

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK

JOB NO. N1-207-88-3

TO: **GENERAL SERVICES ADMINISTRATION**
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

DATE RECEIVED 4/22/88

1. FROM (Agency or establishment)
Department of Housing and Urban Development

NOTIFICATION TO AGENCY

2. MAJOR SUBDIVISION
Assistant Secretary for Community Planning & Development

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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
Office of Management--CAB

4. NAME OF PERSON WITH WHOM TO CONFER
Carol L. Hutzell (ASES)

5. TELEPHONE EXT.
426-1891

DATE ARCHIVIST OF THE UNITED STATES
WITHDRAWN

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 11 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 <u>4/4/88</u>	C. SIGNATURE OF AGENCY REPRESENTATIVE 	D. TITLE <u>Departmental Records Management Officer</u>
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
1.	<p>LANHAM ACT DEFENSE PUBLIC WORKS RECORDS: Project R.I. 37-901, Waterworks Addition, Newport, Rhode Island. 48 folders, dated 1942-86. Created by the Housing and Home Finance Agency, a HUD predecessor. Now kept in Rm. 5286, HUD Building. Access unrestricted.</p> <p>This was the last Lanham Act project remaining in the Revolving Fund for Liquidating Programs and was closed out in Fiscal Year 1986. This project is unique in that the Government leased land from the City of Newport in 1942 and constructed a water works system thereon which reverted to the City on April 22, 1986. The City agreed to operate and maintain the facility, and to provide water to the nearby Government establishments at fair rates.</p> <p>The 48 folders are covered by HUD Records Disposition Schedule 16, item 27 (Attachment 1), and are related to the records accessioned by the National Archives under NARA Job N3-207-88-1 (Attachment 2). However, the 24 folders probably contain records other than those already accessioned which were compiled through a sampling process (Attachment 3).</p> <p>PROPOSED DISPOSITION: Transfer to the National Archives immediately.</p> <p><u>Stanley Victor March 14, 1988</u> Program Concurrence/Date Budget Division, CAB Community Planning & Development</p> <p><u>Robert J. Quinn 4-1-88</u> Legal Concurrence/Date Associate General Counsel Office of Assisted Housing & Community Dev., GC</p>		WITHDRAWN

2225.6 CHG

APPENDIX 16

Item No.	Description of Records	Disposition
	<p>waivers of amendments; allocation orders; fund reservations; review reports and recommendation; requisitions; bid and contract documents; final completion and inspection reports; certificate of final completion; and final project cost, trip, relocation, and audit reports; and related correspondence.</p> <p>Section 704(c) and (d) of the Housing and Urban Development Act of 1965 require that land acquired shall be utilized for a public purpose within 5 years after a contract is entered into and prohibit the conversion of acquired land to other uses without approval of the Secretary. The records are required for information on the original and subsequent approved land use.</p> <p>Area and Headquarters Office Files.</p>	<p>Transfer to the Federal Records Center 3 years after the satisfactory contract settlement. Review files and statutory requirements in 1995 to determine if the law has been amended to allow destruction of the folders.</p>

G. LANHAM ACT WAR PUBLIC WORKS PROGRAM

This schedule covers records under the Lanham Act, P.L. 76-849, as amended. This was HHFA-OA Schedule 14 - II NN-3454, approved 9-26-61).

25. Microfilm reels of project records containing land acquisition, application and loan agreement, priority determinations, construction, and fiscal records filmed under the microfilm and disposal arrangement initiated in 1946.

APPENDIX 16

<u>Item No.</u>	<u>Description of Records</u>	<u>Disposition</u>
	Headquarters Office Files.	PERMANENT. Offer to National Archives when all property has been sold, transferred or disposed of.
26.	Fiscal preconstruction, and construction material on projects which have been sold, transferred, or otherwise disposed of.	Destroy.
27.	Title papers and property documentation.	
	a. Papers documenting acquisition of real property by purchase, donation, condemnation, exchange, or otherwise.	Destroy 10 years after unconditional sale or release by the Government without continuing conditions, restrictions, mortgages or liens.
	b. Abstracts of title.	Transfer to purchaser after unconditional sale or release by the Government without continuing conditions, restrictions, mortgages or other liens. If transfer of abstract has not been effected, destroy after satisfactory settlement of the continuing conditions referred to above.
	c. Bill of sale and quitclaim deed.	PERMANENT. Offer to National Archives after program is liquidated.
	d. Property Management records, consisting of leases, transfer, inspection reports, property	Destroy 7 years after termination of agreements and transfer of

