECTS THROUGH COOPERATING INSTITUTIONS NOT UNDER ITS CONTROL. IN ORDER THAT THE DHEW BE FULLY INFORMED, THE FOLLOWING REPORT IS REQUESTED WHEN APPLICABLE.

USE FOLLOWING REPORT FORMAT FOR EACH INSTITUTION OTHER THAN GRANTEE OR CONTRACTING INSTITUTION WITH RESPONSIBILITY FOR HUMAN SUBJECTS PARTICIPATING IN THIS ACTIVITY: (ATTACH ADDITIONAL REPORT SHEETS AS NECESSARY).

INSTITUTIONAL AUTHORIZATION FOR ACCESS TO SUBJECTS

- SUBJECTS: STATUS (WARDS, RESIDENTS, EMPLOYEES, PATIENTS, ETC.) \_\_\_\_\_

NUMBER \_\_\_\_\_ AGE RANGE \_\_\_\_\_

NAME OF OFFICIAL (PLEASE PRINT) \_\_\_\_\_

TITLE \_\_\_\_\_ TELEPHONE \_\_\_\_\_

NAME AND ADDRESS OF COOPERATING INSTITUTION \_\_\_\_\_

- OFFICIAL SIGNATURE \_\_\_\_\_

NOTES: (e.g., report of modification in proposal as submitted to agency affecting human subjects involvement)

**PROPOSAL FOR CONTINUATION OF:**  
**INDOCHINESE SELF-HELP PROJECT**

**October 1, 1981 - December 31, 1981**

**Submitted By:**

**Indochinese Refugees Foundation, Inc.**

## TABLE OF CONTENTS

|   | Page |
|---|------|
| Executive Summary                                 | 1    |
| I. Introduction                                   | 2    |
| Description of Applicant                          | 2    |
| II. Highlights of Applicant's Experiences         | 2    |
| III. Identification of Target Area and Population | 5    |
| IV. Program Objectives                            | 7    |
| V. Methods  | 9    |
| ESL Instruction                                   | 9    |
| Job Counseling/Development                        | 9    |
| Social Support and Interpretive Services          | 10   |
| VI. Evaluation                                    | 11   |
| VII. Future Funding                               | 12   |
| VIII. Budget                                      | 13   |

## LIST OF TABLES

|   |   |
|---|---|
| Table I. REFUGEE POPULATION INCREASES/WELFARE<br>DEPENDENCY | 7 |
| Table II. SUMMARY OF OBJECTIVES AND METHODS                 |   |

# INDOCHINESE REFUGEES FOUNDATION, INC.

## EXECUTIVE SUMMARY

The Indochinese Refugees Foundation is a non-profit, tax exempt, Mutual Assistance Association, incorporated in Massachusetts in 1977. The Foundation has provided a continued network of successful post-resettlement services for the past six years in the greater Lowell and Boston areas. During the past year the Foundation provided several services including: ESL, job counseling, and various support services, under the Indochinese Self-Help Project. The overall goal of the Indochinese Self-Help Project is to promote refugee self-sufficiency. This project was funded by a grant from the Department of Health and Human Services.

This application, from the Indochinese Refugees Foundation, seeks a continuation from the Office of Refugee Resettlement to continue and expand the present Indochinese Self-Help Project. The expanded project would provide: a cost effective, comprehensive, network of job development and work related English classes that would assist the increasing numbers of Indochinese refugees in their journey toward self-sufficiency in the U.S.

In summary, our plan is to provide intensive ESL and job counseling/development to at least 80 refugees. In addition, support services such as; Information and Referral and emergency interpretive services will be given to approximately 200 refugees. Current studies and professional research indicated that only with such an integrated approach can we really effect refugee independence.

The common language and ethnic background of the leadership of the MAA's, such as the Indochinese Refugees Foundation, enables us to assist Indochinese Refugees to adapt to American culture in the most meaningful way. In the long run, when public support is no longer available, a refugee's own ethnic community would provide continued and lasting support which would lead to successful socio-cultural integration and economic self-sufficiency within the American society.

Therefore, it is vital, as well as cost effective, that the Indochinese Refugees Foundation continue its work in the Lowell area. This application will support the need for such services, temporarily, until this state's R.F.P. process is completed in December of this year.



1. DESCRIPTION OF THE APPLICANT:

Members of the Indochinese Refugees Foundation are dedicated to providing much needed post-resettlement assistance to their fellow countrymen. This is demonstrated clearly in their long history of work that began in 1975 and continued to the present time. At that time, many of the Indochinese refugees of the greater Boston area joined together to form the New England Indochinese Community, later established as the Foundation.

The Foundation had the unique objective of serving all the ethnic groups of refugees without distinction of race, religion, language, or political background. The present Board of Directors is reflective of this objective as it includes Indochinese people and American friends from many different backgrounds. The objectives of the Foundation are to promote understanding and friendship, to encourage and facilitate refugee independence from public assistance, and to preserve and develop cultural heritage. (see appendix I-a)

The Indochinese Refugees Foundation was incorporated in Mass. on January 27, 1977, with explicit objectives to provide social adjustment services and to develop bilingual and bicultural education programs for Indochinese refugees. The Foundation was then granted federal income tax exemption under section 501(c)(3) in 1980. The articles of incorporation, letters of support, 1980 Annual Report, and our 1980-81 tax return are appended in appendix I-b for your review.

II. HIGHLIGHTS OF APPLICANT'S EXPERIENCES:

The emphasis of the services provided by the Foundation has been on the development of refugee self-sufficiency. The scope of these services has expanded since the Foundation's inception in 1975, and are summarized under the following categories.

