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INVENTORY OF THE RECORDS OF THE WORK PROJECTS ADMINISTRATION IN KENTUCKY



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INVENTORY
OF THE RECORDS OF THE
WORK PROJECTS ADMINISTRATION
IN KENTUCKY

Inventories are basic archival finding aids which establish intellectual control over a record group and acquaint the public with a record group's content. The Division of Archives and Records Management defines a record group to be the records of a single major unit of government.

The Division prepares two types of records inventories. Inventories of records of agencies still in existence are called preliminary inventories, since they will be updated periodically. The second type, known simply as inventories, describes closed record groups. A record group is considered closed when the agency of origin no longer exists and no new records are being created. The inventories are compiled only after it has been determined that the records are as complete as possible, and have been arranged and accurately described. **Complied by
DENNIS L. FIELDING** the Work Projects
Administration in Kentucky Archivist the second type.

Each inventory contains an introduction which outlines the history and function of the agency that created the records. Also indicated is the physical history of the records themselves. Records of the record group which are in other repositories are usually not described, but their locations are noted in the introduction. Those repositories consulted which do not have records belonging to the record group are also identified.

Within the record group records are arranged and described by subgroups and series. The series are arranged under the subgroup constituting the records' office of origin. A series description will provide the record's title, inclusive dates, quantity, arrangement, relationships to other series, and description of significant subject content. Sub-series are occasionally used to further differentiate similar or related records.

Public Records Division
Department for Libraries and Archives, 1985
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Confronted with this national crisis shortly after his election in 1928, Hoover affirmed his belief that the nation's economy was basically sound and that government should not directly interfere with business. His belief that relief measures were local responsibilities in which the federal government should not become involved led him to rely on the voluntary cooperation of business, labor, and farmers with government rather than initiate large-scale federal relief programs. Government could also try to restore the nation's confidence in business through public pronouncements and private advice.

By late 1931 Hoover seemed to realize the enormity of the crisis. He still opposed, and would continue to oppose, Congressional efforts to provide direct federal relief for the unemployed. However, through the insistence of Eugene Meyer, Governor of the Federal Reserve Board and former head of the War Finance Corporation, Hoover proposed to Congress establishment of a Reconstruction Finance Corporation (RFC). Beginning in January 1932 the RFC loaned \$1.5 billion to banks and other credit agencies; a like amount was loaned for a self-liquidating public works program; and \$300 million was loaned to local governments as direct supplement to relief funds.

INTRODUCTION

The Great Depression, the most devastating economic crisis in United States history, indicated at least a partial failure of America's economic system. A wave of panic selling on the New York Stock Exchange in October 1929 was an indicator of several past years of bad monetary policy by the federal government. Gloom and fear replaced the optimism of the prosperous twenties as thousands of middleclass families lost their incomes, savings, homes and self-respect. This was not to be a short-lived panic as some thought. Instead it was a world-wide depression lasting until World War II.

In past economic emergencies local governments and private organizations provided relief for the unemployed. Federal money was not made available for what was considered by local and state authorities to be their responsibility. It was soon evident that this was not like any past emergency and that past relief methods were no longer viable. Local authorities were unable to provide relief for the increasing numbers of unemployed because of the difficulty in raising the necessary funds to defray the cost. A clamor arose for outside assistance. Under the weight of the massive numbers needing assistance state governments began to assist local authorities in providing relief. By June 1931 four states aided local governments. Seven additional states gave assistance by June 1932 and fifteen more began direct support in 1933, including Kentucky. In Washington, DC however, the clamor fell on the deaf ears of President Herbert Hoover.

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As a result of growing popular discontent with Hoover's depression policies, Franklin D. Roosevelt was swept into the presidency in 1932. In the whirlwind activity which occurred during his famous first Hundred Days, numerous anti-depression measures were signed into law. One of the most significant was the Federal Emergency Relief Act of 1933 (FERA of 1933).

Creation of the Federal Emergency Relief Administration (FERA), headed by Harry L. Hopkins, reflected Roosevelt's view that while providing for millions of hungry and unemployed was traditionally a state and local responsibility, the federal government should provide emergency assistance. In contrast to loans made by earlier relief programs, the FERA provided grants to state governments for direct relief. Initially \$500 million were appropriated by the ERA of 1933 for distribution through state emergency relief administrations (in Kentucky: KERA).

While the FERA made direct grants to the states it was fully the responsibility of the states to determine the eligibility of those applying and the amount of money to be administered to any particular family case—within FERA regulations. FERA regulations required people on work relief be given cash rather than payment-in-kind (clothing; foodstuffs). Cash payment was also urged for those on direct relief.

Other federal agencies were created to administer aspects of relief not within the realm of FERA activities. Chief among these were the Civilian Conservation Corps (CCC), first called Emergency Conservation Work (ECW), and the Public Works Administration (PWA), both created in 1933. Three agencies were created that had administrative ties to FERA—the Civil Works Administration (CWA), the Federal Surplus Relief Corporation (FSRC), and the Works Progress Administration (WPA). (For a discussion of CWA, CCC, PWA, and FSRC see subgroup XII Material from Other Federal Agencies of the Depression Era.)

The FERA was a stopgap relief program designed to make funds immediately available to those most needing them. These direct payments filled a need but did not appreciably reduce the numbers of unemployed. Work relief programs designed and implemented by state and local governments with FERA funds were intended to conserve the skills and work habits, and restore the morale and self-respect of the able-bodied unemployed. The experience gained from the administration of FERA programs was of considerable value in planning WPA programs.

Executive Order 7034, May 6, 1935, established the Works Progress Administration for the "coordinated execution of the relief program as a whole, and for the execution of that program in such manner as to move from the relief rolls to work on such projects or in private employment the maximum number of persons in the shortest time possible."

The WPA was strictly a works program. No aid was given to unemployables such as the aged, blind, or crippled. These people remained the responsibility of local government until federal grants-in-aid became available for aid to the aged, blind, and dependent children through the Social Security Act in 1936. Included among more than forty federal agencies cooperating in the operation of the Works Program were regular government bureaus and established emergency agencies along with newly created agencies empowered to operate work projects, such as the WPA.

Reorganization Plan No. I, of 1939, transformed the Works Progress Administration, then renamed Work Projects Administration, from an independent agency to a unit of the newly created Federal Works Agency (FWA). At this same time the Public Buildings Administration, Public Roads Administration, Public Works Administration, and the United States Housing Authority were also made units of the FWA.

Due to World War II and the continued decline in unemployment the Federal Works Administrator, Major General Philip B. Fleming, and President Roosevelt agreed in December 1942 that WPA operations should be terminated as soon as possible. By June 30, 1943, all projects in the states were closed.

Originally intended as a coordinating agency for the Works Program the role of the WPA changed very quickly to one of leadership in providing for the nation's unemployed. During the eight years of operations the WPA provided a work relief program, remarkably free of corruption and scandal, employing about 8,500,000 needy people. This number represents 75% of all workers taken from relief rolls and placed in federal employment. It also represents only about 40% of the nation's unemployed. Work performed was of a public nature designed to maintain social services or improve community conditions. From 1939 until the United States' entry into World War II an increasingly large number of projects were directed toward improvements in national defense. Beginning in December 1941 all projects not vital to the national defense were terminated.

A fitting epitaph can be found in a December 4, 1942, letter from President Roosevelt to General Fleming: "I am proud of the Work Projects Administration organization. It has displayed courage and determination in the face of uninformed criticism....with the satisfaction of a good job well done and with a high sense of integrity, the Work Projects Administration has asked for and earned an honorable discharge." The accomplishments of the WPA—tangible and intangible—can be found in the many buildings still in use today and in the self-respect restored to those forced to the limits of despair in face of an economic crisis that discriminated against no one.

With the establishment of the WPA the grant-in-aid method of financing work relief, as under FERA, was abandoned and a new system of federal administration extending into the states and territories was set up. WPA was completely a federal program with all officials and project workers being paid by the federal government. Nevertheless state and local governments continued to shoulder some very large responsibilities in the operation of the program. Determination of an applicant's eligibility for the WPA program was such a responsibility.

Project planning and operations were state and local government responsibilities. Formal proposals for WPA projects, made by a legally responsible public agency, had to show the estimated cost, what part of that cost the sponsor was prepared to pay, and the amount and types of labor required. Sponsors were responsible for the architectural and engineering aspects of construction projects. Sponsors also agreed that if for any reason the WPA was unable to complete the project they would complete at least a usable unit. When completed, projects belonged to the sponsors who would maintain and operate the project at their own expense. Sponsors shared in the program by paying a portion of the project's cost, usually the nonlabor costs, which varied from one project to another. Materials, equipment, tools, skilled labor, and office space were the most common types of sponsors' contributions.

The desire to secure useful public improvements and services that might otherwise be economically unattainable was a very important incentive for project sponsorship. Another incentive derived from the fact that the more people on work relief at any one time meant fewer people in need of direct relief—still a local responsibility. Construction projects were in wide demand due to their need and utility. Service projects, usually sponsored by local governments as opposed to state sponsorship, generally began as WPA sponsored programs (Federal Project Nos. 1-6. see page 9) to demonstrate their usefulness and employ the needy white collar workers. Projects also received sponsorship from other federal agencies. Although the numbers employed on these other federal projects were relatively small, the work—conservation of natural resources, flood control, research studies, and improvement of defense facilities—was of considerable importance to the nation.

To obtain project approval a sponsor's project proposal was forwarded through an area or district WPA office to the state office. The proposal was reviewed for eligibility and compliance with federal law and WPA regulations. If it was found acceptable, an application was made by the state WPA administrator to the Washington WPA office for authority to spend federal funds for the project. Final approval was given by the President. Approved projects were released for operation by the state administrator to coincide with the availability

of eligible manpower from the local community or when funds became available.

The WPA functioned on four basic administrative levels: the central administration in Washington, DC; the regional offices; the state administrations; and the district offices. This organization was maintained throughout the life of the WPA. (See appendix H for a diagram of the line of administrative and technical authority.)

The central administration had the responsibility for determining WPA policies, and for regulating all WPA activities in compliance with federal laws and regulations. Due to the wide variation between laws and customs of the states and local communities with which the WPA had to deal, much of the responsibility of the central administration was delegated to the state administrations.

The regional offices directed and coordinated the programs in the states of each region in accordance with policies and regulations prescribed by the central administration. The number of regions, states in those regions, and location of the regional office varied throughout the eight years of the WPA.

Each state administration was responsible for the general administration of the WPA program within the state, including guidance of potential sponsors, public relations, and the securing of federal approval and funding for specific projects. State administrations generally were co-terminous with state boundaries, however, New York State, New York City, Northern and Southern California were all given state designations to ease the burden of administration.

The district office was responsible for the direct management of project operations and related activities such as assigning certified workers to projects, timekeeping, scheduling the initiation and completion of projects, and cooperating with local sponsors in all phases of program operations. The number of districts and the territory they encompassed were frequently altered to better conform to the ability of the state administration to meet the needs of the people. Temporary area offices were sometimes opened in the districts to administer more effectively.

Regulatory responsibilities of the central administration were distributed among various divisions and sections. Originally there were five divisions. These were reorganized to four in 1936, seven in 1940, and by 1943 there were eleven divisions in the central administration. Not all of the divisions of the central administration existed on the state level and those that were varied periodically in name and number. The following divisions operated on the state level at some time during the eight years of the WPA. (A more detailed

description of some of these divisions preceeds the series descriptions for records of the respective divisions.)

DIVISION OF ENGINEERING AND CONSTRUCTION. This division was responsible for the regulation of construction projects, review of the engineering for such projects, and recording and control of project applications. Administration of the safety program and the supply function was also the responsibility of this division.

DIVISION OF SERVICE PROJECTS. This division was responsible for regulation of community service projects and projects specifically designed to employ professional, technical, and clerical workers. Review of relevant project applications was also a divisional responsibility.

DIVISION OF TRAINING AND REEMPLOYMENT. This division, established in 1941 in response to national defense needs, planned and regulated WPA training projects. These projects were usually in technical fields, such as electronics, vital to the nation's war industry.

DIVISION OF FINANCE. This division was responsible for the control of project and state administration fiscal records as well as project financial activities such as timekeeping. The division was usually represented at the project level by a finance officer.

DIVISION OF EMPLOYMENT. This division was responsible for employment related activities, such as final determination of eligibility, classification, assignment, and release of workers. Labor relations and determination of wages and hours for personnel were also in this division's domain.

DIVISION OF STATISTICS. This division was responsible for the compilation of statistics derived from activity reports of the other divisions and the transmission of these statistics to the central administration.

DIVISION OF MANAGEMENT OR ADMINISTRATION. This division was responsible for procedure, administrative personnel, budgets, office services, and any other function required by the state administrator. Occasional information services, such as project descriptions or newspaper releases, were functions of the state administrator or the staff in his office.

Other divisions maintained only at the national level—Research, Investigation, Information, and General Counsel—are described in appendix B.

Divisions were composed of sections at various times of their development. These sections maintained control over related projects through a section supervisor who was responsible to the state director of that division.

Overall the records described in this inventory were in good physical condition with some water damage, dirt, and general decay. They were, however, found to be in disorder, as if they had been piled together and a half-hearted attempt made to separate them. There were many indications, beyond problems of poor storage, of tampering or the possible use of the materials by someone after termination of the WPA. There are many references to photographs, which cannot be found, being enclosed with letters. Newspaper articles, post cards, a book, and a letter dated after June 30, 1943, were found in the records. They are included in this inventory, series 60, as their purpose is not fully understood.

Arrangement of this record group followed two specific guidelines. First, all manuals and administrative issuances from Washington, DC and materials from other states were placed within the Office of the State Administrator unless the particular item obviously belonged in a series of another subgroup. Second, similar but distinct collections of records obtained through different circumstances, such as those in County Planning Surveys (series 16), were kept intact even though the individual items of the series might be identical.

As is normally the procedure, these records, which span all of the administrative periods of the WPA, are arranged to conform to the final period, but only down to the division level. Arrangement of project level records conforms to the division sections as they were when the records were actually generated. There are, however, some specific exceptions to be noted.

The Division of Community Service administratively contained three sections prior to February 1942 when the number was reduced to two. Nearly all surviving records from this division predate 1942. Final Reports of Service Projects (series 14), written in February 1943, fall within the two section period and are arranged by the two division sections (Defense, Health and Welfare; and War Services), and thereunder alphabetically by project name. This arrangement was used because some projects did not exist during the three section period.

In contrast to the Final Reports, the Guides to Civilian Organizations, prepared by the Historical Records Survey during the two section administrative period, are arranged under the three section period with the other records from HRS. This was done to keep all HRS records together and because the exact administrative relationship between HRS and the sections of the Division of Community Service was known.

The records of Federal Project No. 3, Staffing of State Planning Boards, are found in series 15-19. This project functioned as a unit of the Division of Women's and Professional

Projects. WPA sponsorship for this project ended in 1937. Since the project ended prior to the organization of the final administrative structure of the WPA, its records are described as a separate subgroup.

The description "random arrangement" is used for small series consisting of one document case or less (.1 to .5 cubic feet) where the series had no obvious order, either alphabetical or chronological.

The history of the physical location of the records described in this inventory is not completely known. According to Dr. Jacqueline Bull, former head of the Special Collections and Archives Department at the University of Kentucky Margaret I. King Library, the WPA records were retrieved in the 1940s from a building in Louisville. From that time until 1973 the records were stored in a University of Kentucky warehouse. Transfer of the records to the State Archives and Records Center was made in 1973. Work on the final arrangement and this inventory began in February 1978.

Four cubic feet of State Planning Board Project material were found in records transferred to the Archives Branch in 1967 by the Franklin County Clerk's Office. The courthouse was apparently the location of project offices for Franklin County. These records are described in series 51-55.

Material in the subgroup, Education Project Records from McCracken County, series 71-78, was obtained from Southern Illinois University, Special Collections, in October 1978. Prior to acquisition by Southern Illinois University the records were presumably stored in an abandoned building in Paducah, Kentucky.

Correspondence files of Harry E. Bullock, Chairman of the State-Wide Welfare Committee 1931-1932, have been removed from the WPA records and a separate inventory prepared, as no connection can be found between Bullock and the WPA.

Copies of records on microfilm, available from the National Archives, Washington, DC, were obtained by the Archives Branch in 1978 to supplement the records described in this inventory and are described in series 65-70.

A considerable quantity of WPA related material can be found in other Kentucky libraries, and archival and manuscript repositories. Appendix E shows the general types of WPA related records housed at the Louisville Free Public Library; University of Louisville Library; University of Kentucky Margaret I. King Library, Special Collections and Archives Department; Kentucky State Library; Filson Club in Louisville; Kentucky Historical Society; and the University of Louisville Archives. In addition to the general records listed

in appendix E, the Special Collections and Archives Department, Margaret I. King Library, has in its custody the Goodman-Paxton Papers consisting of personal correspondence files of George H. Goodman, State Administrator of the Work Projects Administration in Kentucky. This collection consisting of four cubic feet and four bundles, includes WPA correspondence, personal correspondence and Financial papers prior to 1930, *First Annual Report of the Second District, 1935-1936*, semimonthly and monthly narrative reports from September 1935 through February 1937, loose 8x10 photographs, a nine volume set entitled *Accomplishment of the Works Progress Administration in Kentucky*, and four photograph scrapbooks. Microfilm copies of the narrative reports, annual report, and WPA correspondence are available at the Archives Branch. (See series 69.) The University of Louisville also has a collection of WPA project papers. The largest portion, estimated at 35,000 single pieces of paper, consists of handwritten and typewritten notes taken from interviews, books, newspapers, journals, and public and private manuscripts for a project that produced a monograph entitled *Medicine and Its Development in Kentucky*. There are also working papers for the Writers' Project publication *Centennial History of the University of Louisville*.