<u>Item No.</u>	<u>Description of Records</u>	<u>Disposition</u>
	receipts, insurance coverage, offer to purchase, acceptance of offer, and approval documents.	property to other Federal or local public agencies.
28.	President's books consisting of justification and recommendations from the Office of Education, Surgeon General, and Federal Works Agency for approval of facility; President's approval and information summary sheet.	PERMANENT. Offer to National Archives after program is liquidated.
29.	Loan servicing file (established only ^{when} the bonds are purchased by the Federal Government) containing documentation between Regional Administrator, trustees, and borrower, evidencing borrower's understanding and agreement to continue compliance with covenants and pledges of loan documents; noncompliance with requirements of loan agreement or bond resolution.	Destroy 3 years after all bonds purchased have been redeemed or sold and all agreements terminated.
H. PREFABRICATED HOUSING LOANS PROGRAM		
This schedule covers records under the Veterans' Emergency Housing Act of 1946, P.L. 79-388 and the Housing Act of 1948, P.L. 80-901, relating to Prefabricated Housing Loans transferred from the Reconstruction Finance Corporation by Reorganization Plan 23 of 1950. (347-S58, approved 9-17-46).		
30.	Application and Loan Files.	
a.	Applications, examiners' reports, release deeds evidencing repayment, satisfaction or settlement of mortgage; and bills of sale and quitclaim deeds on property acquired through foreclosure and disposal by Federal Government.	PERMANENT. Offer to National Archives after program is liquidated.
b.	Financial statements, balance sheets, profit and loss statements, credit	Destroy 6 years after date of final payment,

REQUEST TO TRANSFER, APPROVAL, AND RECEIPT OF RECORDS TO NATIONAL ARCHIVES OF THE UNITED STATES
(See Instructions on reverse)

1. TYPE OF ACTION		2. TO		3. UNIT THAT CREATED THE RECORDS	
<input checked="" type="checkbox"/> A. OFFER OF UNSCHEDULED RECORDS	<input checked="" type="checkbox"/> A. RECORDS DISPOSITION DIVISION MAILING ADDRESS: GENERAL SERVICES ADMINISTRATION (NCD) WASHINGTON, DC 20408	A. AGENCY OR ESTABLISHMENT Housing and Home Finance Agency (predecessor to Dept. of Housing & Urban Development)			
<input type="checkbox"/> B. TRANSFER OF SCHEDULED RECORDS	<input type="checkbox"/> B. NATIONAL ARCHIVES MAILING ADDRESS: GENERAL SERVICES ADMINISTRATION (NNB) WASHINGTON, DC 20408	C. MINOR SUBDIVISION			
	<input type="checkbox"/> C. REGIONAL ARCHIVES FEDERAL ARCHIVES AND RECORD CENTER GENERAL SERVICES ADMINISTRATION	D. NAME OF UNIT			
4. CURRENT LOCATION OF RECORDS		A. AGENCY SPACE (Give location)		E. NAME OF PERSON WITH WHOM TO CONFER ABOUT THE CONTENT OF THE RECORDS	
<input checked="" type="checkbox"/> Rm. B-229, 451 7th St. SW, Washington, DC 20410		<input checked="" type="checkbox"/> B. FEDERAL RECORDS CENTER (Identify center and FRC accession no. and enter location)		F. TELEPHONE (Include area code)	
		WNRRC Accession 207-63A-1392, boxes 1-29		202-426-1891	
		C. REQUESTED TRANSFER DATE		ASAP	

5. RECORDS DATA			
A. DESCRIPTION OF RECORDS (Give overall title of records, individual documents, dates, and attach Standard Form 135, if records are now in FRC. Continue on separate sheet of paper, if necessary.)			
DEFENSE LANHAM ACT XXXXXXXXXX PUBLIC WORKS RECORDS: President's books approving public works projects, 1941-46. President's books approving maintenance and operation projects, 1943-46. Administrator's books authorizing contributions for maintenance and operation of school facilities, 1946-49. (continued)			
B. EST. VOLUME		C. ARE RECORDS SUBJECT TO PRIVACY ACT? (If yes, cite agency system number and F.R. volume and page number for most recent notice and attach a copy)	
cu. ft.	cu. mtr.	NO.	
29 1/2			
D. SPECIFIC RESTRICTIONS TO BE IMPOSED (Include justification and cite statute or FOI exemption that authorizes such restrictions)		NONE	