Direct Services:

- The Foundation, under the I.S.H.P., has provided ESL training and successfully placed over fifty refugees in jobs or skill training programs. (appendix II-a)
- Job placements to an additional forty refugees (appendix II-b)
- Interpretation services for hospitals and other emergencies

- Information, referral, and follow-up to over 500 refugees, service providers, and volunteers (appendix II-c)
- Distribution of clothing, furniture, and other donated items (appendix II-d)
- Social adjustment group counseling to over 100 refugees each month. Topics have included: "How to apply for jobs in the U.S.A.", "Employment opportunities", "Travel and communication in the U.S.A. and in Lowell", "I.R.S.", and many more. Translated, written material is distributed at each meeting. (appendix II-e)
- Printing of several newsletters in Vietnamese, Laotian, and Cambodian (appendix II-f)
- Translation of 10 instruction sheets, developed by the Project staff to assist refugees in helping themselves regarding: "Calling for emergency help", "Applying for a Learner's Permit and Driver's License", "How to apply for energy assistance" are just a few examples of these materials. (II-g)
- Individual and Family Life Counseling to many refugees
- Legal advocacy

#### Cooperative Ventures:

The Indochinese Refugees Foundation has sought to cooperate in all of its works in order to maximize assistance and resources available to Indochinese refugees. In this spirit, the I.R.F. sought and participated in the following cooperative ventures.

- 1) Prior to the establishment of the I.S.H.P. in Lowell, efforts to help Indochinese refugees were fragmented. Assistance given by agencies and churches were crisis oriented - lacking coordination and long-term planning solutions. Within three months, the I.S.H.P. coordinated the development of the Indochinese Refugees Services Steering Committee. This Committee has evolved into a community based effort to define, coordinate, and develop resources for refugees. See appendix II-h for the Committee's Statement of Purpose.
- 2) The I.S.H.P. assisted the local C.E.T.A. consortium to reach Indochinese youths interested in the Summer Youth Employment Program. The Project generated over 50 applicants for 30 placements in these jobs. The staff then provided the follow-up necessary to ensure successful participation in the program. (appendix II-i)
- 3) The I.S.H.P. has also made an agreement to prepare and refer ten candidates to the C.E.T.A. Adult Training Program. (appendix II-j)

- 4) The bilingual staff consulted with the Community Health Clinic to develop and translate literature regarding health and nutrition for refugees. (appendix II-k)
- 5) The I.S.H.P. cooperated with the local antipoverty agency, Community Teamwork, Inc., in translating and distributing information regarding fuel assistance, housing, and day care programs. The bilingual staff assisted C.T.I. in processing over 50 applications for housing and 40 applications for fuel assistance. (appendix II-1)
- 6) Distribution of the Orientation Packages developed by the Orientation Resource Center. (appendix II-m)
- 7) The Foundation signed an agreement with the U.S. Public Health Hospitals to assist them in reaching Indochinese refugees that were without medical coverage. (appendix II-n)

#### Bicultural and Bieducational Development:

The Bicultural development of Indochinese refugees and the communities they are living in is one of the most crucial roles played by the MAA's. It is crucial because it is a role that can only be performed by the MAA's due to its community involvement.

When the Foundation was established in Lowell, refugees were a fragmented, isolated population often unable to find basic necessities of life. Because of the role models and contacts provided by our own Board of Directors, (made up largely of former refugees), we have been able to tap directly into the refugee community's own organizations and their leaders.

- 1) Symposium - On April 10th the I.S.H.P. sponsored the first combined Indochinese Symposium and Cultural Evening in New England at the University of Lowell. The day-time program featured guest speakers and three panels on Cambodian, Laotian, and Vietnamese education, career planning, and family structure. We were fortunate to have Mr. Jesse Bunch, Executive Director of I.R.A.C. in Washington, D.C., as our keynote speaker, Dr. Pho Ba Long, from the Orientation Resource Center in Washington, D.C., four cross-cultural specialists from the Center for Applied Linguistics in Washington, D.C., and a variety of educational and human service

experts from Mass. The day program was well received by nearly 300 participants from various educational, health, and social service agencies, sponsors and friends of refugees all over and particularly from Region III. The Cultural Evening featured songs, dances, instruments, and customs from Cambodia, Laos, and Vietnam. The Foundation was able to draw on the resources of over 80 Indochinese volunteers from across the state, to deliver this outstanding show. The Foundation was also able to raise \$1,600.00 to offset costs not covered by the grant for the program. Both the day and evening programs were over subscribed one week before the Symposium. Over 500 people attended the Evening Program. (appendix II-o)

- 2) Board members have provided technical assistance to emerging self-help groups.
- 3) Solicited donations on behalf of these groups.
- 4) Sponsored the development of the Laotian Dance Troupe.
- 5) Secured a paid performance for the Troupe at the Lowell International Festival. (appendix II-p)
- 6) Sponsored a bus ride to Boston to facilitate shopping for ethnic foods.

#### Community Activities:

During this year, members of the Board of Directors participated in the:

- Southeast Asian Festival
- Lowell International Festival by providing the Laotian Dance Troupe
- Whole World Celebration Program sponsored by the International Institute of Boston
- The I.R.F. co-sponsored the "Buddhist Salvation Service and Ecumenical Witness for Cambodia and its People"

### III. IDENTIFICATION OF TARGET AREA AND POPULATION:

During the past year, there has been a tremendous influx of Indochinese refugees into Massachusetts, bringing the latest totals to over 8,000 who have resettled in this state. It is estimated that nearly fifteen percent of those refugees have resettled in the greater Lowell area, exhausting existing resources such as; jobs, housing, medical and social services.

The first group of Indochinese refugees brought approximately 200 Vietnamese people to the greater Lowell area between 1976-79. These refugees, generally sponsored by churches and family members, were educated and capable of resettling independently. Then, between 1979 and the present time, an additional 800 refugees were resettled in the Lowell area, this time largely of Laotian descent, without sponsors or relatives to help them.

The I.S.H.P. conducted a needs assessment survey in February of 1981 with 150 Indochinese refugees who arrived in Lowell after August, 1980. The survey showed that these new arrivals differed from the 1976-79 arrivals in that most of them are unskilled and uneducated. Since many of the 1,000 refugees mentioned above arrived within a six month period, their lack of skills, education, sponsors, and other social support have left them in the most deplorable living situations.

