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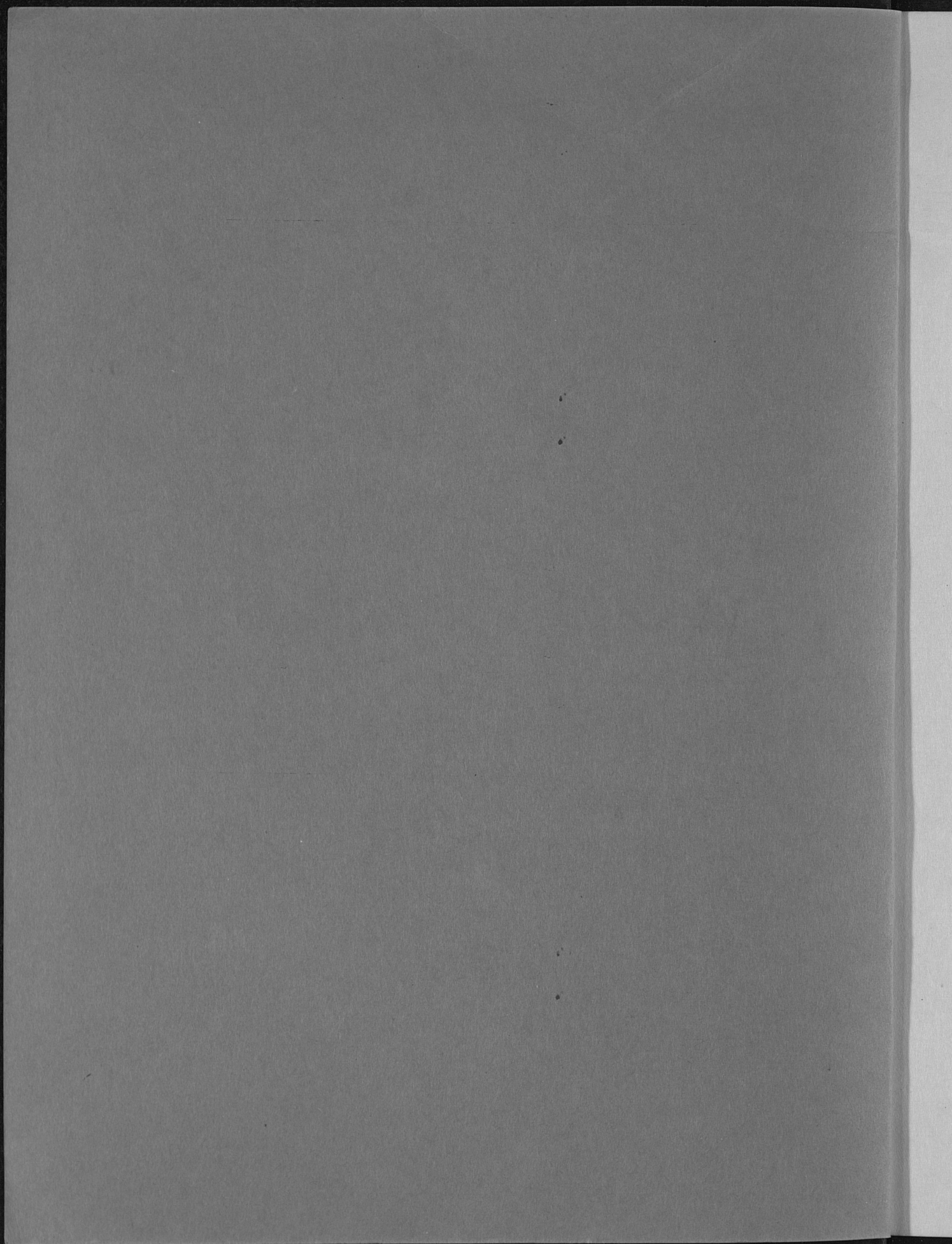


