

# ARCHIVES OF THE WORK PROJECTS ADMINISTRATION AND PREDECESSORS, 1933- 1943

Series One:

The Final State Reports 1943

A Listing and Guide to Part Two: Final State Reports for the Federal Music Program, the Federal Art Program the Federal Crafts Program, the Museum and Visual Aids Program, the Federal Theatre Program and the Federal Writers' Program



**Harvester Microform**

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## INTRODUCTION

Harvester Microform is proud to offer this second part of the original micropublication of the Archives of the Work Projects Administration and Predecessors, 1933-1943, in association with the National Archives, Washington D.C. This first series, the Final State Reports, is based on a section of Record Group No.69: Records of the Work Projects Administration.

The Final Reports of State Programs included in Part One of this series summarise the full range of activities that took place in each state, the problems faced, administrative, financial and organisational aspects of the State projects, and factual data on persons employed, results achieved and so on.

Parts Two to Six provide much more detailed reports on all of the individual programs in each state and many include photographs and/or examples of the achievements of the programs. These individual Project Reports are arranged by Program first, and within that by State.

Part Two features individual Project Reports of the Federal Music Program, the Federal Art Program, the Federal Crafts Program, the Museum and Visual Aids Program, the Federal Theatre Program and the Federal Writers' Program.

To help scholars using the material we have provided a breakdown of all the reports in the collection. We have also taken the opportunity to include the Card Index of the Final WPA State Reports which provides a brief summary, by program, of the States participating in each program and the status of their submitted reports. In addition we have included the Transmittal Letters, arranged by State, in which the local project directors detail the programs for which they submitted detailed reports. These two previously existing finding aids provide a ready summary of which States supported which programs, and both are reproduced on Reel Seven (the first reel of Part Two).

This published guide provides our own detailed listing which also appears on Reel Seven.

Attention should be drawn to the nature of the original material. Although it is generally in good condition, the quality of the copy was variable, with some fading and occasional heavy show-through. These characteristics

present difficulties of image and contrast which stringent tests and camera alterations cannot entirely overcome. Every effort has been made to minimise these difficulties.

The National Archives has exercised the most responsible care in the filming of this unique collection, and this microfilm publication meets the standards established by the Association for Information and Image Management (AIIM) and the American National Standards Institute (ANSI).

Special thanks are due to Mr. Daniel T. Goggin, Director, Civil Archives Division, Mr. Bob Kvasnicka, Archivist, Scientific, Economic and National Resources Branch, Civil Archives Division, and Mrs. Trudy Peterson, Assistant Archivist, National Archives, for allowing this original micropublication to take place. Also to the many historians - especially Professor David Brody, Professor Frank Freidel, Professor William E. Leuchtenburg, Professor Lawrence H. Levine, and Professor Robert H. Bremner, who have encouraged us to undertake this project.

William Pidduck  
Editorial & Development Director  
August 1987

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ADMINISTRATION AND PREDECESSORS, 1933-1943

SERIES ONE: The Final State Reports, 1943

Part 2: Final State Reports for the Federal  
Music Program, the Federal Art Program,  
the Federal Crafts Program, the Museum  
and Visual Aids Program, the Federal  
Theatre Program and the Federal  
Writers' Program.

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REEL SEVEN

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Transmittal Letters  
Complete Guide

REEL EIGHT

MUSIC PROGRAM

Alabama  
Arizona  
Arkansas  
California  
Colorado  
Connecticut  
Delaware  
District of Columbia  
Florida  
Illinois  
Indiana  
Iowa  
Kansas  
Kentucky  
Louisiana

REEL EIGHT (cont.)MUSIC PROGRAM (cont.)

Maryland

REEL NINEMUSIC PROGRAM (cont)

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Michigan

Minnesota

Missouri

New Hampshire

New Jersey

New Mexico

New York City

New York

Ohio

Oklahoma

Oregon

Pennsylvania

Rhode Island

Tennessee

**Texas**

Utah

Virginia

West Virginia

Wisconsin

## REEL TEN

## ART PROGRAM

Alabama

Arizona

California

Colorado

Connecticut

REEL TEN (cont.)

ART PROGRAM (cont.)

Delaware  
District of Columbia  
Florida  
Iowa  
Kansas  
Kentucky  
Louisiana  
Maryland  
Massachusetts  
Minnesota  
Missouri  
Montana  
Nevada  
New Hampshire  
New Jersey  
New Mexico  
New York City  
North Carolina  
Ohio  
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Pennsylvania  
Rhode Island  
South Dakota  
Tennessee  
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Utah  
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Wyoming

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Kansas  
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New Jersey  
North Carolina  
North Dakota  
Oklahoma  
Virginia  
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REGIONAL REPORTS AND SURVEYS

REEL TWELVE

MUSEUM AND VISUAL AIDS PROGRAM

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Arkansas  
California  
Connecticut  
Florida  
Georgia  
Illinois  
Indiana  
Kansas  
Kentucky  
Louisiana  
Maryland  
Michigan  
Mississippi



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Missouri New  
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Virginia  
Wyoming

REEL THIRTEEN

THEATRE PROGRAM

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Hampshire New  
Jersey Oklahoma  
Pennsylvania  
Rhode Island  
Texas

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Delaware  
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REEL THIRTEEN (cont.)

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South Carolina  
South Dakota  
Tennessee  
Texas  
Utah  
Virginia  
West Virginia  
Wisconsin  
Wyoming

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SERIES ONE: The Final State Reports, 1943

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the Federal Crafts Program, the Museum  
and Visual Aids Program, the Federal  
Theatre Program and the Federal  
Writers' Program.

DETAILED LISTING

REEL SEVEN

Card Index  
Transmittal Letters  
Complete Guide

REEL EIGHT

MUSIC PROGRAM

**ALABAMA**

Name of program  
•Description of program  
Sponsor  
Advisory Committee  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures Equipment,  
material and supplies Site and  
space requirements Reporting  
requirements and forms

REEL EIGHT (cont.) MUSICPROGRAM (cont.) ALABAMA

(cont.)

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 of labor and non-labor from operation experience, not 301

Describe any important aspect of the program operation not included above

Supporting documents

ARIZONA

## Record of Program Operation and Accomplishment.

Name of program Description of program

Sponsor

Advisory Committees

Worker requirements

Organization

Technicians and Supervisors

Training

Technical procedures Equipment,  
materials and 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 by labor and non-labor from operation experience, not 301

DETAILED LISTING - MUSIC PROGRAM

REEL EIGHT (cont.)

MUSIC PROGRAM (cont.)

ARIZONA (cont.)

Describe any important aspect of program  
operation not included above

ARKANSAS

Record of Program Operations and Accomplishment.  
WPA Music Project of Arkansas.

Name of program  
Description of program  
Sponsors  
Advisory Committees  
Worker requirements  
Organization  
Relationship of technical supervision  
furnished by the sponsor to the program  
organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and supplies  
Site and space requirements  
Reporting requirements  
Local arrangements prerequisite to program  
operation  
Public relations and development of  
community interest  
Effect of program on technical standards  
Estimate of average man-month cost by labor  
and non-labor from operation experience  
Organization chart  
Exhibits

Supporting papers

REEL EIGHT (cont.)

## MUSIC PROGRAM (cont.)

## CALIFORNIA

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and 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 of labor and non-labor  
Important aspects of program not included above

## COLORADO

War Services - Music Phase. January 27, 1943.  
Record of program operation and accomplishment.

Name of program  
Description of program  
Sponsors  
Advisory Committees  
Worker requirements  
Organization

DETAILED LISTING - MUSIC PROGRAM

REEL EIGHT (cont.)

MUSIC PROGRAM (cont.)

COLORADO (cont.)

Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and 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 by labor  
and non-labor from operation experience, not  
301  
Describe any important aspect of program  
operation not included above

CONNECTICUT

Connecticut Work Projects Administration.  
Division of Service Projects.

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Program organization  
Local arrangements prerequisite to program  
operations  
Site and space requirements  
Equipment, material and supplies  
Technicians and Supervisors  
Worker requirements

REEL EIGHT (cont.)MUSIC PROGRAM (cont.)CONNECTICUT (cont.)

Training

Technical procedures

Reporting requirements and forms

Public relations and development of community interest

Effect of program on technical standards The effect of program on community standards Estimate of average man-month cost Important aspects of program not included above Supporting papers

DELAWARE

Delaware Division of Service Projects. January 1943.  
Record of Program Operation and Accomplishment. Music.

[Name of program] Music

[Description of program] The project organized in January 1936....

[Sponsors] University of Delaware....

[Advisory Committees] Several Advisory Committee were active....

[Worker requirements] Twenty-five to thirty pieces....

[Organization] A director of public contacts....

[Technicians and Supervisors] As some of the most proficient conductors....

[Training] Supervisors, who still need training....

[Equipment, material and supplies] Piano chosen by the conductor....

[Site and space requirements] For orchestras, unused concert halls....

[Reporting requirements and forms] As for other arts projects ....



DETAILED LISTING - MUSIC PROGRAM

REEL EIGHT (cont.)

MUSIC PROGRAM (cont.)

DELAWARE (cont.)

[Effect of program on technical standards]

Technical standards on the project....

[Effect of program on community standards] To  
the community the WPA music program....

DISTRICT OF COLUMBIA

Federal Works Agency. Work Projects Administration.  
Record of Program Operation and Accomplishment.

Name of program

Description of program

Sponsor

Advisory Committee

Worker requirements

Organization

Technicians and Supervisors

Training

Technical procedure

Equipment, material and 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 by labor  
and non-labor from operation experience, not  
301

Describe any important aspect of program  
operation not included above

REEL EIGHT (cont.)

## MUSIC PROGRAM (cont.)

## FLORIDA

.Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures Equipment,  
material and 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 by labor and non-  
labor  
Describe any important aspect of program operation  
not included above

Supporting papers

ILLINOIS

Federal Works Agency. Work Projects Administration  
(Illinois). Music Project. Final Record of Program  
Operation and Accomplishment. February 1943.

Name of program  
Description of program  
Sponsor

DETAILED LISTING - MUSIC PROGRAM

REEL EIGHT (cont.)

MUSIC PROGRAM (cont.)

ILLINOIS (cont.)