As mentioned, this dramatic influx of unskilled refugees put a tremendous drain on the city's resources. The low-income housing and entry-level jobs that once made Lowell attractive, are now non-existent. This has resulted in a concurrent increase in the number of refugees dependent on public assistance for survival.

As can be seen in table one, in May 1980, there were 130 refugees receiving cash and medical assistance in greater Lowell, or 28% of the refugee population. By May 1981, there had been a 400% increase, bringing the total of refugees receiving public assistance to 561 or 56% of the refugee population. The projection for year end 1982 by resettlement agencies and sponsors indicated an increase of up to 700 arrivals for greater Lowell. If similar patterns are followed, 84% of the refugee population will be receiving public assistance next year.

REFUGEE POPULATION INCREASES/WELFARE DEPENDENCY

|   |      |      |      |
|---|------|------|------|
| Total Population  | 450  | 1000 | 1700 |
| Percent Increase In Population                              |      | 100% | 70%  |
| Receiving Cash Assistance                                   | 130  | 561  | 1428 |
| Percent of Population Receiving Cash and Medical Assistance | 28%  | 56%  | 84%  |
| Percent Increase of Refugee Population Receiving Assistance |      | 400% | 250% |
|   | 1980 | 1981 | 1982 |

Many of the refugee families in Lowell live in crowded, one and two bedroom apartments that are often without heat or water in the winter, glass in the windows, or protection from fast increasing rents. They are often subject to medical and financial emergencies that are far beyond their ability to manage.

Despite our efforts to alert the community that our funding is limited and thus the scope of service, requests for assistance have inundated the Project. Hospital and health clinic staff, social service professionals, other local agency staff, and refugees have continually called on our staff on an emergency basis.

Poor public transportation, lack of outreach, and unavailability of bilingual staff have kept the Indochinese refugees in Lowell isolated from Boston area services. Prior to the establishment of the Indochinese Self-Help Project in Lowell, the only service offered to the refugees were three ESL classes that were subcontracted to the local Adult Learning Center by the International Institute of Lawrence. The Institute of Lawrence was unable to provide case management or other support services to the refugees.

In the Lowell area, there are three times as many Laotians as there are Cambodians or Vietnamese. These new arrivals differ from the 1975-76 refugees in that most of them are unskilled, uneducated, and have little experience in the 9-5 industrial work pattern. Most of them do not have the English skills necessary to find employment. Without the proper preparation for employment these refugees will inevitably become public charges.

PROPOSAL FOR CONTINUATION OF:  
INDOCHINESE SELF-HELP PROJECT

NEEDS ASSESSMENT

Based on data collected during the Self-Help Project, the 700 plus refugees, who arrived between 1980-81, are generally unskilled and uneducated. These problems are further complicated by poor health, inability to communicate, and a lack of understanding of the new culture that surrounds them. The need for post resettlement services is critical, for without proper training and support, these refugees will join the millions of alienated poor - isolated in their own communities and dependent on public assistance for their life time. The following proposal for continuation calls for increased funding for the present project in order to respond to the influx of refugees in this area until December 31, 1981, when the Indochinese Refugees Foundation is able to secure funding on a state level.

IV. OBJECTIVES

The overall objective of the Indochinese Self-Help Project is to assist Indochinese refugees in their effort to achieve economic independence and social well being. The Self-Help Project proposes to continue and expand its three components: ESL, Job Development, and Social Support for an additional 3 months. By providing these services we will address the above mentioned problems with the following objectives:

- a) -To increase English language skills of Indochinese on three levels.
- b) -To equip Indochinese refugees with English skills necessary to find employment in the U.S.
- c) -To enable the refugee to plan a career that would remove him/her from Welfare dependency.
- d) -Seek placement in stable employment for 20 refugees..
- e) -To prevent social maladjustment.
- f) -To increase the ability of Indochinese refugees to interact more effectively with their new environment.
- g) -To develop and maintain native ethnic pride and identity.
- h) -To facilitate assistance from other service agencies.
- i) -To remove 20 refugees from Welfare dependency.

## METHODS

Once the continuation of the Project is approved, the present staffs' positions will be expanded to full-time. The Project Director will recruit the additional staff/consultants as soon as possible thereafter (we have several commitments for the time period of this grant). All service components will begin the first week.

### ESL:

For the remaining three months in the Project, there will be two classes of English conducted at the International Institute of Lowell each day for two hours each class. The ESL Instructor/Guidance Counselor will test all students within the first week of registration with the assistance of the bilingual staff. Students will then be placed in either Survival ESL or Pre-vocational ESL, according to their skill level.

There will be forty students in each class which will begin October 5th and end December 25th. The ESL instructor will conduct these classes with the assistance of the bilingual staff for a total of 20 hours a week. The curriculum for Pre-Vocational English will emphasize improvement in skills regarding employability. The curriculum for the Survival ESL will stress conversation skills that will impact on the refugees' abilities to integrate themselves into the American way of life. (See Appendix V.)

### Employment:

Each student will be interviewed on a monthly basis by the Guidance Counselor to evaluate the student's vocational interests, experiences, and aptitude. The counselor will work with the student to develop an individualized plan to achieve the student's employment goals. Based on data collected from the Guidance Counselor, the Job Developer will begin to meet with prospective employers in order to identify and develop potential worksites. The Job Developer will analyze the labor market and seek job opportunities for the refugee students. She will then review openings with her staff and prospective applicants will be screened by her with the assistance of the bilingual staff.

The Job Developer will then arrange an interview between the employer and the prospective applicant. Bilingual staff will assist the applicant in the interview. The Job Developer will then contact the employer, to inquire if the student was awarded the position. If so, the Job Developer and bilingual staff will act as a resource to the employer to insure successful integration of the student in his/her new job. The Job Developer will follow-up one month after employment begins.



Social Support Services:

Since there are currently no monies available until January 1, 1982, the I.S.H.P. will maintain its Information and Referral service to the greater Lowell community, until at which time it is hoped there will be funds available for Case Management services. The Project Director will provide this service with the assistance of the staff.