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INVENTORY OF  
FEDERAL ARCHIVES  
IN THE STATES

SERIES XIII  
THE CIVIL WORKS ADMINISTRATION  
NO. 23.  
MISSISSIPPI

SURVEY OF FEDERAL ARCHIVES  
WORK PROJECTS ADMINISTRATION  
DIVISION OF COMMUNITY SERVICE PROGRAMS  
NEW ORLEANS, LOUISIANA



INVENTORY OF FEDERAL ARCHIVES IN THE STATES

Prepared by

The Survey of Federal Archives  
Division of Community Service Programs  
Work Projects Administration

The National Archives  
and  
Louisiana State University  
Cooperating Sponsors

SERIES XIII

THE CIVIL WORKS ADMINISTRATION

NO. 23. MISSISSIPPI

New Orleans, Louisiana  
The Survey of Federal Archives  
1941

The Survey of Federal Archives

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WORK PROJECTS ADMINISTRATION

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PREFACE

The Inventory of Federal Archives in the States is one of the products of the work of the Survey of Federal Archives, which operated as a nation-wide project of the Works Progress Administration from January 1, 1936 to June 30, 1937, and has been continued in Louisiana since that date as a state project of that Administration, and of the Work Projects Administration with Louisiana State University as its local sponsor.

The plan for the organization of the Inventory is as follows: Series 1 consists of reports on the administration of the Survey, acknowledgments, and general discussions of the location, condition, and content of federal archives in the states. Succeeding series contain the detailed information secured by workers of the Survey, in inventory form, a separate series number being assigned to each of the executive departments (except the Department of State) and other major units of the Federal Government. Within each series No. 1 is a general introduction to the field organization and records of the governmental agency concerned; the succeeding numbers contain the inventory proper, separate numbers being assigned to each state in alphabetical order. Thus, in each series, the inventory for Alabama is No. 2, that for Arizona No. 3, that for Arkansas No. 4, etc.

For each local office information regarding each series, or unit of related records, is presented in the following order: title, inclusive dates ("to date" indicating an open file at the time the information was secured), general description of informational content, description of the system of filing or indexing (if any), a statement of frequency and purpose of use, form of the record itself (bound volumes, sheets in folders, etc.), linear footage, description of the containers, physical condition of the records (not stated if satisfactory), location by room number or other identifying information, and finally, the number of the Form 58SA on which this information was originally recorded by a Survey worker and from which it was abstracted for the Inventory. This form is on file in The National Archives. When it contains substantial information on addenda sheets which has not been included in the mimeographed abstract, indication of this is given by use of the reference "See addenda."

In Louisiana the work of the Survey was under the direction of Mr. Stanley C. Arthur since its inception. This Inventory of the records of the Civil Works Administration in Mississippi was prepared in the New Orleans Office of the Survey under the direction of Mrs. Norris B. Fazekas, editor-in-chief and assistant state supervisor.

New Orleans, Louisiana  
June 30, 1941

Stanley C. Arthur  
State Supervisor  
Survey of Federal Archives  
in Louisiana

CONTENTS

CIVIL WORKS ADMINISTRATION

Page

JACKSON

State and Local Civil Works Administration .....	1
Records in Custody of Office of Custodian of Old Records .....	2
Records in Custody of State WPA Office .....	2
Records in Custody of WPA Offices (District 5) .....	3

CIVIL WORKS ADMINISTRATIONJACKSON

## STATE AND LOCAL CIVIL WORKS ADMINISTRATION

- (A) Tower Bldg., Cor. W. Pearl and S. Roach Sts.
- (B) Cottage Bldg., 2550 N. State St.
- (C) Mississippi State Hospital, Whitfield, Miss.

Included in this section are old records pertaining to the former relief offices which operated in the State of Mississippi. Records in the Cottage and Tower Buildings are in the custody of the WPA Administrator. Those in the Mississippi State Hospital at Whitfield are in the custody of the acting ERA Administrator. These records were placed in a separate section, due to the fact that they, with few exceptions, are never used. The relief program was first begun in November 1932 and was known as the State Board of Public Welfare of Mississippi, financed by a loan obtained from the Reconstruction Finance Corporation, and operating under the direct supervision of the governor. This office was succeeded by the Emergency Relief Administration, State Board of Public Welfare, in 1933, which was financed by the Federal Emergency Relief Administration and operated under the authority of the governor of the state, but general rules of the FERA were followed. It assumed the responsibility of disbursing relief funds to all unemployed in the State of Mississippi.