- Advisory Committees
- Worker requirements
- Organization
- Technicians and Supervisors
- Training
- Technical procedures Equipment,  
material and supplies Site and  
space requirements •Reporting  
requirements and forms
- Local arrangements prerequisite to program  
operations
- Public relation and development of community  
interest
- Effect of program on technical standards
- Effect of program on community standards
- Estimate of average man-month costs
- Miscellaneous activities

Supporting papers

INDIANA

Work Projects Administration of Indiana. Division of  
Service Projects. Music (Indiana Music Project)

- Description of program
- Sponsor and Advisory Committees
- Worker requirements
- Organization and Technicians and Supervisors
- Training and Technical procedures
- Equipment, materials and supplies
- Site and space requirements
- Reporting requirements and forms

REEL EIGHT (cont.)

## MUSIC PROGRAM (cont.)

## INDIANA (cont.)

Public relations and development of community  
interest

Effect of program on technical and community  
standards

Estimate of average man-month cost

IOWA

## Record of Program Operation and Accomplishment.

Name of program

Description of program

Sponsor

Advisory Committees

Worker requirements

Organization

Technicians and Supervisors

Training

Technical procedures

Equipment, material and supplies

Site and space facilities

Reporting requirements and forms

Local arrangements prerequisite to program  
operation

Public relations and development of community  
interest

Estimate of average man-month cost by labor and  
non-labor from project operation experience

## KANSAS

Name of program

Description of program

REEL EIGHT (cont.)

MUSIC PROGRAM (cont.)

KANSAS (cont.)

Sponsor  
 Advisory Committees  
 Worker requirements  
 Organization  
 Technicians and Supervisors  
 Training  
 Technical procedures Equipment,  
 material and 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 by labor and  
 non-labor  
 Describe any important aspect of program  
 operation not included above

Supporting papers

KENTUCKY

Record of Program Operation and Accomplishment.

Name of program  
 Description of program  
 Sponsor  
 Advisory Committees  
 Worker requirements  
 Organization

REEL EIGHT (cont.)MUSIC PROGRAM (cont.)KENTUCKY (cont.)

Technicians and Supervisors  
Training  
Technical procedures Equipment,  
material and 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

## Supporting papers

## LOUISIANA

Work Projects Administration of Louisiana. Service  
Division. January 31, 1943. Record of Program  
Operation and Accomplishment. Music.

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and supplies  
Site and space requirements  
Reporting requirements and forms

REEL EIGHT (cont.)MUSIC PROGRAM (cont.)LOUISIANA (cont.)

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 by labor and non-labor from operating experience, not 301  
 Describe any important aspect of program operation not included above

Supporting papers

MARYLAND

Name of program  
 Description  
 Sponsor  
 Advisory Committee  
 Worker requirements  
 Organization  
 Technicians and Supervisors  
 Training  
 Technical procedures Equipment, material and 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 on community standards Man month cost

## REEL NINE

MUSIC PROGRAM (cont.)

## MASSACHUSETTS

Program Summary. Massachusetts Music Project... May 1943.

Name of program  
Brief description  
Name and title of local sponsor  
Co-sponsor and co-operating sponsor for entire program  
Typical phases of project operation  
Organization  
Local arrangements  
Qualifications of Technicians, Supervisors and Workers  
In Service training  
Technical procedures  
Materials and supplies Site  
or space requirements  
Reporting forms Special  
problems Press relations  
Effect of program on living standards and professional or technical standards  
Suggestions for improvement of operations

Supporting papers

MICHIGAN

## Michigan WPA Music Project

Name of activity  
Description of activity  
Sponsors  
Advisory Committees  
Worker requirements



REEL NINE (cont.)MUSIC PROGRAM (cont.)MICHIGAN (cont. )

Organization  
 Technicians and Supervisors  
 Training  
 Technical procedures  
 Equipment, material and supplies  
 Site and space requirements  
 Reporting requirements and forms  
 Other administrative aspects  
 Local arrangements prerequisite to project operation....  
 Public relations and development of community interest  
 Effect of activity on technical standards  
 Effect of activity on community standards  
 Estimate of average man month cost by labor and non-labor  
 [Describe any important aspect of program operation not included above] Groups reached through these activities....  
 Remarks

MINNESOTA

Federal Works Agency. Minnesota Work Projects Administration. Record of Program Operations and Accomplishment of the Minnesota WPA Music Project ...January 27, 1943.

Name of program  
 Description of program  
 Sponsor  
 Advisory Committees  
 Worker requirements  
 Organization  
 Technicians and Supervisors  
 Training  
 Technical procedures

REEL NINE (cont.)MUSIC PROGRAM (cont.)MINNESOTA (cont.)

Equipment, material and 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 by labor and non-labor from operation experience  
Describe any important aspect of program operation not included above

MISSOURI

Work Projects Administration. Service Division.  
Missouri. Accomplishment Report. Subject: Music.  
February 1, 1943.

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and supplies  
Site and space requirements  
Reporting requirements and forms  
Local arrangements prerequisite to program operation

REEL NINE (cont.) MUSIC

PROGRAM (cont.)

MISSOURI (cont.)

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 by labor and non-labor from operating experience  
 Important aspects of program operation not previously mentioned in this report

NEW HAMPSHIRE

Federal Works Agency. Work Projects Administration  
 ...January 30, 1943. Record of Program Operation and Accomplishment.

Name of program  
 Description of program  
 Sponsor  
 Advisory Committees  
 Worker requirements  
 Organization  
 Technicians and Supervisors  
 Training  
 Technical procedures  
 Equipment, material and 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 by labor and non-labor

REEL NINE (cont.)MUSIC PROGRAM (cont.)NEW HAMPSHIRE (cont.)

Describe any important aspect of program  
operation not included above

NEW JERSEY

Work Projects Administration...Division of Service  
Projects. Master Record of Program Operation in New  
Jersey.

[Name of program] Music program

[Description of program] The WPA Music Program  
has brought to the people....

[Sponsors] The legal sponsor of the program...

[Advisory Committees] Advisory Committees....

[Worker requirements] The musicians taken from  
relief rolls....

[Organization] The operation of all project  
activities....

[Technicians and Supervisors] It is suggested  
that the project operation....

[Training] The project at no time provided  
facilities. ...

[Technical procedures] The project operated  
entirely....

[Equipment, material and supplies] A well  
equipped music library....

[Site and space requirements] The project site  
should be centrally located....

[Reporting requirements and forms] For all unit in  
the State. . . .

Timekeeping, safety, compensation....

[Local arrangements prerequisite to program  
operation] The prerequisites of program  
operation....

[Public relations and development of community  
interest] Community interest and acceptance....

REEL NINE (cont.) MUSIC

PROGRAM (cont.) NEW

JERSEY (cont.)

[Effect of program on technical standards]  
During the life of the program....

[Effect of program on community standards]  
The results of the WPA Program....

[Estimate of average man-month cost by labor  
and non-labor from operation experience] The  
average cost for labor....

[Describe any important aspect of program  
operation not included above] The use of  
music as a therapy....

Supporting papers

NEW MEXICO

Record of Program Operation and Accomplishment.  
New Mexico.

[Name of program] Music

[Description of program] The Music Project  
was responsible....

[Sponsors] The program was sponsored....

[Advisory Committees] No recent Advisory  
Committees....

[Worker requirements] Workers under the Music  
Program....

[Organization] The program operated under the  
supervision....

[Technicians and Supervisors] The employment  
regulations....

[Training] The sponsor gave no training....

[Technical procedures] The technical  
procedures....

[Equipment, material and supplies] Musical  
instruments were needed....

[Site and space requirements] Centrally  
located rooms ....

REEL NINE (cont.)MUSIC PROGRAM (cont.)NEW MEXICO (cont.)

[Reporting requirements and forms] Standard forms ....

[Local arrangements prerequisite to program operation] Local sponsors made all local arrangements ....

[Public relations and development of community interest] All communities have welcomed....

[Effect of program on technical standards] It has definitely improved....

[Effect of program on community standards] It has definitely raised....

[Estimate of average man-month cost by labor and non-labor from operation experience] Estimated average man month....

[Describe any important aspect of program operation not included above] The Music Prograi has done outstanding work....

NEW YORK CITY

NYC WPA - Music Program.... Record of Program Operation and Accomplishment. February 1943.

Name of program

Description of program

Sponsor

Advisory Committees

Worker requirements

Organization

Technicians and Supervisors

Training

Technical procedures

Equipment, material and supplies

Site and space requirements

Reporting requirements and forms

Local arrangements prerequisite to program operation

REEL NINE (cont.) MUSICPROGRAM (cont.)NEW YORK CITY (cont.)

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 by labor  
Description of other important aspects of  
program operation

NEW YORK

## Record of Program Operation and Accomplishment.

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and 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 by labor  
and non-labor from operation experience, not  
301  
[Describe any important aspect of program  
operation not included above] With the advent  
of War many WPA Musicians....

REEL NINE (cont.)

## MUSIC PROGRAM (cont.)

## OHIO

Statement of Program Operation and Accomplishment.  
Music Program. Work Projects Administration in Ohio

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and 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 by labor and non-labor from operation experience, not 301  
Describe any important aspect of program operation not included above

## OKLAHOMA

Record of Program Operation and Accomplishment.

Name of program  
Description of program  
Sponsor  
Advisory Committees



REEL NINE (cont.)

## MUSIC PROGRAM (cont.)

## OKLAHOMA (cont.)

Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and 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 by labor and non-labor  
Describe any important aspect of program operation not included above

## Supporting papers

## OREGON

[Name of program] Music  
Description of program  
Sponsor  
Advisory Committees  
Working requirements) Filmed out of sequence  
Organization ) at the end of the  
report for Oregon  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and supplies

REEL NINE (cont.)MUSIC PROGRAM (cont.)OREGON (cont. )

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

PENNSYLVANIA

Pennsylvania Music Project. Service Division.  
Work Projects Administration. Pennsylvania.

Name of program  
Program description  
Suggested sponsors  
Sources of Administration and Technical advice  
Types of personnel required  
Functional organization  
Qualifications for Technicians and Supervisors  
Training of personnel  
Plans for operation  
Physical property requirements  
Location and space requirements  
Reports  
Local arrangements prerequisite to program operation  
Public relations and community interest Effect of program on technical standards Effect of program on community standards Average monthly cost based on operating experience Additional remarks  
Supporting papers

REEL NINE (cont.)

## MUSIC PROGRAM (cont.)

## RHODE ISLAND

Record of Program Operation and Accomplishment.  
Rhode Island WPA Service Division. 25 January  
1943.

Name of program  
Description of program  
Sponsors  
Advisory Committee  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and 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 by labor  
and non-labor  
Important aspects of program not described  
above

## TENNESSEE

Tennessee Work Projects Administration Service  
Division. Record of Program Operation and  
Accomplishment for Music Program. January 25,  
1943.