Interpretation/Translation Services:

The Project Director will develop a list of available interpreters who will be contracted to deliver interpreter services. These interpreters will be assigned to assist refugees in hospital/clinic visits and other appointments, on an emergency basis, where no alternatives can be found. The Project Director will receive requests and refer interpreters during office hours. Lists of interpreters will be distributed to area hospitals and other key 24-hour services who will be authorized to request the interpreters services directly on an emergency basis.

The interpreter would have a voucher signed by the agency receiving the service and submit the voucher to the Project for reimbursement. This service would be available to all area refugees and service providers. Emergency medical needs would be the first priority for the service, followed by requests from the Department of Social Services, Welfare, Health Clinics, etc. The Project will provide approximately 15 hours of interpretive services weekly.

## VI. EVALUATION

The Project staff will generate the following reports for evaluation by the Project monitor:

- (a) ESL Instruction - the ESL Instructor will prepare a report including class attendance sheets, student progress summaries, curriculum outlines and other relevant materials.
- (b) Job Counseling - The Guidance Counselor will prepare a summary of the employability of the students in the ESL class according to their level of English, past experience and previous work history.
- (c) Job Development - The Job Developer will prepare an analysis of the labor market in the greater Lowell area and a summary of job opportunities for Indochinese refugees. The Job Developer will also prepare a summary of the number of refugees sent on job interviews and on the number of jobs secured through the Project.
- (d) Social Support and Interpretive Services: The Project Director will prepare a summary of all the raw data and records regarding Information and Referral Services, and Interpretive Services.
- (e) Bookkeeping - The Secretary/Bookkeeper, under the supervision of the Project Deirector will complete all reporting forms required by the grant regarding financial status.
- (f) The Project Director will summarize all the services provided by the Project to be evaluated by the Project Monitor

VII. FUTURE FUNDING

The Indochinese Refugees Foundation, Inc. is establishing contacts with resettlement agencies (Volags) to subcontract direct services to the refugees coming in to the area. Its staff shall have a project proposal ready to submit to the Commonwealth IRAP office to deliver additional direct services to the refugees. It will also continue to organize fund raising drives among the members and the charitable organizations.

| PROBLEMS               | OBJECTIVE  | METHODS  | EVALUATION  |
|------------------------|--|--|---|
| Lack of English        | (a) Vocational English for 150 refugees<br>(b) Develop curriculum for 3 tracks | (a) Three tracks of work related ESL offered 4 x year<br>(b) Gather existing materials research.                       | (a) Registration sheet testing results progress reports<br>(b) Curriculum guide |
| Alienation             | (c) Career planning/ Counseling to some 150 refugees                           | (c) Individualized counseling by bilingual staff, on-going training seminars on "How to find a job"                    | (c) Interview questionnaire Counseling report                                   |
| Unemployment           | (d) Seek placement in stable employment for 150 refugees                       | (d) Placement by job counselors via: National Alliance of Businessmen, direct contact with Private Sector, D- and CETA | (d) Career monitoring Career reports  |
| Social Maladjustment   | (e) Provide case management to individuals and families                        | (e) Develop individualized service plans to remove barriers to healthy adjustment                                      | (e) Service plans follow-up   |
| Cross Cultural Naivete | (f) To provide cross-cultural understanding within refugee community           | (f) To develop and implement 12 social adjustment group counseling sessions  | (f) Social adjustment counseling - curriculum participant evaluations           |
|                        |  |  |   |

| PROBLEMS                    | OBJECTIVE   | METHODS   | EVALUATION   |
|-----------------------------|---|---|--|
| Isolation and Fragmentation | (g) To provide information and referral service to refugees | (g) Establish Information Center, develop, translate, and circulate instruction materials on American way of life | (g) Follow-up reports, data sheets, information and referral recording cards |
| Language Barriers           | (h) To provide translator/interpreters pool                 | (h) Develop translators bank  | (h) Reporting forms  |
| Public Assistance           | (i) To remove 150 refugees from public assistance           | (i) All methods above   | (i) Public assistance reports  |

OFFICE OF REFUGEE RESETTLEMENT  
BUDGET DETAIL

---

|   |  |                             |
|---|--|-----------------------------|
| <b>I. <u>PERSONNEL COSTS.</u></b>       |  |                             |
| A. Full time                            |  | \$ <u>\$16607.50</u>        |
| List each position by title and salary  |  |                             |
| See attached schedule                   |  |                             |
| B. Part time                            |  | <u>                    </u> |
| List each position:                     |  |                             |
| 1) By title                             |  |                             |
| 2) By hours/week                        |  |                             |
| 3) By hourly rate                       |  |                             |
| C. Total Personnel Costs                |  | \$ <u>16607.50</u>          |
| <b>II. Fringe Benefit Costs</b>         |  |                             |
| Compute as a percent of Total Costs     |  | <u>\$ 2765.</u>             |
| 16.65 % FICA and 10% BCBS               |  |                             |
| <b>III. <u>Non-Personnel Costs.</u></b> |  |                             |
| A. Office Supplies                      |  | <u>\$ 225</u>               |
| B. Telephone                            |  | <u>250</u>                  |
| C. Postage                              |  | <u>125</u>                  |
| D. Travel                               |  | <u>250</u>                  |
| E. Rent                                 |  | <u>1500</u>                 |
| F. Equipment                            |  | <u>0</u>                    |
| G. Contracts (Interpretive Consultants  |  | <u>1250</u>                 |
| H. Others 16 hrs/wk x \$6=\$90/wk       |  | <u>                    </u> |
| Program Supplies                        |  | <u>150</u>                  |
| etc. etc.                               |  | <u>                    </u> |
| I. Total Non-Personnel Costs            |  | \$ <u>3750</u>              |
| <b>IV. Total Direct Costs*</b>          |  | <u>23122.50</u>             |
| <b>V. Indirect Costs</b>                |  | <u>                    </u> |
| <b>VI. Total Costs</b>                  |  | <u>\$23122.50</u>           |

\*Please note that \$7,200 will be contributed from yet unexpended funds of the current Indochinese Self-Help Project. Therefore our actual budget request is for \$15, 922.50.