The Archives Branch has custody of additional WPA material which was accessioned in other record groups. Periodical report sheets from the Education Project are with other records of the Jefferson County Board of Education. The Department of Military Affairs sponsored a Veterans Indexing Project. Material from that project, along with the sponsor's copies of other project proposals and related materials are housed at the Archives Branch. Files of the Kentucky State Library contain material related to the Pack Horse Library Project sponsored by the State Library.

WPA related records may be found among the records of virtually any state or local government agency or department that had dealings with the WPA. Supplements to this inventory will be issued as necessary to describe WPA records that may be accessioned by the Archives Branch in the future.

NAMES OF FEDERAL PROJECTS

- No. 1 Federal Arts Program
- No. 2 Historic American Buildings Survey
- No. 3 Staffing of State Planning Board
- No. 4 Survey of Federal Archives
- No. 5 Inspection of Plumbing Installations
- No. 6 Historic American Merchant Marine Survey

FREQUENTLY USED FEDERAL AND STATE AGENCY ABBREVIATIONS

AIL	American Imprints Inventory
CCC	Civilian Conservation Corps
CWA	Civil Works Administration
ECW	Emergency Conservation Work
FERA	Federal Emergency Relief Administration
FSRC	Federal Surplus Relief Corporation
HRS	Historical Records Survey
KERA	Kentucky Emergency Relief Administration
KSPB	Kentucky State Planning Board
NRA	National Recovery Administration
NYA	National Youth Administration
PWA	Public Works Administration
RFC	Reconstruction Finance Corporation
SFA	Survey of Federal Archives
TVA	Tennessee Valley Authority
WPA	Works Progress Administration, 1935-1939
	Work Projects Administration, 1939-1943

RECORDS OF THE OFFICE OF THE STATE ADMINISTRATOR OF THE WORK PROJECTS ADMINISTRATION IN KENTUCKY

Each state administrator was responsible to the Work Projects Administrator for the initiation, organization, and operation of WPA projects within his state. This was especially true in 1935 when it was necessary to quickly develop large numbers of worthwhile community projects throughout each state to provide immediate employment to those in need. Later, one of the more important duties was the development of a reserve of projects to be released for operation as the need arose. The state administrator was assisted in the performance of his duties by the state directors of the various divisions. George H. Goodman served as Kentucky's State Administrator from his appointment in June 1935 until termination of the WPA in 1943. State offices were at 9th and Broadway in Louisville.

The states were divided into administrative districts with a district office as conveniently located within the district as possible. Appendix D, Administrative Districts of the Work Projects Administration, shows the districts and district offices for the Commonwealth of Kentucky. Page 14 of *Final Report on the WPA Program 1935-43* detailed the role of the district offices.

The policies of the WPA organization were carried into practical effect at the district level through the actual application of the rules and regulations formed by the central and State administrations. At the district level, the various divisions were engaged in the review and approval of certifications of needy workers, the assignment of workers to projects, the management of project operations, the general supervision of finance functions, and the carrying on of day-to-day relationships with sponsors of projects, agencies of local government, and private organizations concerned with civic or economic interests. These district activities represented the final application of administrative decisions and technical instructions which resulted in the provision of work for the needy unemployed and the provision, through such work, of public works and services for communities.

The Divisions of Engineering and Construction, Service, Training and Reemployment, Finance, and Employment maintained district as well as state offices. The district office was under the charge of a district manager whose technical and administrative authority was determined by the state administrator.

The primary operating unit for a project was the headquarters office for that project. Statewide projects were headquartered in the state offices with additional offices in the districts. Local projects were headquartered at district offices and, for really small projects, at the project site. The project supervisor, or superintendent, reported directly to the division offices and was responsible for coordinating and supervising all aspects of project activities within established WPA rules and regulations. He was assisted by a

finance officer who performed the timekeeping function and in many cases took care of supply and accounted for Federal property. The larger projects also had the assistance of an employment officer.

1. HANDBOOKS OF PROCEDURES. 1936-1938. .4 cu. ft.

This material has a random arrangement.

This series contains "Handbook of Procedures for State and District Works Progress Administrators," 1936 and revised April 15, 1937; two appendix volumes, 1936 and December 15, 1937; and "Handbook of Procedures of the National Youth Administration," September 1, 1938.

See also series 68 and 69 for administrator's records.

2. REFERENCE MATERIAL. 1933-1939. 2.5 cu. ft.

Sub-series a, b, and c are arranged alphabetically by agency, thereunder by title; part d is arranged by release number.

Information in this material is generally the result of relief related studies of employment, expenditure of relief funds, and project accomplishments. Some material is the direct result of studies or data compilation begun as agency sponsored projects to employ needy persons. Newspaper releases contain information from statistical data to replies to charges of political corruption within the WPA.

Collection of relief statistics, previously performed by FERA, was performed by the Social Security Administration beginning in April 1937.

a. Out-of-state Publications—Excluding Washington, DC.

Included are works program publications from Illinois, Maryland, and Oregon; and reprints from *Tax Magazine* and *Review of Business*.

b. Publications and Releases from Federal Agencies.

This material is from the FERA, Social Security, the WPA, and the Kentucky State Employment Service (United States Employment Service). Titles include: FERA Relief Notices; WPA Library Abstracts; Regional Relief Statistics Summary; and Regional Research Digest. Many of these publications are labeled "confidential."

Items of special interest include a biographical sketch of Harry L. Hopkins; a statement of Harry L. Hopkins to a congressional committee; and a copy of the Emergency Relief Act of 1938.

c. Statistical and Informational Releases of Federal Agencies.

These releases are from FERA, Social Security, and WPA. Those releases appearing to be regular are "Preliminary Release" and "Preliminary Statement", (Dec. 1937 to April 1939); and "Exchange of Relief Information Among Departments of Public Welfare of Large Cities" and "Interchange of Relief Information Among Departments of Public Welfare of Large Cities" (June to Dec. 1938). Most of these releases are labeled "confidential."

Items of special interest include "Physical Accomplishment on WPA Projects for Kentucky through October 1937," and "Physical Accomplishment of WPA Projects for the United States through June 30, 1938." These detail the results of various types of WPA projects.

d. Newspaper Releases.

These are mimeographed copies of releases issued by the Washington, DC office to state offices for release to the newspapers. Releases are numbered and include 4-761 through 4-1434 for the period May 1936-February 1937. A gap in the series includes release numbers 4-799 through 4-1173. A few releases are included from April, May, and June 1935.

Of special interest is a procedure statement for making allotments from the Emergency Relief Act of 1935.

3. REPORTS TO/BY THE STATE ADMINISTRATOR. 1936-1938. .2 cu. ft.

Arrangement is alphabetical by county, town or author for sub-series b.

a. One mimeographed copy of a January 1937 monthly narrative report, stating WPA activities for January, is included.

b. Sponsors' reports are apparently mimeographed copies, for wide distribution, of reports sent to the state administrators praising the WPA and expounding upon the usefulness of a project named in the report.

See also series 68 and 69 for administrative reports.

4. IRREGULAR ADMINISTRATIVE ISSUANCES FROM THE STATE ADMINISTRATOR. 1935-1942. .4 cu. ft.

Arrangement is by type of issuance, thereunder chronological.

This series contains Engineering Bulletins, 1935; WPA Bulletins, 1938-1942; Administrative Orders, 1939; Memorandums, 1938-1939; and miscellaneous issuances dated and undated. These are mimeographed sheets of administrative issuances for distribution to the various offices throughout the state and deal with

project operations, establishment and clarification of regulations, and some public relations activities. Engineering Bulletins describe the working arrangements for projects as they were starting up in the various divisions and are not to be confused with bulletins from the Division of Engineering and Construction.

See also series 68 and 69 for administrator's records.

5. PROJECT MANUALS. 1935-1943. 2.0 cu. ft.

Arrangement is by issuing office, federal or state; thereunder alphabetical by division; and thereunder alphabetical by manual title.

A manual usually describes the purpose of a project, its goals, requirements in terms of a sponsor and material, and administrative procedures. Some manuals are more of a handbook for a field worker giving only details of the actual duties of the worker. Included are federal issues from the Division of Employment, Engineering, and Service; and state issues from the Division of Service.

A manual for the Encyclopedia Factbook, a writers' project, is with the material from that project (series 22f) as the manual appears to have also been used as a piece of working material. Writers' project manuals for Greeks in America (series 22h) and Hands That Build America (series 22i) were also left with project material.

See also series 73, Federally Issued Manuals.

6. IRREGULAR ADMINISTRATIVE ISSUANCES FROM THE WASHINGTON, DC HEADQUARTERS. 1937-1940. 2.0 cu. ft.

Arrangement is by year of issue; thereunder alphabetical by title of issue; and thereunder by issue number. All supplements and revisions for an issue are with the first issue of that number unless the original and any revisions were issued in different years.

This series contains mimeographed issuances dealing with procedures, establishment or clarification of regulations, and policy statements. Titles of issuances include: Administrative Order; Federal Art Letter; Federal Theatre Letter; Writers' Project Letter; General Letter; Handbook of Procedures Letter; Memorandum; Digest of Procedures; Operating Procedure (E,F,O,S, W series); and Serial Telegram.

See also series 68 and 69 for administrator's records and series 21 for additional memorandums.

II

RECORDS OF THE OFFICE OF THE STATE DIRECTOR OF THE DIVISION OF EMPLOYMENT

The Division of Employment was responsible, ordinarily through three administrative sections, for all employment related functions of the state administration. The executive section approved division personnel; recommended the division budget to the state administrator; and established standards and methods of work for district division offices. The intake and certification section established eligibility procedures; advised district offices in their daily activities; and maintained liaison between the WPA and private welfare agencies. The assignment and labor relations section was responsible for all functions pertaining to assignment of workers to projects and for adjustment of complaints made by individuals or organizations. District office representatives for the division were responsible for implementing the regulations and methods established by the state office and were by necessity responsible for many of the daily decisions.

8. EMPLOYMENT BULLETINS. 1938-1939. .1 cu. ft.

Arrangement is numerical by bulletin number.

These bulletins, issued by the state division, deal with establishment or clarification of regulations, procedure, and policy statements regarding WPA employment.

See also series 71 for a Division of Employment procedures manual.

5. IRREGULAR ADMINISTRATIVE ISSUANCES FROM THE WASHINGTON, DC HEADQUARTERS. 1937-1940. 2.0 cu. ft.

Arrangement is by year of issue; thereunder alphabetical by title of issue; and thereunder by issue number. All supplements and revisions for an issue are with the first issue of that number unless the original and any revisions were issued in different years.

This series contains mimeographed issuances dealing with procedures, establishment or clarification of regulations, and policy statements. Titles of issuances include: Administrative Order; Federal Art Letter; Federal Theatre Letter; Writers' Project Letter; General Letter; Handbook of Procedures Letter; Memorandum; Digest of Procedures; Operating Procedure (E, F, O, S, W series); and Serial Telegram.

See also series 68 and 69 for administrator's records and series 21 for additional memorandums.

III

RECORDS OF THE OFFICE OF THE STATE DIRECTOR OF THE DIVISION OF ENGINEERING AND CONSTRUCTION

In terms of the purpose of the WPA the Division of Engineering and Construction was the most important division. This division employed the largest percentage of workers—seventy-five percent or more until 1940—on the WPA payroll on a wide variety of construction projects. Through its efforts projects suitable for employment of large numbers of unskilled workers were developed and operated.

In the central administration the Division of Engineering and Construction had four main functions: the formation and transmission of standard procedures and policies regarding the eligibility and operation of construction and engineering projects; review of project applications; the compilation of information about state operations and problems encountered in administering projects; and the transmission of advisory material, information, and instructions to the states.

On the state level the division operated through three sections: planning and control; construction; and safety. The planning and control section processed project applications and reviewed progress and inspection reports for the various projects. The construction section was responsible for the actual operation of projects. The safety section enforced compliance with safety regulations established by the central and state administrations.

WPA construction projects employed large numbers of skilled and unskilled workers. Skilled workers such as carpenters, brick layers, and mechanics could readily be used on construction projects whereas trainmen and cigarmakers could not and had to be trained in other types of work. Even though many local officials doubted the competence of unskilled or semiskilled labor, these workers were trained by the WPA in the use of unfamiliar tools. This on-the-job training was directed through the division by experienced engineers and construction workers. The success of this training is in evidence by the many structures built as WPA projects and still in use today.

Seven general types of work were performed by this division.

MUNICIPAL ENGINEERING PROJECTS. These projects included construction and repair work on parks and recreational facilities, streets, sidewalks, alleys, water supply systems, sewer systems; the removal of streetcar rail; and other municipal improvements. Buildings were not included in these types of projects.

AIR TRAFFIC PROJECTS. These projects were primarily directed toward the improvement and enlargement of existing air facilities. This work included construction of runways, hangars, and drainage systems; improvement of airport buildings; and the marking of airways.

PUBLIC BUILDINGS PROJECTS. Included in this group of projects were construction and improvement of state and local government buildings, educational and recreational buildings, hospitals, correctional institutions, and defense housing; and demolition in connection with building projects.

HIGHWAY AND ROAD PROJECTS. New construction or repair work on highways, roads, bridges, gutters, culverts, and roadside landscaping were projects included in this group.

CONSERVATION PROJECTS. These projects, including water conservation projects, provided extensive employment in only a few states. The mine sealing program, extensive in the bituminous coal regions, was aimed at stopping the leakage of sulfuric acid into streams and lakes. This project began as a FERA project and continued under the WPA.

ENGINEERING SURVEY PROJECTS. These projects included geodetic control, boundary, underground structure, stream, and hydro-surveys. Many innovations in job techniques resulted from these projects. Among them were new mathematical tables to simplify computations, survey sighting targets, and signal devices.

DISASTER EMERGENCY ACTIVITIES. The principal types of work performed in emergencies included the furnishing of required equipment and personnel; construction of dykes; evacuation of persons from disaster areas; emergency repairs to bridges, streets, and utilities; and general cleanup work.

When the WPA was organized the National Emergency Council was responsible for final review of project applications for all agencies under the Works Program. Under Col. Francis C. Harrington of the Corps of Engineers the Division of Engineering was organized (December 1935) in the central administration. The duties of the National Emergency Council performed for the WPA were assumed by the Division of Engineering where they remained throughout the life of the WPA.

The engineering staff in the central administration was originally called the Division of Engineering while the designation used in the regional and state offices was Division of Operations. The title Division of Engineering and Construction was standardized throughout the WPA in September 1942.

9. **BULLETINS, MEMORANDUMS, SAFETY BULLETINS.** 1938-1939.
.1 cu. ft.

Arrangement is alphabetical by title.

This series includes Engineering Bulletins, 1938; Operations Memorandums, 1939; and Safety Bulletins, 1939; describing methods and procedures for routine duties specifically named by the item.

RECORDS OF THE OFFICE OF THE STATE DIRECTOR OF THE DIVISION OF FINANCE

As originally organized, the Division of Finance maintained statistical records of WPA operations, with fiscal management being the responsibility of the Treasury Department. An increasing number of Treasury Department duties were duplicated by the Division of Finance because Treasury reports could not be kept sufficiently current to serve as a basis for WPA administrative action. For a short period nearly all functions of the Treasury office were duplicated by WPA finance offices. Eventually the Treasury Department came to rely upon the Division of Finance for maintaining WPA accounts even though the Treasury Department was still legally responsible. Beginning January 1, 1942, legal responsibility for the accounts was vested solely in the WPA.

Six sections comprised the State Division of Finance: executive, accounts, voucher, field examination, property accounting, and compensation. It was through these sections that division functions were performed on a state and district level. The district finance offices were charged with carrying into effect, on a district and project level, regulations and methods established by the state offices in the areas of time-keeping, compensation, property accounting, and training of new finance personnel.

10. FINANCE LETTERS AND MEMORANDUMS. 1936-1939. .1 cu. ft.

Arrangement is alphabetical by title; thereunder chronological.

Included are letters and memorandums from E.C. Turney, State Director of the Division of Finance, describing methods and procedures for duties specifically named by the item. These items are mimeographed for general distribution to state and district offices.

11. DESCRIPTION OF DUTIES OF THE FINANCE OFFICE. n.d. .1 cu. ft.

This item describes in considerable detail the filing procedures to be used in the finance office. Forms routing and distribution are also described. This is a typed original apparently not for large-scale distribution.

RECORDS OF THE OFFICE OF THE STATE DIRECTOR OF THE DIVISION OF COMMUNITY SERVICE

The Division of Community Service provided needed employment for large numbers of clerical, professional, and technical workers through projects suited to their skills. During the eight years of WPA operations service projects were sponsored by city, town, and county school boards; health departments; tax and housing commissions; planning boards; and various departments of state and federal government. These projects were administered through division sections. A booklet entitled *A Directory and Description of Professional and Service Projects in Kentucky* lists some of the many projects in operation in Kentucky. Projects described include:

WELFARE SECTION. Sewing, Housekeeping Aide, School Lunch, Matron Service, Toy Lending, Renovation, Mattress, Institutional Service, Surplus Commodities, and Handicraft.

COMMUNITY SERVICE SECTION (PUBLIC ACTIVITIES). Adult Education, Nursery Schools, Libraries, Writers, Recreation, Art, Mending School Library Books, and Museum.

RESEARCH AND RECORDS SECTION. Health, Indexing, Archeological Survey, Historical Records Survey, American Imprints, Inventory of Federal Archives, History of Negro Education, Social Service Exchange, Socio-Economic Survey, Veterans' Graves Registration, Lubrication Study, Louisville Traffic Survey, Property Identification, Real Property Surveys, State Highway Planning, State Planning, Tax Delinquency Survey, Student Mortality Analysis, School Land Abstracts, Scholastic Records, Equipment Inventories, Radio Library, and Drivers' Accident and Moving Violation Record.