Name of program  
Description of program

REEL NINE (cont.)MUSIC PROGRAM (cont.)TENNESSEE (cont.)

Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures Equipment,  
material and 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 and community  
standards  
Estimate of average man-month cost by labor and  
non-labor from operation experience  
Describe any important aspect of program  
operation not included above

## TEXAS

## Record of Program Operation and Accomplishment.

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures

REEL NINE (cont.)

MUSIC PROGRAM (cont.)

TEXAS (cont.)

- Equipment, material and 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
- Average man-month cost by labor and non-labor from operation experience
- Important aspects of program operation not included above

Supporting paper

**UTAH**

Federal Works Agency. Work Projects Administration - Utah. Division of Service Projects. Record of Program Operation and Accomplishment. Music Program .... January 28, 1943.

- Name of program
- Description of program
- Sponsor
- Advisory Committees
- Worker requirements
- Organization
- Technicians and Supervisors
- Training
- Technical procedures
- Equipment, material and supplies
- Site and space requirements
- Reporting requirements and forms

REEL NINE (cont.)MUSIC PROGRAM (cont.)UTAH (cont.)

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 by labor and non-labor from operation experience, not 301

Describe any important aspect of program operation not included above

## Supporting papers

VIRGINIA

Federal Works Agency. Work Projects Administration of Virginia.

[Name of program] Virginia W.P.A. Music Project

Description of program

Sponsor

[Advisory Committees] In Virginia State Supervisors ....

[Worker requirements] Musicians

Organization

[Technicians and Supervisors] All supervisory personnel....

[Training] Conferences with Administrative Heads

[Technical procedures] Program operation on basis of technical procedures....

[Equipment, material and supplies] Sponsorship in kind ....

[Site and space requirements] Sponsorship in kind \_\_\_\_

[Reporting requirements and -forms] A bi-weekly report....

REEL NINE (cont.)

MUSIC PROGRAM (cont.)

VIRGINIA (cont.)

[Local arrangements prerequisite to program operation] Before a Unit was put into operation....

(Public relations and development of community interest] This would follow satisfactory acceptance... .

[Effect of program on technical standards] Improved teaching techniques....

[Effect of program on community standards] In every instance community standards....

[Describe any important aspect of program operation not included above] Groups reached were invariably....

Supporting papers

#### WEST VIRGINIA

Federal Works Agency. Work Projects Administration of West Virginia.... Report of Music Program in West Virginia.

Name of program

Description of program

Sponsor

Advisory Committees

Worker requirements

Organization

Technicians and Supervisors

Training

Technical procedures

Equipment, material and supplies

Site and space requirements

Reporting requirements and forms

Local arrangements prerequisite to program operation

Public relations and development of community interest

REEL NINE (cont.)

-----

MUSIC PROGRAM (cont.)

WEST VIRGINIA (cont.)

Effect of program on technical standards  
Effect of program on community standards  
Estimate of average man-month cost by labor and  
non-labor from operation experience  
Important aspects of program operation not  
included above

WISCONSIN

The Wisconsin Music Project.

[Description of program] The Wisconsin Music  
Project first came into being....

Sponsors

Advisory Committees

Worker requirements

Organization

[Technicians and Supervisors] Special  
qualifications....

Training

Technical procedure

Equipment, material and supplies

Site and space requirements

Other administrative aspects

Local arrangements prerequisite to program  
operation

Public relations and development of community  
interest

[Effect of program on technical standards]  
Technical standards....

[Effect of program on community standards]  
Community standards....

[Estimate of average man-month cost by labor and  
non-labor from operation experience] No figure  
on man-month labor....



REEL NINE (cont.)

MUSIC PROGRAM (cont.)

WISCONSIN (cont.)

[Describe any important aspect of program  
operation not included above] One important  
aspect. . . .

REEL TEN

ART PROGRAM

ALABAMA

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and 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 by labor  
and non-labor from operation experience, not 301  
[Describe any important aspect of program  
operation not included above] Among the  
important aspects....

REEL TEN (cont.)ART PROGRAM (cont.)

## ARIZONA

## Record of Program Operation and Accomplishment.

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and 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 by labor and non-labor from operation experience, not 301  
Describe any important aspect of program operation not included above

## CALIFORNIA

Record of Program Operation and Accomplishment.  
California.

Name of program  
Description of program  
Sponsor  
Advisory Committees

REEL TEN (cont.)

ART PROGRAM (cont.)

CALIFORNIA (cont.)

- Worker requirements
- Organization
- Technicians and Supervisors
- Training
- Technical procedures
- Equipment, material and 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 of labor and non-labor
- Important aspects of program not included above

Supporting papers

COLORADO

In reply to Memorandum A5106...I wish to submit the following letter.

- [Name of program] Colorado Art Project
- Description
- Sponsor
- Advisory Committee
- Worker requirements
- Organization
- Technicians and Supervisors
- Training
- Technical procedures

REEL TEN (cont.)ART PROGRAM (cont. )COLORADO (cont.)

Equipment , material and supplies  
Site and space requirements  
Reporting requirements and forms  
Local arrangements prerequisite to program operation  
Public relations and community interest  
Effect of program on technical standards  
Effect of program on community standards  
Estimate of average man-month cost by labor and non-labor  
Any important aspect not included above  
Narrative Report

CONNECTICUT

Connecticut Work Projects Administration. Division of Service Projects.

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Organization  
Local arrangements prerequisite to program operation  
Site and space requirements  
Equipment, material and supplies  
Technicians and Supervisors  
Worker requirements  
Training  
Technical procedures  
Reporting requirements and forms  
Public relations and development of community interest

REEL TEN (cont.)

ART PROGRAM (cont.)

CONNECTICUT (cont.)

Effect of program on technical standards Effect  
 of program on community standards Estimate of  
 average man-month cost Important aspects of  
 program not included above

DELAWARE

Delaware Division of Service Projects. January  
 1943. Record of Program Operation and Accomplishment.  
 Art.

[Name of program] Art  
 [Description of program] Established in  
 December 1935. . . .  
 [Sponsors] The Art Project was sponsored by  
 the Federal Government....  
 [Advisory Committees] Until almost the last  
 year of its operation....  
 [Worker requirements] Workers needed for the  
 varied program....  
 [Organization] On a small project...a  
 competent director can operate....  
 [Technicians and Supervisors] Technical  
 Supervisors should have teaching ability....  
 [Training] Pre-Service Conferences with  
 qualified administrative personnel....  
 [Technical procedures]  
 Technical procedures in the  
 various units.. Drawing  
 [Equipment, material and  
 supplies] tables and boards.. Large, airy.  
 [Site and space requirements]  
 light, quiet rooms....  
 [Local arrangements prerequisite to program  
 operation] Press publicity concerning the  
 purpose of the project....  
 [Public relations and development of community  
 interest] From the beginning the work of the  
 project attracted attention....

REEL TEN (cont. )

ART PROGRAM (cont.)

DELAWARE (cont.)

[Describe any important aspect of program operation not included above] The art program reached the whole community....

DISTRICT OF COLUMBIA

Federal Works Agency. Work Projects Administration  
.... Record of Program Operation and Accomplishment

. Name of program  
Description of program  
Sponsors  
Advisory Committee  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures Equipment,  
material and supplies Site and  
space requirements Reporting  
requirements and forms  
Local arrangements prerequisite to program  
operation  
Public relations and development of community  
interest  
The effect of the program on technical standards  
Estimate of average man-month cost by labor and  
non-labor from operation experience, not 301  
Describe any important aspect of program  
operation not included above

Supporting papers

REEL TEN (cont.)ART PROGRAM (cont.)FLORIDA

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Analysis of technical and nontechnical  
supervisory ability requirements  
Training  
Technical procedures  
Equipment, material and 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 by labor and  
non-labor  
Other aspects of the program

Supporting papers

IOWA

## Record of Program Operation and Accomplishment.

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements

REEL TEN (cont.)

ART PROGRAM (cont.)

IOWA (cont. )

Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and supplies  
Site and space requirements  
Reporting requirements and forms  
Local arrangements prerequisite to program  
operation  
General

KANSAS

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and 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 by labor and  
non-labor from operation experience, not 301



REEL TEN (cont.)

ART PROGRAM (cont.)

KANSAS (cont.)

Describe any important aspect of program  
operation not included above

Supporting papers

KENTUCKY

Record of Program and Accomplishment.

Name of program

Description of program

Sponsor

Advisory Committees

Worker requirements

Organization

Technicians and Supervisors

Training

Technical procedures

Equipment, material and supplies

Site and space requirements

Reporting requirements and forms

Local arrangements prerequisite to project  
operation

Public relations, development of community  
interest, and effect of program on community  
standards

Effect of program on technical standards

Groups reached

LOUISIANA

Work Projects Administration of Louisiana Service  
Division. January 31, 1943. Record of Program  
Operation and Accomplishment.

Name of program

REEL TEN (cont.)ART PROGRAM (cont.)LOUISIANA (cont.)

Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Training  
Technical procedures Equipment,  
material and 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 by labor and  
non-labor from operation experience, not 301  
Describe any important aspect of program operation;  
not included above

MARYLAND

Name of program  
Description  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and supplies

REEL TEN (cont.)

ART PROGRAM (cont.)

MARYLAND (cont.)

Space requirements  
Reporting and forms  
Local arrangements  
Public relations and development of community  
interest  
Effect of program on technical standards  
Effect on community standards Estimate  
of man-month cost Important aspects of  
program

MASSACHUSETTS

Program Summary. Massachusetts Art Program.  
\_\_\_\_May 1943.

Name of program activity s  
Brief description  
Exact name and title of legal sponsor  
Co-sponsors and Cooperating sponsors for  
entire program  
Advisory Committee Set-  
up of typical units  
Qualifications of Technicians, Supervisors  
and Workers  
Equipment  
Reporting forms  
Special problems  
Public relations

Supporting papers

REEL TEN (cont. )

ART PROGRAM (cont.)

MINNESOTA

Federal Works Agency. Minnesota WPA Art Program.  
Report on Program Operation and Accomplishment of  
the Minnesota WPA Art Program. ...January 27, 19

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and 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  
Average man-month cost by labor and non-labor  
Important aspect of program operation not  
included above

MISSOURI

Work Projects Administration Service Division -  
Missouri. Accomplishment Report. Subject: Art.  
February 1, 1943.

Name of program  
Description of program  
Sponsors

REEL TEN (cont.)ART PROGRAM (cont.)MISSOURI (cont.)

Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and 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 by labor and non-labor from operation experience, not 301  
Aspect of program operation not included in the above

Supporting papers

MONTANA

Federal Works Agency...January 20, 1943.      Record  
of Program Operation and Accomplishment.

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors

REEL TEN (cont.)ART PROGRAM (cont.)

## MONTANA (cont.)

Training  
Technical procedures  
Equipment, material and 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 man-month costs Other  
aspects not included above

## NEVADA

Federal Works Agency. Work Projects Administratioi  
Service Division - Nevada. Program of Operation at  
Accomplishments. Final Report.

Name of project  
Description  
Sponsor  
Advisory Committee  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and supplies  
Site and space requirements  
Reporting requirements and forms  
Local arrangements prerequisite to program  
operation

REEL TEN (cont.)

ART PROGRAM (cont.)

NEVADA (cont.)

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 by labor and non-labor from operation experience, not 301  
Describe any important aspect of program operation not included above

NEK HAMPSHIRE

Federal Works Agency. Work Projects Administration  
.... January 30, 1943. Record of Program  
Operation and Accomplishment.

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and 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 by labor and non-labor

REEL TEN (cont.)ART PROGRAM (cont.)NEW HAMPSHIRE (cont.)

Describe any important aspect of program  
operation not included above

NEW JERSEY

Work Projects Administration...Division of Service  
Projects. Master Record of Program Operation in  
Jersey.

[Name of program] Art program

[Description of program] The original plan of  
the project....

Sponsor

Advisory Committees

Worker requirements

Organization

Technicians and Supervisors

Training

Technical procedures

Equipment, material and supplies

Site and space requirements

Reporting requirements and forms

Other administrative aspects

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

[Describe any important aspect of program open  
not included above] There are many significant  
lessons to be learned....

Supporting papers



REEL TEN (cont.) ART

## PROGRAM (cont.)

## NEW MEXICO

Record of Program Operation and Accomplishment. New Mexico.

[Name of program] Art

[Description of program] The Art Project was responsible for...art activities in the State

[Sponsors] It was sponsored by the State Department of Education....

[Advisory Committees] We had no recent Advisory Committees

[Worker requirements] The workers on the Art Program were artists....

[Organization] The program operated under the direction of a State Supervisor....

[Technicians and Supervisors] Employment regulations were sufficient....

[Training] The sponsor gave no training....

[Technical procedures] The program used all possible Washington procedure....

[Equipment, material and supplies] Artist materials and supplies....

[Site and space requirements] Adequate and proper lighting....

[Reporting requirements and forms] Standard forms...were sufficient

[Local arrangements prerequisite to program operation] Few local arrangements were necessary....

[Public relations and development of community interest] All communications have shown great interest....

[Effect of program on technical standards] The program has raised....

[Effect of program on community standards] The program has raised....

[Estimate of average man-month cost by labor and non-labor from operation experience] Estimated average man-month labor cost....

REEL TEN (cont.)ART PROGRAM (cont.)NEW MEXICO (cont.)

[Describe any important aspect of program operation not included above] The Art Program has been of...benefit....

NEW YORK CITY

Preface

Administration

Functions of committees and commissions pertaining to project operation

Technical consultative service

Cosponsors reimbursements and contributions

Models

Accomplishment phases

Summary of accomplishments and plans

Supporting papers

NORTH CAROLINA

Name of program

Description

Sponsor

Advisory Committee

Worker requirements

Organization

Technicians and Supervisors

Training

Technical procedures

Equipment, material and supplies

Site and space requirements

Reporting requirements and forms

Local arrangements prerequisite to program operation

REEL TEN (cont.)ART PROGRAM (cont.)

## NORTH CAROLINA (cont.)

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 of labor

## OHIO

Statement of Program Operation and Accomplishment.  
Ohio Graphic Services. Work Projects Administration  
in Ohio.

Name of program

Description of activity

Sponsors

Advisory Committees

Worker requirements

Organization

Technicians and Supervisors

Training

Technical procedures

Equipment, material and supplies

Site and space requirements

Reporting requirements and forms

Local arrangements prerequisite to program operations

Public relations and development of community interest

Effect of activity on technical standards

Effect of activity on community standards

Estimate of average man-month cost by labor and non-labor (from operation experience, not 301)

Describe any important aspect of activity operation not included above

REEL TEN (cont.)ART PROGRAM (cont.)

## OKLAHOMA

## Record of Program Operation and Accomplishment

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and 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 by labor and non-labor  
Describe any important aspect of program operation not included above

## OREGON

Name of program  
Description of program  
Sponsors  
Advisory Committees  
Worker requirements  
Organization

REEL TEN (cont.)

ART PROGRAM (cont. )

OREGON (cont.)

- Technicians and Supervisors
- Training
- Technical procedures
- Equipment, material and 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 by labor and non-labor from operation experience
- Important aspects of the program
- Problems

Supporting papers

PENNSYLVANIA

Pennsylvania Art Program. Service Division.  
Work Projects Administration. Pennsylvania.

- Name of program
- Program description
- Suggested sponsors
- Sources of administrative and technical advice
- Types of personnel required
- Functional organization
- Qualifications for Technicians and Supervisors
- Training of personnel
- Plans for operation
- Physical property requirements

REEL TEN (cont.)ART PROGRAM (cont.)PENNSYLVANIA (cont.)

Location and space requirements

Reports

Local arrangements prerequisite to program operation

Public relations and community interest Effect of program on technical standards Effect of program on community standards Average monthly cost based on operating exper Additional remarks Supporting papers

RHODE ISLAND

Record of Program Operation and Accomplishment.  
Rhode Island WPA Service Division.

Name of program

Description of program

Sponsor

Advisory Committee

Worker requirements

Organization

Technicians and Supervisors

Training

Technical procedures

Equipment and supplies

Site and space requirements

Reporting requirements and forms

Local arrangements prerequisite to program operation

Public relations and development of community interest

Effect of the program on technical standards

Effects of program on community standards

Estimated average man-months cost

Describe any important aspect of program operation not included

REEL TEN (cont.)

ART PROGRAM (cont.)

SOUTH DAKOTA

Federal Works Agency. Work Projects  
Administration. ...South Dakota. January 30, 1943.

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Supervisor's training  
Technical procedures  
Equipment, material and supplies used in this  
work are listed as follows.  
Situational space requirements  
Forms used  
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 by labor  
and non-labor from operation experience  
[Describe any important aspect of program  
operation not included above] I feel the  
important aspect....

TENNESSEE

Tennessee Work Projects Administration Service  
Division. Record of Program Operation and  
Accomplishment. Art Program. January 25, 1943.

Name of program  
Description of program

REEL TEN (cont.)ART PROGRAM (cont.)TENNESSEE (cont.)

Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and 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 by labor and non-labor from operation experience  
Aspects of program not included above

## TEXAS

Texas. Report of Index of American Design Progrs  
Operation and Accomplishment.

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedure  
Equipment, material and supplies  
Site and space requirements



REEL TEN (cont.)

ART PROGRAM (cont.)

TEXAS (cont.)

Reporting requirements and forms

Man-month cost

Supporting papers

UTAH

Federal Works Agency. Work Projects Administration  
- Utah. Division of Service Projects. Record of  
Program Operation and Accomplishment. Art Program.  
...January 28, 1943.

Name of program

Description of program

Sponsor

Advisory Committees

Worker requirements

Organization

Technicians and Supervisors

Training

Technical procedures

Equipment, material and 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

Man-month costs Program operation aspects  
not included above

REEL TEN (cont.)ART PROGRAM (cont.)VIRGINIA

Federal Works Agency. Work Projects Administrati  
of Virginia. Record of Program Operation and  
Accomplishment.

[Name of program] Art program  
Description of program Sponsor  
Advisory Committees Worker requirements  
Organization  
Technicians and Supervisors Training  
Technical procedures Equipment, material  
and 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  
Aspects not included above

WEST VIRGINIA

Federal Works Agency. Work Projects Administrati  
of West Virginia.... Record of Program Operation  
and Accomplishments of WPA Arts, Crafts, and Visui  
Aids in West Virginia in Three Phases.

Name of program  
Description of program  
Sponsors  
Advisory Committees

REEL TEN (cont.)ART PROGRAM (cont.)

## WEST VIRGINIA {cont.)

Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and supplies  
Site and space requirements  
Reporting requirements and forms  
Local arrangements prerequisite to program operation  
Public relations  
Technical standards  
Effect of program on community standards  
Estimated cost of operation per man-month  
Important aspects not included above

Supporting papers

WISCONSIN

Record of Program Operation and Accomplishment.  
Art Project.

[Name of program] The WPA Art Program....  
Description of project  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and supplies  
Site and space requirements

REEL TEN (cont.)ART PROGRAM (cont.)WISCONSIN (cont. )

Reporting requirements and forms  
Other administrative aspects  
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  
Describe any important aspect of program operation not included above

WYOMING

Federal Works Agency. Work Projects Administratio  
State of Wyoming. Record of Program Operation and  
Accomplishment.

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and supplies  
Site and space requirements  
Reporting requirements and forms  
Local arrangements prerequisite to program operation  
Public relations and development of community interest

REEL TEN (cont.)

ART PROGRAM (cont.)

WYOMING (cont.)

Effect of program on technical standards  
Effect of program on community standards  
Estimate of average man-month cost by labor  
and non-labor from operation experience, not 301

REEL ELEVEN

CRAFT PROGRAM

CONNECTICUT

Connecticut Work Projects Administration Division of  
Service Projects.

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Organization  
Local arrangements prerequisite to program  
operation  
Site and space requirements  
Equipment, material and supplies  
Technicians and Supervisors  
Worker requirements  
Training  
Technical procedures  
Reporting requirements and forms  
Public relations and development of community  
interest  
Effect of program on technical standards  
Effect of program on community standards  
Estimate of man-month cost  
Other important aspects

Supporting papers

REEL ELEVEN (cont.)CRAFT PROGRAM (cont.)

## DELAWARE

I

Delaware Division of Service Projects. January 1  
Record of Program Operation and Accomplishment.  
Craft.

[Name of program] Craft

[Description of program] The Art Program....

[Sponsors] University of Delaware

[Advisory Committees] Until the craft units  
were formed....

[Worker requirements] Men with house-carpent

[Organization] For the woodworking unit....

[Training] Most workers will need training.,

[Equipment, material and supplies] Power  
equipment....

[Site and space requirements] Preferably a o  
storey building....