SCHEDULE A  
BUDGET DETAIL

I. Personnel

A. Full-time positions:

Project Director  
35 hrs/wk x \$8/hr = \$280/wk  
280/wk x 13 wks. = \$ 3640.00

Guidance Counselor/ESL Instructor  
35 hr/wk x \$7/hr = \$245/wk  
\$245/wk x 13wks = 3185.00

Vietnamese Counselor/Aide  
Laotian Counselor/Aide  
Cambodian Counselor/Aide  
35 hr/wk x \$5.50/hr @ = \$192.50 @  
\$192.50 x 13 wks. = 2502.50 @  
\$2502.50 x 3 positions = 7507.50

Secretary/Bookkeeper  
35 hrs/wk x \$5/hr = \$175/wk  
\$175/wk x 13 wks = 2275.00  
\$16607.50

APPENDIX I



APPENDIX 1

Indochinese Refugee Foundation, Inc.  
Articles of Organization and 1980 Annual Report

# INDOCHINESE REFUGEES FOUNDATION, INC.

## ADVISORY COUNCIL

Bruce Akashian  
Director of Operations  
C.E.T.A.  
100 Merrimack St.  
Lowell, MA 01852

Father Richard Conway  
St. Patrick's Church  
282 Suffolk St.  
Lowell, MA 01854

Arthur Keltz  
National Alliance of Businessmen  
40 Central St.  
Lowell, MA 01852

Lydia Mattel  
International Institute  
79 High St.  
Lowell, MA 01852

459-9031

Hoa Nguyen  
330 Skyline Dr.  
Dracut MA 01826

Dave Specht  
Christ Church United  
1 Bartlett St.  
Lowell, MA 01852

Mech Noun  
443 Gorham St.  
Lowell, MA  
454-3775

Ding Lo  
17 Lilley Ave.  
Lowell, MA  
452-6699

Joyce Adams  
Elliot Presbyterian Church  
273 Summer St.  
Lowell, MA  
452-3383

Patricia Sullivan  
Affirmative Action Officer  
City Hall  
Lowell, MA 01852

Francis Talty  
Director  
Youth Employment Training  
Program  
1540 Lakeview Ave.  
Dracut, MA 01826

APPENDIX II

INDOCHINESE SELF-HELP PROJECT

STUDENT FLOW CHART

3/81 - 6/81

|            | Students Initially Accepted | Students Placed In Jobs | Students Placed In Skill Training Pgms | Students Unable To Attend | New Students Accepted | Students Currently Attending |
|------------|-----------------------------|-------------------------|--|---------------------------|-----------------------|------------------------------|
| CAMBODIAN  | 8                           | 7                       | 1                                      | 3                         | 8                     | 5                            |
| MALE       | 7                           | 6                       | 1                                      | 1                         | 6                     | 5                            |
| FEMALE     | 1                           | 1                       | 0                                      | 2                         | 2                     | 0                            |
| VIETNAMESE | 8                           | 4                       | 2                                      | 6                         | 9                     | 5                            |
| MALE       | 7                           | 1                       | 2                                      | 6                         | 7                     | 2                            |
| FEMALE     | 1                           | 3                       | 0                                      | 0                         | 2                     | 3                            |
| LAOTIAN    | 27                          | 8                       | 2                                      | 8                         | 2                     | 11                           |
| MALE       | 25                          | 8                       | 2                                      | 7                         | 2                     | 10                           |
| FEMALE     | 2                           | 0                       | 0                                      | 1                         | 0                     | 1                            |
| TOTALS     | 43                          | 19                      | 5                                      | 17                        | 19                    | 21                           |

INDOCHINESE SELF-HELP PROJECT

FOLLOW-UP OF APPLICANTS ON WAITING LIST

3/81 - 6/81

|            | Were accepted into class | Provided Social Support Service* | Remain in other ESL classes | Job Placement | Would like to remain on waiting list | Unable to Attend |
|------------|--------------------------|----------------------------------|-----------------------------|---------------|--------------------------------------|------------------|
| CAMBODIANS | 8                        | 25                               | 18                          | 18            | 20                                   | 8                |
| MALE       | 6                        | 5                                | 12                          | 10            | 15                                   | 1                |
| FEMALE     | 2                        | 20                               | 6                           | 8             | 5                                    | 7                |
| LAOTIANS   | 2                        | 51                               | 37                          | 17            | 42                                   | 8                |
| MALE       | 2                        | 23                               | 22                          | 15            | 22                                   | 2                |
| FEMALE     | 0                        | 28                               | 15                          | 2             | 20                                   | 6                |
| VIETNAMESE | 9                        | 5                                | 4                           | 6             | 5                                    | 3                |
| MALE       | 7                        | 0                                | 0                           | 3             | 0                                    | 2                |
| FEMALE     | 2                        | 5                                | 4                           | 3             | 5                                    | 0                |
| TOTAL      | 19                       | 81                               | 59                          | 41            | 47                                   | 19               |

\*This includes delivery of donated furniture, clothing, etc , Information and Referral service, day care, etc.

INDOCHINESE SELF-HELP PROJECT  
INFORMATION & REFERRAL

DATA

|                              | DEC.<br>1980 | JAN. | FEB. | MARCH | APRIL | MAY | JUNE | JULY | AUG. | SEPT. | OCT. | NOV. | DEC.<br>1981 |
|------------------------------|--------------|------|------|-------|-------|-----|------|------|------|-------|------|------|--------------|
| Translation/<br>Int. Request | 5            | 8    | 15   | 20    | 45    | 48  | 55   | 56   | 46   | 48    |      |      |              |
| Housing                      | 4            | 5    | 6    | 16    | 6     | 8   | 10   | 11   | 6    | 5     |      |      |              |
| Financial                    |              |      |      |       |       | 1   | 1    |      |      |       |      |      |              |
| Medical                      | 2            |      | 4    |       | 11    | 5   | 8    | 5    |      | 1     |      |      |              |
| Welfare                      | 3            | 5    | 3    | 4     | 3     | 8   | 5    | 10   | 5    | 7     |      |      |              |
| Employment                   | 5            | 5    | 4    | 6     | 30    | 15  | 21   | 23   | 20   | 27    |      |      |              |
| Education                    | 2            | 5    | 3    | 6     | 8     | 12  | 8    | 7    | 6    | 1     |      |      |              |
| Mental<br>Health             | 1            | 1    |      |       | 4     | 5   |      |      | 2    |       |      |      |              |
| Other                        | 2            | 9    | 5    | *8    | *11   | 14  | 17   | 4    | 1    | 6     |      |      |              |
| TOTAL                        | 24           | 38   | 40   | 60    | 118   | 116 | 125  | 116  | 86   | 95    |      |      |              |

