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February 4, 1975

Dear Mr. Kleppe:

I am pleased to accept your invitation to take part in your upcoming Minority Small Business Summit Conference in New York scheduled for March 7 and 8, 1975 at the Statler Hilton Hotel.

As a member of the Interagency Council for Minority Small Business, I want to commend you and your agency for your initiative in setting up these valuable conferences. Please convey my particular appreciation to Connie Mack Higgins, Joe Luna and Steve Mollett for their enthusiastic support for this activity.

Kindest personal regards.

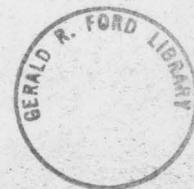
Sincerely,

Fernando E. C. De Baca
Special Assistant to the President

The Honorable Thomas S. Kleppe
Administrator
Small Business Administration
Washington, D.C. 20416

bcc: ✓ C. Mack Higgins
Joe Luna
Steve Mollett

FECDB:fam.



February 4, 1975

Dear Mr. Kleppe:

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Fernando E. C. De Baca
Special Assistant to the President

The Honorable Thomas S. Kleppe
Administrator
Small Business Administration
Washington, D.C. 20416

bcc: C. Mack Higgins
Joe Luna
✓ Steve Mollett

FECDB:fam.



February 4, 1975

Dear Joe:

Thank you for enclosing the Small Business
Loan data on Spanish Speaking Americans
and Blacks for calendar years 1972-1974
and for fiscal years 1972-1975.

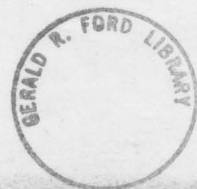
This information should prove of great
assistance to our office.

Atentamente,

Fernando E. C. De Baca
Special Assistant
to the President

Mr. Joseph J. Luna
Deputy Associate Administrator
for Minority Small Business
U.S. Small Business Administration
Washington, D.C. 20416

FECDB:fam.



UNITED STATES OF AMERICA
GENERAL SERVICES ADMINISTRATION

Federal Supply Service
Washington, DC 20406



FEB 19 1975

MEMORANDUM TO: MEMBERS OF THE INTERAGENCY TASK
FORCE ON PROCUREMENT FOR MINORITY
BUSINESSMEN

SUBJECT: Material for Presentation to the Interagency Council

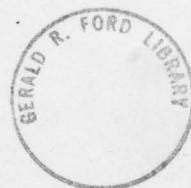
Enclosed for your information is a final draft of the material which was approved at our recent Procurement Task Force meeting for presentation to the Interagency Council on Minority Business Enterprise on March 13, 1975. This draft incorporates several important suggestions emanating from our discussions at that Task Force meeting. The major changes from the last draft version are:

Pilot Sponsorship Program

To extend the Pilot Sponsorship Program through
December 31, 1975.

Special Indian Criteria

To clarify that the consideration of socio-economic objectives in business planning of reservation Indian firms would be secondary to profit-motive objectives and that the special criteria in no way exclude non-reservation Indian firms from normal participation in the 8(a) program.



I am sorry that time limitations regarding printing preclude presentation of the final document prior to the Council meeting; however, I am sure you will be pleased with the product. Copies will be distributed as soon as they are received from the printer.

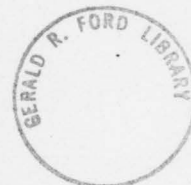
I want to thank each of you again for your participation in Task Force activities. With your continued cooperation we can fulfill all of our objectives for the mutual advantage of the minority businessman and the Federal Government.

Sincerely,



M. J. TIMBERS
Chairman
Interagency Task Force on
Procurement for Minority Businessmen
Commissioner
Federal Supply Service

Enclosure



INTERAGENCY TASK FORCE
ON
PROCUREMENT FOR MINORITY BUSINESSMEN

MAJOR INITIATIVES AND ACCOMPLISHMENTS

Presented to
The
Interagency Council on Minority Business Enterprise

March 13, 1975

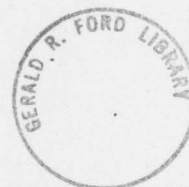
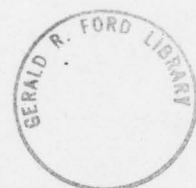


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FOREWORD

Under the auspices of the Interagency Council for Minority Business Enterprise, the Interagency Task Force on Procurement for Minority Businessmen was established to ensure the provision of the Federal Government's procurement opportunities to minority business firms. The Procurement Task Force provides a forum in which Federal procuring agencies can initiate, coordinate, and implement policies and procedures to assist in the development of viable, self-sustaining minority businesses.