[Reporting requirements and forms] There she  
be work-sheets....

[Local arrangements prerequisite to program  
operation] Enough co-sponsors....

[Public relations and development of communit  
interest] So many agencies were co-sponsors.

[Effect of program on technical standards]  
Standards of technical excellence....

[Describe any important aspect of program  
operation not included above] Buying tools,  
equipment and supplies....

## FLORIDA

Name of program

Description of program

Sponsor

Advisory Committees

Work requirements

REEL ELEVEN (cont.)

CRAFT PROGRAM (cont.)

FLORIDA (cont.)

- Organization
- Technicians and Supervisors
- Training
- Technical procedures Equipment,  
material and 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
- Important aspects of program operation not  
included in the foregoing

Supporting papers

ILLINOIS

Federal Works Agency. Work Projects Administration  
(Illinois). Final Record of Program Operation and  
Accomplishment.

- Name of program
- Description
- Sponsors
- Advisory Committees
- Worker requirements
- Organization
- Technicians and Supervisors
- Training
- Technical procedures
- Equipment, material and supplies
- Site and space requirements
- Reporting requirements and forms

REEL ELEVEN (cont.)CRAFT PROGRAM (cont.)ILLINOIS (cont.)

Local arrangements prerequisite to program operation  
Public relations and development of community interest  
Effect of program on technical and community standards  
Estimate of average man-month cost (labor and non-labor) from operation experience

## KANSAS

## Craft

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and 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 by labor and non-labor from operation experience, not 301  
Describe any important aspect of program operation not included above

Supporting papers



REEL ELEVEN (cont.)

CRAFT PROGRAM (cont.)

MONTANA

Federal Works Agency. Work Projects Administration of Montana. Record of Program Operation and Accomplishment. January 1943.

Name of program

Description of program

Sponsor

Advisory Committees

Worker requirements

Organization

Technicians and Supervisors

Training and technical procedures

Equipment, material and 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 per man-month cost

Describe any important aspect of program operation not included

Supporting paper

NEW JERSEY

Work Project Administration.... Division of Service Projects. Master Record of Program Operation in New Jersey.

[Name of program] Crafts Program

[Description of program] This program included the following types of craft....

REEL ELEVEN (cont.)CRAFT PROGRAM (cont.)NEW JERSEY (cont.)

[Sponsors] The legal sponsor was the New Jersey State Department....

[Advisory Committees] There were no Advisory Committees

[Worker requirements] In order to operate this program....

[Organization] The organization operated with State Supervisor....

[Technicians and Supervisors] The management of this project required supervisors....

[Training] This project had no training program....

[Technical procedures] Procedures issued from the Central Office....

[Equipment, material and supplies] A wide range of equipment....

[Site and space requirements] There are definite requirements on space....

[Reporting requirements and forms] All forms issued by the Central Office were used....

[Local arrangements prerequisite to program operation] This project found the standard set-up...generally satisfactory....

[Public relations and development of community interest] A local sponsor was contacted....

[Effect of program on technical standards] This project maintained...technical standards

[Effect of program on community standards] Community standards were effected....

[Estimate of average man-month cost by labor and non-labor from operation experience] Because of the large number of unskilled workers....

[Describe any important aspect of program operation not included above] The program proved to be exceedingly valuable....

REEL ELEVEN (cont.)

CRAFT PROGRAM (cont.)

NORTH CAROLINA

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Work requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and supplies  
Site and space requirements  
[Reporting requirements and forms] The  
information required by the State Office....  
Local arrangements prerequisite to program  
operation  
Public relations and development of community  
interest  
Effect of the program on technical and  
community standards  
Estimate of average man-month cost by labor  
and non-labor

Supporting papers

NORTH DAKOTA

Name of program  
Description  
Sponsor  
Advisory Committee  
Worker requirements  
Organization  
Technicians and Supervisors  
Training

REEL ELEVEN (cont. )

CRAFT PROGRAM (cont.)

NORTH DAKOTA (cont.)

Technical procedures Equipment,  
material and supplies Site and  
space requirements Reporting  
requirements and forms  
Local arrangements prerequisite to program  
operation  
Public relations and development of communit  
interest  
Effect of program on technical standards  
Effect of program on community standards  
Estimate of average man-month cost by labor

OKLAHOMA

Record of Program Operation and Accomplishment.

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and 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

REEL ELEVEN (cont.)

CRAFT PROGRAM (cont.)

OKLAHOMA (cont.)

Estimate of average man-month cost by labor  
and non-labor

Describe any important aspect of program  
operation not included above

VIRGINIA

Service Division Work Projects Administration of  
Virginia. Record of Program Operation and  
Accomplishment. Handicraft Project. January 18,  
1943.

[Name of program] The Statewide Handicraft  
Project....

Description of program

Work accomplishment

Sponsors

Advisory Committees

Worker requirements

Organization

Technicians and Supervisors

Training

Technical procedures

Equipment, material and supplies

Reporting forms

Local arrangements etc.

Public relations and community interest

Effect of program on technical standards

Effect of program on community standards

Final

Supporting papers

REEL ELEVEN (cont.)CRAFT PROGRAM (cont.)

## WEST VIRGINIA

Federal Works Agency. Work Projects Administrat:  
of West Virginia.... Record of Program Operatic)  
Accomplishments of WPA Arts, Crafts and Visual A  
in West Virginia in three phases.

Name of program

Description of program

Sponsor,

Advisory Committees

Worker requirements

Organization

Technicians and Supervisors

Training

Technical procedures

Equipment, material and 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 cost of program per man-month

Important aspects of program not mentioned ab

Supporting papers

REEL ELEVEN (cont.)

CRAFT PROGRAM (cont.)

WISCONSIN

Record of Program Operation and Accomplishment  
Milwaukee Handicraft Project.

Name of program  
Description of program  
Sponsor  
Advisory Committee  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and 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

REGIONAL REPORTS AND SURVEYS

REEL TWELVEMUSEUM AND VISUAL AIDS PROGRAMALABAMA

## Museum

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and 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 by labor and not-labor from operation experience, not 301  
Describe any important aspect of program operation not included above

Visual Education

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training



REEL TWELVE (cont.)MUSEUM AND VISUAL AIDS PROGRAM (cont.)ALABAMA (cont.)Visual Education (cont.)

Technical procedures Equipment,  
material and 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 by labor  
and non-labor from operation experience  
[Describe any important aspect of program  
operation not included above] The types of  
Visual Aids produced....

Supporting papers

ARKANSAS

Record of Program Operation and Accomplishment  
**of** Museum Assistance in Arkansas.

[Name of program] Museum Assistance  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and supplies  
Site and space requirements  
Reporting requirements and forms

REEL TWELVE (cont.)MUSEUM AND VISUAL AIDS PROGRAM (cont.)ARKANSAS (cont. )

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 by labor and non-labor from operation experience, not 301

Supporting papers

CALIFORNIA

Record of Program Operation and Accomplishment. California.

Name of program

Description of program

Sponsor

Advisory Committees

Worker requirements

Organization

Technicians and Supervisors

Training

Technical procedures

Equipment, material and 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

REEL TWELVE (cont.)MUSEUM AND VISUAL AIDS PROGRAM (cont.)CALIFORNIA (cont.)

Estimate of average man-month cost by labor  
and non-labor

Important aspects of program not included  
above

CONNECTICUT

Connecticut Work Project Administration Division of  
Service Projects.

Part I - Museum Assistance

Name of program

Description of program

Sponsor

Advisory Committees

Organization

Local arrangements prerequisite to program  
operation

Site and space requirements

Equipment, material and supplies

Technicians and Supervisors

Worker requirements

Training

Technical procedures

Reporting requirements and forms

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 Important  
aspects of program not included above

Part II - Visual Aids in Health

Name of program

REEL TWELVE (cont.)MUSEUM AND VISUAL AIDS PROGRAM (cont.)CONNECTICUT (cont.)Part II - Visual Aids in Health (cont.)

Description of program  
Sponsor  
Advisory Committees  
Organization  
Local arrangements prerequisite to program operation  
Site and space requirements  
Equipment, material and supplies  
Technicians and Supervisors  
Worker requirements  
Training  
Technical procedures  
Reporting requirements and forms  
Public relations and development of community interest  
Effect of program on technical standards  
Effect of program on community standards  
Man-month cost  
Important aspects of program not included above

## Supporting papers

## FLORIDA

Name of program  
Description of program  
Sponsor  
Advisory Committee  
Organization  
Technicians and Supervisors  
Training  
Technical procedure

REEL TWELVE (cont.)

MUSEUM AND VISUAL AIDS PROGRAM (cont.)

FLORIDA (cont.)

Equipment, material and 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 by labor and non-labor  
Other aspects of the program

GEORGIA

Federal Works Agency. Work Projects Administration of Georgia. Division of Service Projects. Record of Program Operation and Accomplishment.

Name of program  
Description of program  
Sponsor  
**Advisory Committees**  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and supplies  
Site and space requirements  
Reporting requirements and forms  
Local arrangements prerequisite to program operation  
Public relations and development of community interest

REEL TWELVE (cont.)MUSEUM AND VISUAL AIDS PROGRAM (cont.)GEORGIA (cont.)

Effect of program on technical standards  
Effect of program on community standards  
Estimate of average man-month cost by labor i  
non-labor  
Aspects not included above

Supporting papers

ILLINOIS

Federal Works Agency. Work Projects Administrate  
Illinois. Museum Project and Visual Aids. Final  
Record of Program Operation and Accomplishment.

Museums Program

Name of program  
Description  
Sponsors  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and supplies  
Site and space requirements  
Reporting requirements and forms  
Local arrangements prerequisite to project  
operation  
Public relations and development of community  
interest  
Estimate of average man-month cost from  
operation experience  
Other

REEL TWELVE (cont.)MUSEUM AND VISUAL AIDS PROGRAM (cont.)ILLINOIS (cont.)Report on Visual Aids

Name of program  
Description  
Sponsors  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and supplies  
Site and space requirements  
Reporting requirements and forms  
Local arrangements prerequisite to project operation  
Public relations and development of community interest  
Effect on technical standards  
Effect on community standards  
Man-month cost

Supporting papers

INDIANA

Work Projects Administration of Indiana Division  
of Service Projects. Museum and Visual Aid.

Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors

REEL TWELVE (cont.)MUSEUM AND VISUAL AIDS PROGRAM (cont.)INDIANA (cont.)