Mrs. June T. [unclear]  
200 Burlington  
Wilmington,

Dear June:

I can't  
generous  
your Church  
congratulate  
divided

ntc  
grat  
for

See







# INDOCHINESE SELF-HELP PROJECT

## THÔNG BÁO

Chương trình hỗ trợ người tỵ nạn Đông Nam Á của Song Trọng Nhân mời toàn thể người tỵ nạn ở các văn phòng ở trong Lowell. Hãy đến tham dự buổi họp mặt của đoàn thể các đồng tỵ nạn Đông Dương.

Buổi họp mặt được tổ chức từ 1 giờ chiều đến 11 giờ đêm ngày 21 tháng 08 năm 1981 tại số 71 High Street. Mục đích của buổi họp mặt nhằm mục đích với sự kính trọng lẫn nhau để cùng nhau chia sẻ những kinh nghiệm sống và hướng dẫn của người tỵ nạn các buổi họp mặt thêm phần long trọng.   
Kính chào.

Lưu ý những quý vị phát hiện thấy có vấn đề gì về biên cương, bước chân đầu tiên và kế hoạch hành trình của quý vị để có thể tiếp xúc. Những gì sẽ đến...  
Đến được phía phía... 27 đã vượt qua được sự mang theo người con gái có thể...  
ngay lúc này và dần dần hết thảy của nó... người con gái kia đã 4 lần chốn...  
mức cắt lòn. Đặt vấn đề của tôi trên tinh thần hết và bị với muôn vàng bề...  
gặp. Ôi! Hồi làm mất tiền đi bán rau? Hàng này thế kia đang chờ đợi...  
mình quanh người con gái ấy... những... và kể lòn nó đã đến... Chương trình...  
để giúp người tỵ nạn đang chờ đợi, nó chưa từng những con người đã vắng đây nhiều...  
khu trên sự giúp đỡ cho người tỵ nạn... là đưa người con gái kia vượt qua vùng...  
hỏi lo lắng của các bạn sống và sinh hoạt của người tỵ nạn sẽ việc làm... Thế rồi...  
nó đây sẽ cũng thế kia... cho người con gái ấy muốn tìm lại với lo âu kia...

RESOURCE LIST

ສຳລັບການສູນເສຍຄວາມສຳພັນ ຫຼື ການສູນເສຍຄວາມສຳພັນ  
ແລະ ການສູນເສຍຄວາມສຳພັນ ຫຼື ການສູນເສຍຄວາມສຳພັນ  
ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ  
TL 454-4286.

POLICE : ບຸກຄົນ \_\_\_\_\_ 454-0425

FIRE : ຄັບເພິງ \_\_\_\_\_ 459-2444

Poison Center : ຫນົກ \_\_\_\_\_ 1-800-682-9211

LAND LORD : ຜູ້ເຮັດ \_\_\_\_\_

SPONSOR OR AGENCY : ຜູ້ສະໜອງ \_\_\_\_\_

WELFARE : ກິດຈະກຳ \_\_\_\_\_

HOSPITAL : ບໍລິເວນ \_\_\_\_\_ 454-0411

INDOCHINESE SELF HELP PROJECT  
ກິດຈະກຳ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ

AMBULANCE : ສູນ \_\_\_\_\_ 458-6321

ບັນຍາຍ ກິດຈະກຳ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ  
ບັນຍາຍ ກິດຈະກຳ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ

Hello My name is - \_\_\_\_\_

I HAVE PROBLEM I NEED SOME HELP

My address is - - - \_\_\_\_\_

THIS IS AN AMERGENCY

Resource List

ສຳລັບການສູນເສຍຄວາມສຳພັນ ຫຼື ການສູນເສຍຄວາມສຳພັນ  
ແລະ ການສູນເສຍຄວາມສຳພັນ ຫຼື ການສູນເສຍຄວາມສຳພັນ  
ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ

Police - ທ່ານ \_\_\_\_\_ 454-0425

Fire - ຄັບເພິງ \_\_\_\_\_ 459-2444

Ambulance. ສູນ \_\_\_\_\_ 458-6321.

Poison Center. ຫນົກ, ຄັບເພິງ \_\_\_\_\_ 1-800-682-9211.

Landlord - ຜູ້ເຮັດ ສູນ \_\_\_\_\_

SPONSOR OR AGENCY. ຜູ້ສະໜອງ \_\_\_\_\_

Welfare ກິດຈະກຳ ສູນ \_\_\_\_\_ 454-8061.

Hospital. ບໍລິເວນ GENERAL \_\_\_\_\_ 454-0411.

Indochinese self. Help. project \_\_\_\_\_ 454-4286.  
ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ

ບັນຍາຍ ກິດຈະກຳ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ  
ບັນຍາຍ ກິດຈະກຳ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ ສູນ

Hello! my name is - - - -

I have problem, i need some help

My address is - - -

THIS IS AN AMERGENCY!