Other projects not listed in the directory because they had yet to be started or had already been completed include Survey of County Planning; Music Project; Theatre Project; Guides to Civilian Organizations; Engineering Surveys; and Surgical Dressings Projects.

Service Projects were originally administered through several separate divisions. These divisions (Women's Activities, Projects and Planning, Education Projects, and Recreation Projects) were brought together under the Division of Women's and Professional Projects in 1936, but only in the state administrations. A division by the same name was not set up in the central administration until 1937, but education, recreation, research, and survey projects remained outside its jurisdiction until 1939. The title Division of Community Service was used from 1941 to 1942 when it was renamed the Division of Service Projects. The title Division of Professional and Service Projects seems to have been used interchangeably with Women's and Professional Projects by the central and state administrations, but without receiving official recognition.

The Division of Community Service was subdivided into three sections: Welfare; Community Service (also called Public Activities); and Research and Records. After the division reorganization in 1942 only two sections remained: Defense, Health and Welfare; and War Services. Projects not vital to or contributing to the national defense were terminated at that time.

12. BULLETINS, MEMORANDUMS, PROJECT DESCRIPTIONS. 1939-1940. .2 cu. ft.

This material has a random arrangement.

Included are "Brief Description of WPA Welfare Service Projects in Kentucky," ca 1940; a music project poster; and Professional and Service Bulletins, 1939. "Brief Description" describes the purpose of projects in operation throughout the Commonwealth. Bulletins describe methods and procedures for duties specifically named by the item.

13. DISAPPROVED PROJECT FOLDERS. 1939. .1 cu. ft.

These three folders have a random arrangement.

These folders contain the applications for project approval as sent to Washington and returned. There is some correspondence related to the routing of the folders through various administrative offices. A sheet explaining the reasons for disapproval of the proposal is attached to each folder. These folders have Works Progress Administration printed on them.

14. FINAL REPORTS OF SERVICE PROJECTS. March 1943. 1.2 cu. ft.

Arrangement is by division section—Defense, Health and Welfare; and War Services—thereunder alphabetical by project name.

Each report follows the same eighteen point format, although some are more extensive in their presentation. Each report indicates name of program; description of program; sponsor; advisory committees; workers requirements; organization; technicians and supervisors; training; technical procedures; equipment, material, supplies; site and space requirements; reporting requirements and forms; local arrangements prerequisite to program operation; public relations and development of community interest; effect of program on technical standards; effect of program on community standards; estimate of average man-month cost; and description of any important aspect of program operation not included above.

These are carbon copies of project reports, some with appendices and attachments, usually in the form of project publications, manuals, or program schedules for conferences. Not all reports have attachments.

Projects that have reports include:

DEFENSE, HEALTH AND WELFARE—health; housekeeping aide; school lunch; commodity project; toy lending library; mattress and comforter; weaving; and camping and gardening.

WAR SERVICES—art; library; music; museum; adult education; recreation; homes registration office; index of naturalization; vital statistics; historical records survey; historical records survey microfilm unit; county records index; truck and bus inventory; civilian defense assistance; driver's record card; property identification; tax delinquency; and writers' project.

Some material of a report nature can also be found scattered throughout the records of the individual projects.

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RESEARCH

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VI

PROJECT RECORDS OF THE DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS FEDERAL PROJECT NO. 3 STAFFING OF STATE PLANNING BOARDS

Federal Project No. 3, one of six WPA sponsored projects, was designed to employ clerical workers through the staffing of state planning boards. The creation of planning boards was encouraged by the federal government in the early 1930s to aid in effective development planning.

In 1935 the project authorized fifty-five people for the Kentucky State Planning Board, however, only about twenty-five competent persons were available by June 1936. These persons worked as interviewers, conducting preliminary county planning surveys for approximately thirty counties in the first half of 1936 and an additional forty in the second half. The interviewer, along with a consultant, was to make a preliminary reconnaissance in a county with the assistance of the county agricultural agent. The interviewer was to spend an additional two weeks in the county talking with people knowledgeable in the county's particular situation. A second reconnaissance was to be made prior to writing a first draft of the survey report. This survey report, submitted to the Agricultural Experiment Station at the University of Kentucky and various state agencies having an interest in the county, would include a summary of the planning situation and a list of recommendations designed to stimulate local planning and development.

A large number of these reports still exist. It is not known however, exactly how many were completed before the staff project was terminated, nor is it known whether any surveys were completed after termination of the project. All Federal Projects, except No. 1 (Arts Program), were abolished June 30, 1937.

For more detailed information regarding the Kentucky State Planning Board see subgroup XIII, Material from the Kentucky State Planning Board.

15. WORKING FILE OF THE COUNTY PLANNING SURVEY. 1934-1937. 4.4 cu. ft.

Arrangement is alphabetical by county.

These working files contain information gathered by interviewers in the counties and used in compiling county planning surveys. The files take the form of pencil notes, typewritten drafts, maps, photographs, brochures and newspapers. Topics include geography, topography, geology, soils, cover, population, rural housing, urban housing, water supply, sanitation and stream pollution, flood control, public health, public safety,

agricultural situation, mineral situation, manufacturing, trade, professional occupations, service occupations, conservation of natural resources, highways, transportation, recreation, public works, county institutions, power situation, education, taxation, and local planning.

Noteworthy items in this series include Industrial Survey of Somerset; Morehead State University Bulletin; Campbellsville College Bulletin, 1936; and Bowling Green Public School Report, 1935. A fifteen page Housing Survey, compiled under the FERA work program, is included for most counties.

See appendix G for a map showing those counties for which finished surveys and survey files are available.

16. COUNTY PLANNING SURVEYS. 1935-1937. 1.6 cu. ft.

Arrangement is alphabetical by county.

These surveys are the product of the information gathering process used by the interviewers in the counties. The surveys discuss the topics listed in the description for series 15.

These surveys are softbound, typed originals and copies; some include photographs.

See appendix G for a map showing those counties for which finished surveys and survey files are available.

17. PRELIMINARY REPORT—RIVER DRAINAGE BASINS IN KENTUCKY. 1936. .1 cu. ft.

This item, prepared by the Planning Staff in 1936, describes the physical and socio-economic characteristics of the Ohio River watershed area in Kentucky. It is a softbound carbon copy similar to the Planning Surveys of series 16.

18. PLANNING STAFF CORRESPONDENCE. 1934-1937. .8 cu. ft.

Arrangement is alphabetical by subject.

This series contains correspondence related to topics or organizations of interest to the State Planning Board and apparently maintained as general office files. Most of the copies are signed by J. M. Walters, State Planner, and the office manager.

19. LOOSE, UNCLASSIFIED ITEMS. 1935-1937. .2 cu. ft.

Arrangement is alphabetical by title or name of item.

This series includes parts I and II of a four part study of county consolidation; instructions to field interviewers; mimeographed copies of the Warren County Planning Survey; and a plate for printing Planning Board maps of Breckinridge County.

VII

PROJECT RECORDS OF THE DIVISION OF COMMUNITY SERVICE, PUBLIC ACTIVITIES SECTION

Recreation Project

The aim of the Recreation Project was to provide a year-round program of a variety of well-balanced activities for young people and adults.

The sponsor for the Recreation Project was the Kentucky Department of Education. There were over two hundred recreation centers across the state, mainly in rural areas. A monthly average of nearly 600,000 children and adults participated in recreation activities, including arts and crafts, music, festivals, plays, baseball, football, tennis, shuffleboard, hockey, nature study, hiking, camping, and dancing. Special recreational services were provided for hospitals and detention homes.

20. RECREATION PROJECT PUBLICATIONS. 1939-1941. .1 cu. ft.

Publications included are "Recreation Planning Conference Minutes," December 4-9, 1939, and March 25-30, 1940; and "Radio Production for Recreation," May 1941. "Radio" is a manual for supervisors describing production techniques and suggesting ideas for radio programs.

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Writers' Project

During the period of FERA work relief programs it was difficult to find work for unemployed writers. Under FERA a Connecticut guide book was published that proved so successful that the WPA expanded the idea to national proportions. The Writers' Project was initiated in June 1935 to specifically employ workers experienced in reporting, editing, magazine writing, and research. The American Guide became the principal activity of the project. Kentucky operations began November 1, 1935, with the appointment of Dr. U.R. Bell as State Director of Writers' Projects.

The Writers' Project began as part of WPA sponsored Federal Project No. 1 (Arts Project), which also included the Music, Theatre, and Art Projects, and the Historical Records Survey. As funds for WPA sponsored projects were no longer available after August 31, 1939, each state was required to set up its own project and arrange for sponsors and co-sponsors to furnish a portion of the operating costs. The Kentucky Writers' Project was sponsored statewide by the University of Kentucky. The Library of Congress sponsored the Editorial Project to coordinate the editorial and technical aspects of the Writers' Project for all states. Notable exceptions to this policy of non-federal sponsorship and publication were the publication of *Washington: City and Capital* and *Intercoastal Waterways* through the Government Printing Office.

Late in 1941 the Writers' Project began work on civilian defense manuals and military guides. Steps were taken in February 1942 to limit or terminate projects which were not connected with the national defense. A Kentucky Project, *A History of the Kentucky Derby*, was cancelled after nearly four years of work.

Many projects were planned but only a relative few were ever published. (See appendix C for a bibliography of Kentucky project publications.) Some of the series and titles planned were:

THE AMERICAN GUIDE. The American Guide was originally planned as a comprehensive and authoritative travel guide to the United States, to be published in five regional volumes of six hundred pages each. The American Guide plan called for inclusion of information on geography, history, humanities, commerce, conservation, and the military. The five-volume plan was later revised to one volume. Neither the five-volume nor the one-volume project was ever completed by the WPA Writers' Project. Numerous state and local guides, byproducts of the American Guide, were published and are commonly referred to as the American Guide Series. Plans for other publications called for atlases, a recreation series, and a Spanish translation of the American Guide for distribution in Latin America.

THE AMERICAN LIFE SERIES. This series included volumes on such subjects as the American Indian, architecture, folklore, and the Negro. Material was collected by Writers' Project staff for several other books that apparently were not published. These include: "A Lexicon of Trade Jargon," "Pockets in America," "The Negro as an American," and "Indians of the United States." New projects were planned to keep field workers busy while the Washington, DC staff worked on the enormous amount of editorial copy. These include "Hands That Build America;" "America Eats;" "Treasures in Trees;" "The Western Range;" "The Story of the Grasslands;" and "A Portrait of Democracy."

THE AMERICAN ENCYCLOPEDIA SERIES. This series, intended for school use, emphasized differences between the states and was primarily concerned with factual contemporary material.

THE STATE FACTBOOK SERIES. Sometimes called almanacs, these volumes were planned to be inexpensive reference works, suitable for frequent revision, covering the subjects of land, people, history, charters and constitutions, government, counties, municipalities, agriculture, commerce, education and culture, religious and social institutions, newspapers, motion pictures and drama, radio, public welfare, recreation, and state-wide organizations.

21. CORRESPONDENCE AND MATERIAL RELATING TO WRITERS' PROJECTS. 1936-1941. .4 cu. ft.

Arrangement is alphabetical by subject or county.

This series contains a small amount of correspondence and a larger amount of reference material possibly from the office of the State Director of Writers' Projects.

The correspondence, primarily to-and-from the Washington, DC office and some to-or-from other states, can be found intermixed with reference material pertaining to particular subjects or projects. The reference material relates to specific projects and special subjects, such as newspapers searched for information on Kentucky higher education. In a folder entitled "Contracts, Correspondence, and Publishing Agreements for the Lexington Guide" are Operating Procedure Memorandums of the W series, numbers eight and thirteen.

See also series 6 for other memorandums.

22. PROJECT FILES. 1935-1942. 35.7 cu. ft.

Arrangement of the sub-series is alphabetical by project name.

These sub-series contain information relative to the subject usually in the form of maps, brochures, newspapers,

project manuals, photographs, local government publications, catalogues and other primary source material. Handwritten and typed notes, carbon copies, correspondence, handwritten and typed draft copies, newspaper filler copy, essays, and transcripts of primary source material are the usual physical forms in which the files exist.

a. America Eats. n.d. .1 cu. ft.

This material has a random arrangement. Notes regarding recipes are of traditional Kentucky fare served at home and at famous Kentucky dining establishments.

b. American Guide Series. 1935-1941. 21.0 cu. ft.

Due to the diversity of material and lack of any apparent order, arrangement is only alphabetical by county. All counties are represented although the volume of material available for each county varies considerably. Subjects researched in one county may not have been researched in another. However, the variety of subjects is such that information regarding a particular Kentucky subject is likely to be found in this material.

Typical subjects include: markets, museums, industry and material resources, service clubs, fraternal orders, sports and recreation, population of towns, history, transportation, health and social work, geology, geography, topography, libraries, flora, fauna, climate, hotels, religion, products, racial elements, celebrations, festivals, fairs, notable personalities, statistical information, clubs, monuments, folklore, superstitions, human interest, lakes, paleontology, archeology, ghosts, horses and horse farms, army and navy, and transportation.

A printed serial called "Resources-Attractions-Opportunities," (one page for each county) is included. Those counties not represented are: Anderson, Bourbon, Boyd, Carroll, Clark, Crittenden, Elliott, Franklin, Hardin, Harrison, Hart, Hickman, Jessamine, Knox, Laurel, Livingston, McCracken, Madison, Marion, Marshall, Muhlenberg, Ohio, Pike, Powell, Pulaski, Scott, Shelby, Warren, Whitley and Woodford. Items of special interest include: proofsheets for *Lexington and Environs*; annual reports of public agencies; ordinances; electric power rates for Kenton County; 1936 Covington budget; and special edition newspapers.

When a new writers' project was begun, the files would be gleaned of any information of value to the new project which may have been collected for another. The manual for the Factbook specifically instructs workers to purge previous project files for the Factbook. Apparently for this reason material from the Historical Records Survey and State Planning Board may be found in this sub-series. Another reason for this mixture of material is due to the difficulty determining to which project a particular piece of material belonged.

See also records of the Historical Records Survey, Kentucky State Planning Board, and other writers' projects such as the factbook and the atlas.

c. American Life Series—Folklore. 1937-1939. .8 cu. ft.

Arrangement is by types of material: administrative; correspondence; newspaper filler copy; anonymous essays and articles; and essays arranged by worker's last name.

The administrative material includes manuals related to the project and a few project related memorandums. Items called newspaper filler copy contain short informational blurbs on strange or little known incidents in Kentucky. More of these can be found in the American Guide Series. Additional folklore material can be found with the material from Our Lives.

d. Kentucky Atlas. n.d. .1 cu. ft.

This material has a random arrangement.

Included in this sub-series are some loose papers and a "Bulletin for Workers—Information for Atlas." Most of the working material was apparently absorbed by the Guide and Factbook projects.

e. Baptists of Kentucky. 1941. .4 cu. ft

This material has a random arrangement.

Contained in this sub-series are rough notes and a typewritten manuscript, which, according to the available outline, is incomplete. Catalogues of various Kentucky churches and religious organizations are also included. See also series 22f.

f. Kentucky Factbook. 1940-1942. 3.6 cu. ft.

Arrangement is by sections: administrative; land; people; history; constitution; government; counties; municipalities; agriculture; commerce; industry and labor; educational and cultural activities; religious and social institutions; newspapers; motion picture and drama; radio; public welfare; sport and recreation; statewide organizations; and other subjects.

Included in the administrative section are project manuals for the American Encyclopedia and the Kentucky Factbook.

See also other writers' projects such as Kentucky Atlas and American Guide Series.

g. Fairs and Fairmakers. 1938-1940. 2.0 cu. ft.

Arrangement is in seven categories: chronological notes; draft copy; *Fairs and Fairmakers, Vol. II*; miscellaneous notes; printed source material; specific fairs and societies; and topical.

Not all of the material described as miscellaneous notes is directly related to Kentucky fairs. Many of these items are transcribed from *Niles Register*.

This project produced two volumes of *Fairs and Fairmakers* which describe the history and events of the state fair and the numerous local fairs in Kentucky.

h. Greeks in America. 1939. .1 cu. ft.

Included are a coverletter and two project manuals.

i. Hands That Build America. n.d. .1 cu. ft.

This sub-series includes one project manual.

j. Kentucky Derby. 1937-1942. 4.8 cu. ft.

Arrangement is by material type: administrative, chronological research notes, derbys by years, and draft copies.

This material appears to comprise the total project file and was used to prepare a pre-final draft, which is included, of a proposed publication, *A History of the Kentucky Derby*.

k. Military Area Guides. 1941. .1 cu. ft.

Included is a project circular explaining the project and some editorial criticism regarding a proposed outline for a guide to Fort Knox and Bowman Field.

l. Military History of Kentucky. 1937-1938. .1 cu. ft.

Notes and editorial criticism are included.

m. Our Lives. 1939-1940. 1.2 cu. ft.

This material—correspondence and manuscripts—was compiled for *These Are Our Lives*.

The typewritten manuscripts are stories and interviews sent in by field workers and are arranged alphabetically by the interviewer and thereunder alphabetically by interviewee.

The manuscripts are indexed and available on microfilm.

n. Kentucky Photobook. 1939-1941. 1.2 cu. ft.

Arrangement is alphabetical by subject. An administrative folder is included.

These are photographs, mostly black and white 8x10s, covering such subjects as negroes, military, tobacco, and parks to be used in a publication.

o. U.S. Travel Atlas. 1941. .1 cu. ft.

Only a small amount of correspondence outlining the project is available.

VIII

ADMINISTRATIVE RECORDS OF THE DIVISION OF COMMUNITY SERVICE, RESEARCH AND RECORDS SECTION

Historical Records Survey

In November 1935, President Roosevelt made funds available for the Historical Records Survey (HRS). This project, part of Federal Project No. 1 (Arts Project), was designed to make use of unemployed clerical workers and writers by providing a needed community service. The HRS arranged and inventoried historical records, primarily for federal, state and local governments, and copied or otherwise preserved records of special historical value that were in danger of being lost or destroyed. Few communities were willing to sponsor apparently unnecessary community service projects because of their high cost and limited visibility. For these reasons, many projects of this type, such as the HRS, were WPA sponsored until feasibility and value could be demonstrated.