E. RECORDS CONTROL SCHEDULE/ITEM NO. OR APPRAISAL JOB NO.	F. AGENCY REMARKS:
HUD Records Schedule 31, item 2	

6. STATEMENT OF AGENCY REPRESENTATIVE

The records described above and on the attached 22 pages are hereby offered for deposit with the National Archives of the United States in accordance with 44 U.S.C. 2102. It is agreed that these records will be administered in accordance with the provisions of 44 U.S.C. Chapter 21, 41 C.F.R. 101-11.411, 41 C.F.R. 105-61, and such other rules or regulations as may be prescribed by the Administrator of General Services or the Archivist of the United States. Unless specified and justified above, there are no restrictions on the use of these records other than the general and specific record group restrictions on the use of records in the National Archives of the United States that have been published in 41 C.F.R. 105-61.53 or in the Guide to the National Archives of the United States. The Archivist of the United States may destroy, donate, or otherwise dispose of any containers, duplicate records, unused forms, blank stationery, nonarchival printed or processed material, or other nonrecord material in any manner authorized by law or regulation without further consent of this agency. I certify that any restrictions specified by this agency on the use of these records are in conformance with the requirements of 5 U.S.C. 552 and that I am authorized by the head of this agency to act for the agency on matters pertaining to the disposition of agency records.

A. SIGNATURE OF AGENCY REPRESENTATIVE	B. TITLE	C. MAILING ADDRESS	D. DATE
<i>[Signature]</i>	HUD Records Management Officer	451 7th St. SW--Room 5236 Washington, DC 20410	10/6/87

7. ACTION TAKEN BY NATIONAL ARCHIVES AND RECORDS SERVICE, GENERAL SERVICES ADMINISTRATION							
A. ACTION	B. NARS CONCURRENCES						C. FOR NARS USE ONLY
	INITIALS	UNIT	DATE	INITIALS	UNIT	DATE	
<input checked="" type="checkbox"/> APPROVED	<i>[Initials]</i>	NNFS	7/1/88				
<input type="checkbox"/> DISAPPROVED							

D. NARS REMARKS REGARDING DISPOSITION/SHIPPING

NNFS, SW2A,
National Archive Building, 523-3119

E. SIGNATURE OF NARS AUTHORIZED REPRESENTATIVE	F. TITLE	G. DATE
<i>[Signature]</i>	Adm. Asst.	10/6/87

H. RECORDS RECEIVED AND DEPOSITED	I. DATE	J. SIGNATURE	K. UNIT
	7-1/88	<i>[Signature]</i>	NNFS

- 5A. Lanham Public Works master folders containing applications. Maintenance and operation folders containing applications, 1942-49. Quitclaim deeds, bills of sale, and letters transferring property to other Federal agencies, 1943-62. Hard copies of quitclaim deeds, bills of sale or sales agreements kept due to poor microfilm quality. (All of the above are part of accession 207-63A-1392.)

In addition, HUD is offering 8 folders and some loose papers (totalling less than 1 cubic foot) of Lanham Act Public Works material stored in a file cabinet drawer in Room B-229 of the HUD Building. The material includes correspondence on transfers of property to public agencies, bills of sale, corrections of land descriptions, and insurance policies. Some material may have been filmed and some received after filming. Folders are labeled:

Alabama-Connecticut
Florida-Iowa
Kentucky-Maryland
Massachusetts-Montana
Nevada-New Jersey

New York-Tennessee
Texas-Virginia
Washington-Alaska

Material is dated 1943-62.

All Lanham Act Public Works projects have been terminated.

Stanley F. Victor
Program Concurrence
Budget Division, CAB
Community Planning and Development

9-14-87
Date

Robert J. Kan
Legal Concurrence
Associate General Counsel
Office of Assisted Housing &
Community Development, GC

10-5-87
Date

STANDARD FORM 135
JULY 1961 EDITION
GENERAL SERVICES ADMIN.
REG. 3-IV-302.00

**RECORDS TRANSMITTAL
AND RECEIPT**

TO BE COMPLETED AT FEDERAL RECORDS CENTER

ACCESSION NO. **63-A-1392** RECORD GROUP NO. **207**

INSTRUCTIONS

Send original and two copies to appropriate Federal Records Center.
EXCEPTION—Send original and three copies to the Alexandria, Virginia, Center

SIGNATURE *Edwin R. Flathoval* DATE RECORDS RECEIVED **4-18-63**
TITLE **EDWIN R. FLATHOVAL, CHIEF**
OFFICE **GENERAL RECORDS**

FROM: (Name and address of Agency transferring records)
Housing & Home Finance Agency - OA
1526 K Street, N. W.
Washington 25, D. C.

