

ROBERT HARTMANN FILES, 1974-77

Collection Type

White House Office Files

Extent

38.4 linear feet (ca. 76,800 pages)

Record Type

Textual

Access

Open. Some items are temporarily restricted under terms of the donor's deed of gift, a copy of which is available on request, or under National Archives and Records Administration general restrictions (36 CFR 1256).

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Processed by

William McNitt, February 1984

Biography

Robert Trowbridge Hartmann

1917 - Born, Rapid City, South Dakota

1938 - B.A., Stanford University

1939-41 - Reporter, Los Angeles Times

1941-45 - Ensign, U.S. Naval Reserve; served in Pacific operations in public relations and press censor posts; ordered to inactive duty as Lt. Commander

1945-54 - Reporter, editorial and special feature writer, Los Angeles Times

1954-63 - Washington bureau chief, Los Angeles Times

1963-64 - Middle East and Mediterranean bureau chief, Los Angeles Times

1964-65 - Information adviser, Food and Agriculture Organization (FAO)

1966-69 - Editor, Republican Conference, U.S. House of Representatives

1968 and 1972 - Assistant to permanent chairman Gerald R. Ford, Republican National Convention

1969-73 - Minority Sergeant-at-Arms and Legislative Assistant to the Minority Leader (Gerald R. Ford), U.S. House of Representatives

1973-74 - Chief of Staff to Vice President Gerald R. Ford

1974-77 - Counsellor to the President, The White House

1980 - Author, Palace Politics: An Inside Account of the Ford Years

2008 - Died, Washington, D.C.

Scope and Content Note

Discussed below under separate headings are: Robert Hartmann's role in the Ford White House, the scope and content of the Hartmann files, and related collections at the Ford Library.

Hartmann's Role in the Ford White House

Gerald R. Ford appointed his long-time aide Robert Hartmann as Counsellor to the President (with Cabinet status) as one of the first official acts of his Presidency. In this position Hartmann's main responsibility was to supervise the White House Office of Editorial Staff in the preparation of presidential speeches, statements, messages, and correspondence. He was also responsible for White House liaison

with Republican Party organizations and advised President Ford on a wide variety of matters that went beyond his formal duties.

In the early months of the Ford administration Hartmann continued to draft a number of President Ford's speeches, as he had done for several years, but as time passed he did less speechwriting (except for a few major addresses) and concentrated on his other duties. Although Paul Theis and then Robert Orben headed the day-to-day work of the Office of Editorial Staff, Hartmann supervised the work and often edited material prepared by that office.

After Dean Burch left the White House in 1974, Hartmann became responsible for White House liaison with the Republican Party and various Republican organizations. Burch's aide Gwen Anderson joined Hartmann's staff to assist with these duties. During 1975 John Calkins also assisted Hartmann with political matters. While Hartmann and Anderson continued to handle liaison with the Republican Party in 1976, they did not play a key role in the campaign. Richard Cheney and his staff in the White House Operations Office handled most of the campaign work, including liaison with the President Ford Committee. With the exception of the President's acceptance speech at the Republican National Convention, Hartmann did not write any campaign speeches. The Office of Editorial Staff and David Gergen of the Press Secretary's Office were responsible for most campaign speeches.

In his role as an adviser to the President, Hartmann spent a considerable amount of time in the Oval Office assisting the President and attending meetings with various groups and individuals, regularly attended Cabinet meetings, and received copies of White House staff and federal agency memoranda to the President for his input or editing before they were submitted to the President.

Scope and Content of the Hartmann Files

The Hartmann collection is strongest on speechwriting, the administration of the Office of Editorial Staff, political affairs, the selection of a new Vice President in 1974, personnel matters, and his editing or input on documents submitted to the President.

Hartmann's materials on speechwriting include case files on most, but not all, of the speeches and statements that he drafted for the President. Memoranda and multiple drafts appear for the Bicentennial speeches, the Republican Convention acceptance speech, and the 1977 State of the Union address. Smaller, but often significant, amounts of material appear for other speeches. Some major speeches, such as the 1975 and 1976 State of the Union addresses, are not represented.

The collection also documents the administration of the Office of Editorial Staff, including reports on speechwriting, message, and correspondence activity; schedules; and memoranda exchanged between Hartmann and Theis, Orben, or their staff. There are but few speech drafts by Hartmann's staff, the exceptions occurring when Hartmann took over the drafting of a speech and used another speechwriter's draft as a basis for his own work.