Several different projects fell under the auspices of the HRS. The Survey of Federal Archives (SFA), originally Federal Project No. 4, was transferred to HRS in 1937. The SFA surveyed federal offices throughout the state resulting in the publication of eight Kentucky inventories. The American Imprints Inventory (AII) was also attached to HRS in 1937. This project began a nationwide survey of early American printed material. Two checklists of Kentucky material resulted from their work. Surveys of church, county, and state archives were the largest HRS projects. The HRS worked in each of the 120 counties, however, only nine inventories of Kentucky county records were published. No inventories of Kentucky church or state archives were published. Manuscript collections were surveyed but nothing was published.

As national defense preparedness assumed a more important role in federal agencies (1941), the HRS assumed activities related more to national defense. Guides to civilian organizations were prepared for local defense councils and the Office of Civilian Defense; guides to public vital statistics records were prepared for the Bureau of the Census; and federal buildings were surveyed for possible use as emergency storage.

The HRS was originally under the administrative direction of the Writers' Project, headed by U. R. Bell, State Director of the Federal Writers' Project. The HRS became an independent part of Federal Project No. 1, in October 1936. When funding was stopped in 1939 for WPA sponsored projects HRS was required to make arrangements for project sponsors and co-sponsors. The Library of Congress Editorial Project was set up to carry on the editorial and technical direction of the HRS and other projects previously having a federal project status.

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In early 1936 Thomas D. Clark was appointed supervisor of the HRS. O. B. Wilder succeeded Clark in July 1936, and Walter M. Hoefelman became State Director in December 1936. He was succeeded in August 1939, by Earl D. Hale who directed the project until January 26, 1940, when Clifford R. Rader became State Supervisor for the project.

The Kentucky unit of the Survey of Federal Archives began with Judge Samuel C. Smith as State Supervisor for the project, and John Wilson Townsend as his assistant. In September 1939, Townsend became State Supervisor of the Inventory of American Imprints, while still maintaining responsibility for the preparation of the Federal Archives Inventories.

23. SUBJECT CORRESPONDENCE FILES OF THE STATE OFFICE OF THE HISTORICAL RECORDS SURVEY. 1936-1940. 3.0 cu. ft.

Arrangement is alphabetical by subject.

This material is primarily correspondence concerning matters important for the direction of HRS projects. These are not routine matters as covered by the correspondence in series 31 and 32. Some of this material quite possibly was for personal reference.

Items of special interest include the American Archivist, applications, and naturalization records folders.

24. FORMS AND REPORTS. 1937-1940. 1.2 cu. ft.

Arrangement is numerical by form number.

These are completed forms and reports sent to-or-from the state office of the Historical Records Survey. The forms include weekly employment report, sponsor's contribution, and change in encumbrance. Blank forms, apparently maintained as a source of supply, are included.

25. REFERENCE MATERIAL. 1937-1939. 1.5 cu. ft.

This material is arranged as general and government forms.

The general material includes *The Fee System as a Method of Compensating County Officials, Government in Kentucky Counties* (University of Kentucky study #2, 1937), and other subjects. The Government forms are usually blank forms as used by government agencies and the University of Kentucky, apparently collected for reference. Federal, state, and local government forms and a stock form for the Frankfort, Lexington and Versailles Turnpike

and Road Company are included. Federal naturalization forms and the 1918-1919 Lawrence County School Census are most notable.

26. WEEKLY ACTIVITY REPORTS OF FIELD WORKERS. 1938-1941.
1.6 cu. ft.

Arrangement is alphabetical by county and thereunder chronological.

These are field worker's weekly reports to the state office giving the date, worker's name, and type and amount of work performed, by workers for American Imprints and County Archives. Most of the reports are for the period October 1939 to June 1940. Not all counties are represented.

27. MONTHLY ACTIVITY REPORTS OF FIELD WORKERS. 1940-1941.
1.0 cu. ft.

Arrangement is alphabetical by county, thereunder chronological.

These are monthly reports filed with the state office by field workers, giving the worker's name, date, types of work performed, and the county. Very few counties are represented.

28. IRREGULAR REPORTS OF FIELD WORKERS. 1940. .1 cu. ft.

Arrangement is alphabetical by county.

These are reports to the state office in the form of loose handwritten, and typewritten sheets, usually of one paragraph, covering routine matters. Neither the author nor date is always given. Very few counties are represented.

29. REPORTS OF FIELD TRIPS. 1938-1939. .1 cu. ft.

Arrangement is alphabetical by county.

These reports, the author of which is not always clear, give the county, date of trip, arrival and departure times, details of the trip, its purpose and results. Very few counties are represented.

30. SUPPLY REQUISITIONS. 1939-1940. .1 cu. ft.

Arrangement is alphabetical by county.

These requisitions give the date, county, person making the requisition, and item requested. Not all of the requests are on printed requisition forms. Very few counties are represented.

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31. COUNTY CORRESPONDENCE OF THE STATE DIRECTORS OF THE HISTORICAL RECORDS SURVEY, O. B. WILDER AND THOMAS D. CLARK. 1936. 1.2 cu. ft.

Arrangement is by district number, thereunder alphabetical by subject. A second portion is arranged alphabetically by county.

All of the correspondence concerns routine administrative matters. Subjects include address of workers, efficiency, instructions to workers, labor reports, time reports, and other matters.

It appears as though the original filing system tried to place all correspondence according to district and thereunder by subject. The amount appears to have increased so dramatically that arrangement by county was deemed most suitable by HRS.

32. COUNTY CORRESPONDENCE OF THE STATE DIRECTOR OF THE HISTORICAL RECORDS SURVEY, WALTER M. HOEFELMAN. 1936-1939. 2.8 cu. ft.

Arrangement is alphabetical by county followed by a miscellaneous file arranged chronologically.

This correspondence is administrative in nature covering many of the same subjects in series 31. Some of the correspondence labeled "confidential" deals with personal matters regarding field workers.

The miscellaneous papers were found mixed, whereas county correspondence was marked according to the county.

33. DISTRICT OFFICE CORRESPONDENCE FILES, HISTORICAL RECORDS SURVEY. 1936-1939. 2.4 cu. ft.

Arrangement of the series is by district number. Sub-series arrangement is chronological.

This correspondence, routine in nature, includes labor reports, travel requests, personnel requisitions, supply requisitions, and project reports. Districts one and three are represented.

34. ADMINISTRATIVE MATERIAL, AMERICAN IMPRINTS. 1938-1939. .4 cu. ft.

Arrangement is chronological by month.

This material is primarily routine administrative correspondence but does include some project reports. Most of the names appearing herein are also found in series 32. This material may have been part of a large file maintained by Walter M. Hoefelman.

35. ADMINISTRATIVE MATERIAL, INVENTORY OF CHURCH ARCHIVES. 1937-1939. .4 cu. ft.

This material has a random arrangement.

This material is correspondence, progress reports, general information, and out-of-state manuals dealing with the church archives project. There is a draft copy of a Todd County Inventory in this series.

36. ADMINISTRATIVE MATERIAL, INVENTORY OF MANUSCRIPT COLLECTIONS. 1938. .1 cu. ft.

This material has a random arrangement.

This material is a mixture of routine administrative correspondence and progress reports dealing with the project.

37. ADMINISTRATIVE MATERIAL, SURVEY OF FEDERAL ARCHIVES. 1936-1937. 1.2 cu. ft.

Arrangement is chronological by month.

This material is a mixture of correspondence, progress reports, and completed WPA forms apparently from a file maintained by Ben Morris and John Wilson Townsend, project supervisors.

This material covers the period when the Survey was administratively separate from the HRS as Federal Project No. 4.

38. ADMINISTRATIVE MATERIAL, SURVEY OF FEDERAL ARCHIVES. 1936-1939. .8 cu. ft.

Arrangement is alphabetical by subject.

This material is a mixture of correspondence, progress reports, and completed forms. There are folders entitled correspondence, however, other folders will also contain correspondence.

Although some material predates July 1, 1937, most of the material is later and corresponds to the period when the Survey no longer had an independent status but was instead administratively tied to HRS.

39. INDIVIDUAL TIME REPORTS, SURVEY OF FEDERAL ARCHIVES.
1936-1938. .4 cu. ft.

Arrangement is chronological.

These are Individual Time Report Sheets (WPA Finance form 88) giving name of worker, dates of pay period, work project number, official project number, job title, and identification number.

40. WORKING REFERENCE MATERIAL, SURVEY OF FEDERAL ARCHIVES.
1936-1939. .4 cu. ft.

This material has a random arrangement.

This series contains various reference items gathered from Kentucky and out-of-state sources. Items of special interest include a folder entitled Film Survey, which contains work sheets used for a Federal Film Survey and a file entitled Histories of Federal Agencies.

IX

PROJECT RECORDS OF THE DIVISION OF COMMUNITY SERVICE, RESEARCH AND RECORDS SECTION

Historical Records Survey

An administrative history and description of activities of the Historical Records Survey (HRS) can be found in subgroup VIII, Administrative Records of the Division of Community Service, Research and Records Section, Historical Records Survey.

The system devised for compiling inventories of the various record groups surveyed as HRS projects appears to have worked in the following manner. A worker would go to the location of the records and survey the material using the appropriate records forms. These handwritten forms were then sent to the state office where five copies were typed. Abstracting forms were then used to abstract the typewritten records forms. A series description was then prepared from the abstract and attached to the records and abstracting forms. Series descriptions were placed in the proposed order and typed, one series to a page. This draft was then revised and a complete pre-final draft prepared. When a final draft was completed it was sent to Washington, DC for final approval. The project sponsor would pay the cost of publication.

41. AMERICAN IMPRINTS. n.d. .1 cu. ft.

The only item in this series is a typewritten draft of *Checklist of Kentucky Imprints, 1787-1805*, published in 1938.

42. GUIDES TO CIVILIAN ORGANIZATIONS. 1942. 1.2 cu. ft.

Arrangement is alphabetical by county.

These are mimeographed editions of the guides prepared for the official use of county defense councils. Information in these publications includes the name of the organization, its membership, purpose, social activities, and defense activities.

See appendix C for a list of those counties for which a publication is available.

43. INVENTORY OF CHURCH ARCHIVES PROJECT MATERIAL. 1937-1939. 2.8 cu. ft.

HRS project material consists of forms and other notes compiled by field workers on the various projects and usually include handwritten, typewritten, and carbon copies of typewritten records forms used by field workers. There are also abstracting forms, usually handwritten, with short series

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descriptions stapled to the form. Descriptions of the various forms can be found in the appropriate series descriptions.

Arrangement is alphabetical by county.

This series includes church records forms showing the county, town, church name, denomination, date or organization, and records descriptions; buildings forms; abstracting forms; loose notes; and a work form showing the county, information as to church denomination and address; and the name of the field worker completing the forms.

The church records forms comprise the bulk of the material.

44. INVENTORY OF COUNTY ARCHIVES PUBLICATIONS. 1937-1941.
1.4 cu. ft.

Arrangement is alphabetical by county. *Duties and Functions of Kentucky Government* is placed last.

These inventories are basic archival finding aids that include a brief history of the organization and functions of the agency whose records are being described; a descriptive list of each record series giving as a minimum such data as title, inclusive dates, quantity, arrangement, relationships to other series, and description of significant subject content; and, if appropriate, appendices which provide such supplementary information as a glossary of abbreviations and special terms, lists of folder headings on special subjects, or selective indexes.

Included are two copies of each published county inventory, except Anderson for which only one copy is available, and two copies of *Duties and Functions of Kentucky County Government*.

For a list of those counties for which inventories have been published see appendix C.

45. INVENTORY OF COUNTY ARCHIVES PROJECT MATERIAL. 1936-1941.
32.0 cu. ft.

Arrangement is alphabetical by county. One folder of statewide material is placed at the beginning.

Included are volumes, and unbound records forms showing the county, agency, bureau, record title, physical description, record content, arrangement, and record condition; abstracting forms; loose notes; histories of county offices; buildings forms; and pictures and statuary forms.

The volumes form was used for books whereas the unbound records form was used for single items.

See series 43 for a description of the physical form of these records.

46. INVENTORY OF MANUSCRIPT COLLECTIONS PROJECT MATERIAL. 1936-1939. .4 cu. ft.

This material has a random arrangement.

Included are individual manuscript and manuscript collection forms for three repositories: Louisville Free Public Library, Filson Club, and Eastern Teachers College Library.

Included with the forms are abstracts or complete transcripts of the original manuscript. The individual form was used for a single item such as a letter or book whereas the collection form applied to a series such as Virginia Land Office Treasury Warrants, 1779-1782.

See series 43 for a description of the physical form of these records.

47. INVENTORY OF STATE ARCHIVES PROJECT MATERIAL. 1936-1940. .8 cu. ft.

Arrangement is alphabetical by state agency.

Agencies included are auditor's file room, Kentucky Historical Society, auditor's office, automobile department, Department of Education, treasurer's private office, fire marshal, agriculture, state veterinarian, highway department, Secretary of State, state treasurer's office, state treasurer's vault, motor vehicle, railroad commissioner's office, motor transportation, central filing office, land office, insurance commissioner's office and file room, and the Department of Insurance.

The forms in this series are the same as those in series 45. See also series 43 for a description of the physical form of these records.

48. SURVEY OF FEDERAL ARCHIVES PUBLICATIONS. 1938-1941. .4 cu. ft.

These are single copies of SFA inventories for the Departments of Agriculture, Labor, Navy, Treasury, and War.

See appendix C for a list of SFA publications.

49. SURVEY OF FEDERAL ARCHIVES PROJECT MATERIAL. 1936-1941.
9.2 cu. ft.

Arrangement is alphabetical by department or agency.

These inventories are basic archival finding aids that include a brief history of the organization and functions of the agency whose records are being described; a descriptive list of each record series giving as a minimum such data as title, inclusive dates, quantity, arrangement, relationships to other series, and description of significant subject content; and, if appropriate, appendices which provide such supplementary information as a glossary of abbreviations and special terms, lists of folder headings on special subjects, or selective indexes.

The bulk of this material consists of report of serials forms giving the location, agency or department name, serial title, and records description.

Agencies and departments represented include: Agriculture, Civil Service, Commerce, Emergency Conservation Corps, FERA, Federal Home Loan, Federal Security Administration, Justice, National Emergency Council, NYA, Navy, Post Office, Perry Victory Memorial Administration, Interior, ICC, VA, Rural Electric Administration, Social Security, TVA, U.S. Railroad Administration, and War Department.

There are some miscellaneous agency, building, and room reports following the War Department files.

See series 43 for a description of the physical form of these records.

One portion of the survey, the Film Survey, is in series 40, Working Reference Material, Survey of Federal Archives.

50. VITAL STATISTICS PUBLICATION. 1942. .2 cu. ft.

This series contains two copies of *Guide to Public Vital Statistics Records in Kentucky*, a mimeographed publication published in Louisville.

RECORDS OF THE DIVISION OF COMMUNITY SERVICE,
RESEARCH AND RECORDS SECTION

Property Projects

The Property Identification Project produced maps from aerial photographs and geographical indexes. Block and lot maps were made from surveys of plat and deed books. During this process some property was discovered not to be on the assessor's books which resulted in an increase in collectable taxes in many cities.

A Sanitary Survey, emphasizing drinking water, was conducted in Jefferson County. Information about polluted wells was given to the users and attempts were made to locate the pollution source.

Real Property Surveys provided a basis for local planning and zoning legislation in Louisville, Ashland, Lexington, and Owensboro.

Records of the property projects are grouped together in this inventory because it was not always possible to determine exactly to which project some material belonged.

51. ADMINISTRATIVE MATERIAL. 1939-1940. .5 cu. ft.

This material has a random arrangement.

This material is administrative working and reference material. Included are correspondence, administrative issuances from Louisville and Washington, instructions to workers, conversion charts, completed forms, blank forms, and notebooks that appear to show completed phases of work.

52. WORKING FILES, LONG FORM. 1939-1940. 2.5 cu. ft.

Arrangement is alphabetical by locality.

Included are long forms used for the project by field workers. The forms provide the county, district, grantee, grantor, acreage, deed book reference, description of property, and the worker's name.

The localities surveyed by this project were Bald Knob, Bridgeport, Forks of Elkhorn, and Peaks Mill. One folder of mixed material follows Peaks Mill.

The long and short forms contain the same information. The significance of the form size is unknown.

53. WORKING FILES, SHORT FORM. 1939-1940. 1.3 cu. ft.

Arrangement is alphabetical by locality.

For a description of this material see series 52.

54. UNIDENTIFIED LOOSE MATERIAL. n.d. .1 cu. ft.

This material has a random arrangement.

This series contains loose forms, scratch sheets, unlabeled drawings of property plots, letterhead, and mimeographed papers that cannot be properly identified.

55. SKETCHES AND DRAWINGS OF PROPERTY PLOTS. n.d. .5 cu. ft.

This material has a random arrangement.

This series consists of tracings of property plots, probably in Franklin County, apparently giving the name of the owner. The significance of the tracings is not entirely understood. These tracings were found with the material in series 51-54.

56. AERIAL PHOTOGRAPHS. 1937-1938. 2.4 cu. ft.

Arrangement is alphabetical by county, thereunder numerical by flight number.

These are aerial photographs probably taken for property mapping projects in the counties represented. Photographs of Boyd, Boone, Campbell-Kenton, Franklin, Owen and Union counties are included.

57. ADMINISTRATIVE AND WORKING MATERIAL. 1939-1941. .4 cu. ft.

This material has a random arrangement.

