

DWIGHT D. EISENHOWER LIBRARY
ABILENE, KANSAS

WHITE HOUSE OFFICE, Office of Budget and Accounting: Records, 1953-61

Accessions 81-19, 82-14 & 94-18

Processed by: JH, EB, TB

Date Completed: September 1994

The records of the White House Office, Office of Budget and Accounting, a component of Records of the White House Office: Record Group 130, were transferred to the Dwight D. Eisenhower Library from the National Archives in 1980, 1981 and 1994.

Linear feet:	47
Approximate number of pages:	77,600
Approximate number of items:	52,000

Literary rights in the official records of the White House Office are in the public domain. These records were processed in accordance with the general restrictions on access to government records as set forth by the National Archives.

SCOPE AND CONTENT NOTE

The records of the White House Office, Office of Budget and Accounting, were transferred to the National Archives by the White House staff during the late 1970s. Because the records had been maintained by the permanent civil service staff at the White House they covered several administrations, including a few files which dated back to the Civil War. The staff at the Archives created an elaborate arrangement scheme for the records and then divided the files among the Presidential Libraries. Material dated prior to March 1929 (the start of the Hoover Administration) was retained at the National Archives.

The records which were sent to the Eisenhower Library consist mostly of financial records relating to White House expenses and payroll. Also included are a few files on personnel matters and miscellaneous subjects. The records have been organized according to the arrangement scheme developed by the National Archives.

SERIES DESCRIPTION

<u>Box No.</u>	<u>Series and Subseries</u>
1-2	I. Budgetary Records. 2 boxes.
1	1. Budget Estimates for the Executive Office. 6 folders. Budget estimate forms for the Executive Office of the President. Includes staff names, positions, salaries, information on detailed employees, and memos relating to costs of some special projects.
1	2. Records Relating to Transfers Between Appropriations. 3 folders. Vouchers, schedules of withdrawals, credit forms and supporting documents, arranged chronologically by fiscal year.
1-2	3. Records Relating to White House Expenditures. 1 1/4 box. Budget information, work sheets and summary reports relating to White House expenditures.
3-81	II. Accounting Records. 78 1/2 boxes
3-5	1. General Account Ledgers. 2 1/2 boxes Ledger sheets arranged by account, listing date, name of reference, purpose, debt credit and balance. Some entries list voucher numbers.
5-77	2. Disbursing Officer's Accounts. 72 1/2 boxes Numbered vouchers showing date, amount, and itemization of goods or services furnished, individual of company authorized to receive payment, pertinent appropriation title and frequently the manner and date of payment. Also includes lists of checks and bonds issued and miscellaneous accounting correspondence.
78	3. Special Accounts. 3/4 box Records of expenditures made from the White House Special Account for the purchase of food, Includes bills from companies from which the food was purchased.
78	4. Register of Purchase Orders. 1 folder Ledger sheets listing purchase orders issued by White House accounting staff.

- 78-80 5. Miscellaneous Accounting Records. 1 ½ boxes
- Information on various Special Project funds and personnel; lists of expenditures from various White House accounts; status of appropriation and trial balance work sheets.
- 80 6. Miscellaneous Presidential Travel Records. 4 folders
- Memoranda, correspondence, press releases and working papers regarding presidential trips and the payment of travel expenses.
- 80 7. Records Relating to Salary and Miscellaneous Expenses of the President. 4 folders
- Certificate of settlement forms from the General Accounting Office relating to funds for the President's salary. Also includes information on life insurance coverage for the President.
- 80-82 8. Schedule of Collections. 1 ½ boxes
- Schedule of Collections forms (SF 1044) for the Executive Office of the President, with date received, receipt number, name of remitter, description of purpose for which collections were received, amount and fund to be credited.
- 82 III. Appointment, Nomination and Personnel Records. 9 oversized ledgers
- Payroll control ledgers, arranged chronologically by 2-week pay periods. Entries list names, earnings, deductions and amounts paid for members of White House staff.
- 82-93 IV. Records Relating to Committees, Commissions, Boards and Special Projects. 9 boxes
- 82-86 1. Administration Files. 4 boxes
- Press releases, lists of members and correspondence on the activities of various government organizations which operated during the Eisenhower administration.
- 86-92 2. Records Relating to Special Projects of the Eisenhower Administration. 6 boxes
- Files relating to Special Projects and Special Assistants to the President. Includes Status of Appropriation forms, travel vouchers and correspondence on personnel matters. Much of this material is duplicated in the E. Frederic Morrow Records.