Since the beginning of fiscal year 1974, the Procurement Task Force has initiated several landmark programs which will have a significant impact on the future of the Government-wide Minority Business Enterprise Program. To fulfill the mission of the Task Force, member agencies have attempted to coordinate their efforts to mobilize their resources.

I would like to express my gratitude to the members of the Task Force for their exceptional support and cooperation. Individual, as well as agency, commitment has been demonstrated by their participation.

I urge each member agency to reaffirm its commitment to accomplish the objectives of the Procurement Task Force, and I look forward to our continued success.

Sincerely,



M. J. TIMBERS

Chairman

Interagency Task Force on
Procurement for Minority Businessmen
Commissioner
Federal Supply Service
General Services Administration



MEMBERSHIP OF THE
PROCUREMENT TASK FORCE

Chairman

Michael J. Timbers
Commissioner, Federal Supply Service
General Services Administration

Vice Chairman

Harvard W. Powell
Director for Small Business
and Economic Utilization Policy
Department of Defense

Executive Secretary

Richard Clinkscales
National Coordinator for Market Development
Office of Minority Business Enterprise
Department of Commerce

AGENCY REPRESENTATIVES

ACTION

Elmer F. Lange, Deputy Associate Director of
ACTION for SCORE and ACE

Agency for International Development

Raymond J. Torrey, Special Assistant for
Small Business

Agriculture, Department of

J. Fred King, Chief, Rural Minority Business Division
Dean T. Smith, Assistant Director, Office of Operations

Bureau of Indian Affairs

Gordon Evans, Acting Chief, Division of Indian
Business Enterprises



Cabinet Committee on Spanish-Speaking People

Dr. Fernando Foyo, Senior Research Analyst

Commerce, Department of

James P. Maruca, Program Officer, Contract Compliance Unit

Community Services Administration

James E. Taybron, Contracting Officer, Procurement Division

Energy Research and Development Administration

Hilary J. Rauch, Assistant Director, Contracts Division

Environmental Protection Agency

Margie A. Wilson, Minority Business Enterprise Specialist

Federal Energy Administration

Jack Koser, Interagency Liaison Officer

General Services Administration

Wade Belcher, Assistant Chief, Professional Services

Contracts Branch, Public Buildings Service

Mike Snodgrass, Acting Director, Socio-Economic Policy

Staff, Federal Supply Service

Health, Education and Welfare, Department of

James A. Denny, Director, Division of Minority

Business Assistance

Housing and Urban Development, Department of

Lloyd Davis, Director, Office of Voluntary Compliance

Interior, Department of

George K. Mori, Office of Equal Opportunity

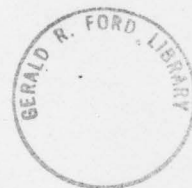
Edward Shelton, Director, Office of Equal Opportunity

Justice, Department of

William O'Donoghue, Chief, Administrative Services Group

Labor, Department of

Theodore Goldberg, Assistant Comptroller for Grant
and Procurement Policy



National Aeronautics and Space Administration

Ken Kier, Small Business Advisor

William E. Stuckmeyer, Chief, Operations and
Review Division

Office of Minority Business Enterprise

Frank H. Carpenter, Business Development Specialist

Art Williams, Deputy Assistant Director, OMBE

Small Business Administration

Harold K. Fletcher, Associate Administrator for
Procurement Assistance

Winford B. Smith, Director, Office of Business Development

State, Department of

Demetri Paris, Special Assistant, Supply and
Transportation Division

Transportation, Department of

James A. Hyslop, Assistant Director of
Installations and Logistics

Treasury, Department of

Thomas P. O'Malley, Assistant Director, Office of
Administrative Programs for Procurement and Personal
Property Management

U. S. Commission on Civil Rights

James B. McDaniel, Project Director, Office of Program
and Policy Review

U. S. Postal Service

Peter P. Evanko, Procurement and Supply Program Manager,
Plans and Management Division

Edward M. Tamulevich, General Manager, Facilities
Procurement Division, Real Estate and Buildings Department

Veterans Administration

Clyde C. Cook, Director, Veterans Canteen Service



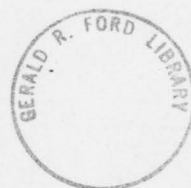
STATUS REPORT
ON
PROCUREMENT TASK FORCE OBJECTIVES



8(a) Contract Goals

Pursuant to agreements by SBA and each procuring agency, the Government-wide 8(a) goal for fiscal year 1974 was set at \$250 million. Further, SBA determined that one of its major fiscal year objectives would be to promote the graduation of more 8(a) firms from the program because only 19 8(a) firms had achieved viability since the inception of the program. By fiscal yearend, actual 8(a) contract awards exceeded \$272 million.

