


REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK		
		JOB NO.	N1-381-90-2	
TO: GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		DATE RECEIVED	8/16/90	
1. FROM (Agency or establishment) Office of Economic Opportunity		NOTIFICATION TO AGENCY		
2. MAJOR SUBDIVISION		In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.		
3. MINOR SUBDIVISION				
4. NAME OF PERSON WITH WHOM TO CONFER	5. TELEPHONE EXT.			DATE
			11/22/90	

6. CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 5 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence: is attached; or is unnecessary.

B. DATE	C. SIGNATURE OF AGENCY REPRESENTATIVE	D. TITLE
8/16/90		Director, Records Appraisal and Disposition Division

7. ITEM NO.	8. DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN <i>(NARS USE ONLY)</i>
	See attached schedule.		

Copies sent to agency, NN-W, NNW-S, NNT, NCF
11/28/90

RECORDS OF THE OFFICE OF ECONOMIC OPPORTUNITY
(RECORD GROUP 381)

Described below are all remaining unscheduled records assigned to RG 381 at the Washington National Records Center, except those from the Job Corps program. The Job Corps records are on a separate SF 115 because their disposition must be approved by the Department of Labor.

Often intermingled with the permanent records are disposable materials which cannot easily be removed until the records are transferred to the National Archives where they can be screened during archival processing. In addition to those records identified in this schedule, the National Archives will remove records authorized for destruction under the following:

1. Records authorized for destruction by SF 115s approved for Office of Economic Opportunity records;
2. Records authorized for destruction by the General Records Schedules, and;
3. Nonrecord including duplicate materials.

Office of Civil Rights
Assistant Director for Civil Rights

1. Program Records, 1965-68. 5 cubic feet. Arranged in four subseries and thereunder either by subject or chronologically.

Correspondence, memoranda, reports, copies of speeches, minutes of meetings, news clippings, and other records in four subseries. The first subseries (1965-68) consists of speeches and correspondence relating to some 100 speeches and radio interviews by Maurice A. Dawkins, the Assistant Director for Civil Rights. Speeches were given to the conventions and conferences of many of the major civil rights organizations, meetings of such groups as the National Bar Association, and at special events, such as the Black Power Conference held in Newark, New Jersey (1967) and the dedication of the Sojourner Truth Club in Los Angeles (1967). The second subseries (1967-68) consists of records accumulated by Dawkins in conjunction with his relationship with the civil rights coordinators in the regional offices. The third subseries (1966-68) consists of a subject file including records pertaining to civil rights legislation, equal opportunity, Black Power, riots, and the Poor People's Campaign. The fourth subseries (1967-68) consists of records relating to demonstration projects of interest or involving Dawkins, including those demonstration projects involving the Breadbasket operation, Ghettonomics

Incorporated, Harlem Economic Development Program, Philadelphia Anti-Poverty Action Commission, and the Southern Christian Leadership Conference Mississippi Project.

WNRC Accession: 381-69A4542 Boxes 1-5

PERMANENT. Transfer immediately to the National Archives.

Office of the General Counsel

2. Inspection and Investigative Files, 1969-74. 5 cubic feet. Arranged generally alphabetically by the name of

Community Action Agencies or Office of Economic Opportunity sponsored or funded program. Correspondence, memorandums, reports, and other records relating to inspections and investigations of over one hundred Community Action Agencies and an equal number of Office of Economic Opportunity sponsored or funded programs, including the Commission on Religion in Appalachia, Inc.; the Colorado Migrant Council, the Free for All Missionary Baptist Church (Atlanta, Georgia); the Jackson, Mississippi Head Start Program; Institute on Policy Studies; Institute for Research on Poverty; League of United Latin-American Citizens; Marshall Island Community Action Agency; Spartanburg, South Carolina Model Cities Program; the Multi-Culture Institute (San Francisco, California); Lummi Indian Tribe (Lummi Bay, Washington); Ozarks Area Community Action Corporation; and various legal services organizations.

WNRC Accession 381-77-0002 Boxes 1-5

PERMANENT. Transfer immediately to the National Archives.

3. Subject and Litigation File, 1967-74. 7 cubic feet. Arranged by subject.

Correspondence, memorandums, and other records relating to the Office of the General Counsel's inspection and investigation responsibilities, to various issues and subjects relating to the General Counsel's interest and work, and to cases in litigation. Included are records relating to grants and contracts, legislation, the National Summer Youth Sports program, the National Emphasis Program, church-state matters, VISTA, the Headstart program, conflict of interest matters, the Task Force on Employment for Low Income Citizens, and dealings with the Department of justice, the American Foundation for Negro Affairs, and the National Urban League.

Also included is about two cubic feet of records relating to litigation to which the Office of the General Counsel was involved or interested in.

WNRC Accession 381-77-0002 Boxes 6-12

PERMANENT. Transfer immediately to the National Archives.

Office of Administration
Management Analysis Division

4. Management Summaries of the Anti-Poverty Program, 9/1965-10/1967. Less than one cubic foot. Arranged chronologically.

Bound copies of summaries of efforts to manage the anti-poverty programs. Included are volumes dated, September 1965, February, June, and October 1966, and May and October 1967.

WNRC Accession 381-73A0059 Box 1 (partial)

PERMANENT. Transfer to the National Archives immediately.

5. Organizational Manuals, 10/1965-05/1966. Less than one cubic foot. Arranged chronologically.

Bound copies of organizational manuals of the Office of Economic Opportunity providing information on each element's organization and functions. Included are volumes dated October 1965 and May 1966.

WNRC Accession 381-73A0059 Box 1 (partial)

PERMANENT. Transfer to the National Archives immediately.

Office of Legal Services

6. Director's Reading File, 1/1970-11/1970. 1 cubic foot. Arranged chronologically.

Reading file of the director containing information regarding the management of the Office and various legal issues regarding Office of Economic Opportunity programs.

WNRC Accession 381-73A0028 Box 5

Destroy immediately.

Office of Congressional Affairs
Private Sector Division

7. Program Records, 1/1970-6/1971. Less than one cubic foot. Arranged by subject.

Correspondence, memorandums, newsletters, relating to various programs undertaken by the division. Most of the records relate to efforts to increase private enterprise participation in the war on poverty. Included are several reading files of members of the division.

WNRC Accession 381-72C1693 Box 3 (partial)

PERMANENT. Transfer to the National Archives immediately.

Office of Program Development

8. Contract Proposals, 1966-72. Arranged by report.

Contract proposals interspersed among permanent research reports and other evaluations and studies prepared by various grantees in the accessions listed below. (The permanent records are scheduled under NC1-381-85-7-1.)

WNRC Accession 381-73C0823 Boxes 13-19
20 (partial)
21 (partial)

Destroy during archival processing.

Community Action Program Office
Legal Services Records

9. Grant Case Files, 1968. 13 cubic feet. Arranged by region and thereunder by State and thereunder by grant.

Correspondence, memorandums, reports, grant material, and other records pertaining to the awarding of grants to State, County, and local legal services agencies.

WNRC Accession 381-71A0805 Boxes 1-13

Destroy immediately.