## Training

Technical procedures Equipment,  
material and 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

## Supporting papers

## KANSAS

## Museum and Visual Aid

Name of program

Description of program

Sponsor

Advisory Committees

Worker requirements

Organization

Technicians and Supervisors

Training

Technical procedures

Equipment, material and supplies

Site and space requirements

Reporting requirements and forms

Local arrangements prerequisite to program  
operation

Public relations and development of community  
interest



REEL TWELVE (cont.)

**MUSEUM AND VISUAL AIDS PROGRAM (cont.)**

**KANSAS** (cont. )

Effect of program on technical standards  
 Effect of program on community standards  
 Estimate of average man-month cost by labor and  
 non-labor from operation experience, not 301  
 Describe any important aspect of program  
 operation not included above

**Supporting papers**

**KENTUCKY**

Record of Program Operation and Accomplishment.

**Name of program**

Description of program

**Sponsor**

Advisory Committees

**Worker requirements**

**Organization**

Technicians and Supervisors

**Training**

**Technical procedures**

Equipment, material and supplies

Site and space requirements

Reporting requirements and forms

Local arrangements prerequisite to project  
 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

REEL TWELVE (cont.)MUSEUM AND VISUAL AIDS PROGRAM (cont.)LOUISIANA

Work Projects Administration of Louisiana Service Division. January 31, 1943. Record of Program Operation and Accomplishment. Museum.

Name of program

Description of program

Sponsorship

Advisory Committees

Worker requirements

Organization

Supervision

Training

Technical procedures

Equipment, material and supplies

Site and space requirements

Reporting requirements and forms

Local arrangements prerequisite to program operation

Development of community interest Effect

of program on technical standards Effect

of program on community standards

Estimate of average man-month cost for labor and non-labor

Supporting papers

MARYLAND

Name of program

Description of program

Sponsor

Advisory Committees

Worker requirements

Organization

REEL TWELVE (cont.)MUSEUM AND VISUAL AIDS PROGRAM (cont.)MARYLAND (cont.)

Technicians and Supervisors  
Training  
Technical procedures Equipment .  
material and supplies Site and  
space requirements Reporting  
requirements and forms  
Local arrangements prerequisite to program  
operation  
Public relations and development of community  
interest  
Man-month cost  
[Describe any important aspect of program  
operation not included above] The workmanship  
on the models was considered outstanding....

Supporting papers

MICHIGAN

Michigan Work Projects Administration of the Federal  
Works Agency. March 2, 1943. Report of Activity  
Operation and Accomplishment of the Michigan Work  
Projects Administration Museum Project.

Name of program  
Description of program  
Sponsors  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Equipment, material and supplies  
Site and space requirements  
Reporting requirements and forms

REEL TWELVE (cont.)MUSEUM AND VISUAL AIDS PROGRAM (cont.)MICHIGAN (cont.)

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

Supporting papers

MISSISSIPPI

Record of Program Operation and Accomplishment, Visual Aids Program.

MISSOURI

Museum Work Conducted by the Public Administration Project.

NEW JERSEY

Work Projects Administration.. Division of Service Projects. Master Record of Program Operation in Jersey.

[Name of program] Museum Extension Project

[Description of program] This project was organized. . .to give assistance to public Museums in New Jersey.

[Sponsors] The legal sponsor was the New Jersey Department of Public Instruction....

Advisory Committee

[Worker requirements] Worker requirements were indefinite at first....

Organization

Technicians and Supervisors

REEL TWELVE (cont.)

## MUSEUM AND VISUAL AIDS PROGRAM (cont.)

NEW JERSEY (cont.)

## Training

## Technical procedures

[Equipment, material and supplies] Equipment, material and supplies....

[Site and space requirements] Site and space requirements....

Reporting requirements and forms

Administrative aspects in reference to Paper Work Controlling....

[Local arrangements prerequisite to program operation] Local arrangements prerequisite to program operations....

[Public relations and development of community interest] Public relations and development of community interest....

[Effect of program on technical standards] Effect of our program on technical standards...

[Effect of program on community standards] Effect of the program on community standards...

[Estimate of average man-month cost by labor and non-labor from operation experience] The average man-month labor cost....

[Describe any important aspect of program operation not included above] The Museum Extension Project....

## NEW MEXICO

Record of Program Operation and Accomplishment. New Mexico.

[Name of program] Museum Extension

[Description of program] This project assisted in the extension of Museum work....

[Sponsors] Legal Sponsor was th^ New Mexico State Museum....

[Advisory Committees] This program had both state and local Advisory Committees....

REEL TWELVE (cont.)MUSEUM AND VISUAL AIDS PROGRAM (cont.)

## NEW MEXICO (cont . )

[Worker requirements] The directors of branch museums...of a higher type....

[Organization] The program operated under the direction....

[Technicians and Supervisors] Technicians and Supervisors were specialists....

[Training] The sponsor rendered great assistance. . . .

[Technical Procedures] Technical procedures were developed....

[Equipment, material and supplies] Much specialized equipment was required....

[Site and space requirements] Articles for in branch museums....

[Reporting requirements and forms] Standard forms were adequate

[Local arrangements prerequisite to program operation] All arrangements were made by the sponsoring agencies....

[Public relations and development of community interest] This program brought forth great community interest and help

[Effect of program on technical standards] The program definitely raised technical standards

[Effect of program on community standards] The program greatly raised community standards

[Estimate of average man-month 'cost by labor non-labor from operation experience] Average man month labor costs....

[Describe any important aspect of program operation not included above] This was an outstanding program....

OHIO

Supporting papers

REEL TWELVE (cont.)MUSEUM AND VISUAL AIDS PROGRAM (cont.)PENNSYLVANIA

Museum Extension Project. Service Division.  
Work Projects Administration. Pennsylvania.

Name of program  
Program description  
Suggested sponsors  
Sources of administrative and technical advice  
Types of personnel required  
Functional organization  
Qualifications for technicians and supervisors  
Training of personnel  
Plans for operation  
Physical property requirements  
Location and space requirements  
Reports  
Local arrangements prerequisite to program operation  
Public relations and community interest  
Effect of program on technical standards  
Effect of program on community standards  
Average monthly cost based on operating experience  
Additional remarks

Supporting papers.

RHODE ISLAND

Record of Program Operation and Accomplishment.  
Rhode Island WPA Service Division. January 25, 1943.

Name of program  
Description of program  
Sponsor

REEL TWELVE (cont.)MUSEUM AND VISUAL AIDS PROGRAM (cont.)RHODE ISLAND (cont.)

Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and supplies  
Site and space requirements  
Reporting forms  
Local prerequisite arrangements  
Public relations and development of community interest  
Effect of program on technical standards  
Effect of program on community standards  
Average man-month cost  
Describe any important aspect of program operation not included

SOUTH CAROLINA

Outline of the Record of Program Operation and Accomplishment of the Service Division of South Carolina. Museum and Visual Aids.

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technical procedures  
Equipment, material and supplies  
Site and space requirements



REEL TWELVE (cont.)MUSEUM AND VISUAL AIDS PROGRAM (cont.)SOUTH CAROLINA (cont.)

Reporting requirements and forms  
Local arrangements prerequisite to program operation  
Public relations and development of community interest  
Effect of program on community standards  
Estimate of average man-month cost by labor and non-labor  
Important aspects of program operation not included above

WASHINGTON

## Silk Screen project operation under Craft Production

Name of program  
Description of program  
Sponsor  
Advisory Committee  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment and materials  
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

REEL TWELVE (cont.)MUSEUM AND VISUAL AIDS PROGRAM (cont.)WASHINGTON (cont.)

Estimate of average man-month cost by labor a  
non-labor from operation experience, not 301

Describe any important aspect of program opei  
not included above

WEST VIRGINIA

Federal Works Agency. Work Projects Administrate  
of West Virginia.... Record of Program Operation  
Accomplishment of WPA Arts, Crafts, and Visual Ai  
in West Virginia in three phases.

Name of program

Description of program

Sponsor

Advisory Committees

Worker requirements

Organization

Technicians and Supervisors

Training

Technical procedures

Equipment, material and supplies

Site and space requirements

Reporting requirements' and forms

Local arrangements prerequisite to program  
operation

Public relations

Technical standards

Effect of program on community standards

Estimated cost per man-month

Other aspects of the program

Supporting papers

REEL TWELVE (cont.)MUSEUM AND VISUAL AIDS PROGRAM (cont.)

## WYOMING

Federal Works Agency Work Projects Administration.  
State of Wyoming. Record of Program Operation and  
Accomplishment.

Name of program

Description of program

Sponsor

Advisory Committees

Worker requirements

Organization

Technicians and Supervisors

Training

Technical procedures

Equipment, material and 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

Estimate of average man-month cost by labor  
and non-labor from operation experience, not  
301

REEL THIRTEENTHEATRE PROGRAMFLORIDA

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures Equipment,  
materials and supplies Site and  
space requirements  
Reporting requirements and forms  
Local arrangements prerequisite to program  
operation  
Public relations and development of communit  
interest  
Effect of program on technical standards and  
community standards  
Average man-month cost by labor and nonlaboi

LOUISIANA

Work Projects Administration of Louisiana. Sen] Division. January 31, 1943. Record of Program Operation and Accomplishment. Federal Theatre.

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training

REEL THIRTEEN (cont.)

## THEATRE PROGRAM (cont.)

## LOUISIANA (cont.)

Technical procedures Equipment,  
material and supplies Space  
requirements Reporting  
requirements and forms  
Local arrangements prerequisite to program  
operation  
Public relations  
Effect of program on technical standards •  
Effect of program on community standards  
Estimate of average man-month cost by labor  
and non-labor

NEH HAMPSHIRE

Federal Works Agency. Work Projects Administration  
.... January 30, 1943. Report of Program Operation  
and Accomplishment.

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and supplies  
Site and space requirements  
Reporting requirements and forms  
Local arrangements prerequisite to program  
operation  
Public relations and development of community  
interest

REEL THIRTEEN (cont.)THEATRE PROGRAM (cont.)NEW HAMPSHIRE (cont.)