In fiscal year 1975, the Government-wide 8(a) contract goal was placed at \$275 million. Individual agency goals were set by mutual agreement of SBA and each agency in an effort to match individual goals with agency capabilities. By December 1974, agencies awarded an estimated \$99 million in 8(a) contracts, representing approximately 35 percent of the fiscal year goal. To ensure that the FY 1975 8(a) goal is achieved by yearend, each procuring agency has been encouraged to increase the momentum of its 8(a) contracting activity.



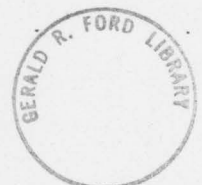
Regulatory Initiatives on Behalf of Minorities

One of the initial fiscal year 1974 PTF goals was to develop a program to increase minority participation in competitive procurements. The Task Force determined that, in addition to improving agencies' source lists and public relations efforts, the most effective method of accomplishing this objective would be to develop certain minority business enterprise requirements for incorporation in the Federal Procurement Regulations (FPR). Draft proposals of three regulatory provisions were submitted to the Interagency Procurement Policy Committee for interagency clearance and publication.

The proposals are:

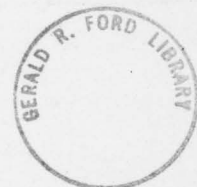
1. A competitive affirmative action requirement prescribing that each agency establish minority business enterprise programs in appropriate procuring activities.
2. A document certification provision which will permit the identification of minority business firms in agency solicitations.
3. A modification to Optional Form 61 which will provide minority subcontracting data to procuring agencies.

The affirmative action plan and the document certification provision will be published in the Federal Register by May 1975. The revised OF 61 is expected to be incorporated in the FPR by December 1975. In the interim period, a notice of the forthcoming revision of the form will be published in the Federal Register at the same time as the other two regulatory documents.



National Marketing Program

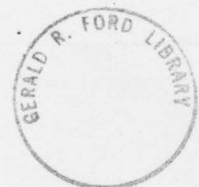
In May 1974, the Interagency Council on Minority Business Enterprise formally approved a new PTF initiative to develop a National Marketing Program to assist 8(a) contractors. Through close Task Force coordination with Mr. Richard Clinkscales, National Coordinator for Market Development, OMBE, and Mr. Robert Stuart, Chairman of the National Minority Purchasing Council (NMPC), a program was developed which would substantially complement SBA, OMBE, and Procurement Task Force efforts in this area. Each agency of the PTF agreed to compile a list of their most competent 8(a) contractors for submission to the NMPC. Upon receipt of these lists, the NMPC will send copies to the appropriate Regional Purchasing Councils (RPC's) which will contact those 8(a) firms whose goods or services their members purchase. Wherever possible the RPC's will initiate action to do business with the 8(a) firms and will assist these minority firms to develop their members' commercial markets.



Direct Construction Procurement Action Plan

Following the incorporation of the direct construction procurement responsibilities of the Construction Task Force with the Procurement Task Force, a working group was formed under the chairmanship of James A. Hyslop (DOT). The Group developed a series of construction-related initiatives which were adopted by the Task Force for individual agency implementation. The Direct Construction Procurement Action Plan is an eight-part scheme to stimulate minority business participation in Federal construction procurements. The initiatives are:

1. To establish the direct construction working group.
- Accomplished.
2. To establish individual agency 8(a) construction goals. - To date, responses have been received from 15 agencies; goals have been set by seven agencies.
3. To establish agency goals of awarding one or more major architectural/engineering contracts to minority firms. - Pending receipt of data from individual agencies.
4. To establish agency goals of awarding one or more major construction contracts to minority firms. - Pending receipt of data from individual agencies.
5. To participate in training of OMBE funded organization personnel. - Pending provision of OMBE training schedules.
6. To obtain industry input on surety bonding problems. - Liaison has been established with the surety bonding industry in an ongoing effort to solve the bonding problems of minority construction contractors.



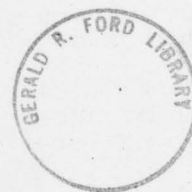
7. To establish liaison with minority construction contractor organizations. - Liaison has been established with several minority construction contractor organizations to ensure Government responsiveness.

8. To establish fast payment procedures and standardize progress payments. - Most agencies have procedures in effect; HUD and DOT are establishing procedures.

Action has been initiated to monitor the implementation of each of these items.