In November 1933 the Civil Works Administration was organized and took over many of the responsibilities of the ERA. This organization appointed the same administrator, and the personnel was affected only because it was necessary to place men in charge of road work and construction projects instead of the women who had staffed the relief organization. This office operated only a short time, and in the spring of 1934 the ERA again assumed the entire burden of responsibilities until January 2, 1936. The Cattle Division, the Transient Bureau, and CCC functioned as subordinate offices of the ERA.

On January 2, 1936 the Emergency Relief Administration of Mississippi closed and all records belonging to this office were transferred from the county offices to the Mississippi State Hospital at Whitfield, Mississippi, about nine miles from Jackson. These records are stored in the basement rooms of the hospital, in paper cartons, with no regard as to method of storage or arrangement.

Certain local records of the CWA were left in the county seats, as not worth the expense of transfer. These are duplicates of originals in the archives of the state office. Certain financial records of the CWA have been taken by accounting officers of the Federal Government. The balance are stored, most of them in disorder, in Basement Rooms of the Hospital for the Insane at Whitfield, and the old Hospital for the Insane at Jackson. Some of the CWA records were later removed to the Cottage Building of the old State Hospital for the Insane at Jackson, to facilitate reference to them.

Mr. Buford Yerger, acting ERA Administrator, was placed in charge of these old records at the time of the close of the ERA.

The storage facilities at Whitfield are most unsatisfactory. The basement rooms are very damp and infested with vermin which are attacking and destroying these records; many papers are scattered around loose and have become dirty and damaged by careless handling.

There is an urgent need of more satisfactory storage facilities being supplied at once if these records are to be preserved.

The organization of the WPA was begun in July 1935; however, actual employment on projects did not start until late in the year, and the ERA could not be discharged of its functions until January 2, 1936.

The WPA is related to the State Board of Public Welfare, ERA, and CWA, in that it assumed the entire burden of assigning jobs to unemployed persons in the State of Mississippi, the work formerly undertaken by the above agencies.

#### Records in Custody of Office of Custodian of Old Records

1. CWA COMMODITY ORDERS, 1933 - 1934. Commodities for clients' families, for small amounts of goods. (Never.) 3 1/2 x 8 1/2 loose sheets, 27 ft., in barrels, and wooden and pasteboard boxes. Damaged by vermin, careless handling, faulty containers. NW. room, 2d floor (Bldg. B). (391)

#### Records in Custody of State WPA Office

2. CWA CORRESPONDENCE, 1933 - 1934. Of state and county administrators, relative to the administering of CWA in Mississippi. (Never.) 9 1/2 x 11 3/4 folders, 104 ft., in barrels, pasteboard cartons, and transfer files. Scattered, damaged by vermin, careless handling, faulty containers. NW. room, 2d floor (Bldg. B). (395)

3. CWA MISCELLANEOUS FILES, 1933 - 1934. Work cards, alphabetical list of clients, fund control records, service project assignment cards, personal record cards, project assignment sheets, etc. (triplicate). (Never.) 8 x 13 and 9 1/2 x 12 bound vols. and folders, 12 ft. 8 in., in 7 pasteboard boxes. Damaged by vermin, careless handling, faulty containers. S. room, basement (Bldg. C). (153)

4. CWA PROJECT APPROVAL FORMS, 1933 - 1934. Showing nature of project, local estimates of cost, approval of state and national offices, etc. (Never.) 8 1/2 x 11 loose sheets, 13 ft., in 6 transfer cases. NW. room, 2d floor (Bldg. B). (396)

5. CWA PROJECT REGISTER, 1933 - 1934. Form CWA-A-3, estimated date of completion, date approved, started, and completed; location, description, number, and type of project. (Never.) 14 x 17 loose-leaf books, 2 ft., in pasteboard cartons. Damaged by careless handling, vermin, faulty containers. N. room, basement (Bldg. B). (381)

