

DWIGHT D. EISENHOWER LIBRARY  
ABILENE, KANSAS

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

Accessions 81-19, 82-14 and 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 2 boxes
3-5	1. General Account Ledgers. 2 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 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 2 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 2 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 2 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.

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- Unused Transportation Tickets
- Subseries 7: Records Relating to Salary and Miscellaneous Expenses of the President (S-17)
- 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)

Schedule of Collections FY 1959 C/D 1-26 (1)-(3)

82 Schedule of Collections FY 1959 C/D 27-52 (1)-(3)

Schedule of Collections FY 1960 C/D 1-46 (1)-(4)

Series III: Appointment, Nomination and Personnel Records (A-8)

Payroll Control Ledgers (S-15)

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

Committee on Civilian National Honors

Coolidge Group, Charles A.

Council of Economic Advisors

Defense Research and 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

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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

Government Contracts, President's Committee on

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 and 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 and Economic Affairs (President's Trip to Ottawa November 12-15, 1953)

Judicial and 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

National Aeronautics and Space Administration

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 and 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

Reorganization of the Government, President's Advisory Committee on

Rockefeller, Nelson A. Special Assistant to the President

Rubber Producing Facilities Disposal Commission

Scientists and Engineers, President's Committee on (formerly National Committee on  
the Development of Scientists and Engineers)

Small Business, President's Conference on Technical and Distribution Research for  
the Benefit of Sept. 24-26, 1957

Small Business Administration

Small Defense Plants General Telford Taylor

Telecommunications Advisor to the President

Tennessee River Basin Water Pollution Control Commission - Federal Representative  
(to be appointed by the President)

Trade Policy Committee, The President's

United States Govt. Exhibition in Moscow (Sokolniki Park) summer of 1959

U.S. Information Agency

U.S. Information Agency Theodore C. Streibert (Voice of America)

Veterans Affairs, The President's Commission on  
Veterans Pensions, Commission on  
Water Resources Policy, The Presidential Advisory Committee on  
White House- Joseph Dodge Group  
White House- Clarence Francis Group  
White House- William Jackson  
White House- Thomas P. Pike  
White House- Evelyn Raper  
White House- Siciliano Group  
White House- Albert Toner Group (Research Group)  
White House Conference on Children and Youth - 1960 (Golden Anniversary  
Conference, National Committee for)  
World Refugee Year 7/1/59 - 6/30/60 and White House Conference on Refugees  
5/21 and 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. and 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. and W.O.L. (1)-(3)  
Coulson  
Edward P. Curtis (1)(2)  
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

N - Johnston

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 and 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.

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 and 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

Lewis, Jennings (deceased House employee)

Lindman, Bertram H.

Lopez, Austin

Manning, Wilkins R.

Robert Matteson and Minerva Mikkila

Kevin McCann and 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

Schwartz, Leonard Ellis

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 and 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)

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

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