ACTION ITEMS
FOR
INTERAGENCY COUNCIL CONSIDERATION



PILOT SPONSORSHIP PROJECT

As a PTF objective for both fiscal years 1974 and 1975, the Pilot Sponsorship Project has been an effort by SBA, OMBE, VA, and GSA to coordinate the delivery of procurement, marketing, financial management, and technical assistance to certain minority manufacturing firms participating in the 8(a) program. A Sponsorship Working Group, chaired by Clyde C. Cook (VA), was delegated the responsibility to coordinate and monitor the project. Nine 8(a) manufacturers (four for VA and five for GSA) were chosen initially to participate in the program. These sponsored firms would be provided concentrated assistance by the appropriate participating agencies to ensure their attainment of viability in the commercial marketplace. The participating agencies would maintain open channels of communication to ensure full interagency cooperation.

In a report by Mr. Cook presented to the Procurement Task Force on December 3, 1974, many of the shortcomings of the sponsorship effort were documented. Although the project was intended to be an intensified cooperative effort in which agencies would work closely together and exchange vital information for the ultimate benefit of the sponsored firms, effective coordination has not occurred.

Mr. Cook's report concluded in part that:

- a. Selection of firms for 8(a) assistance must be based on sound business plans which reflect realistic goals.
- b. Indepth analyses should be made of every 8(a) firm to determine actual assistance requirements.
- c. Interagency coordination is essential to deliver management, technical, financial, and marketing assistance required by 8(a) firms.
- d. The 8(a) program is hampered by the lack of a team approach in planning the delivery of Government assistance. Necessary data for timely assistance is difficult to obtain.



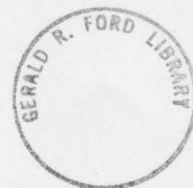
- e. Agencies with centralized control of their programs find it difficult to coordinate assistance with agencies which have decentralized controls.
- f. Not all 8(a) firms are willing to take basic steps to ensure minimally acceptable operations.
- g. SBA's emphasis on overall business development of 8(a) firms will have limited effect since SBA controls only part of the total assistance program.
- h. If the 8(a) program is to achieve its objective, responsibility and accountability must be established in a single agency, and in a single program official within that agency.
- i. Unless the problems of divided responsibilities and lack of a coordinated delivery system are identified and resolved, the 8(a) program will fail.

Based on the limited progress of the sponsored firms, resulting in large part from the lack of a team approach to the planning and delivery of Government assistance, the Pilot Sponsorship Program will not achieve a significant measure of success unless immediate concerted action is taken by the Procurement Task Force, and more especially, the four participating agencies.

Based on the findings of the Working Group report and on the subsequent formal comments submitted by Task Force members, recommendations on the future course of the Sponsorship effort have been developed.

The Procurement Task Force recommends the following for Inter-agency Council consideration and adoption.

1. That the Pilot Sponsorship Project be continued through December 31, 1975.
 - a. During this period resources will be delivered in accordance with known needs.
 - b. The number of sponsored firms will be kept at the current level; no new firms will be added. The current number of firms is seven.



2. That a high level official in SBA be delegated the authority to coordinate all delivery mechanisms required by the sponsored firms. This overall responsibility will include the coordination of all necessary interagency resources to accomplish the objective of the Pilot Sponsorship Program.

a. GSA and VA, as the sponsoring procuring agencies, will have the responsibility to deliver procurement requirements and technical production assistance.

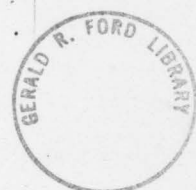
b. OMBE will have the responsibility to deliver management, marketing, and technical assistance to four sponsored firms.

c. SBA will have the responsibility to deliver management, marketing, and technical assistance to three sponsored firms.

d. SBA will have the responsibility to deliver financial assistance to all of the sponsored firms.

e. The vital interagency coordination and accountability required by this effort will necessitate a full commitment from the highest levels of each agency.

3. That after December 31, 1975, a final report on the progress of the Pilot Sponsorship Project be prepared by the Working Group for submission to the Procurement Task Force and the Interagency Council. An interim status report will be prepared and submitted to the Task Force and the Council after June 30, 1975.



SPECIAL CRITERIA FOR PARTICIPATION
OF RESERVATION INDIAN FIRMS
IN THE 8(a) PROGRAM

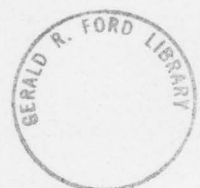
The following special criteria are proposed for participation of reservation Indian firms in the 8(a) program. These special criteria are offered in an effort to institutionalize the existing "different rules" which, in fact, are already applied to reservation Indian businesses. These special criteria are necessitated by the substantial differences between reservation Indians and other socially or economically disadvantaged persons.