Hartmann's political files concern both his own work and the work of his assistants Gwen Anderson and John Calkins. Included is material on President Ford's activities in the 1974 congressional and gubernatorial campaigns, ongoing liaison with the Republican National Committee and other Republican organizations, and the 1976 presidential campaign. Although Hartmann handled some aspects of political affairs for most of the administration, White House Chief of Staff Richard Cheney had primary responsibility for White House liaison with the President Ford Committee. Hartmann's materials on the campaign relate to the drafting or editing of speeches and statements (especially the Republican Convention acceptance speech), his contacts (mostly routine) with the President Ford Committee, and documents received from Republican officials with whom he had long-time working relationships.

One special assignment which generated a significant file was to compile and report to the President on all suggestions from members of Congress, governors, the Cabinet, and others concerning the nomination of a new Vice President in August 1974. Hartmann's files contain the original incoming letters from these officials, along with tabulations and related documents.

Included in the collection are large files of documents submitted to Hartmann for his clearance and/or editing by the Domestic Council, National Security Council, White House Staff Secretary, and Presidential Personnel Office. While many of these bear only routine comments by Hartmann or his staff, some contain extensive editing or comments.

Since Hartmann was a long-time aide to Gerald Ford and had frequent access to the President, much of his advice on specific actions and issues may have been submitted orally rather than in writing. Much of the material on specific issues is routine in nature and duplicates materials found in other collections.

Related Materials (May 1987)

Other available collections on speechwriting include White House Central Files category SP (Speeches), the files of Paul Theis and Robert Orben of the Editorial Staff and David Gergen of the Press Secretary's Office, and the Reading Copies of Presidential Speeches.

The files of Hartmann's aides Gwen Anderson and John Calkins, the Dean Burch files, and White House Central Files category PL concern White House liaison with Republican Party organizations. Collections concerning the 1976 presidential campaign are listed on the Ford Library handout "The 1976 Presidential Campaign: A Guide to Manuscript Collections Available for Research."

Other material on the nomination of a new Vice President in 1974 appears in White House Central Files categories FG 38 and FG 38/A.

Hartmann's files from his work as an aide to Gerald Ford prior to August 1974 appear in the Ford congressional and vice presidential papers. Hartmann has donated some additional materials concerning his career to the Hoover Institution at Stanford University. Hartmann's association with Gerald Ford is recounted in his 1980 memoir Palace Politics: An Inside Account of the Ford Years.

Last Modified Date

2025-03-07

Presidential Speeches and Statements, 1974-77.

(Boxes 1-8, 3.2 linear feet)

Case files on presidential speeches containing drafts by Hartmann and other speechwriters; memoranda from the White House staff and others including suggestions on theme and contents or comments on drafts; and briefing papers and background information. Included are files on several speeches per month for the first seven months of the administration, but only scattered ones thereafter. Occasional changes in President Ford's handwriting appear on the drafts

of some of the important speeches. Scattered speech drafts and other materials on the speechwriting process also appear in the General Subject File.

Arranged chronologically by the date of the speech.

Box 1 - Presidential Speeches and Statements

Status	Title
OPEN	1974/08/09 - Swearing-in Ceremony
OPEN	1974/08/12 - Address to Congress
OPEN	1974/08/19 - Veterans of Foreign Wars, Chicago, IL (1)-(2)
OPEN	1974/08/30 - Ohio State University
OPEN	1974/09/06 - Dinner Honoring Reconvening of the First Continental Congress, Philadelphia, PA (1)-(3)
OPEN	1974/09/08 - Announcement of the Nixon Pardon
OPEN	1974/09/18 - United Nations General Assembly
OPEN	1974/10/03 - Congressional Retirees Dinner
OPEN	1974/10/08 - Economic Address to Congress (1)-(2)
OPEN	1974/10/15 - Future Farmers of America, Kansas City, MO
OPEN	1974/11/04 - Election Day Statement

Box 2 - Presidential Speeches and Statements

Status	Title
OPEN	1974/11/08 - Address to Congress (1)-(2)
OPEN	1974/12/02 - Opening Remarks to Press Conference
OPEN	1974/12/03 - American Conference on Trade
OPEN	1974/12/09 - American Freedom Train Certification
OPEN	1974/12/11 - Business Council
OPEN	1974/12/13 - Statement on the Canonization of Mother Seton
OPEN	1975/01/28 - National Religious Broadcasters
OPEN	1975/01/30 - National Prayer Breakfast
OPEN	1975/02/13 - Salute to Vice President Rockefeller Dinner (1)-(2)
OPEN	1975/02/21 - Reserve Officers Association

OPEN 1975/03/04 - Remarks Upon Vetoing the Energy Bill (1)-(3)