APPENDIX III

APPENDIX V

## ESL SURVIVAL

**Objective:** To provide the language skills necessary for minimum functioning here in Lowell.

**Content:** Consumer/environmental skills, i.e.:

- Personal information
- Money/credit
- Housing
- Health
- Communications
- Shopping (food, clothing)
- Community resources (welfare, legal services)
- Insurance
- Taxes
- Emergency procedures
- Time

American culture, i.e.:

- Customs and manners
- Classroom procedures

**Outcome:** Students completing ESL Survival should be able to:

- Ask and answer questions related to daily living and other subjects familiar to the client.
- Understand simple statements and questions addressed to them within their limited language scope and be able to ask for clarification when necessary.
- Be understood by native speakers paying close attention after repetition and clarification, since errors in pronunciation and grammar will probably be frequent.
- Possess vocabulary adequate for daily living needs, but probably inadequate for complex situations or ideas.
- Read essential forms, numbers, labels, signs and simple written survival information.
- Fill out essential forms and write name, address, phone number and make emergency requests.

## ESL PREVOCATIONAL

**Objective:** To provide students with language and skills necessary for getting and keeping a job, an orientation to the American job market, expectations about work in the U.S., and the ability to deal with the application and interview process without extensive assistance, and with work-related interpersonal interactions. Only clients who wish and have the ability to get, keep, or advance in a job will be serviced, and their ability will be determined by an English Placement Test (Level 2)

**Content:** Language skills with an emphasis on:  
Pronunciation  
Aural understanding  
American idioms  
Informal language use

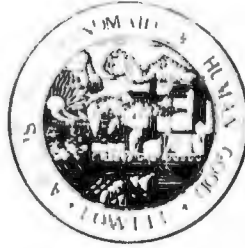
Prevocational skills and information, i.e.:  
Job finding/seeking  
Interviewing  
Filling out applications and forms  
Career exploration  
Employer expectations  
Employee rights and responsibilities  
Salaries and fringe benefits  
Assessing marketable skills  
Interpersonal relationships in a work setting  
Giving and taking instructions  
Cultural work norms

**Outcome:** Students who complete ESL Prevocational should be able to demonstrate the skills necessary to acquire and maintain employment and potentially advance on the job, such as the ability to:  
Complete forms  
Give and take instruction  
Interpret a pay check stub  
Communicate sufficiently in a job interview  
Communicate sufficiently with coworkers

**APPENDIX VI**

# DIVISION of PLANNING & DEVELOPMENT

JOHN F. KENNEDY CIVIC CENTER • LOWELL, MASSACHUSETTS 01852 • (617) 454-8821



September 14, 1981

Ms. Jacqueline M. Fidler, Project Director  
Indo-Chinese Refugees Foundation, Inc.  
Lao-Hmong Community of Massachusetts, Inc.  
79 High Street  
Lowell, Massachusetts 01852

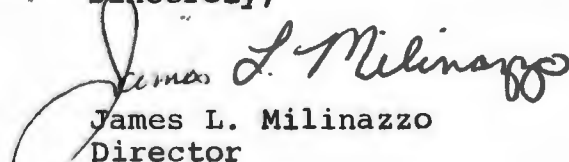
Dear Ms. Fidler:

This letter is to express my personal support of the Indo-Chinese Project as outlined in your abstract proposal accompanying your recent letter.

The objectives and methods of your organization in assisting the 700 plus Indo-Chinese refugees within the City of Lowell are most worthy and encouraging. The services to be provided would most certainly assist the Indo-Chinese refugees in obtaining and maintaining a decent standard of living for themselves and their children.

In closing, I commend your organization for their relentless effort to address the needs of the Indo-Chinese refugees in a caring, professional manner. Therefore, I support their endeavor in trying to secure additional funding and for their innovative direction.

Sincerely,

  
James L. Milinazzo  
Director

JLM:fc



# Christ Church United in Lowell

1 Bartlett Street  
Lowell, Massachusetts 01852  
Telephone 459-9631

September 11, 1981

John J. Adams, *Pastor*  
David L. Specht, *Student Associate*  
Deidre Scott, *Seminarian*  
Nancy J. Sager, *Secretary*  
Robert E. Henderson, *Sexton*  
Richard G. Chadwick, *Organist  
and Choir Director*

To Whom It May Concern:

This is an unsolicited letter of recommendation in support of the important work being done by the IndoChinese Self-Help Project in Lowell. My name is David Specht, and I work as Minister to the Community at Christ Church United in Lowell.

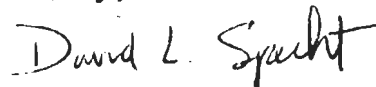
During the past year, Lowell has, as you are no doubt aware, become the new home for nearly a thousand IndoChinese refugees. Unfortunately, the majority of these refugees were brought into our community by a sponsoring agency that was, for the most part, ill-equipped to adequately resettle them. The result has been an ongoing pattern of crisis situations which have demanded responses from churches. Unmet needs in the areas of medical attention, housing and food, fuel assistance, employment and conflict resolution have presented themselves most regularly to us (here at Christ Church).

While we have been steadfast in our desire to be of help in situations such as these, more often than not, we have sought assistance from Jacqui Fidler and her staff at the IndoChinese Self-Help Project. Here we have come to depend upon the Project's translation services, sensitivity to cultural nuances, and solid relationships with community services. In short, we have found the Project to be an extremely reliable and accessible resource to which we can turn for expertise and assistance in addressing refugee crises. The essential nature of their service is underscored by the fact that they are, in our experience, the only Lowell-area resource equipped to provide the community with these case-management services.

In addition to this service, the IndoChinese Self-Help Project has taken the lead in facilitating the organization and empowerment of the three IndoChinese ethnic communities through the support and resourcing of their gatherings and the nurturing of their own indigenous leadership. They have also been active and founding participants of a community wide coalition of churches, agencies and individuals concerned with the challenge of IndoChinese refugee resettlement in Greater Lowell (Greater Lowell IndoChinese Services Steering Committee).

For all of these reasons, I offer this letter as an expression of my endorsement of the Self-Help Project, as it seeks funding that will allow it to continue and expand its resource offerings to IndoChinese in the Lowell area during the upcoming year. Please do not hesitate to contact me for further feedback on the variety and quality of services they offer to our new IndoChinese neighbors. We would be lost without their help.