I. Section 8(a) Program Policy

Along with the established 8(a) program policy of enhancing the capabilities of socially or economically disadvantaged firms to achieve a competitive and profitable position in the marketplace, the 8(a) program policy for reservation Indian businesses will accommodate other objectives such as employment. Reservation Indian firms may be allowed to participate in the 8(a) program for an indefinite period of time if the circumstances so justify. The determination of longevity will be mutually decided by SBA and the procuring activity on a case by case basis in accordance with V, below.

II. Applicability

These special criteria apply only to reservation Indian firms which SBA has determined to be capable of achieving economic viability at some point in the future. Socio-economic objectives will be considered secondary to profit-motive objectives in business planning. These criteria in no way exclude non-reservation Indians from normal participation in the 8(a) program as established and conducted for economically disadvantaged firms.



III. Business Planning

A reservation Indian firm must submit a business plan to SBA demonstrating how participation in the 8(a) program will foster or expand its capabilities to participate in the economy as a self-sustaining profitable business, and as appropriate, in some other manner economically advantageous to the reservation.

IV. Procurement Support

Because long range requirement commitments are anticipated for reservation Indian firms, no such firm will be approved for participation in the 8(a) program without prior written agreement from the procuring agencies which will be called upon to support the firm with contracts. (It is recognized that such procuring agency commitments are made subject to uncontrollable circumstances.)

V. Financial, Management, Technical, Employee Training, and Other Support

Because financial, management, technical, and employee training and other support will, in all likelihood, be required in substantial amounts and over long periods, no reservation Indian business plan will be approved without written agreement from those organizations or agencies which will be called upon to provide the needed assistance. In any event, at least the following agencies will be required to agree in writing to provide the types of assistance called for in the business plan for which they have responsibility:

- A. SBA financial assistance officials
- B. OMBE
- C. BIA (especially for all Federal reservation Indian firms)
- D. Department of HEW

VI. Overall Responsibility

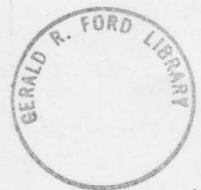
SBA will have overall responsibility for determining the purposes and objectives to be achieved by participation of the reservation Indian firm in the 8(a) program. Additionally, SBA will have



responsibility for specifically identifying the nature and extent of resource assistance required from each of the agencies identified in V above and for obtaining the requisite written commitments. One official in SBA should be responsible to coordinate the delivery of necessary Federal assistance to reservation Indian firms.

VII. Quarterly Review

For the first two years of participation by a reservation Indian firm in the 8(a) program, those agencies whose agreements were obtained at the initial planning and approval stage will be convened quarterly by SBA to review the Indian firm's progress in accordance with its stated objectives. Agency recommitment of resources in accordance with original or adjusted needs will be made at these quarterly reviews.



July 3, 1975

Dear Gene,

Thank you for enclosing a copy of your letter to Alex Armendaris, and congratulations to you and Luis Juarez for the excellent supportive article on OMBE.

Good to hear from you.

Sincerely,

Fernando E. C. De Baca
Special Assistant to the President

Mr. Eugene R. Hill
Senior Consultant
United Way of America
Number Two, Palo Alto Square
Palo Alto, California 94304

FECDeB:mmm:7/3/75





United Way
OF AMERICA

Kenneth E. Phillips
Regional Director
WESTERN REGIONAL OFFICE

Mr. Alex Armendaris, Director
Office of Minority Business Enterprise
U. S. Department of Commerce
14th and Constitution, N. W.
Washington, D. C. 20023

June 30, 1975

Dear Alex:

John Villareal called me some time ago and apprised me of the problems OMBE was facing. As a result of that conversation, Phillip Martinez (UMBE, San Jose) and I requested Luis Juarez to write an article telling of your support for the minority contractors' project here in San Jose.

Enclosed is a copy of the article that appeared in the Sunday, June 22, 1975 edition of the San Jose Mercury-News. I know this is not the total of what you have done through OMBE here in San Jose and in California, but I believe it can help in informing the public of OMBE's effectiveness.

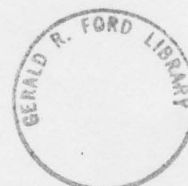
Thank you for your continued interest in minority businessmen.

Sincerely,

EUGENE R. HILL,
Senior Consultant

cc: F. C. De Baca
enclosure

*Memo to A Armendaris
Luis Juarez
OMBE
6/30/75*



Help Available For Builders

By LUIS G. JUAREZ

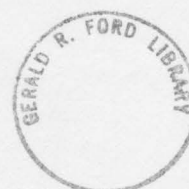
For the last 20 years, build-
This has been a bless-
ing in a way to the thou-

cent wages and opportunities
for advancement.