This material is an assortment of items dealing with property identification and mapping. Included are Bourbon County assessment sheets, Bourbon County control, daily reports, engineering material for Madisonville and Somerset, manual of instructions-engineering drawings, official circulars, work sheets, block tabulation and survey table books, and an assortment of county maps.

58. REAL PROPERTY AND SANITARY SURVEY. 1940. .1 cu. ft.

This series has one copy of *The Real Property and Sanitary Survey of Jefferson County, Kentucky, 1939-1940*. This survey obtained information regarding polluted wells for which attempts were made to find the source of the pollution.

UNCLASSIFIED RECORDS OF THE WORK PROJECTS
ADMINISTRATION IN KENTUCKY

59. LOOSE AND UNCLASSIFIED RECORDS. 1936-1942. .4 cu. ft.

This material has a random arrangement.

Folders and individual items are training program; inter-state planning regions; completed forms 59, 401, 720; administrative material from the Writers' Project; sheets dealing with personnel requisitions and transfers; Townsend and Simmons correspondence dealing with HRS; Mr. Hale (correspondence); state supervisor-research and records section; county maps; contents of transfer files; Fayette County library project; district maps; loose items; scratch sheets-possibly from property identification; and ledger cards from indexing project.

60. MATERIALS DATED AFTER JUNE 30, 1943. 1943-1949. .1 cu. ft.

This material has a random arrangement.

Included are newspapers, post cards, photographs, a newsletter from the Civilian Public Service Camp in Coleville, California, and a copy of *The Romance of Lee County*, by Nevyle Shackelford. These materials are included because their specific use, as relates to the WPA records, or how they became part of the collection, is not known. The photographs may possibly be WPA material, however, the envelope they were found in caused some doubt as to their authenticity.

XII

MATERIAL FROM OTHER FEDERAL AGENCIES OF THE DEPRESSION ERA

Creation of the Federal Emergency Relief Administration (FERA) in March 1933, put the federal government in the business of relief by making grants to the states. Three agencies had administrative ties to FERA: the Work Projects Administration (discussed previously); the Civil Works Administration; and the Federal Surplus Relief Corporation (FSRC).

As stated in *Final Statistical Report of the Federal Emergency Relief Administration*, the purpose of the FSRC was

to assist in relieving the national emergency by purchasing and processing agricultural and other products as a means of removing surpluses and improving prices; and to distribute these surplus products in the form of foodstuffs, clothing, fuel, and other items for the relief of hardship and suffering caused by unemployment.

Funds for FSRC operations came from FERA grants to the states specifically designated for that purpose. Surplus commodities purchased by FSRC were delivered to the states for distribution to those in need by state and local emergency relief administrations. As FERA closed down its operations in 1935, grants for surplus commodities were discontinued. Because the need for the commodities still existed most states arranged for distribution of surplus commodities as a project of the Work Projects Administration. These commodities were obtained from a reorganized FSRC, the Federal Surplus Commodities Corporation. In Kentucky the Surplus Commodity Distribution Project was sponsored by the Commonwealth of Kentucky.

The Civil Works Administration (CWA), created by executive order on November 9, 1933, was a short-term experiment in work relief. Its general goal was to provide temporary work for needy unemployed during the winter of 1933-1934. Four million were employed by CWA work relief projects before its close in March 1934. Partly due to the success of CWA, a Works Division was established in the FERA organization to guide states in administering additional work relief projects.

Two other agencies primarily concerned with providing work relief were the Civilian Conservation Corps (CCC) and the Public Works Administration (PWA). Neither of these organizations had administrative ties to FERA.

Emergency Conservation Work (ECW), created in April 1933, was reorganized by Congress in June 1937, to form the Civilian Conservation Corps. The purpose of both agencies was to provide employment and training for the youthful unemployed while performing useful public work in the areas of conservation and development of natural resources. CCC was terminated June 30, 1943. Four executive departments, Labor, War, Agriculture, and Interior, and the Veterans Administration cooperated with various sections of the ECW and CCC. ECW and CCC had two

directors during their ten years of operations: Robert Feshner April 6, 1933-December 31, 1939; and James J. McEntee 1940-June 30, 1943.

The PWA was created in June 1933 as an independent agency. Reorganization in 1939 placed PWA in the Federal Works Agency along with four other organizations (see page 3). The purpose of the PWA was to encourage construction of useful public works by making loans and/or grants to non-federal public agencies. This differed from WPA's role of assisting project sponsors in defraying project costs by paying the labor as federal employees. PWA activities were closed out in June 1943.

The National Youth Administration (NYA) was established by executive order June 26, 1935. As a unit of the WPA its purpose was

to initiate and administer a program of approved projects which shall provide relief, work relief, and employment for persons between the ages of sixteen and twenty-five years who are no longer in regular attendance at a school requiring full time, and who are not regularly engaged in remunerative employment.

The goals of NYA were realized through various programs and activities. Among them were the student work program, out-of-school work program, and vocational guidance.

Reorganization of NYA in 1939 transferred it to the Federal Security Agency where it remained until September 1942 when it was transferred to the War Manpower Commission. NYA activities were terminated in December 1943.

61. MATERIALS FROM FEDERAL AGENCIES. 1933-1938. .5 cu. ft.

Arrangement is alphabetical by title, type, or issuing agency.

This series contains mimeographed, printed, and type-written material from the Civilian Conservation Corps, Emergency Conservation Work programs, FERA, Home Loan Corporation, Kentucky Emergency Relief Administration, and the War Department.

Included are: Circular Letter—List of Emergency Conservation Work Camps; Correspondence of Harper Gotton (Director of the Kentucky Relief Commission); Examination Centers; FERA—Manual of Work Division Procedure, Section 2; FERA—Memorandum on Report of Resident Schools and Educational Camps for Unemployed Women; FERA—Memorandum on Report of Teachers Training Centers in Workers' Education, Summer 1934; FERA—Trend of Urban Relief (May 15, 1934), The Range of Work Relief (An address, September 26, 1934); Forms, blank; Home Loan Corporation; Information Bulletins—ECW; Kentucky Summary, CCC, April 1933-June 30, 1938; Official Letters; Press Release/Statements;

State/Miscellaneous Correspondence of the Commodity Program
(With index); Telegrams to Harper Gatton; War Department.

62. PUBLICATIONS OF THE NATIONAL YOUTH ADMINISTRATION.
1936-1942. 1.2 cu. ft.

Arrangement is chronological by date of issue. Undated items are arranged alphabetically.

For a list of the items in this series see appendix C.
See also series 74 for other NYA publications.

XIII

MATERIAL FROM THE KENTUCKY STATE PLANNING BOARD

The Kentucky State Planning Board (KSPB) was created by the General Assembly in 1934 to prepare plans for complete transportation systems and conservation of natural resources; meet with state and local authorities to coordinate all physical development plans related to state activities; make surveys of rural land utilization (county planning surveys); propose to the General Assembly legislation necessary for conserving the natural resources of the state; and collect and publish information relating to welfare problems affecting the people of the State of Kentucky. The National Planning Board sponsored the bill in the General Assembly and in other state legislatures in a move designed to improve the capability of local and state governments to make long-range development plans. These plans were also used as guides for making work project proposals to the Public Works Administration.

The first eight members of the Board were appointed by Governor Ruby Lafoon March 29, 1934. There were to be nine members, with Thomas R. Underwood being the ninth and James A. Diskin replacing Desha Breckinridge. The board appointed Dr. J. M. Walters state planner, and placed him in charge of the staff. Board members included:

H. St. G. T. Carmichael, chairman	
James H. Richmond	W. E. Morrow
Frank C. Dugan	James A. Diskin
Dr. Frank L. McVey	Thomas R. Underwood
J. Lyter Donaldson	Desha Breckinridge:
Max B. Nahm	died February 1935

Beginning April 1, 1934, a federally provided staff was available to the board until such time as a staff could be provided by the Commonwealth. Office space was also given the board at Ninth and Broadway in Louisville in a building occupied by the FERA. Beginning in 1935, Federal Project No. 3, Staffing of State Planning Boards, continued providing KSPB with an office staff and field workers. For further information see subgroup VI, Project Records of the Division of Women's and Professional Projects, Federal Project No. 3, Staffing of State Planning Boards.

The board began with seven staff divisions: industrial development; surface waters and transportation; land use and planning; basic population data; industrial geology, conservation, and outdoor recreation; public works program and FERA project planning; and public institutions, local planning and housing.

The reorganization of state government in 1936 abolished the State Planning Board and transferred its function to a Planning Committee of the Governor's Cabinet. This subgroup does not include any records from the Planning Committee.

63. REPORTS AND PUBLICATIONS OF THE KENTUCKY STATE PLANNING BOARD. 1935-1936. .4 cu. ft.

This material has a random arrangement.

Included are reports and publications issued by the KSPB as a result of its research into various areas of state responsibility.

Some items of special interest include semi-annual reports of KSPB for the period June 1935 to June 1936; Preliminary Report on Rational Plan of Highway Development, *Behind the Gates of Blasted Hopes*; Analysis of Inmates' Sentences by Circuit Court Districts and Counties; and 1935 Progress Report.

64. REFERENCE MATERIAL OF THE KENTUCKY STATE PLANNING BOARD. 1934-1939. .8 cu. ft.

Arrangement is by origin of the material: federal or state.

Included are reports and publications found to be of interest to KSPB for research purposes.

Items of special interest include a synopsis of FERA activities in Kentucky for September 1934; part of a national inventory of works projects, 1935; a 1936 report by TVA entitled "Recreational Development of the Southern Highlands Region;" a Directory of Federal and State Departments and Agencies in Kentucky, August 1939; city and county zoning laws; and Flood Control Plans for the Ohio River Basin.

KENTUCKY WORK PROJECTS ADMINISTRATION AND
CIVIL WORKS ADMINISTRATION RECORDS ON MICROFILM

A brief description of the Civil Works Administration can be found in the introduction to subgroup XII, Material From Other Federal Agencies of the Depression Era.

The microfilmed records described in this subgroup were obtained from the National Archives and Records Service except for Narrative Reports and Personal Correspondence of George H. Goodman (series 69), which were obtained from the University of Kentucky.

The statement of arrangement and series descriptions for series 65-68 are as provided by the National Archives.

65. ADMINISTRATOR'S RECORDS, CIVIL WORKS ADMINISTRATION IN KENTUCKY. November 1933-July 1934. 2 rolls.

Arrangement is by type of record.

These records include procedural issuances, district and county field reports, and correspondence. County field reports give a considerable amount of detail regarding projects administered by the CWA.

See also series 61, material from Federal Archives.

66. PROJECT FOLDERS, CIVIL WORKS ADMINISTRATION IN KENTUCKY. November 1933-July 1934. 15 rolls.

Arrangement is alphabetical by county, thereunder numerical by project number.

These folders include applications for project approval, reports of project completion, and time or funding extension forms, if the project required them. A detailed description of the proposed project can be found on the application forms.

67. PROJECT REGISTERS, CIVIL WORKS ADMINISTRATION IN KENTUCKY. November 1933-July 1934. 6 rolls.

Arrangement is alphabetical by county, thereunder numerical by project number. Federal and statewide registers are arranged last.

These registers are the financial logs for individual projects detailing the amount of funds expended and from where the funds were obtained.

68. ADMINISTRATOR'S RECORDS, WORK PROJECTS ADMINISTRATION
IN KENTUCKY. 1935-1943. 7 rolls.

Arrangement for each roll is described on that roll's target.

These records include procedural issuances and administrative correspondence concerning WPA operations, reports concerning various projects, some financial statements, and administrative organizational charts.

See also series 1-7 for related material.

69. NARRATIVE REPORTS AND PERSONAL CORRESPONDENCE OF GEORGE
H. GOODMAN. 1935-1938. 2 rolls.

Arrangement is chronological.

These records include monthly and semi-monthly narrative reports of WPA activities, 1935-1937, and personal correspondence, 1938, primarily concerning charges of political corruption in the administration of Kentucky WPA activities. A 1936 district two report is also included. This microfilm was obtained from the University of Kentucky.

See also series 1-7 for related material.

70. INDEX TO REFERENCE CARDS FOR WORK PROJECTS ADMINISTRATION
PROJECT FILES. 1935-1942. 4 rolls.

Arrangement is by year groups, 1935-1937, 1938, 1939-1942; thereunder alphabetical by county; and thereunder chronological.

These records are index cards indicating the project number, county, and some specifics regarding the project. Not all cards include the same information, however, a general description of the project, amount of funds allotted to the project, and the completion date is usually provided.

RECORDS OF THE DIVISION OF COMMUNITY SERVICE,
PUBLIC ACTIVITIES SECTION

Education Project Records From McCracken County

The Education Program began in August 1933 as an FERA authorized program and continued as a WPA project. The project purpose was to employ needy, unemployed teachers; to provide educational opportunities for adults; and to feed and develop the physical and mental well-being of nursery school children from needy, underprivileged families. This purpose was realized through two major fields of activities: Adult Education and Nursery School.

The Adult Education Program was divided into seven areas.

LITERACY EDUCATION. This program taught illiterate adults basic reading and writing skills enabling them to read newspapers and write simple letters.

HOMEMAKING AND PARENT EDUCATION. This program taught home economics and gave instruction in child development, and family and community relationships.

VOCATIONAL EDUCATION. Courses offered by this program included training in commercial and business occupations, household management, and domestic service.

PUBLIC AFFAIRS. This program provided an opportunity for adults to study public affairs questions of contemporary interest through forums and lectures.

AVOCATIONAL AND LEISURE ACTIVITIES. Studies in this program were limited to crafts and the fine arts.

SAFETY AND FIRST AID and GENERAL ADULT EDUCATION. These programs taught safety and first aid through the Red Cross and provided credit and noncredit high school level courses on various subjects.

The Adult Education Program operated in over 100 of Kentucky's 120 counties. In those counties where qualified teachers could not be found the program did not operate. Through the WPA program improved teaching methods were discovered and new teaching standards were adopted by school systems and used for many years.

The Nursery School Program was conducted by specially trained teachers. Pre-school children were nutritionally provided for through a feeding program supplying milk and well-balanced hot meals. The children were also taught good personal habits such as care of teeth, correct posture, manners, and group cooperation. Over 15,000 underprivileged children benefited from the Nursery School Program. The extent of the program was not as great as the adult program due to the unavailability of specially trained teachers.

When the records arranged in this subgroup were discovered and transferred to the Archives Branch the arrangement and inventory of the record group was near completion. Rather than describe these records in a supplement, the subgroup was placed in this inventory at the end of the other subgroups.

71. PROCEDURES MANUAL, DIVISION OF EMPLOYMENT. 1938. .1 cu. ft.

This is a mimeographed manual of procedures issued by the Louisville office of the Division of Employment, revised through July 1, 1938. Wage rates, hours of work, occupational classifications, and labor policies are covered by this manual.

72. CORRESPONDENCE AND WORKING MATERIAL. 1938-1942. .4 cu. ft.

This material has a random arrangement.

Included are completed forms; blank forms; correspondence of Harry Ford, area supervisor for the Education Project; TVA test materials; and material from the American Association for Adult Education.

This material was placed in new folders just as it was found. Items not originally in a folder were individually placed in new folders.

73. FEDERALLY ISSUED MANUALS. 1937-1940. .6 cu. ft.

This material has a random arrangement.

These are education circulars pertaining to various education related subjects issued by the Washington, DC offices. Subjects include teaching materials, teaching aids, teaching elementary English, a graded word test, and preparation of adult reading materials. A manual entitled "Manual for Leaders of Foremanship Conferences" is included.

74. NATIONAL YOUTH ADMINISTRATION PUBLICATIONS. 1936-1939. .1 cu. ft.

This material has a random arrangement.

These are state published booklets pertaining to various aspects of the NYA. Included are "Vocabulary Building, Unit 3;" "The Adult Student;" a portion of a New York City report for use with Domestic Service Training in Kentucky; "Where are They Now;" "Vocational Training Opportunities in Kentucky;" "Radio Discussion of Youth Problems and NYA Activities;" and "Career Conferences and Study Clubs."

See also series 62 and appendix C for other NYA publications.

75. EDUCATION RELATED PUBLICATIONS AND PAPERS. 1937-1938.
.3 cu. ft.

This material has a random arrangement.

These are booklets, published in Kentucky, pertaining to general education programs and the Civilian Conservation Corps education program. A report to the Chicago Regional Conference, 1938, on the Kentucky Education Program is included as is a report on "Summer Training Conferences for Teachers of Adults." A sample collection of students' work in the adult education program is included.

76. WPA PUBLICATIONS FROM OTHER STATES. 1937-1938. .6 cu. ft.

Arrangement is alphabetical by state.

These are works program publications from California, District of Columbia, Illinois, Indiana, New Jersey, and Utah.

77. PUBLICATIONS BY OTHER FEDERAL AGENCIES. 1934-1938.
.1 cu. ft.

This material has a random arrangement.

Included are "The Relation Between Housing and Delinquency," 1936; *Report on Economic Conditions of the South*, 1938; "Handbook for Leaders of Parent Education Groups in Emergency Education Programs," 1934; "Summary Report of Forum Conferences," 1938; "The Reclamation Era," 1937; and "A Step Forward for Adult Civil Education," Department of Interior Bulletin No. 16, 1936.

78. PUBLICATIONS OF KENTUCKY GOVERNMENT AGENCIES AND PRIVATE ORGANIZATIONS. 1936-1938. .4 cu. ft.

This material has a random arrangement.

These are pamphlets from schools, elementary school workbooks and readers, and handbooks on various education related subjects.

An item of special note is *Kentucky Civics* by Olin W. Davis, 1936.

APPENDIX B

DIVISIONS OF THE CENTRAL ADMINISTRATION

In addition to those divisions maintained on the state level (Engineering and Construction Service Projects, Training and Reemployment, Employment, Statistics, and Management) the following were maintained on a national level.