Effect of program on technical standards  
Effect of program on community standards  
Estimate of average man-month cost by labor a  
non-labor

NEW JERSEY

[Name of program] Federal Theatre Program  
[Description of program] A survey of the *Sit*  
was made...  
[Sponsors] The Federal Government was the sp  
[Advisory Committees] There was no Advisory  
Committee....  
[Worker requirements] All professional theati  
persons ....  
[Organization] A total of ten per cent....  
[Technicians and Supervisors] Both the technl  
and non-technical....  
[Training] The persons employed are already!  
professional....  
[Technical procedures] No practical directivi  
technical procedures....  
[Equipment, material and supplies] Scenery  
construction shops....  
[Site and space requirements] A school build:  
which had been outmoded....  
[Reporting requirements and forms] The forms  
all devised....  
Timekeeping and payroll preparation....  
[Local arrangements prerequisite to program  
operation] An actor or actress was required  
prove...  
[Public relations and development of communitj  
interest] Neither drama, musical comedy nor  
vaude ville....  
[Effect of program on technical standards] Du  
regularity of rehearsals....  
[Effect of program on community standards] Vei  
elevating....

REEL THIRTEEN (cont.)

THEATRE PROGRAM (cont.)

NEW JERSEY (cont . )

[Estimate of average man-month cost by labor  
and non-labor from operation experience]  
Approximately ninety dollars per man month..

[Describe any important aspect of program  
operation not included above] This program at  
the start was one of the most successful.

**OKLAHOMA**

Record of Program Operation and Accomplishment.

Name of program

Description of program

Sponsor

Advisory Committees

Worker requirements

Organization

Technicians and Supervisors

Training

Technical procedures

Equipment, material and 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 by labor  
and non-labor

Describe any important aspect of program  
operation not included above

REEL THIRTEEN (cont.)THEATRE PROGRAM (cont.)PENNSYLVANIA

Federal Theatre Project in Pennsylvania. Service Division. Work Projects Administration Pennsylvania.

Name of program  
Program description  
Suggested sponsors  
Sources of Administrative and Technical Advice  
Types of personnel required  
Functional organization  
Qualifications for Technicians and Supervisors  
Training of personnel  
Plans for operation  
Physical property requirements  
Location and space requirements  
Reports  
Local arrangements prerequisite to program operation  
Public relations and community interest  
Effect of the program on technical standards  
Effect of the program on community standards  
Average monthly cost based on operating experience  
Additional remarks

RHODE ISLAND

Record of Program Operation and Accomplishment. Rhode Island WPA Service Division. January 25, 1943.

Name of program  
Description of project



REEL THIRTEEN (cont.)THEATRE PROGRAM (cont.)

## TEXAS

Final Report. Federal Theatre Activities in Texas.

Chronological History

Operating expense

Productions

The Radio Unit

General comment

The Executives

Theatre locations

**Plays**

Box Office

Sponsors

Publicity

Summing-up

WRITERS' PROGRAMARIZONA

Record of Program Operation and Accomplishment.  
Arizona Writers' Project.

Name of program

Description of program

Sponsor

Advisory Committees

Worker requirements

Organization

Technicians and Supervisors

Training

Technical procedures

Equipment, material and supplies

Site and space requirements

Reporting requirements and forms

REEL THIRTEEN (cont.)WRITERS' PROGRAM (cont.)ARIZONA (cont.)

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 by labor and non-labor  
Important aspects of program not included above

ARKANSAS

## Arkansas Writers' Project.

Description of program  
Legal sponsor  
Advisory Committee  
Worker requirements  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and supplies  
Site and space  
Reporting requirements and forms  
Local arrangements prerequisite to program operation  
Public relations and development of community interest  
Effect of program on technical standards  
Effect on community standards  
Estimate of average man-month cost by labor and non-labor from operation experience

REEL THIRTEEN (cont.)WRITERS' PROGRAM (cont.)

## CALIFORNIA

Record of Program Operation and Accomplishment.  
California.

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and 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 by labor and  
non-labor  
Important aspects of program not included above

## COLORADO

Work Projects Administration Writers' Program in  
Colorado. February 25, 1943. Final Report of  
State Supervisor.

[Name of program] Writers Program ... (Colorado)  
Description of program  
[Sponsors] The Government of Colorado was the  
official and legal sponsor....

REEL THIRTEEN (cont.)WRITERS' PROGRAM (cont.)COLORADO (cont.)

Advisory Committees  
Worker requirements  
Organization  
[Technicians and Supervisors] Technical supervision....  
Training  
Technical procedures  
Equipment, material and 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 by labor non-labor  
Describe any important aspect of program operation not included above

CONNECTICUT

Connecticut Work Projects Administration.  
Division of Service Projects.

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Organization  
Local arrangements prerequisite to program operation  
Site and space requirements

REEL THIRTEEN (cont.)WRITERS' PROGRAM (cont.)

## CONNECTICUT (cont.)

Equipment, material and supplies  
 Technicians and Supervisors  
 Worker requirements  
 Training  
 Technical procedures  
 Reporting requirements and forms  
 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 Other important aspects

DELAWARE

Delaware Division of Service Projects. January 1943. Record of Program Operation and Accomplishment. Writers.

[Name of program] Writing  
 [Description of program] The Delaware Writers' Project published...a special guide and descriptive book....  
 [Sponsors] University of Delaware  
 [Advisory Committees] The project had many advisors and consultants....  
 [Worker requirements] The majority of the workers....  
 [Organization] A director or supervisor who should be a competent executive....  
 [Technicians and Supervisors] At least some knowledge of the life, history and occupations of the people....  
 [Training] The supervisory staff should be given time before the program is required....  
 [Technical procedures] Technical procedures....

REEL THIRTEEN (cont.)WRITERS' PROGRAM (cont.)DELAWARE (cont. )

[Equipment, material and supplies] For efl work... "regular office items" are especiall important....

[Site and space requirements] Space, in proportion to the number of workers....

[Reporting requirements and forms] Assign blanks...forms for reporting progress....

[Local arrangements prerequisite to prograi operation] The supervisor...should agree! the minimum requirements of worker's skill,

[Public relations and development of commit interest] The research and necessity for i help of local consultants....

[Effect of program on technical standards] this means standards of the workers....

[Effect of program on community standards] Perhaps it is not too much to claim....

[Estimate of average man-month cost by lain non-labor from operation experience] The i month labor cost....

[Describe any important aspect of program operation not included above] The high qui and extent of the craftsmanship...is one of outstanding facts....

DISTRICT OF COLUMBIA

Federal Works Agency. Work Projects  
Administration. . .Record of Program Operation and  
Accomplishment

Name of program

Description of program

Sponsor

Advisory Committees

Worker requirements

Organization

Technicians and Supervisors

REEL THIRTEEN (cont.)WRITERS' PROGRAM (cont.)

## DISTRICT OF COLUMBIA (cont.)

Training  
Technical procedures Equipment,  
material and supplies Site and  
space requirements HPA forms  
used  
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 by labor  
and non-labor from operation experience, not  
301  
Describe any important aspect of project  
not included above

## FLORIDA

Name of program  
Description of the program  
Sponsor  
Advisory Committee  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and supplies  
Site and space requirements  
Reporting requirements and forms  
Local arrangements prerequisite to program  
operation

REEL THIRTEEN (cont.)WRITERS' PROGRAM (cont.)FLORIDA (cont.)

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 by labor non-labor

Describe any important aspect of program operation not included above

Supporting papers

GEORGIA

Supporting papers

Federal Works Agency. Work Projects Administration of Georgia Division of Service Projects. Record Program Operation and Accomplishment.

Name of program

Description of program

Sponsor

Advisory Committees

Worker requirements

Organization

Technicians and Supervisors

Training

Technical procedures

Equipment, material and 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



REEL THIRTEEN (cont.)WRITERS' PROGRAM (cont.)GEORGIA (cont.)

Effect of program on community standards

Conclusion and recommendations

ILLINOIS

Federal Works Agency. Work Projects Administration (Illinois). Writers' Project. Final Record of Program Operation and Accomplishment. February 1943.

Description of program

Redirection of activities

Worker requirements

Organization

Training

Technical procedures

Equipment, material and supplies

Site and space requirements

Reporting requirements and forms

Local arrangements prerequisite to program operation

Public relations and development of community interest

Estimate of average man-month cost

Liquidation of Writers' files

General conclusions

Supporting papers

INDIANA

Work Projects Administration of Indiana  
Division of Service Projects . Writing (The  
Indiana Writers' Program).

Description of program

REEL THIRTEEN (cont.)WRITERS' PROGRAM (cont.)INDIANA (cont.)

- Sponsor
- Advisory Committees
- Worker requirements
- Organization
- Technicians and Supervisors
- Training
- Technical procedures
- Equipment, material and 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

## KANSAS

- Name of program
- Description of program
- Sponsor
- Advisory Committees
- Worker requirements
- Organization
- Technicians and Supervisors
- Training
- Technical procedures
- Equipment, material and supplies
- Site and space requirements
- Reporting requirements and forms

REEL THIRTEEN (cont.)

WRITERS' PROGRAM (cont.)

KANSAS (cont.)

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 by labor and non-labor from operation experience, not 301  
 Describe any important aspect of program operation not included above

Supporting papers

KENTUCKY

Record of Program Operation and Accomplishment.

Name of program  
 Description of program  
 Sponsor  
 Advisory Committees  
 Worker requirements  
 Organization  
 Technicians and Supervisors  
 Training  
 Technical procedures  
 Equipment, material and 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

REEL THIRTEEN (cont.)WRITERS' PROGRAM (cont.)KENTUCKY (cont.)

Effect of program on community standards  
Estimate of average man-month cost by labor and  
non-labor  
Comments on project operation

Supporting papers

LOUISIANA

Work Projects Administration of Louisiana  
Service Division. January 31, 1943. Record of  
Program Operation and Accomplishment.  
Writers.

Name of program  
Description of program  
Sponsors  
Advisory Committee  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and 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 by labor  
from operation experience, (not 301)  
Aspect of program not mentioned above

REEL THIRTEEN (cont.)

## WRITERS' PROGRAM (cont.)

**MARYLAND**

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and 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 on community standards Man month cost

Supporting papers

**MASSACHUSETTS**

Program Summary.    Massachusetts Writers' Project  
... May, 1943.

Name of program or activity  
Brief description  
Exact name and title of sponsor  
Co-sponsors and cooperating sponsors for the entire program  
Massachusetts State Advisory Committee (1935)  
Set-up of typical units

REEL THIRTEEN (cont.)WRITERS' PROGRAM (cont.)MASSACHUSETTS (cont.)

Organization chart  
Local arrangements  
Community support  
Qualifications of Supervisors and Workers  
Training  
Technical procedures  
Equipment  
Materials and supplies  
Site or space requirements Reporting  
forms Special problems Public relations  
Effect of program on living standards  
and professional or technical standards  
Program record  
Local operating unit record  
Suggestions for improvement of administrative  
and technical operation  
Report on status of work

## Supporting papers

MINNESOTA

Federal Works Agency. Minnesota Work  
Projects Administration. Record of Program  
Operation an Accomplishment of the Minnesota  
WPA Writers' Project...January 27, 1943.