6. CWA WORK PROJECT REPORTS, COMPLETED, TRANSFERRED OR DISCONTINUED, 1932 - 1935. Final reports, showing number, cost, final status of project when office was closed. Filed by counties. (Never.) 8 1/2 x 11 folders, 12 ft., in 5 transfer cases. N. room, basement (Bldg. C). (331)



Records in Custody of District 5 WPA Offices

7. CWA COMPLETED PROJECTS, 1933 - 1934. Showing data in regard to project, cost in detail, and source of funds. (Never.) 14 x 17 loose-leaf books, 36 ft., in barrels and pasteboard boxes. Damaged by vermin, careless handling, faulty containers. NW. room, 2d floor (Bldg. B). (398)
8. CWA MAN-HOUR REGISTERS, 1932 - 1935. Form CWA-S-4-A, weekly report on employment, hours, and wages on CWA projects. (Never.) 17 x 24 loose sheets, 1 ft. 4 in., in pasteboard box and cartons. Damaged by vermin, careless handling, faulty containers. N. room, basement (Bldg. C). (330)
9. CWA PAY ROLL ANALYSES, 1933 - 1934. Made by the state office, showing number employed, class of labor, expenditures classified, etc. (Never.) 10 x 12 folders, 4 ft., in 2 transfer cases. NW. room, 2d floor (Bldg. B). (387)
10. CWA PAY ROLLS FOR PERSONAL SERVICE, 1933 - 1934. For work on CWA projects, payment made by local disbursing officers on authority of county administrators. (Never.) 9 1/2 x 17 loose sheets, 69 ft., in 30 transfer cases and 11 pasteboard cartons. Damaged by vermin, careless handling, faulty containers. NW. room, 2d floor (Bldg. B). (386)
11. CWA PROJECT REPORTS, 1933 - 1934. Showing actual weekly costs, in detail, of projects, with distribution, by cost of labor, transportation, material, and other expenses; also source of funds. Filed numerically by counties. (Never.) 14 x 17 loose sheets, 16 ft., in 8 transfer cases. NW. room, 2d floor (Bldg. B). (397)
12. CWA PURCHASE ORDERS, 1933 - 1934. On merchants, for materials and supplies issued by state office and local units. Filed numerically. (Never.) 9 1/2 x 11 3/4 folders, 35 ft., in 28 transfer cases. NW. room, 2d floor (Bldg. B). (390)
13. CWA REQUISITIONS FOR PURCHASES, 1933 - 1934. By engineers, for equipment and materials needed for execution of projects. Filed numerically. (Never.) 9 1/2 x 11 3/4 folders, 2 ft., in transfer case. NW. room, 2d floor (Bldg. B). (388)
14. CWA TIME BOOKS, 1933 - 1934. Containing name, case number, number of hours worked each day, rate of pay per hour, for labor only. (Never.) 4 1/2 x 6 1/2 vols., 11 ft., in nine pasteboard cartons, boxes and barrels. Damaged by vermin, careless handling, faulty containers. NW. room, 2d floor (Bldg. B). (384)
15. CWA TIME SHEETS, 1933 - 1934. Weekly report of timekeeper on the project, used in local office for making pay rolls. (Never.) 8 1/2 x 10 1/2 loose sheets, 10 ft., in 5 pasteboard cartons. Damaged by vermin, careless handling, faulty containers. NW. room, 2d floor (Bldg. B). (385)

16. CWA VOUCHERS, 1933 - 1934. Issued for various items in connection with the administering of CWA works or projects, mainly for payment of purchase of materials and supplies. (Never.) 8 1/2 x 11 loose sheets, 11 ft., in 5 transfer cases. NW. room, 2d floor (Bldg. B). (393)

17. CWA WORK CARDS, 1933 - 1934. Issued to client for identification when assigned to a CWA work project. (Never.) 4 x 6 paper slips, 306 ft., in barrels, wooden boxes, and pasteboard cartons. Damaged by vermin, careless handling, faulty containers. NW. room, 2d floor (Bldg. B). (389)

PUBLICATIONS PREPARED BY THE  
LOUISIANA HISTORICAL RECORDS SURVEY  
DIVISION OF COMMUNITY SERVICE PROGRAMS  
WORK PROJECTS ADMINISTRATION

INVENTORIES OF STATE ARCHIVES

Series II. The Judiciary.