Many of our more ambi-
tious Chicanos obtained con-

funds to provide themselves
with the necessary expertise
and tools to compete in the
building business, UMBE

Opinion



Higgins

April 17, 1975

Dear Mr. Higgins:

I want to take this opportunity to thank you for your stimulating and informative letter on the problems facing the minority small business community as a result of the serious economic crisis in our country today. I concur fully with your suggestion that we get together soon so as to work jointly to expedite the government's overall delivery system to this important sector of the community.

As a starter, I am looking forward to joining you, Berkeley Burrell, Charlie Gomez, and many of our other colleagues at the Minority Small Business Summit Conference scheduled for Houston, Texas on April 18 and 19 at the Shamrock Hilton Hotel.

I plan to arrive in Houston at approximately 2:30 PM on Friday, April 18, 1975. I will notify your conference representative at the Shamrock Hilton of my exact arrival time as soon as final arrangements are made for my trip. Unfortunately, I will not be able to attend the Saturday session of the conference since I am scheduled to address the Pan American Congress of Ophthalmology in San Juan, Puerto Rico on Saturday evening. In any event, I look forward to an interesting and informative day in Houston.

Warm personal regards and best wishes for a successful conference.

Sincerely,

Fernando E. C. De Baca
Special Assistant to the President

Mr. C. Mack Higgins
Associate Administrator for Minority Small Business
U. S. Government
Small Business Administration
Washington, D. C. 20416

FECDeB:mmm:4/17/75





U.S. GOVERNMENT
SMALL BUSINESS ADMINISTRATION
WASHINGTON, D.C. 20416

MAR 31 1975

OFFICE OF THE ADMINISTRATOR

MAR 28 1975

Honorable Fernando C. de Baca
Special Assistant to the President
on Hispanic Affairs
The White House
Washington, D. C. 20500

Dear Mr. de Baca:

As you know our nation is in the midst of a serious economic crisis. The small business sector in general, and the minority small business community in particular are being severely affected. It is my belief that the Federal Government should be more creative in assisting these persons in finding solutions to their problems.

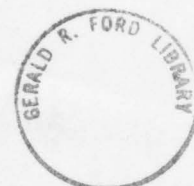
We in the Small Business Administration are certain that your office can help to bring together the resources needed for this task. We should get together to exchange ideas on how to maximize this effort and expedite the Government's delivery system.

In addition, I would like to invite you to attend the Minority Small Business Summit Conference SBA is co-sponsoring with the National Business League, to be held in Houston on April 18 and 19, 1975. The conference will begin at 2:00 p.m. on the 18th with a reception that evening at 6:00 p.m. and the conference will continue at 9:00 a.m. on the 19th. We will have a forum where the minority businessmen and women can present the problems of the minority business community directly to our Management Board. This session should prove to be quite interesting.

I shall be awaiting an early response.

Sincerely,

for Joseph J. Luna
C. Mack Higgins
Associate Administrator
for Minority Small Business



THE WHITE HOUSE

WASHINGTON

May 7, 1975

Dear Miss Amigo:

I am in receipt of your recent letter to Bill Baroody and Stanley Scott in which you request detailed information on existing Federal domestic assistance programs, particularly in the fields of minority business enterprise and community development. Messrs. Baroody and Scott have asked me to respond to your request.

Let me begin by thanking you on behalf of the President for taking the time to communicate your ideas and suggestions for dealing with the many problems facing Spanish speaking Americans and other minorities in this country. While it is true that many minority communities and particularly Spanish American communities lack community revitalization projects aimed at economic independence and self-sufficiency, it is also true that the Federal Government has led the way in opening up new business careers for enterprising minority businessmen through its minority business development programs, loan guarantees and management assistance efforts. These programs fall largely under the direction of the Minority Enterprise Office of the Small Business Administration (SBA) and the Office of Minority Business Enterprise (OMBE), Department of Commerce. Other community economic development assistance programs are available under the Economic Development Administration (EDA) and the Economic Development Office of the Community Services Administration.

For more information on specific assistance available under these programs, I would suggest that you write to the following agencies:

Mr. C. Mack Higgins
Associate Administrator for Minority Enterprise
Small Business Administration
1441 L Street
Washington, D. C. 20416



2.