APPENDIX A

WORK PROJECTS ADMINISTRATION

ADMINISTRATORS AND COMMISSIONERS

Harry L. Hopkins

Administrator

July 1935-December 1938

Colonel Francis C. Harrington

Administrator
Commissioner

December 1938-June 1939
July 1939-September 1940

Howard O. Hunter

Acting Commissioner
Commissioner

October 1940-June 1941
June 1941-April 1942

Francis H. Dryden

Acting Commissioner

April-July 1942

Major General Philip B. Fleming

Acting Commissioner

July 1942-June 1943

APPENDIX B

DIVISIONS OF THE CENTRAL ADMINISTRATION

In addition to those divisions maintained on the state level (Engineering and Construction, Service Projects, Training and Reemployment, Finance, Employment, Statistics, and Management) the following were maintained on a national level.

DIVISION OF RESEARCH. This division was responsible for the undertaking and publication of research studies relevant to activities or conditions affecting WPA programs.

DIVISION OF INVESTIGATION. This division was responsible for investigation of alleged incidents of criminal or fraudulent nature within the administration of WPA programs.

DIVISION OF INFORMATION. This division was responsible for providing informational material concerning the WPA in response to requests from citizens, newspapers, and public officials. Distribution of this information in reports, radio broadcasts, articles, and public speeches was also the responsibility of this division.

LEGAL DIVISION OR GENERAL COUNSEL. This division rendered legal opinions on matters of concern in the administration of projects, such as a project's legality, proposed rules and regulations, or appropriate legal action to be followed in suits involving the WPA or its employees.

HISTORICAL RECORDS SURVEY

AMERICAN IMPRINTS INVENTORY

- No. 7 Checklist of Kentucky Imprints, 1787-1810
- No. 8 Checklist of Kentucky Imprints, 1811-1820
- No. 24 Supplemental Checklist of Kentucky Imprints 1788-1820 (Erroneously appeared as No. 25)

APPENDIX C

The Historical Records Survey began publication of Guides to Civilian Organizations in 1942. The following is a list of the guides published. Reports of the Historical Records Survey of the War Relocation Authority were not listed. (Excluding Project Manuals) records include a copy of the Guide for that county. For those counties marked with an asterick (*) a copy of the Guide is in the WPA Collection. See series 43.

WRITERS' PROJECT

Allen* Johnson*
Ballard* Kenton*
Barren* LaRue*
Lexington and the Bluegrass Country (1938)
Kentucky: A Guide to the Bluegrass State (1939)
Old Capitol and Frankfort (1939)
Military History of Kentucky (1939) and Jefferson Counties**
Centennial History of the University of Louisville (1939) 1942
Louisville: A Guide to The Falls City (1940)
In the Land of Breathitt (1941)
Henderson, A Guide to Audubon's Hometown in Kentucky (1941)
Union County Past and Present (1941)
Slave Narratives, Vol. 7, Kentucky (1941)
Fairs and Fairmakers of Kentucky (1942)
These Are Our Lives
Libraries and Lotteries: A History of the Louisville
Public Library (1944)
Louisville and Jefferson County Personnel World War
1917-1919 (1940) Oldham*
Southern Harmony (1939) Owen*
Kentucky Recreation Booklet (1941) and McCracken Counties*

HISTORICAL RECORDS SURVEY

Fulton* Pike
Callatin* Shelby*
Carrard* Simpson*
Graves* Spencer*
Grayson*
Hardin* Trigg*
Harlan* Union*
Harrison* Warren*
AMERICAN IMPRINTS INVENTORY

No. 5 Checklist of Kentucky Imprints, 1787-1810
No. 6 Checklist of Kentucky Imprints, 1811-1820
No. 38 Supplemental Checklist of Kentucky Imprints
1788-1820 (Erroneously appeared as No. 25)

GUIDES TO CIVILIAN ORGANIZATIONS

The Historical Records Survey began publication of *Guides to Civilian Organization* in 1942. The following is a list of those given in *Bibliography of Research Projects Reports of the Historical Records Survey, April 1943*. Meade County was not listed in this series, however, the records include a copy of the *Guide* for that county. For those counties marked with an asterick (*) a copy of the *Guide* is in the WPA Collection. See series 43.

Allen*	Johnson*
Ballard*	Kenton*
Barren*	LaRue*
Bath	Lawrence*
Bell*	Lee*
Bourbon*	Logan*
Boyd	Louisville and Jefferson Counties**
Breckinridge*	Two editions Feb. 1942 & Oct. 1942
Bullitt	Lyon*
Caldwell*	Madison*
Calloway	Marshall*
Campbell	Mason*
Carlisle	McLean*
Carroll*	Meade*
Casey*	Montgomery*
Christian*	Muhlenberg*
Crittenden*	Nelson*
Daviess*	Ohio*
Edmondson*	Oldham*
Fayette*	Owen*
Fleming*	Paducah and McCracken Counties*
Fulton*	Pike
Gallatin*	Shelby*
Garrard*	Simpson*
Graves*	Spencer*
Grayson*	Todd*
Hardin	Trigg*
Harlan*	Union*
Harrison*	Warren
Henderson*	Washington*
Hickman	Webster*
Hopkins*	

INVENTORY OF COUNTY ARCHIVES

Inventories of the County Archives for the following counties were published.

No. 3	Anderson
No. 14	Breckinridge
No. 20	Carlisle
No. 34	Fayette
No. 57	Jessamine
No. 61	Knox
No. 63	Laurel
No. 74	McCreary
No. 82	Meade

In addition to the nine published inventories, No. 54, Hopkins, and No. 78, Marion, were approved for publication in 1941, but were not published.

Duties and Functions of Kentucky County Government (1938)

SURVEY OF FEDERAL ARCHIVES

Inventories of Federal Archives for the following departments were published.

Series II	The Federal Courts
III	The Department of the Treasury
IV	The Department of War
V	The Department of Justice
VII	The Department of the Navy
IX	The Department of Agriculture
XI	The Department of Labor
XVI	The Farm Credit Administration

VITAL STATISTICS

Guide to Public Vital Statistics Records in Kentucky (1942)

MICROFILMING PROJECT

Lexington Herald	1933, 1935
Lexington Leader	1935
Louisville Courier-Journal	1930-1931

National Youth Administration Manual of Procedures
College and Graduate Work Program (1940, 1941-42)
National Youth Administration Radio Discussion of Youth
Problems (n.d.)
Radio Service (n.d.)
Report of NYA for the period ended March 31, 1936 (n.d.)
The Tobacco Industry (n.d.)

OTHER WPA PUBLICATIONS

A series of publications describing Louisville Free Public Library collections was begun as an FERA project in 1935. Further work on the series was done as a WPA project. Volume one of the History Series and volume one of the Institutions Series were published as FERA projects in 1935. Volumes one, two, and three of the biography series were published in 1939, 1941, and 1940, respectfully, as WPA projects. A fourth volume of the series was scheduled for release in 1940. No record of its existance can be found at the Louisville Free Public Library. Apparently it was not published.

A project sponsored by the Kentucky State Board of Health and the Kentucky State Medical Association resulted in a 1940 monograph entitled *Medicine and Its Development in Kentucky*.

NATIONAL YOUTH ADMINISTRATION

The following is a list of NYA publications in the WPA Collection.

National Youth Administration for Kentucky
Program Review of Activities (1935)
National Youth Administration for Kentucky
General Information Bulletin (1935)
Vocational Information for Youth Conselors and Guidance
Workers (1935)
Domestic Service (1936)
National Youth Administration for Kentucky (1936)
Basic Information on Workers In Kentucky (1936)
Rural Recreation for Kentucky (1936)
Student Aid Conference (1936)
National Youth Administration Work Projects in Kentucky
(1936-1937)
The Sales Persons (1937)
Which College Shall I Choose (1937)
Clerical Occupations (1937)
National Youth Administration Negro Youth in Kentucky (1937)
National Youth Administration Student Aid Program (1937)
National Youth Administration Student Aid (1937)
Occupations in the Baking Industry (1937)
Professional Salesman (1937)
Which College Shall I Choose (1938)
The Beautician and Barber (1938)
Woodworking Trades (1938)
Occupations in the Candy Industry (1938)
Occupations in Air Conditioning (1938)

National Youth Administration Manual of Procedures
College and Graduate Work Program (1940, 1941-42)
National Youth Administration Radio Discussion of Youth
Problems (n.d.)
Radio Service (n. d.)
Report of NYA for the period ended March 31, 1936 (n.d.)
The Tobacco Industry (n.d.)
The Waitress in Louisville and Kentucky (n.d.)
Which College Shall I Choose (n.d.)

The maps in this appendix show the district and area
boundaries with the district or area offices marked with
the appropriate district or area number.

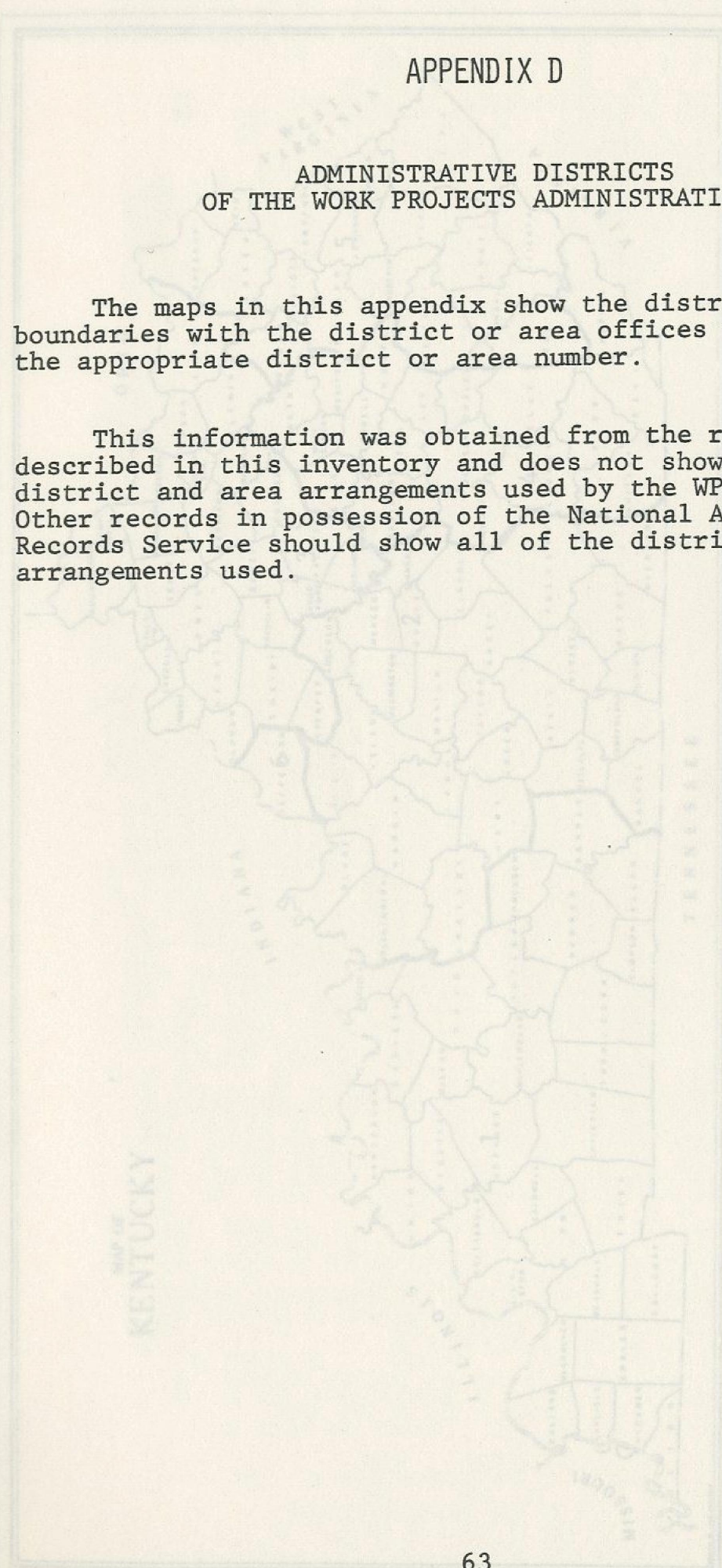
This information was obtained from the records
described in this inventory and does not show all of the
district and area arrangements used by the WPA in Kentucky.
Other records in possession of the National Archives and
Records Service should show all of the district and area
arrangements used.

APPENDIX D

ADMINISTRATIVE DISTRICTS OF THE WORK PROJECTS ADMINISTRATION

The maps in this appendix show the district and area boundaries with the district or area offices marked with the appropriate district or area number.

This information was obtained from the records described in this inventory and does not show all of the district and area arrangements used by the WPA in Kentucky. Other records in possession of the National Archives and Records Service should show all of the district and area arrangements used.

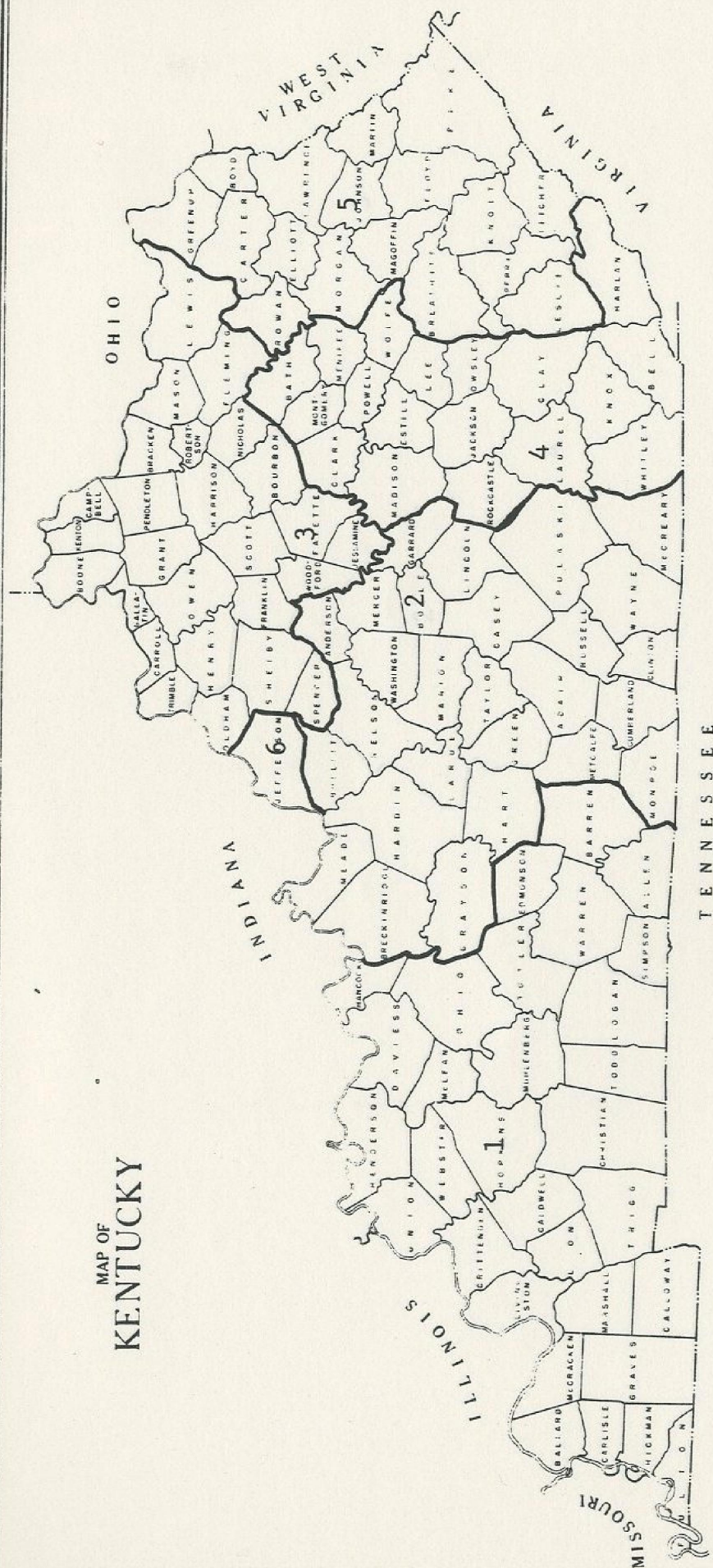


WORKS PROGRESS ADMINISTRATION ADMINISTRATION
1935 to JUNE 10, 1936

#1 Madisonville, Hopkins County
#2 Danville, Boyle County
#3 Lexington, Fayette County

#4 Laurel, Laurel County
#5 Paducah, Paducah County
#6 Louisville, Jefferson County