Sincerely,



David L. Specht  
Minister to the Community

JAMES M. SHANNON  
5TH DISTRICT, MASSACHUSETTS

COMMITTEE:  
WAYS AND MEANS

SUBCOMMITTEES:  
HEALTH  
TRADE

Congress of the United States  
House of Representatives  
Washington, D.C. 20515

WASHINGTON OFFICE  
224 CANNON BUILDING  
WASHINGTON, D.C. 20515  
(202) 225-3411

DISTRICT OFFICES:  
11 LAWRENCE STREET  
LAWRENCE, MASS. 01840  
(617) 683-5313

134 MIDDLE STREET  
LOWELL, MASS. 01852  
(617) 459-0101

LEXINGTON, MASS.  
(617) 862-1847

1981

Ms. Jacqueline M. Alden, et al.  
Indochinese Refugee's Foundation, Inc.  
79 High Street  
Lowell, Ma 01852

Dear Ms. Alden:

I am happy to lend my support to the Department of Social Security's project has done much for Indochinese refugees in the

I appreciate your contacting me and to express my support for your efforts. please do not hesitate to contact me

JMS:tor

opportunity  
Further send  
*J. Shannon*



*The Commonwealth of Massachusetts*  
*Department of Social Services*

Mary Jane England, M.D.  
Commissioner

Edward Raynard, ACSW  
Regional Director

Region III  
Lowell Area Office  
100 Merrimack Street  
Lowell, Mass. 01850  
454-8061

Barbara Boustani  
Area Director

June 30, 1981

TO WHOM IT MAY CONCERN:

During recent conversation with Ms. Jackie Fiddler, Director of the Indochinese Self-Help Project, we learned that numbers of Indochinese families in have been steadily growing in Lowell. Since the focus of the project is to assist people in obtaining job training and employment, we are in full support of its continuation.

The Department of Social Services sees families regularly whose functioning is severely deteriorated. Lack of a regular, sufficient income is a major contributing factor to many families in trouble. We view the Self-Help Project as a means of preventing unemployment and eventual family disruption of the Indochinese residents of Lowell.

We look forward to a supportive, cooperative relationship with the Indochinese Self-Help Project.

Sincerely,

*Irene Prashker*  
Irene Prashker  
Program Development Specialist

*Linda Andelman*  
Linda Andelman  
Assistant Program Develop. Specialist

# COMMUNITY TEAMWORK, INC.

DOWNTOWN MULTI-SERVICE CENTER  
228 CENTRAL STREET  
LOWELL, MA. 01852

459-6161

June 1, 1981

Ms. Jackie Fidler  
Indochinese Self-Help Project  
79 High Street  
Lowell, Ma. 01852

Dear Jackie:

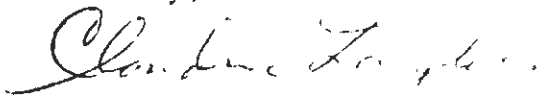
I want to express my appreciation for all the help your organization provided to our Fuel Assistance Program this winter.

Your help in translating letters and interpreting for applicants was invaluable for C.T.I. and its clients. We could not have served the Indochinese community without the help of your translators.

The need for Indochinese translators is evident, and we are grateful that we could call on your organization. We hope that translation services will be available in the future.

We also hope that if C.T.I. can be of service to you that you will not hesitate to call.

Sincerely,



Claudine Langlois

LOWELL GENERAL HOSPITAL

LOWELL, MASSACHUSETTS 01854

April 3, 1981

Community Health Services  
121 Church Street  
Lowell, MA 01852

Ms. Jacqueline Fidler  
Project Director  
The International Institute  
79 High Street  
Lowell, MA 01852

Dear Ms. Fidler:

I would like to express my gratitude for the services you have provided me in the past few weeks. As you know I have been involved in planning an inservice for the Lowell Community Health Center clinic staff on the subject of meeting the health care needs of the Vietnamese, Cambodian and Laotian people; a growing population group in Lowell. Your suggestions for possible speakers were excellent, and I did eventually contract with one of these people to come and speak at the inservice.

Also your willingness to share written materials that you have on this subject was greatly appreciated. I have been able, with your help, to establish a healthy file on this subject for our staff's reference.

I am eager to attend the Indochinese symposium next Friday and am sure it will prove to be another fruitful experience. The symposium comes at just the right time and actually several staff members of the clinic will be attending besides myself.

Lastly I wanted to thank you for the translations which you provided for our clinic, the infant feeding guide. This will certainly be a great aid in improving communication with this population group.

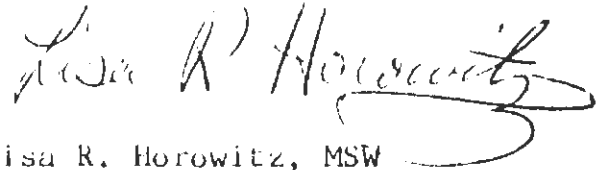
(2)

Ms. Jacqueline Fidler  
Project Director  
April 3, 1981

The visibility and accessibility of your services for our clinic has been a welcome relief to the frustration we have felt in providing health care for the Indochinese.

I look forward to continuing contact with your agency and do hope that an expansion of services will be possible in the near future, so that perhaps a translating service may be offered. This is something that we are in great need of.

Appreciatively yours,

A handwritten signature in cursive script that reads "Lisa R. Horowitz". The signature is written in dark ink and is positioned above the typed name.

Lisa R. Horowitz, MSW  
Senior Social Worker

LRH/rr

RECEIVED

16 March 81

Mr. Hai B. Pho, Ph.D.  
Indochinese Refugees  
Foundation, Inc.  
79 High Street  
Lowell, MA 01852


Dear Dr. Pho.

The Corporate Contributions Committee of Digital Equipment Corporation has reviewed your request for support to the Indochinese Refugees Foundation, Inc. I am pleased to inform you that it was our decision to contribute \$1,000. A check for that amount is enclosed.

We feel that your organization is deserving of our support and wish you continued success.

Thank you for thinking of Digital.

Very truly yours,

  
John L. Sims  
Corporate Contributions Committee

353621