Mr. Alex Armendariz, Director
Office of Minority Business Enterprise
U. S. Department of Commerce
Main Commerce Building
Washington, D. C. 20230

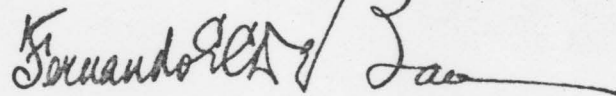
Mr. Louis Ramirez
Associate Director for Economic Development
Community Services Administration
1200 19th Street, N. W.
Washington, D. C. 20506

Mr. D. Jeff Cahill
Acting Assistant Secretary
for Economic Development
U. S. Department of Commerce
Main Commerce Building
Washington, D. C. 20230

I would also encourage you to get in touch with the Housing and Community Development Administration in your city to inquire into the availability of HUD Community Development funds for use in your community.

I hope that the above information is helpful to you in your efforts to secure solutions to the problems of Spanish speaking and other minority groups of your community.

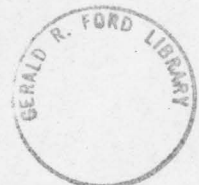
Sincerely yours,



Fernando E. C. De Baca
Special Assistant to the President
for Hispanic Affairs

CC: Mr. William J. Baroody, Jr.
Mr. Stanley Scott

Miss Lydia Amigo
The Americana
24451 Lake Shore Blvd., Apt. 1810
Euclid, Ohio 44123



THE WHITE HOUSE

WASHINGTON

May 7, 1975

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Small Business Administration
1441 L Street
Washington, D. C. 20416



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Office of Minority Business Enterprise
U. S. Department of Commerce
Main Commerce Building
Washington, D. C. 20230

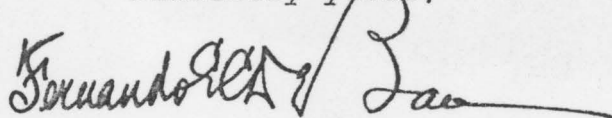
Mr. Louis Ramirez
Associate Director for Economic Development
Community Services Administration
1200 19th Street, N. W.
Washington, D. C. 20506

Mr. D. Jeff Cahill
Acting Assistant Secretary
for Economic Development
U. S. Department of Commerce
Main Commerce Building
Washington, D. C. 20230

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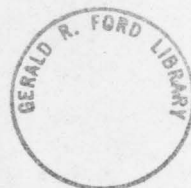
Sincerely yours,



Fernando E. C. De Baca
Special Assistant to the President
for Hispanic Affairs

CC: Mr. William J. Baroody, Jr.
Mr. Stanley Scott

Miss Lydia Amigo
The Americana
24451 Lake Shore Blvd., Apt. 1810
Euclid, Ohio 44123



Mr. Alex Armendariz, Director
Office of Minority Business Enterprise
U. S. Department of Commerce
Main Commerce Building
Washington, D. C. 20230

Mr. Louis Ramirez
Associate Director for Economic Development
Community Services Administration
1200 19th Street, N. W.
Washington, D. C. 20506

Mr. D. Jeff Cahill
Acting Assistant Secretary
for Economic Development
U. S. Department of Commerce
Main Commerce Building
Washington, D. C. 20230

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Spanish speaking and other minority groups in your
community.

Fernando E. C. De Baco
Special Assistant to the President
for Hispanic Affairs

CC: Mr. William J. Baroody, Jr.
Mr. Stanley Scott

Miss Lydia Amigo
The Americans
24451 Lake Shore Blvd., Apt. 1818
Euclid, Ohio 44123





U.S. GOVERNMENT
SMALL BUSINESS ADMINISTRATION
WASHINGTON, D.C. 20416

file

OFFICE OF THE ADMINISTRATOR

October 28, 1975

Honorable Fernando E. C. DeBaca
Special Assistant to the President
for Hispanic Affairs
The White House
Washington, D.C. 20500

Dear Fernando:

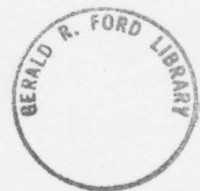
The attached speech was made last week in support of the President's program in Los Angeles to 1,500 small businessmen at the Government Assistance to Small Business Conference involving 22 agencies and is sent to you for your information.

No acknowledgment is necessary.

Sincerely,

Louis F. Laun
Acting Administrator

Enclosure





U.S. SMALL BUSINESS ADMINISTRATION
WASHINGTON

file

OFFICE OF THE ASSOCIATE ADMINISTRATOR

May 29, 1975

Honorable Fernando E. C. De Baca
Special Assistant to the President
The White House
Washington, D.C. 20500

Dear Fernando:

My staff and I wish to thank you for your very kind letter and photograph accompanying the Presidential Proclamation for Small Business Week.