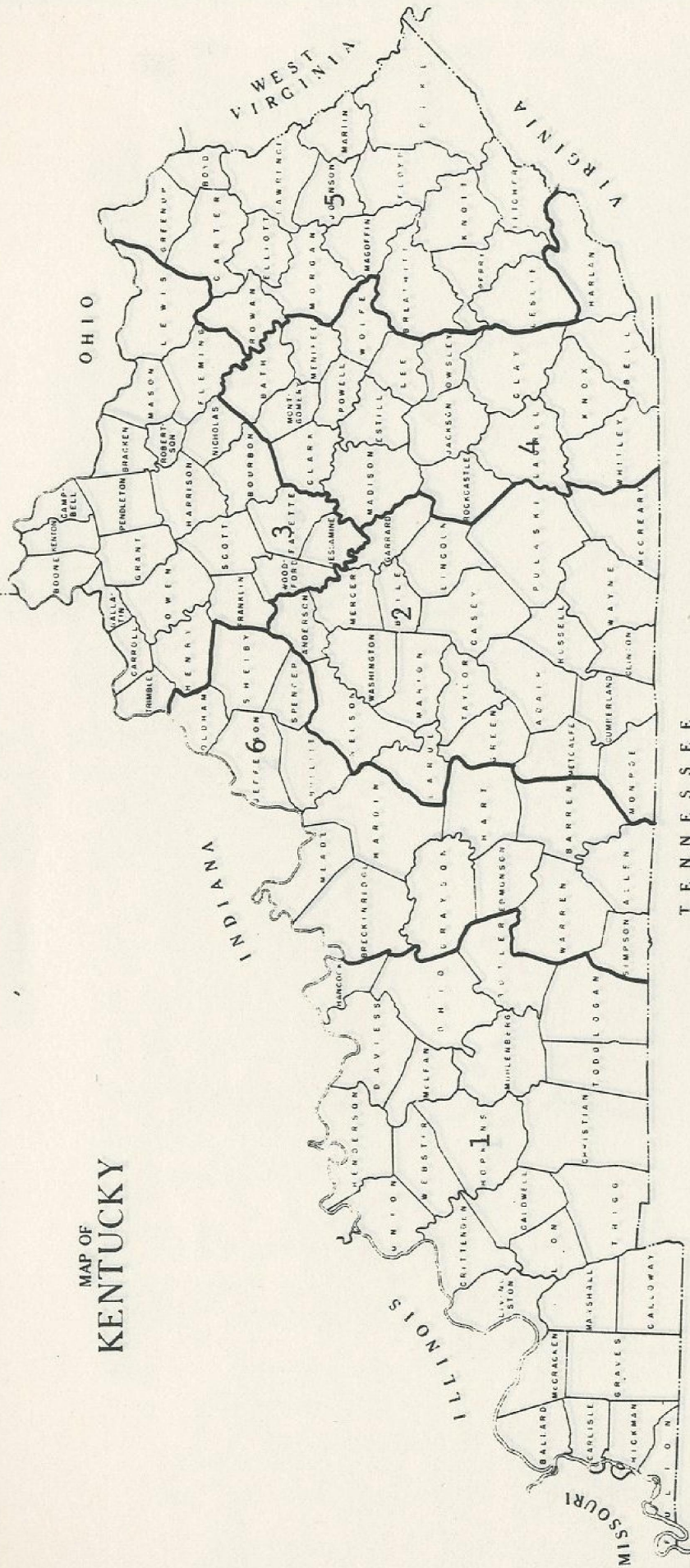
MAP OF KENTUCKY



WORKS PROGRESS ADMINISTRATION ADMINISTRATIVE DISTRICTS 1935 to JUNE 10, 1936

- | | |
|---------------------------------|---------------------------------|
| #1 Madisonville, Hopkins County | #4 London, Laurel County |
| #2 Danville, Boyle County | #5 Paintsville, Johnson County |
| #3 Lexington, Fayette County | #6 Louisville, Jefferson County |

MAP OF KENTUCKY

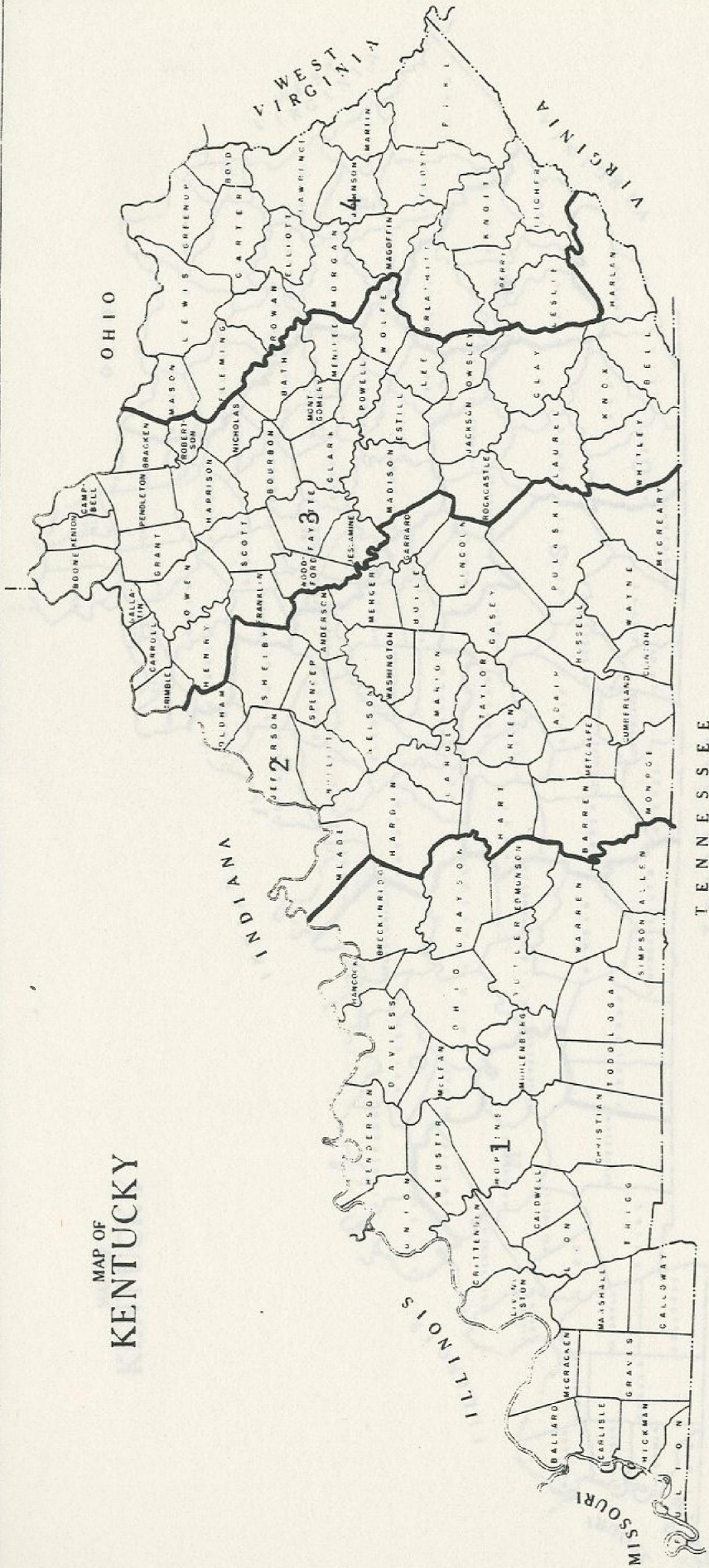


ADMINISTRATIVE DISTRICTS OF THE WORKS PROGRESS ADMINISTRATION

JUNE 10, 1936 --- JUNE 30, 1937

- #1 Madisonville, Hopkins County
- #2 Danville, Boyle County
- #3 Lexington, Fayette County
- #4 London, Laurel County
- #5 Paintsville, Johnson County
- #6 Louisville, Jefferson County

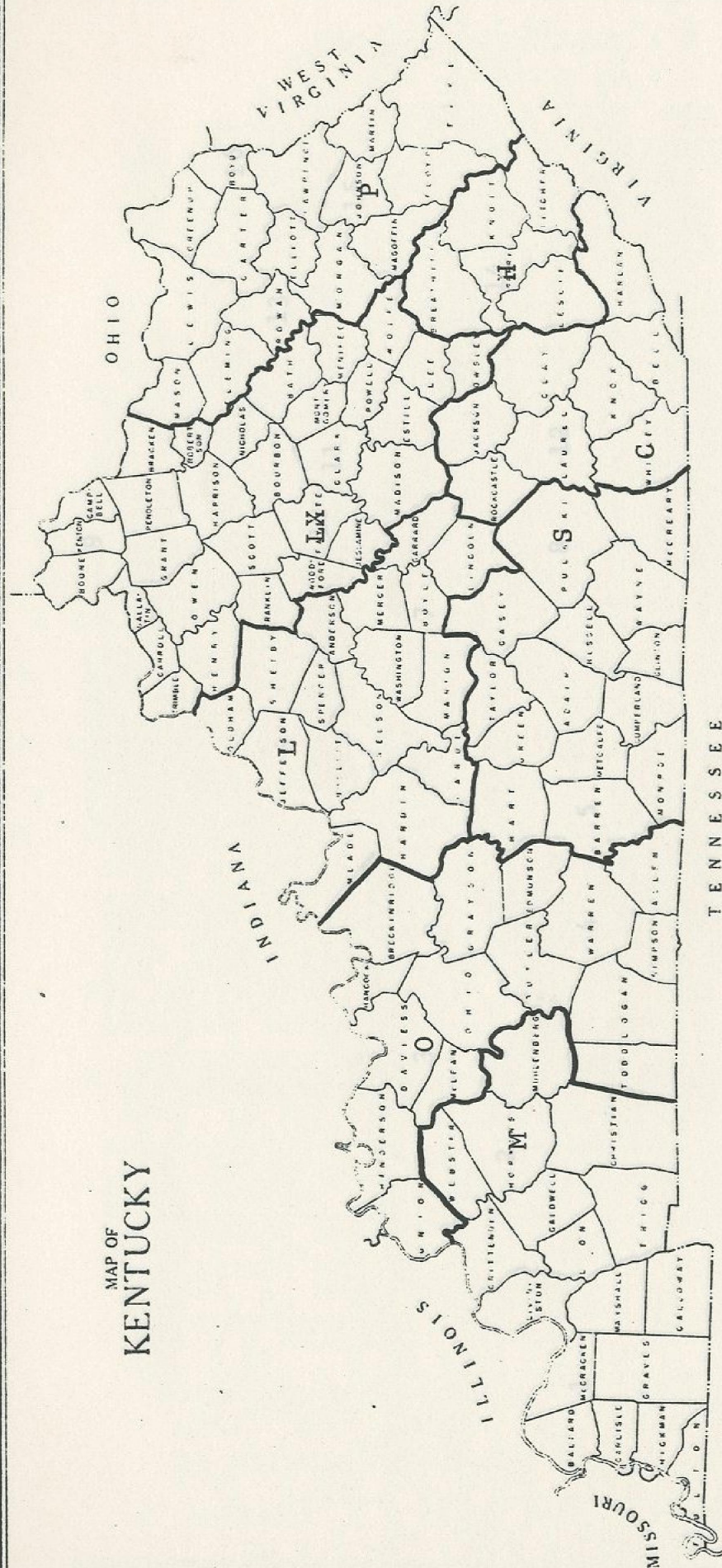
MAP OF KENTUCKY



ADMINISTRATIVE DISTRICTS OF THE WORKS PROGRESS ADMINISTRATION JULY 1, 1937 — ?

- | | |
|---------------------------------|--------------------------------|
| #1 Madisonville, Hopkins County | #3 Lexington, Fayette County |
| #2 Louisville, Jefferson County | #4 Paintsville, Johnson County |

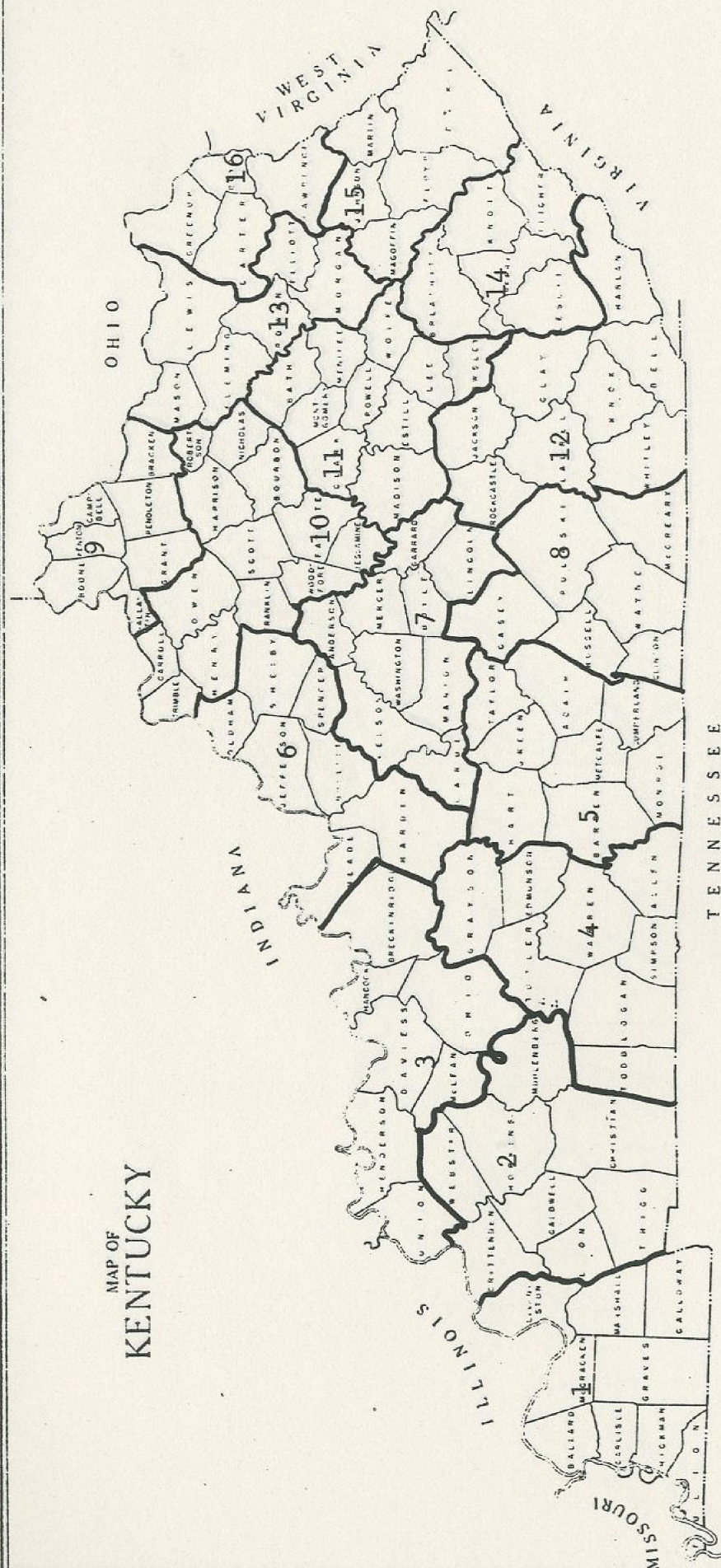
MAP OF KENTUCKY



EMPLOYMENT AREAS OF THE WORK PROJECTS ADMINISTRATION September 15, 1939

- | | | | |
|----|------------------------------|---|-----------------------------|
| M | Madisonville, Hopkins County | O | Owensboro, Daviess County |
| L | Louisville, Jefferson County | S | Somerset, Pulaski County |
| C | Corbin, Whitley County | H | Hazard, Perry County |
| LX | Lexington, Fayette County | P | Paintsville, Johnson County |

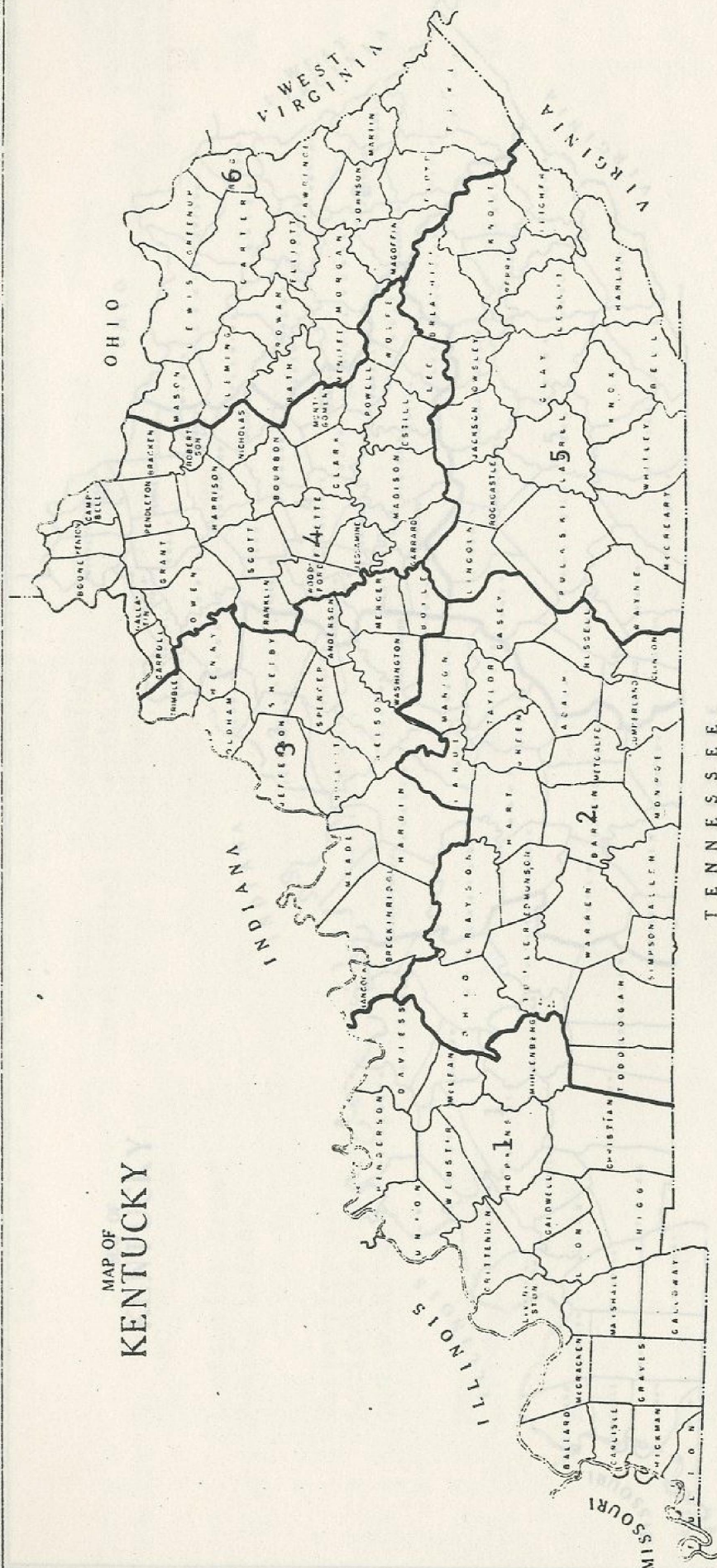
MAP OF KENTUCKY



ADMINISTRATIVE AREAS OF THE WORK PROJECTS ADMINISTRATION September--December 1939