No. 2. The Supreme Court of Louisiana. (vii, 59 p. mimeo.,  
April 1941)

INVENTORIES OF PARISH ARCHIVES

- No. 2. Allen. (iv, 91 p. mimeo., June 1938)  
No. 6. Beauregard. (v, 105 p. mimeo., October 1940)  
No. 8. Bossier. (v, 295 p. mimeo., August 1940)  
No. 10. Calcasieu. (iv, 113 p. mimeo., March 1938)  
No. 22. Grant. (iv, 110 p. mimeo., April 1940)  
\*No. 26. Jefferson. (iv, 437 p. mimeo., January 1940)  
No. 26. Jefferson: A Brief History. (Reprinted from "A Brief History  
of Jefferson Parish," in Jefferson Parish Yearly Review, 1939,  
pp. 127-183; ix, 25 p. mimeo., April 1940)  
No. 28. Lafayette. (iv, 118 p. mimeo., March 1938)  
No. 35. Natchitoches. (v, 180 p. mimeo., September 1938)  
\*No. 36. Orleans. (v, 172 p. mimeo., June 1939)  
No. 38. Plaquemines. (iii, 228 p. mimeo., August 1939)  
No. 44. St. Bernard. (iii, 166 p. mimeo., December 1939)  
\*No. 45. St. Charles. (ii, 117 p. mimeo., November 1937)  
No. 55. Terrebonne. (xiii, 169 p. mimeo., May 1941)  
No. 59. Washington. (vi, 365 p. mimeo., March 1940)

INVENTORIES OF MUNICIPAL ARCHIVES

Town of Franklinton. (x, 53 p. mimeo., April 1941)

MANUSCRIPTS PUBLICATIONS

- "Guide to Depositories of Manuscript Collections in Louisiana,"  
Louisiana Historical Quarterly, XXIV (1941), 305-353. Not  
distributed separately.
- \*Guide to the Manuscript Collections in Louisiana:  
The Department of Archives. Vol. 1. (iv, 55 p. mimeo.,  
August 1940)
- \*Guide to Manuscript Collections in the Department of Archives, Louisiana  
State University. Vol. 1. (2nd ed., vi, 108 p. multi.,  
December 1940)
- \*Calendars of Manuscript Collections in Louisiana:  
Series 1. The Department of Archives: No. 1. Taber  
Collection. (12 p. printed, May 1938)

An Inventory of the Collections of the Middle American Research Institute:

- \*No. 1. Callender I. Fayssoux Collection of William Walker Papers.  
(ii, 28 p. mimeo., May 1937)
- \*No. 2. Calendar of the Yucatecan Letters. (viii, 240 p. mimeo.,  
October 1939)
- \*No. 3. Maps in the Frederick L. Hoffman Collection. (viii, 146 p.  
mimeo., December 1939)

Transcriptions of Manuscript Collections in Louisiana:

No. 1. The Favrot Papers:

- Vol. I. 1695-1769. (iv, 123 p. mimeo., February 1940)
- Vol. II. 1769-1781. (x, 184 p. mimeo., December 1940)
- Vol. III. 1781-1792. (x, 166 p. mimeo., March 1941)
- Vol. IV. 1793-1796. (xiii, 140 p. mimeo., June 1941)
- Vol. IX. [1812]. (ii, 108 p. mimeo., February 1941)

"Mississippi River Ice at New Orleans," Louisiana Historical Quarterly,  
XXI (1938), 349-353. Not distributed separately.