92-93 3. Miscellaneous Files. 1 ½ boxes

Files maintained by Jean Robb, the White House personnel officer. Included are job applications and correspondence relating to personnel matters.

94 V. Miscellaneous Records. 1 box

Files relating to the organization and operation of the White House staff.

CONTAINER LIST

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- Advances of Funds (1)-(3)
- Contributions to Life Insurance - The President
- Subseries 8: Schedules of Collections (S- 18)
- Schedule of Collections FY 1953
- Schedule of Collections FY 1954
- 81 Schedule of Collections FY 1955 (1)(2)
- Schedule of Collections FY 1956 (1)(2)
- Schedule of Collections FY 1957 C/D 1-48 (1)-(4)
- Schedule of Collections FY 1958 C/D 1-44 (1)-(4)

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81 (cont.)	Schedule of Collections FY 1959 C/D 1-26 (1)-(3)
82	Schedule of Collections FY 1959 C/D 27-52 (1)-(3)
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	Series IV: Records Relating to Committees, Commissions, Boards and Special Projects (A-9)
	Subseries 1: Administration Files (B-1, S-2)
	Advanced Research Projects Agency (Defense Space Agency)
	Advisory Committee on Government Housing Policies and Programs
	Aging, Federal Council on
	Agricultural Products, Commission on Increased Industrial Use of
	Airways Modernization Board
	American Armed Forces Museum, The President's Committee on
	Bermuda Meets - U.S. Delegation
	Board of Inquiry (Labor Disputes)
	Buy American Act (National Security Interests)
	Cabinet Committee on Energy Supplies and Resources Policy
	Cabinet Committee on Telecommunications Policy and Organization
	Civil and Defense Mobilization, Office of
	Civil Defense Administration, Federal Under OEM
	Civil Defense Coordinating Board
	Columbia River Basin

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82 (cont.)	Committee on Civilian National Honors Coolidge Group, Charles A. Council of Economic Advisors Defense Research & Space Ground Support, Office of Disarmament Policy, Joint Review of U.S. Doolittle, James (General) Small Study Group Draper Committee Education Beyond the High School, Pres. Committee on Export Import Bank of Washington - Gen. Edgerton, Chairman
83	Farm Credit Federal Aviation Agency FAA - Air Coordinating Committee FAA - Airways Modernization Board Federal Council for Science and Technology Federal Facilities Corporation (see also RFC folder) Food for Peace Program Foreign Aid Study Group Foreign Economic Policy, Commission on Foreign Intelligence Activities, President's Board of Consultants on (1)(2) Foreign Operations Administration (Harold E. Stassen) General Services Administration Government Activities Affecting Prices and Costs, Committee on

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- 83 Government Contracts, President's Committee on
(cont.) Government Employment Policy, President's Committee on (1)(2)

 Government Security, Commission on

 Governmental Operations, Commission on (Hoover)

 Historical Landmarks, National Registry of (Dept. Of Interior)

 Hudson-Champlain Celebration Commission

 India, Economic Aid & Technical Assistance Programs for

 Information, U.S. Advisory Committee on

 Interagency Committee on Agricultural Surplus Disposal

 Inter-American Relations, National Advisory Committee on (1959)

 Intergovernmental Relations, Advisory Commission on

 Intergovernmental Relations, Commission on (Liquidated 1955)

 International Development Advisory Board - Eric A. Johnston

 International Development Association

 International Information Activities, President's Committee on (1953)
- 84 Joint Federal-State Action Committee (Stambaugh Group)(1)(2)

 Joint U.S. - Canadian Committee on Trade & Economic Affairs (President's Trip to
 Ottawa November 12-15, 1953)

 Judicial & Congressional Salaries, Commission on

 Military Assistance Program (U.S.), President's Committee to Study the "Draper
 Committee" (1)(2)