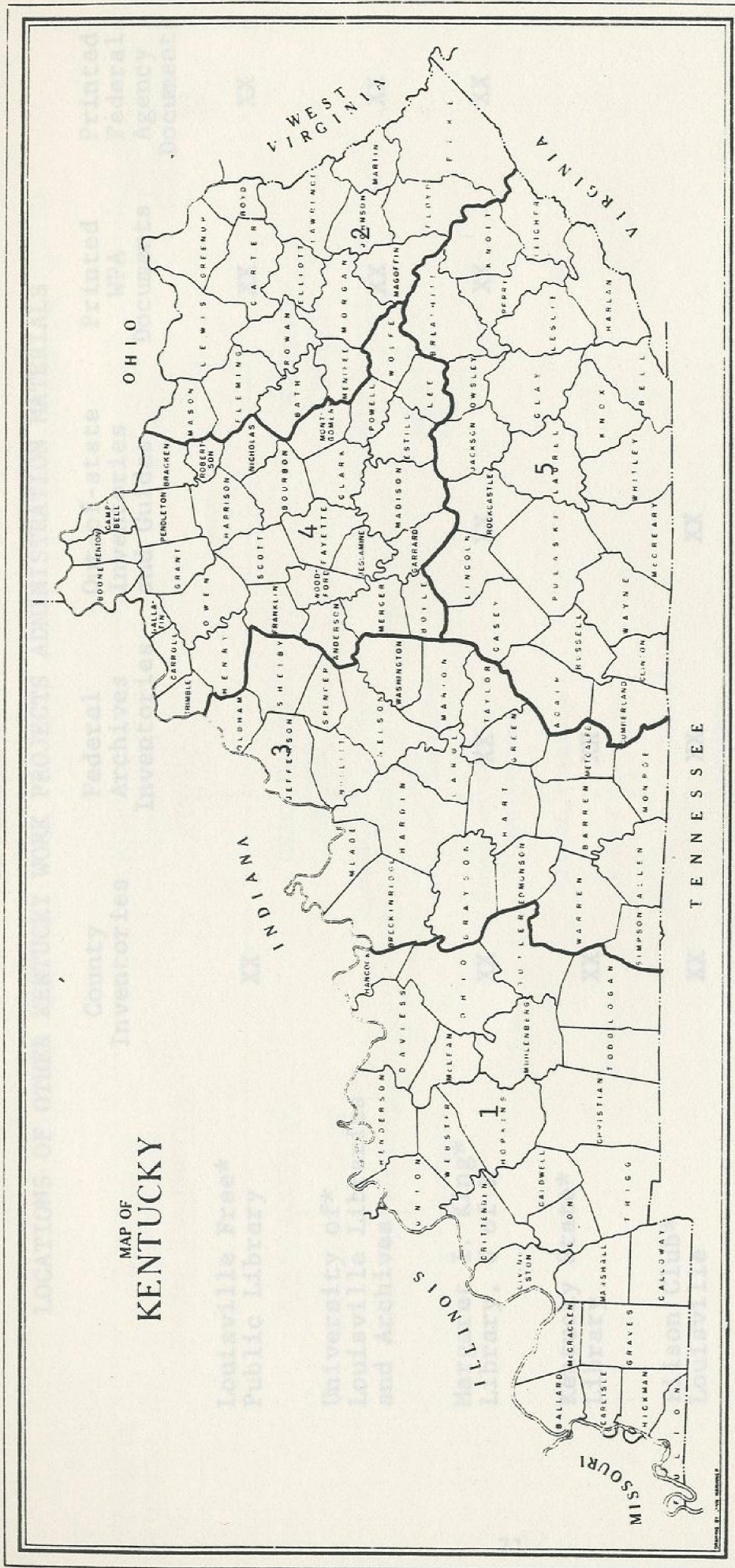
- | | | | |
|------------------|---------------|---------------|-----------------|
| #1 Paducah | #5 Glasgow | #9 Covington | #13 Morehead |
| #2 Madisonville | #6 Louisville | #10 Lexington | #14 Hazard |
| #3 Owensboro | #7 Danville | #11 Richmond | #15 Paintsville |
| #4 Bowling Green | #8 Somerset | #12 London | #16 Ashland |

MAP OF KENTUCKY



ADMINISTRATIVE DISTRICTS OF THE WORK PROJECTS ADMINISTRATION effective date August 1, 1940

- | | |
|---------------------------------|------------------------------|
| #1 Madisonville, Hopkins County | #4 Lexington, Fayette County |
| #2 Glasgow, Barren County | #5 London, Laurel County |
| #3 Louisville, Jefferson County | #6 Ashland, Boyd County |



ADMINISTRATIVE DISTRICTS OF THE WORK PROJECTS ADMINISTRATION

August 1941

- #1 Madisonville, Hopkins County
- #2 Paintsville, Johnson County
- #3 Louisville, Jefferson County

- #4 Lexington, Fayette County
- #5 London, Laurel County

APPENDIX E

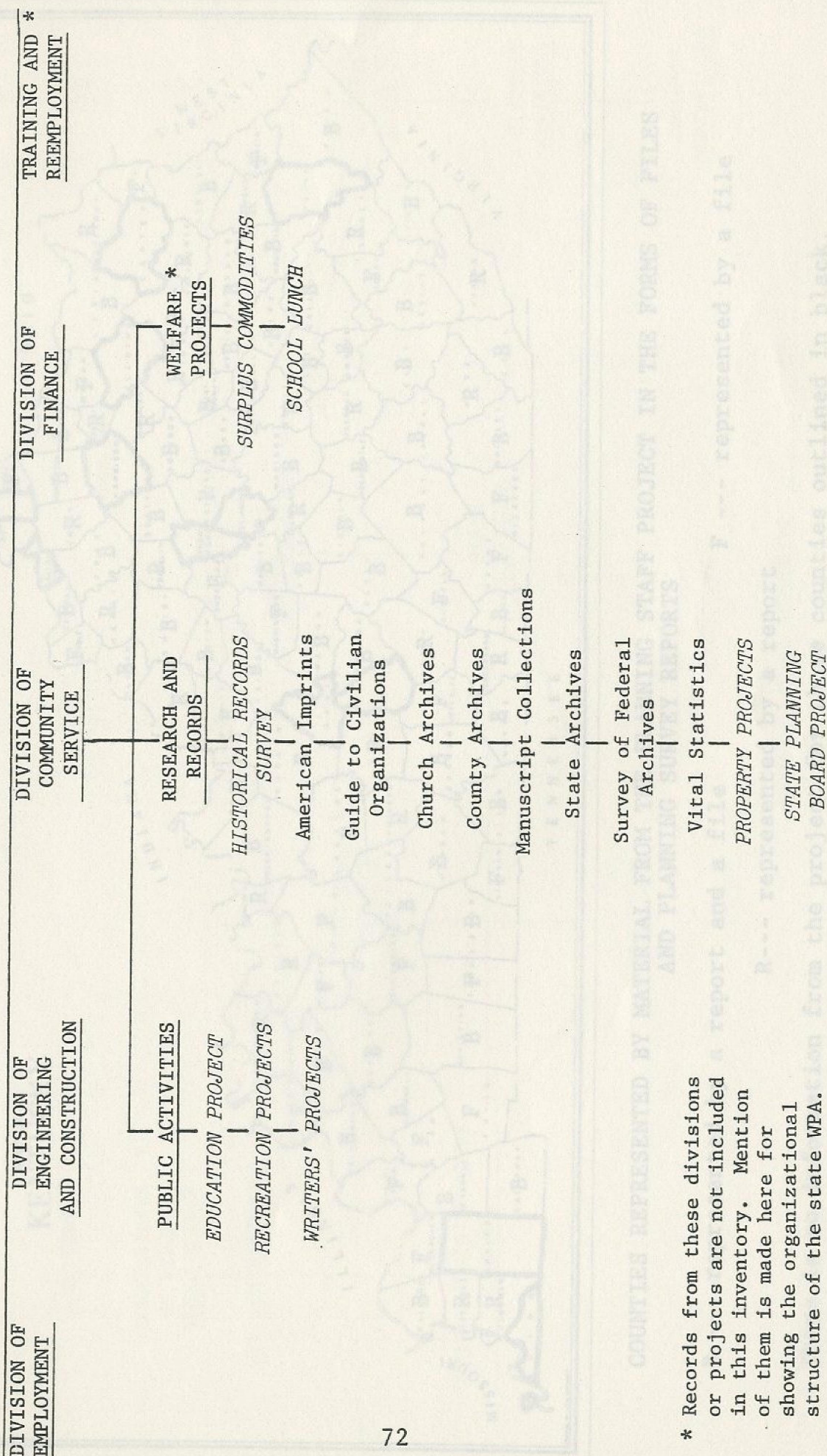
LOCATIONS OF OTHER KENTUCKY WORK PROJECTS ADMINISTRATION MATERIALS

	County Inventories	Federal Archives Inventories	Out-of-state Inventories and Guides	Printed WPA Documents	Printed Federal Agency Documents
Louisville Free* Public Library	XX			XX	XX
University of* Louisville Libraries and Archives				XX	XX
Margaret I. King* Library, U of K	XX	XX	XX	XX	XX
Kentucky State* Library	XX	XX			
Filson Club* Louisville	XX	XX	XX		
Kentucky Historical* Society					

* In addition to the materials indicated above, each of the locations has a copy, or several copies, of publications of the Writers' Project for Kentucky, and in some cases from others states also.

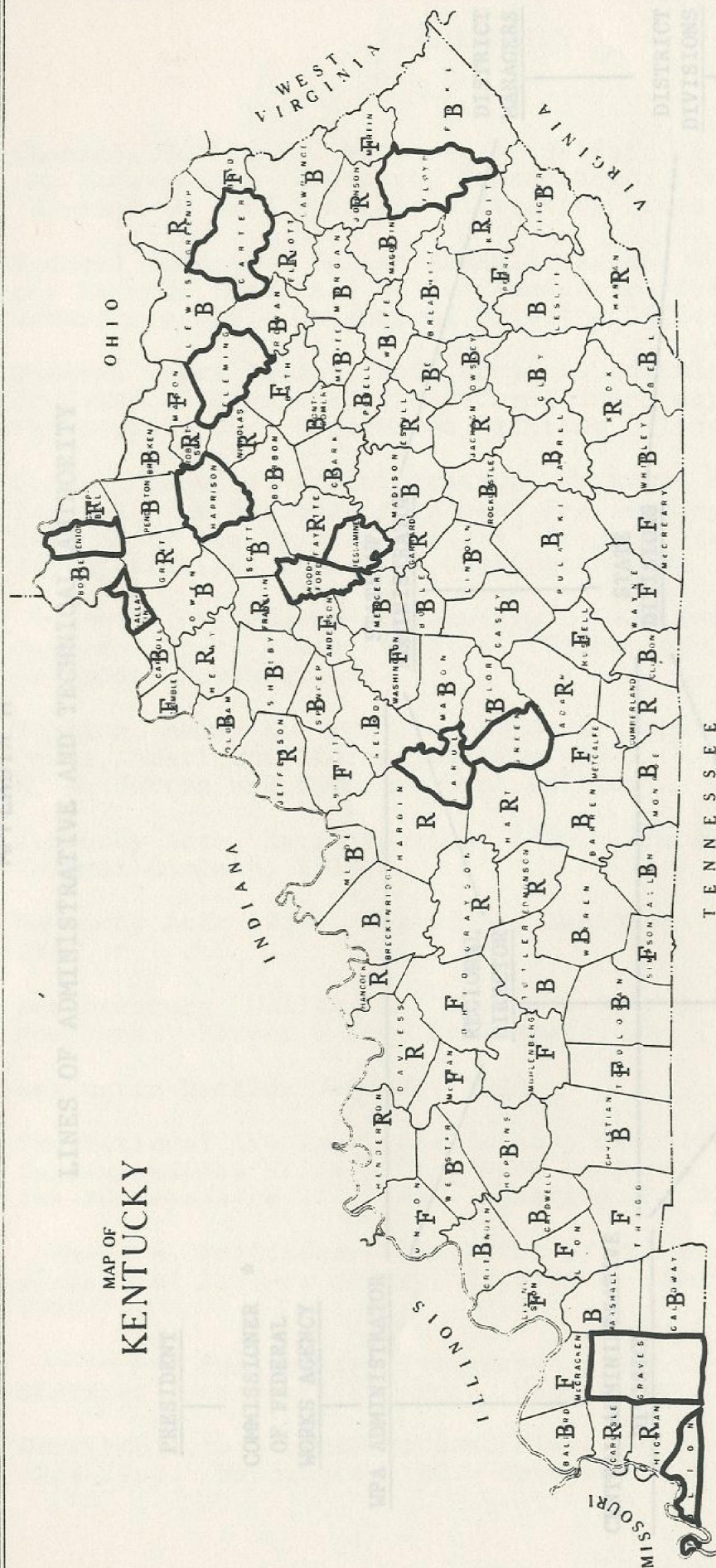
APPENDIX F

ORGANIZATIONAL CHART OF THE WORK PROJECTS ADMINISTRATION



* Records from these divisions or projects are not included in this inventory. Mention of them is made here for showing the organizational structure of the state WPA.

MAP OF KENTUCKY



B --- represented by a report and a file

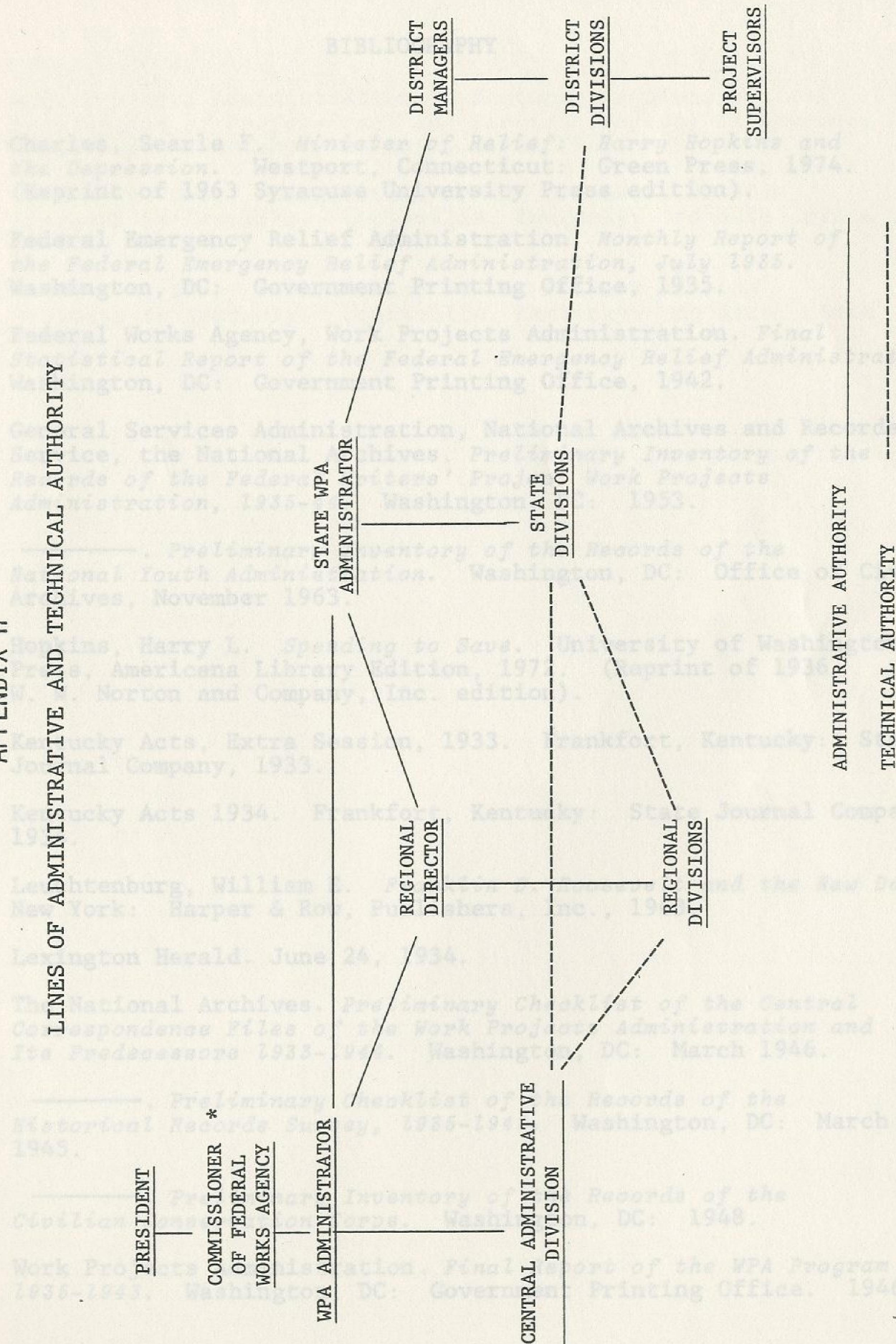
F --- represented by a file

R--- represented by a report

There is no information from the project for those counties outlined in black.

APPENDIX H

LINE OF ADMINISTRATIVE AND TECHNICAL AUTHORITY



* EFFECTIVE JULY 1, 1939

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_____. *Brief Descriptions of WPA Community Service Projects in Kentucky*. Louisville, Kentucky: no date, circa 1940.

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