AMERICAN IMPRINTS INVENTORY PUBLICATIONS

Location Symbols for Libraries in the United States. (v, 258 p. mimeo.,  
October 1939)

Location Symbols for Libraries in the United States, Additions and  
Corrections. (36 p. mimeo., January 1941)

CHURCH ARCHIVES PUBLICATIONS

Church Directories

\*Directory of Churches and Religious Organizations in New Orleans.  
(iv, 96 p. mimeo., March 1941)

TRANSCRIPTIONS OF PARISH RECORDS OF LOUISIANA

No. 24. Iberville Parish: Series I. Police Jury Minutes.

- \*Vol. 1. 1850-1862. (xlviii, 138 p. mimeo., April 1940)
- \*Vol. 2. 1880-1901. (lxxvii, 361 p. mimeo., May 1940)
- \*Vol. 3. 1901-1916. (lxxxii, 468 p. mimeo., July 1940)
- \*Vol. 4. 1916-1925. (l, 281 p. mimeo., October 1940)
- \*Vol. 5. 1925-1936. (cviii, 613 p. mimeo., March 1941)

No. 26. Jefferson Parish: Series I. Police Jury Minutes.

- \*Vol. 1. 1834-1843. (xxxvii, 237 p. mimeo., June 1939)
- \*Vol. 3. 1858-1870. (liv, 319 p. mimeo., November 1939)
- \*Vol. 3-A. 1871-1884. (lix, 347 p. mimeo., January 1940)
- \*Vol. 4. 1870-1879. (lxix, 370 p. mimeo., March 1940)
- \*Vol. 5. 1879-1888. (lxvi, 386 p. mimeo., April 1940)
- \*Vol. 6. 1889-1895. (lxvi, 400 p. mimeo., April 1940)
- \*Vol. 7. 1895-1904. (liii, 480 p. mimeo., June 1940)
- \*Vol. 8. 1905-1912. (lvii, 342 p. mimeo., July 1940)
- \*Vol. 9. 1912-1918. (lv, 492 p. mimeo., September 1940)

- \*Vol. 10. 1918-1924. (lxxx, 532 p. mimeo., September 1940)
- \*Vol. 11. 1924-1929. (lxxxv, 650 p. mimeo., September 1940)
- \*Vol. 12. 1930-1935. (lxiv, 622 p. mimeo., November 1940)
- \*Vol. 13. 1935-1938. (xlix, 545 p. mimeo., February 1941)

No. 44. St. Bernard Parish: Series I. Police Jury Minutes.  
Vol. 1. 1870-1877. (xl, 107 p. mimeo., July 1941)

MISCELLANEOUS PUBLICATIONS

- \*County-Parish Boundaries in Louisiana. (vi, 139 p. mimeo., October 1939)
- \*Judicial and Congressional District Boundary Law in Louisiana. (ii, 90 p. multi., October 1939)

\* Denotes out of print.

PUBLICATIONS PREPARED BY THE  
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IN LOUISIANA

INVENTORY OF FEDERAL ARCHIVES IN THE STATES:

No. 4. ARKANSAS

- Series II. The Federal Courts (vi, 46 p. mimeo., December, 1939)
- Series III. The Department of the Treasury (iii, 22 p. mimeo., August, 1938)
- Series IV. The Department of War (iv, 123 p. mimeo., June, 1938)
- Series V. The Department of Justice (iii, 12 p. mimeo., July, 1938)
- Series VII. The Department of the Navy (iii, 3 p. mimeo., June, 1938)
- Series VIII. The Department of the Interior (iii, 8 p. mimeo., June, 1941)
- Series IX. The Department of Agriculture (v, 161 p. mimeo., October, 1938)
- Series X. The Department of Commerce (iii, 5 p. mimeo., July, 1938)
- Series XI. The Department of Labor (iv, 6 p. mimeo., December, 1939)
- Series XII. The Veterans' Administration (iv, 42 p. mimeo., September, 1940)
- Series XV. Works Progress Administration (iv, 68 p. mimeo., June, 1941)
- Series XVI. The Farm Credit Administration (iii, 8 p. mimeo., April, 1941)
- Series XVII. The Miscellaneous Agencies (iv, 29 p. mimeo., April, 1941)