TO: (Federal Records Center, GSA)
Franconia, Virginia

This transaction is stored in the
Inventory of Records
File 100000000
File 100000000 or 141 or 142

1. CITE SECURITY CLASSIFICATION AND/OR RESTRICTION ON USE OF RECORDS, IF ANY
None

2. SQUARE FEET OF SPACE CLEARED
A. OFFICE
B. STORAGE **48**
3. FILING EQUIPMENT EMPTIED
A. FILE CABINETS (No.)
B. TRANS. FILES (No.) **37**
C. SHELVING (Lin. Ft.)
4. CUBIC FEET OF RECORDS TRANSFERRED **74**

5. NAME OF AGENCY CUSTODIAN OF RECORDS **Rose M. McGrath**
6. BUILDING AND ROOM NO.
7. TELEPHONE NO. **Code 128, Ext. 4614**

8. MAY THE RECORDS BE DESTROYED AS SCHEDULED WITHOUT FURTHER AGENCY CONCURRENCE? YES NO

9. AGENCY OFFICIAL (Signature) *Rose M. McGrath* 10. TITLE *Records Management Branch* 11. DATE **4-15-63**

12. BOX NUMBERS
FRC ONLY AGENCY 13. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES
(Show organizational component creating records) 14. DISPOSAL AUTHORITY
(Schedule and Item No.)

President's books approving public works projects
8-16-41 through 6-27-46

HHFA-OA
Schedule 14, Item 5

1	1	through	120
2	121	through	270
3	271	through	365
4	366	through	445
5	446	through	515
6	517	through	590
7	591	through	665
8	666	through	784
9	<u>President's books approving maintenance and operation projects 12-29-43 through 6-21-46</u>		
	1000M	through	1065M
10	1066M	through	1038M
11	1140M	through	1170M
12	1171M	through	1217M

STANDARD FORM 135-A JULY 1961 EDITION GENERAL SERVICES ADMIN. REG. 3-IV-302.00		RECORDS TRANSMITTAL AND RECEIPT (CONTINUATION)	AGENCY HHFA-OA 63-A-1392	DATE April 10, 1963
BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES		DISPOSAL AUTHORITY
FRC ONLY	AGENCY			
13		<u>Administrator's books consisting of Commissioner's recommendations, Administrator's approval, and project summary. The approvals authorized contributions for maintenance and operation of school facilities 9-30-46 through 6-23-49</u> 1-M through 74-M		HHFA-OA Schedule 14, Item
14		<u>Lanham Public Works master folders containing applications.</u> Myer H. Fishbein of the National Archives deleted applications from Item 2 of the proposed schedule. He requested that applications be retained for National Archives.		
		Ariz. 2-102	through Calif. 4-659	
15		Calif. 4-902	through Mont. 24-106	
16		Nev. 26-105	through Texas 41-390	
17		Texas 41-498	through Va. 44-268	
18		Va. 44-279	through Hawaii 51-119	
19		Hawaii 51-122	through C. Z. 56-101	
20		C. Z. 56-102	through Canada 69-101	
21		<u>Maintenance and operation folders containing applications. These folders should be offered to the National Archives.</u>		
		Calif. 4-M-132	through Idaho 10-M-37	
22		Idaho 10-M-38	through Ore. 35-M-22	
23		Ore. 35-M-158	through Ore. 35-M-181	
24		Ore. 35-M-182	through Texas 41-M-440	
25		Va. 44-M-90	through Wash. 45-M-267	
26		Wash. 45-M-268	through Wash. 45-M-290	
27		Wash. 45-M-291	through Trinidad 60-M-1	

STANDARD FORM 135-A
JULY 1961 EDITION
GENERAL SERVICES ADMIN.
REG. 3-IV-302.00

RECORDS TRANSMITTAL
AND RECEIPT
(CONTINUATION)

AGENCY
HHFA-OA
63-A-1392

DATE
April 10, 1963

BOX NUMBERS		DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	DISPOSAL AUTHORITY
FRC ONLY	AGENCY		

28 Quitclaim deeds, bills of sale, and letters transferring property to other Federal Agencies through April 2, 1962

Ariz. 2-102 through Canada 69-101

HHFA-OA
Schedule 14, Item 1

29 Quitclaim deeds and bills of or sales agreements (microfilmed). All documents in this file were microfilmed. These documents are retained because many of the copies are poor. In some instances it is not possible to produce a readable copy from the microfilm.