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization

REEL THIRTEEN (cont.)WRITERS' PROGRAM (cont.)MINNESOTA (cont.)

Technicians and Supervisors  
Training  
Technical procedures Equipment,  
material and 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 by labor  
and non-labor from operation experience, not  
301  
Describe any important aspect of program  
operation not included above

Supporting papers

MISSISSIPPI

Outline for the Record of Program Operation and  
Accomplishment. January 26, 1943.

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
[Technicians and Supervisors] The Technical  
Supervisor....  
Training  
Technical procedures  
Equipment, material and supplies

REEL THIRTEEN (cont.)WRITERS' PROGRAM (cont.)MISSISSIPPI (cont.)

- 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
- Average man-month cost by labor
- Other important aspects

## Supporting papers

## MONTANA

Record of Program Operation and Accomplishment.  
Montana Writers' Project.

- Name of program
- Description of program
- Sponsor
- Advisory Committees
- Worker requirements
- Organization
- Technicians and Supervisors
- Training
- Technical procedures
- Equipment, material and supplies
- Site and space requirements
- Reporting requirements and forms
- Local arrangements prerequisite to program operation
- Public relations and development of community interest



DETAILED LISTING - WRITERS' PROGRAM

RFEL THIRTEEN (cont.)

WRITERS' PROGRAM (cont.)

MONTANA (cont. )

Effect of program on technical standards

Effect of program on community standards

Average man-month labor and non-labor costs

Supporting papers

NEVADA

Federal Works Agency. Work Projects Administration  
Service Division - Nevada. Program of Operation  
and Accomplishments. Final Report.

Name of program

Description of program

Sponsor

Advisory Committee

Worker requirements

Organization

Technicians and Supervisors

Training

Technical procedures

Equipment, material and supplies

Site and state 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 by labor and  
non-labor for operation experience, not 301

Describe any important aspect of program  
operation not included above

REEL THIRTEEN (cont.)WRITERS' PROGRAM (cont.)

## NEW HAMPSHIRE

Federal Works Agency. Work Projects Administration  
.... Record of Program Operation and Accomplishment.  
January 30, 1943.

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and 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 by labor and  
non-labor

## NEW JERSEY

Work Projects Administration.... Division of Service  
Projects. Master Record of Program Operation in New  
Jersey.

[Name of program] Writers' Project  
[Description of program] The Writers' Project  
was engaged in compiling research....  
Sponsor  
Advisory Committees

REEL THIRTEEN (cont.)

WRITERS' PROGRAM (cont.)

NEW JERSEY (cont.)

Worker requirements  
 Organization  
 Technicians and Supervisors  
 Training  
 Technical procedures  
 Equipment, material and supplies  
 Site and space requirements and forms  
 Reporting requirements and forms  
 Other administrative aspects  
 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 by labor and non-labor  
 [Describe any important aspect of program operation not included above] In summary evaluation of the Writers' Project....

Supporting papers

NEW MEXICO

Record of Program Operation and Accomplishment.  
 New Mexico.

[Name of program] Writing  
 [Description of program] The Writers' Project was responsible for initiating...activities relating to the preparation of material in publishable form....  
 [Sponsors] The legal sponsor was the University of New Mexico....  
 [Advisory Committees] There was no... advisory committee

REEL THIRTEEN (cont.)WRITERS' PROGRAM (cont.)NEW MEXICO (cont.)

[Worker requirements] The workers required for this type of project....

[Organization] The program functioned under a State Supervisor....

[Technicians and Supervisors] State employment requirements were sufficient

[Training] The Sponsor gave no training....

[Technical procedures] The program operated under Central Office procedures....

[Equipment, material and supplies] The only things necessary...were a Mimeograph....

[Site and space requirements] Space properly lighted and heated....

[Reporting requirements and forms] Standard reporting forms were found to be adequate

[Local arrangements prerequisite to program operation] Co-sponsors made all local arrangements....

[Public relations and development of community interest] Certain phases of the Writers' Program

[Effect of program on technical standards] The program raised technical standards

[Effect of program on community standards] The program did not greatly affect community standards

[Estimate of average man-month cost by labor and non-labor from operation experience] Estimated average man-month labor cost....

NEW YORK CITY

NYC WPA - Writing Services.... Record of Program Operation and Accomplishment. February 1943.

Name of program  
Description of program  
Sponsor  
Advisory Committees

REEL THIRTEEN (cont. )

WRITERS' PROGRAM (cont.)

NEW YORK CITY (cont.)

Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and 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 by labor  
Description of other important aspects of program operation

NORTH CAROLINA

Federal Works Agency. Work Projects Administration.  
Record of Program Operation and Accomplishment....  
January 1943.

Name of program  
Description of program  
Sponsor  
Advisory Committee  
Work requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedure  
Equipment, material and supplies

REEL THIRTEEN (cont.)WRITERS' PROGRAM (cont.)NORTH CAROLINA (cont.)

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 by labor and non-labor  
Describe any important aspect of program not included above

Supporting papers

OHIO

Statement of Program Operation and Accomplishment.  
Ohio Writers' Project. Work Projects Administration  
in Ohio.

Name of program  
Description of activity  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and supplies  
Site and space requirements  
Reporting requirements and forms  
Local arrangements prerequisite to program operation

REEL THIRTEEN (cont.)WRITERS' PROGRAM (cont.)OHIO (cont.)

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 by labor and non-labor from operation experience, not 301  
Describe any important aspect of program operation not included above

OREGON

Oregon Writers' Project 1935-1942. Record of Program Operation and Accomplishment.

Name of program  
Description of program  
Sponsor  
Advisory Committee  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and 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  
Other aspects of the program

REEL THIRTEEN (cont.)WRITERS' PROGRAM (cont.)PENNSYLVANIA

The Pennsylvania Writers' Project....

Name of program  
Program description  
Suggested sponsors  
Sources of Administrative and Technical advice  
Types of personnel required  
Functional organization  
Qualifications for Technicians and Supervisors  
Training of personnel  
Plans for operation  
Physical property requirements  
Location and space requirements  
Reports  
Local arrangements prerequisite to program operation  
Public relations and community interest  
Effect of program on technical standards  
Effect of program on community standards  
Average monthly cost based on operating experience  
Additional remarks

RHODE ISLAND

Record of Operation and Accomplishment. Rhode Island  
WPA Service Division. January 25, 1943.

Name of program  
Description of program  
Sponsor  
Advisory Committee  
Worker requirements  
Organization



REEL THIRTEEN (cont.)WRITERS' PROGRAM (cont.)RHODE ISLAND (cont.)

Technicians and Supervisors  
Training  
Technical procedures Equipment,  
material and supplies Site and  
space requirements Reporting  
requirements  
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 by labor and  
non-labor from operation experience, not 301  
Other aspects of program operation

SOUTH CAROLINA

Outline of the Record of Program Operation and  
Accomplishment of The Service Division of South  
Carolina. Writers' Project....

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and supplies  
Site and space requirements

REEL THIRTEEN (cont.)WRITERS' PROGRAM (cont.)SOUTH CAROLINA (cont.)

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 by labor and non-labor from operation experience, not 301  
Describe any important aspect of program operation not included above  
A complete list of publications of the South Carolina Writers' Project....  
Materials of this project....

## Supporting papers

SOUTH DAKOTA

Federal Works Agency. Works Projects Administration  
.... January 18, 1943. Record of Program Operation and Accomplishment.

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technical procedures  
Equipment, material and supplies  
Site and space requirements  
Local arrangements  
Public relations and development of community interest

REEL THIRTEEN (cont.)WRITERS' PROGRAM (cont.)SOUTH DAKOTA (cont.)

Man-month cost

[Describe any important aspect of program operation not included above] The South Dakota Writers' Project was set up by the-WPA....

Supporting papers

TENNESSEE

Tennessee Work Projects Administration Service Division. Record of Program Operation and Accomplishment. Writing Program. January 25, 1943.

Name of program

Description of program

Sponsor

Advisory Committees

Worker requirements

Organization

Technicians and Supervisors

Training

Technical procedures

Equipment, material and 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 by labor and non-labor from operation experience

REEL THIRTEEN (cont.)WRITERS' PROGRAM (cont.)

## TEXAS

Texas. Record of Writers' Project Program Operation and Accomplishment.

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and supplies  
Site and space requirements  
Reporting requirements and forms  
Local arrangements prerequisite to program operation  
Estimate of average man-month cost by labor and non-labor from operation experience , not 301

Supporting papers

## UTAH

Federal Works Agency. Work Projects Administration - Utah Division of Service Projects. Record of Program Operation and Accomplishment. Writers' Program.... January 28, 1943.

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization

REEL THIRTEEN (cont.)WRITERS' PROGRAM (cont.)UTAH (cont.)

Technicians and Supervisors  
Training  
Technical procedure  
Equipment, material and supplies  
Site and 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 by labor and non-labor from operation experience  
Describe any important aspect of program operation not included above

VIRGINIA

Federal Works Agency. Work Projects Administration of Virginia. Record of Program Operation and Accomplishment.

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements.  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and supplies  
Site and space requirements

REEL THIRTEEN (cont.)WRITERS' PROGRAM (cont.)VIRGINIA (cont.)

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  
Describe any important aspect of program operation not included above

Supporting papers

WEST VIRGINIA

Federal Works Agency. Work Projects Administration of West Virginia.

Name of program  
Description of program  
Sponsor  
Advisory Committee  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and 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  
Labour man-months  
Describe any important aspect of program operation not included above

REEL THIRTEEN (cont.)WRITERS' PROGRAM (cont.)WISCONSIN

Record of Program Operation and Accomplishment.  
Writers' Project.

Description of the program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Site and space requirements  
Reporting requirements and forms  
Public relations and development of community  
interest

WYOMING

Federal Works Agency. Work Projects Administration.  
State of Wyoming.... Record of Program Operation  
and Accomplishment.

Name of program  
Description of program  
Sponsor  
Advisory Committees  
Worker requirements  
Organization  
Technicians and Supervisors  
Training  
Technical procedures  
Equipment, material and supplies  
Site and space requirements  
Reporting requirements and forms  
Local arrangements prerequisite to program  
operation

REEL THIRTEEN (cont.)

WRITERS' PROGRAM (cont.)

WYOMING (cont.)

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 by labor and  
non-labor from operation experience, not 301