No. 17. LOUISIANA

- Series II. The Federal Courts (iv, 51 p. mimeo., October, 1939)
- Series III. Department of the Treasury (iv, 357 p. mimeo., July, 1938)
- Series IV. The Department of War (iv, 228 p. mimeo., July, 1938)
- Series V. The Department of Justice (iii, 20 p. mimeo., August, 1938)
- Series VII. The Department of the Navy (iii, 46 p. mimeo., May, 1938)
- Series IX. The Department of Agriculture (vi, 301 p. mimeo., May, 1938)
- Series X. The Department of Commerce (iii, 88 p. mimeo., July, 1938)
- Series XI. The Department of Labor (iv, 19 p. mimeo., February, 1940)

- Series XII. The Veterans' Administration (iv, 40 p. mimeo., February, 1940)
- Series XIV. The Emergency Relief Administration (iii, 14 p. mimeo., June, 1941)
- Series XV. Works Progress Administration (v, 103 p. mimeo., June, 1941)
- Series XVI. The Farm Credit Administration (iii, 13 p. mimeo., April, 1941)
- Series XVII. Miscellaneous Agencies (vii, 127 p., mimeo., June, 1941)

No. 23. MISSISSIPPI

- Series II. The Federal Courts (vi, 53 p. mimeo., November, 1939)
- Series III. The Department of the Treasury (iv, 49 p. mimeo., December, 1939)
- Series IV. The Department of War (iv, 95 p. mimeo., June, 1938)
- Series V. The Department of Justice (iv, 13 p. mimeo., September, 1939)
- Series VII. The Department of the Navy (iii, 1 p. mimeo., June, 1938)
- Series VIII. The Department of the Interior (iii, 21 p. mimeo., March, 1941)
- Series IX. The Department of Agriculture (viii, 232 p. mimeo., October, 1939)
- Series X. The Department of Commerce (iii, 7 p. mimeo., August, 1938)
- Series XI. The Department of Labor (iv, 28 p. mimeo., March, 1940)
- Series XII. The Veterans' Administration (iv, 31 p. mimeo., June, 1940)
- Series XIII. The Civil Works Administration (iii, 4 p. mimeo., June, 1941)
- Series XV. Works Progress Administration (v, 81 p. mimeo., June, 1941)
- Series XVI. The Farm Credit Administration (iv, 5 p. mimeo., March, 1940)
- Series XVII. Miscellaneous Agencies (v, 27 p. mimeo., June, 1941)

No. 41. TENNESSEE

- Series II. The Federal Courts (vii, 89 p. mimeo., December, 1939)
- Series III. The Department of the Treasury (iii, 94 p. mimeo., October, 1938)
- Series IV. The Department of War (iv, 87 p. mimeo., May, 1938)
- Series V. The Department of Justice (iv, 33 p. mimeo., October, 1939)
- Series VII. The Department of the Navy (iii, 6 p. mimeo., May, 1938)

- Series VIII. The Department of the Interior (iv, 53 p. mimeo.,  
February, 1941)
- Series IX. The Department of Agriculture (vi, 181 p. mimeo.,  
June, 1938)
- Series X. The Department of Commerce (iv, 6 p. mimeo.,  
January, 1940)
- Series XI. The Department of Labor (iii, 25 p. mimeo., April,  
1941)
- Series XII. The Veterans' Administration (iii, 36 p. mimeo.,  
June, 1941)
- Series XVI. The Farm Credit Administration (iii, 51 p. mimeo.,  
April, 1941)
- Series XVII. The Miscellaneous Agencies (vi, 85 p. mimeo.,  
May, 1941)

#### MISCELLANEOUS

- A History of the U. S. Custom House, New Orleans (ii, 58 p.  
mimeo., June, 1941)
- Ship Registers and Enrollments of New Orleans, Louisiana, Vol. I.  
1804-1820 (xv, 171 p. mimeo., August, 1941)