As you know, we have recently completed the Minority Small Business Summit Conferences around the country. And I must admit that I was gratified to have the presence and commentary of the many Spanish-Speaking small businessmen and women who attended these sessions.

It is our hope that we can continue to assist the small business community in a manner that will reflect the inspiration, concern and dedication that the President and you have given to us here at SBA.

With all best wishes.



Yours Sincerely,

C. Mack Higgins
C. Mack Higgins
Associate Administrator
for Minority Small Business

May 20, 1975

Dear Gil:

The enclosed Small Business Week Proclamation comes with the President's best wishes.

On behalf of President Ford, I am pleased to share this priceless memento with you for your untiring efforts on behalf of the minority small businessman, and indeed, all small businessmen in the Western United States.

With the President's best wishes, I remain

Yours sincerely,

Fernando E. C. De Baca
Special Assistant to the President

Mr. Gilbert Montano
Regional Director,
Small Business Administration
Federal Building
450 Golden Gate Avenue
San Francisco, California 94102

FECDeB:mmnd:5/20/75



file

SMALL BUSINESS ADMINISTRATION
SAN FRANCISCO

OFFICE OF REGIONAL DIRECTOR

May 30, 1975

Mr. Fernando E. C. De Baca
Special Assistant to the President
The White House
Washington

Dear Fernando:

Really appreciated receiving your nice note
and certificate.

We have planned a number of activities to
celebrate Small Business Week. Hope you can
join us but if not, please call next time you
plan to come this way, would love to see you.

Warm personal regards,


Gilbert Montano
Regional Director





U.S. Small Business Administration
Washington

NOV 1 1974

OFFICE OF THE DEPUTY ADMINISTRATOR

October 30, 1974

Honorable Fernando E. C. DeBaca
Special Assistant to the President
for Spanish-speaking Affairs
The White House
Washington, D.C. 20500

Dear Fernando:

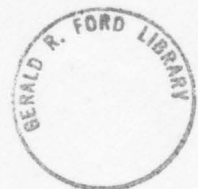
As a follow up to the statistics we talked about at lunch, I thought you might be interested in this report on just what we are doing in minority enterprise.

I enjoyed our discussions and we at SBA continuously stand ready to help whenever needed.

Sincerely,

Louis F. Laun

Enclosure



Spanish-U.S. Firms Grew To 120,108

The number of U.S. businesses owned by persons of Spanish origin climbed to 120,108.

June 1, 1975

Washington Post

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Manzolillo

October 31, 1975

Dear Mr. Manzolillo:

Attached is the Minority Business Opportunity Day publication I mentioned to you over the telephone. I hope it is helpful to you in your efforts to arrange for Hispanic participation in your upcoming equipment and construction Trade Show in Saudi Arabia.

I would appreciate your returning the booklet as soon as you have finished with it. Do let me know if I can be of further assistance to you.

Sincerely,

Fernando E. C. De Baca
Special Assistant to the President

Mr. Frank Manzolillo
CAGNE-246
Room 6015
U. S. Department of Commerce
Washington, D. C. 20430

FECDeB:mmd:10/31/75





U.S. SMALL BUSINESS ADMINISTRATION
WASHINGTON, D.C. 20416

OFFICE OF THE ADMINISTRATOR

APR 25 1975

Honorable Fernando DeBaca
Special Assistant to the President
The White House
Washington, DC 20500

Dear Fernando:

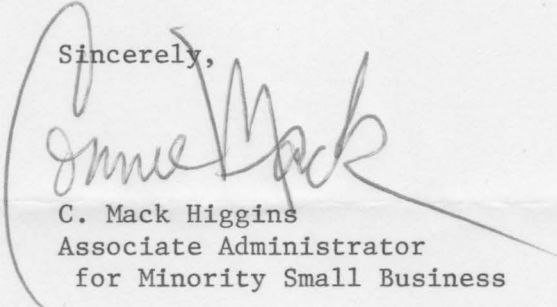
The Office of Minority Small Business of the Small Business Administration would like to thank you for your very appropriate remarks at our recent Minority Small Business Conference in Houston.

We hope that you were as pleased as we were with the forthright discussions between the Small Business Administration Management Board and its minority constituency in Federal Regions IV and VI.

We were very pleased that you could join us, and we are looking forward to your attendance at our next conference in Chicago on May 16 and 17. Since that will be our final conference, we want it to be the most outstanding and effective one for SBA's minority small business clients.

We will provide you with more detailed information on Chicago in the very near future in time for you to plan ahead to be with us again.

Sincerely,



C. Mack Higgins
Associate Administrator
for Minority Small Business

