

REQUEST FOR RECORDS DISPOSITION AUTHORITY		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER N1-196-98- 1	
1. FROM (Agency or establishment) Department of Housing and Urban Development		DATE RECEIVED 3-10-98	
2. MAJOR SUBDIVISION Public Housing Administration		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION		In accordance with the provision of 44 U.S.C. U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
4. NAME OF PERSON WITH WHOM TO CONFER Johnny Hodge	5. TELEPHONE 202-401-8043 ext. 210	DATE 7-21-98	ARCHIVIST OF THE UNITED STATES <i>John W. Cal</i>
6. AGENCY CERTIFICATION I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed on the attached <u>2</u> 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, [X] is not required; [] is attached; or [] has been requested.			
DATE 3/4/98	SIGNATURE OF AGENCY REPRESENTATIVE <i>Johnny Hodge</i> JOHNNY HODGE	TITLE Departmental Records Management Officer	
7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	Permanent records of the Public Housing Authority, 1952-1963, located at the Washington National Records Center (WNRC) in Suitland, Maryland. (See Attached)		<i>Mary D. Deane</i> Office of the Inspector General <i>Patricia A. Nash</i> Office of the General Counsel

DOCUMENT DISPOSITION

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JUL 24 1998 *AMV* copy to: Agency, NWMW, NWM D

Public Housing Administration

Unscheduled records of the Public Housing Authority (PHA), 1952-1963, located at the Washington National Records Center (WNRC).

1. Accession #196-65A-735, Boxes 1-4

a. **Regional Correspondence Files, 1961-63**, Box 1, contains memoranda, meeting minutes, correspondence and reports to and from the Commissioner and the regional offices. Includes correspondence to and from the Commissioner, the Assistant Commissioner for Administration, H.L. Wooton, the Budget Director, Joseph DeSipio, and the Regional Office Directors. This material is directly tied to the PHA's mission of administering low-income housing projects in the regions. Arranged alphabetically by region thereunder chronologically. Volume: 1 cubic foot.

Disposition: Permanent. Transfer to the National Archives and Records Administration upon approval of this schedule.

b. **Government Agency Correspondence, 1961-63**, Box 2, contains memoranda and correspondence to and from the Commissioner and various officials at other government agencies. Includes one folder dating between 1946-47. These records document PHA involvement with other federal agencies regarding housing for military personnel, youth employment demonstrations at public housing projects, housing for Native Americans, and housing for the elderly. Arranged alphabetically by agency thereunder chronologically. Volume: 1 cubic foot.

Disposition: Permanent. Transfer to the National Archives and Records Administration upon approval of this schedule.

c. **Local Housing Authorities Correspondence, 1961-63**, Boxes 3-4 contains memoranda, correspondence, reports, and press releases from housing authorities to the Commissioner. These records pertain to various low-income housing projects, throughout the United States, such as the mutual help project between the Bureau of Indian Affairs and the PHA. Arranged alphabetically by state thereunder chronologically. Volume: 2 cubic feet.

Disposition: Permanent. Transfer to the National Archives and Records Administration upon approval of this schedule.

2. Accession No. 196-61A-0261, Boxes 1-2

a. **Reports, 1957-58, Box 1(partial),** contains final reports prepared by the PHA's Administrative Planning and Internal Audit Branch, and reports regarding PHA prepared by the Comptroller General of the United States. These reports document activities in various housing authorities, such as the New York Housing Authority, regional offices, such as Atlanta and Fort Worth, the Housing and Home Finance Agency (HHFA) and the PHA. Unarranged. Volume: .25 cubic foot.

Disposition: Permanent. Transfer to the National Archives and Records Administration upon approval of this schedule.

b. **Subject Files, 1952-59, Box 1(partial)-2,** contains memoranda, incoming and outgoing correspondence, and diary and telephone conversations which document the activities of the Commissioners office. Contains some files normally covered by the General Records Schedule, which can be destroyed during archival processing. Arranged alphabetically by subject. Volume: 1.5 cubic feet.

Disposition: Permanent. Transfer to the National Archives and Records Administration upon approval of this schedule. NARA will destroy records covered by the GRS during archival processing without further notice to the Department of Housing and Urban Development.

DOCUMENT DIVISION

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