 Moscow Fair - 1959 (See United States Gov't Exhibition in Moscow) [empty folder]

 National Advisory Committee for Aeronautics

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- 84 National Aeronautics and Space Administration
(cont.) National Committee of the Development of Scientists and Engineers

 National Goals, Commission on

 National Highway Program, President's Advisory Committee on (Gen. Lucius D. Clay)

 National Science Foundation

 National Security Council (General Cutler)

 National Security Training Commission

 Navy Department - Org. Changes

 Occupational Safety, President's Conference on

 Office of Defense Mobilization

 OCB - NSC 7/1/57 & Abolishment of OCB 2/18/61

 Pacific Festival (1960) San Francisco, Calif. 9/9 - 9/18/60

 Presidential Commission on Federal State Relations 2-26-53

 Presidential Office Space

 President's Advisory Committee on Government Organization

 President's Advisory Committee on Government Organization - Personnel Folders
 (1)(2)
- 85 President's Citizen Advisors on the Mutual Security Program (1)(2)

 President's Proposed Commission on Governmental Functions and Fiscal Resources

 Price Stability for Economic Growth, Cabinet Committee on (1959) (1)(2)

 Psychological Strategy Board To report to: National Security on the Board's Activities

 Reconstruction Finance Corporation

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85 (cont.)	<p>Reorganization of the Government, President's Advisory Committee on</p> <p>Rockefeller, Nelson A. Special Assistant to the President</p> <p>Rubber Producing Facilities Disposal Commission</p> <p>Scientists and Engineers, President's Committee on (formerly National Committee on the Development of Scientists and Engineers)</p> <p>Small Business, President's Conference on Technical and Distribution Research for the Benefit of Sept. 24-26, 1957</p> <p>Small Business Administration</p> <p>Small Defense Plants General Telford Taylor</p> <p>Telecommunications Advisor to the President</p> <p>Tennessee River Basin Water Pollution Control Commission - Federal Representative (to be appointed by the President)</p> <p>Trade Policy Committee, The President's</p> <p>United States Govt. Exhibition in Moscow (Sokolniki Park) summer of 1959</p> <p>U.S. Information Agency</p> <p>U.S. Information Agency Theodore C. Streibert (Voice of America)</p> <p>Veterans Affairs, The President's Commission on</p> <p>Veterans Pensions, Commission on</p> <p>Water Resources Policy, The Presidential Advisory Committee on</p> <p>White House- Joseph Dodge Group</p> <p>White House- Clarence Francis Group</p> <p>White House- William Jackson</p> <p>White House- Thomas P. Pike</p> <p>White House- Evelyn Raper</p>

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85 (cont.)	White House- Siciliano Group White House- Albert Toner Group (Research Group) White House Conference on Children & Youth - 1960 (Golden Anniversary Conference, National Committee for) World Refugee Year 7/1/59 - 6/30/60 & White House Conference on Refugees 5/21 & 5/22/59
86	1956 Election Clippings (1)(2) Special Notes (1)-(5) Subseries 2: Records Relating to Special Projects of the Eisenhower Administration (B-2, S-6) Contingent Expenses Reimbursable Detail S. & E. Travel (1)(2) Special Projects - General File Special Projects - Main (1)-(4)
87	Special Projects - Main (5)(6) Special Projects - Travel Authorizations (1)-(10)
88	Special Projects - Travel Authorizations (11)-(22)
89	Unobligated Balances W.A.E. & W.O.L. (1)-(3) Coulson Edward P. Curtis (1)(2)

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89 (cont.)	Economic Adviser to the President MacCarthy, Shane - President's Council of Youth Fitness F. Moran McConihe PACGO - Kimball (1)(2) PSAC (1)-(6)
90	United Research (contract) A - Rockefeller, Jackson, Harr (1)-(4) B - Stassen (1)-(5) B - Stassen Travel Authorizations (1)-(3)
91	C - Dodge, Randall (1)-(4) D - Bragdon (1)-(4) E - Francis, Stambaugh (1)(2) F - Admin. Services G - Commission on Intergovernmental Relations (Morrow, Kestnbaum) (1)(2)
92	H - Cassidy I - Curtis, Quesada J - Toner, A.P. K - Pike L - Siciliano M - Killian N - American Armed Forces Museum

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92 N - Johnston
(cont.)