Ala. 1-104 through Alaska 50-159

HHFA-OA
Schedule 14, Item 3

30 Land acquisition folders on property disposed of through April 2, 1962

Ala. General through Calif. 4-242

31 Calif. 4-267 through Calif. 4-458

32 Calif. 4-480 through Calif. 4-633

33 Calif. 4-649 through Colo. 5-144

34 Conn. 6-122 through Ga. 9-904

35 Ill. General through Maine 17-902

36 Md. General through Mich. 20-337

37 Mich. 20-364 through Miss. 22-110

38 Miss. 22-110 through Miss. 22-110

39 Miss. 22-110 through Miss. 22-110

40 Miss. 22-110 through Mo. 23-109

41 Mo. 23-285 through N. Y. 30-183

42 N. Y. 30-238 through N. Y. 30-907

43 N. C. General through N. C. 31-292

44 Ohio General through Pa. 36-207

45 R. I. General through R. I. 37-165

46 S. C. 38-118 through Texas 41-384

HHFA-OA
Schedule 14, Item 2

*Boxes
30-66
67-74
destroyed
in 1972*

Lanham Public Works Project master folders consisting of applications, review reports, project summaries, and final reports. Myer H. Fishbein, of the National Archives deleted applications from the proposed schedule. See Item 2 of the approved copy of SF 115, Request for Authority to Dispose of Records, approved 9-26-61. These records should be transferred to the National Archives when the program is liquidated.

Box 14 Lanham Public Works Master Folders

Ariz. 2-102	Fla. 8-243	N. C. 31-126
103	272	229
133		292
142	Ga. 9-904	Ohio 33-154
903(136)		227
Ark. 3-116	Kans. 14-263	Okla. 34-165
Calif. 4-126	Ky. 15-107	R. I. 37-152
134	170	161
147	La. 16-266	901(101)
156	Me. 17-146	S. C. 38-107
170		222
197	Md. 18-126	228
241	182	242
242	205	Texas 41-174
267	206	194
270	207	287
333	Mass. 19-901(109)	283
367		390
395	Mich. 20-286	<u>Box 17</u> Texas 41-498
427	293	499
452	364	555
454	904(148)	564
458		613
468	Miss. 22-110	660
517		664
532	Mo. 23-109	Utah 42-114
543	110	149
552	285	159
577	Mont. 24-106	901
584		
612		
613		
618		
628	<u>Box 16</u> Nev. 26-105	
659	116	
	121	
	132	
<u>Box 15</u> Calif. 4-902(110)	N. J. 28-117	
905(119)	N.M. 29-118	
914		200
918(132)		220
		240
Conn. 6-122	N. Y. 30-210	264
216	249	265
		268
Del. 7-108		

Quitclaim deeds, bills of sale, and letters transferring property to other Federal agencies (continued)

28

Folder # 5

<u>Project No.</u>	<u>Location</u>	<u>Facility</u>	<u>Disposition</u>
N. J. 28-117	Wrightstown	Sewer	Q.D. & B.S. 7-16-56; deed for easement 9-12-47
N. H. 29-118	Roswell	Recreation	to Air Force 11-4-53
N. Y. 30-210 249	Mineville Niagara Falls	Water and Sewer Water	to P.H.A. 9-21-53 Q.D. 6-29-53
N. C. 31-126 229	Onslow Co. Wilmington	Recreation Sewer and Water	to Navy 3-15-54 Water line Q.D. 3-30-44; Sewer line to P.H.A. 9-21-53
292	Morehead City	Hospital	B.S. 2-12-46; Release 3-16-48; Q. D. 6-20-57
Ohio 33-154 227	Newton Falls Windham	Recreation Water and Sewer	Q.D. 6-26-56 Sales agreement tractor 12-8-44; Sales agreement truck 1-19-45; to P.H.A. 9-16-53
Ore. 35-165	Astoria	Sewer	to P.H.A. 9-24-53
R. I. 37-152 161	Newport Newport	Water Recreation	B.S. 1-27-45; Q.D. 1-17-58 to Navy 3-15-54
S.C. 38-107 222 & 228 242	Beaufort Hampton Beaufort	Recreation Water & Sewer Recreation	to Navy 3-15-54 Q.D. 11-10-59 to Navy 3-15-54
Texas 41-174 194 383 & 613 390 498 499 555	Corpus Christi Sabine Orange Paris Amarillo Tarrant Co. Pecos	Sewer Water Facilities Hospital & Nurses Home Health Center Water Sewer Water	B.S. 8-17-54; Q.D. 8-13-54 Q.D. 5-22-53 & 8-2-55 Q.D. 6-30-54 Q.D. 11-30-57 Q.D. 2-27-56 Q.D. 11-21-51 & 1-21-52 Q.D. 11-12-47

Folder # 6

Texas 41-564 660	Houston Copperas Cove	Waterworks Water Water & Sewer	B.S. 7-9-45 & 11-5-45; Q.D. 9-25-45; Sales contracts 10-3-45, 6-15-54, and 9-28-45 Q.D. 3-30-56 B.S. 3-27-46, 4-12-46, 7-1-48, & 4-1-49;
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