O - Strauss

 Subseries 3: miscellaneous Files (B-2, S-8)

Information re grades of staff officers

P.O. Details - Memo to Mr. Padgett re no relatives

Recruitment - Personnel Office

Turnover in Files & Corresp. Staff Survey for W.J. Hopkins

Visit of President of Italy 9 /30/ 59

Xmas details to Mail Room from City P.O. 12/59

Baier - King - Johnston

Beaton, Malcolm S.

Bertelsen, Viggo C. Capt., CED, USNR

Beverly, Lawrence L.

Blackburn, Dorothy

Brooks, Henry

Brooks, Katurah

Brown, Lillian

Cozart, Charlene C.

Crangle, Charles L. (WAE)

Dawson, Minnie E. - 1st FHA employee?

Dodge, Joseph M.

Elam, Louise

Elliott, William Y.

<u>Box No.</u>	<u>Contents</u>
92 (cont.)	English, Thomas J. Jr.
93	Frey, Helen
	Gilutin, Maxine M.
	Gen. Goodpaster's Brother
	Gormley, Patricia F.
	Hague, A. Bartlett, Jr.
	Harley, William I.
	Herrick, John
	Higinbotham, Carolyn
	Hinds, Sidney R. (Gen.)
	Hobbs, Gordon & Roberta
	Mr. Hopkins
	Jarris, Lucille D.
	Johnson, Pete
	Jones, Carol
	Jones, Wylene
	Kern, Eva
	Klemme, Randall
	Kolakowski, Mary J.
	LaBakas, Diane M.
	Landolt, Francis S.
	Landolt, John Baptist

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93 (cont.)	Lewis, Jennings (deceased House employee)
	Lindman, Bertram H.
	Lopez, Austin
	Manning, Wilkins R.
	Robert Matteson & Minerva Mikkila
	Kevin McCann & Amos Peaslee
	McCrea, Phillip
	Molchany, Geraldine C.
	Moore, Robert P.
	Morrow, E. Frederic
	Nason, Metta R.
	Nathan, Richard
	Norvell, Jane B.
	O'Brien, James
	O'Harrow, Dennis
	Patent Office - Roma Lee Klar inquiry
	Peaslee, Amos J.
	Peterson, Floyd
	Peterson, Mary Eliz. [empty]
	Reed, Janet
	Rogers, James R.
	Seaton - Pyle
	Schultz, Richard

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93 Schwartz, Leonard Ellis
(cont.) Schwesinger, Betty

 Sherman, Laura R.

 Smith, Betty

 Smith, Shirley (Bramer's wife)

 Stephens, John

 Strub, Muriel J.

 Taylor, Eleanor

 Tolbert, Rudolph

 Urner, John Bailey

 Whitman - McCaffree

 Wilhide, Carolyn G.

 Lucy Williams & George Parker

 Williams, Ralph (Capt.)

 Willis, Robert

 Wilson, William

 Yates, Eleanor

 Series V: Miscellaneous Records

94 Civil Defense Drills for the White House 1955, 1959

 Executive Office Building History

 Floor Plan

 Staff Work for the President 1954

 White House Set-up as of Nov. 8, 1960 Vol. I (1)-(3)

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94 White House Set-up as of Nov. 8, 1960 Vol. I Updated Pages (1)(2)
(cont.)

White House Set-up as of Nov. 8, 1960 Vol. II (1)-(3)

 Payroll Control Registers (9 oversized volumes)

1. Jan. 18, 1953 - Mar. 13, 1954
2. Mar. 14, 1954 - Oct. 22, 1955
3. Oct. 23, 1955 - Dec. 15, 1956
4. Dec. 16, 1956 - June 29, 1957
5. June 30, 1957 - Dec. 28, 1957
6. Dec. 29, 1957 - June 28, 1958
7. June 29, 1958 - Dec. 13, 1958
8. Dec. 14, 1958 - Nov. 28, 1959
9. Nov. 29, 1959 - Dec. 10, 1960

END OF CONTAINER LIST