OPEN 1975/03/13 - Radio and TV Correspondents Dinner

Box 3 - Presidential Speeches and Statements

Status	Title
OPEN	1975/03/17 - University of Notre Dame (1)-(3)
OPEN	1975/03/22 - Gridiron Club (1)-(2)
OPEN	1975/04/15 - Republican Senate - House Dinner
OPEN	1975/05/03 - U.S.S. Nimitz Commissioning
OPEN	1975/05/26 - Unknown Soldier Wreath - Laying Ceremony
OPEN	1975/05/27 - Energy Address on Television (1)-(2)
OPEN	1975/06/09 - Opening Statement re CIA for Press
OFLIN	Conference
OPEN	1975/06/19 - Crime Message Briefing
OPEN	1975/07/24 - Phone Call to Apollo Crew
OPEN	1975/07/25 - Americans of Eastern European Background
OPEN	1975/12/15 - Remarks to White House Staff Christmas
OPEN	Party
OPEN	1976/04/05 - American Hellenic Educational Progressive
OI LIV	Association (AHEPA) (1)-(2)
OPEN	1976/05/08 - Dedication of Harry S. Truman Statue

Box 4 - Presidential Speeches and Statements

Status	Title
OPEN	1976/07 - Bicentennial Speeches: Correspondence and Memoranda (1)-(4)
OPEN	1976/07 - Bicentennial Speeches: Correspondence Received After Delivery (1)-(2)
OPEN	1976/07 - Bicentennial Speeches: Publication of (1)-(3)
OPEN	1976/07/01 - Air and Space Museum Dedication: Background
OPEN	1976/07/01 - Air and Space Museum Dedication: Drafts
OPEN	1976/07/02 - National Archives: Background

Box 5 - Presidential Speeches and Statements

OPEN 1976/07/02 - National Archives: Drafts (1)-(2)
OPEN 1976/07/03 - Bicentennial Television Message

OPEN 1976/07/03 - Kennedy Center

OPEN 1976/07/04 - Independence Hall: Background OPEN 1976/07/04 - Independence Hall: Drafts (1)-(3)

OPEN 1976/07/04 - Operation Sail, New York City

OPEN 1976/07/04 - Valley Forge

OPEN 1976/07/05 - Monticello: Background

OPEN / DIGITIZED 1976/07/05 - Monticello: Drafts (1)

OPEN 1976/07/05 - Monticello: Drafts (2)

Box 6 - Presidential Speeches and Statements

Status Title
1976/08/19 - Convention Acceptance Speech: Composite

OPEN Draft 1

OPEN 1976/08/19 - Convention Acceptance Speech: Composite

Draft 2 (1)-(2)

OPEN 1976/08/19 - Convention Acceptance Speech: Composite

Draft 3 (1)-(2)

OPEN 1976/08/19 - Convention Acceptance Speech: Composite

Draft 4

OPEN 1976/08/19 - Convention Acceptance Speech: Composite

Draft 5 (1)-(2)

OPEN 1976/08/19 - Convention Acceptance Speech: Composite

Draft 6 (1)-(4)

OPEN 1976/08/19 - Convention Acceptance Speech: Composite

Draft 7

Box 7 - Presidential Speeches and Statements

Status Title

OPEN 1976/08/19 - Convention Acceptance Speech: Hartmann

Draft

OPEN 1976/08/19 - Convention Acceptance Speech: Memoranda

Juli	
OPEN	1976/08/19 - Convention Acceptance Speech: Past Acceptance Speeches, 1948-72
OPEN	1976/08/19 - Convention Acceptance Speech: Press Release and Printed Versions
OPEN	1976/08/19 - Convention Acceptance Speech: Suggestions and Drafts by Staff and Others (1)-(7)
OPEN	1976/12/08 - Les Arends Portrait Unveiling
OPEN	1977/01/12 - State of the Union: Background and Memoranda
OPEN	1977/01/12 - State of the Union: Draft 1
OPEN	1977/01/12 - State of the Union: Draft 2 (1)-(2)

Title

Box 8 - Presidential Speeches and Statements

Status	Title
OPEN	1977/01/12 - State of the Union: Draft 3
OPEN	1977/01/12 - State of the Union: Draft 4 (1)-(3)
OPEN	1977/01/12 - State of the Union: Draft 5 (1)-(2)
OPEN	1977/01/12 - State of the Union: Draft 6 (1)-(2)
OPEN	1977/01/12 - State of the Union: Draft 7 (1)-(2)
OPEN	1977/01/12 - State of the Union: Reading Copy - 2nd Edition
OPEN	1977/01/12 - State of the Union: Reading Copy - 2nd Edition Changes
OPEN	1977/01/12 - State of the Union: Reading Copy - Final Edition

General Subject File, 1974-77.

(Boxes 9-23, 6.0 linear feet)

Status

Memoranda exchanged between Hartmann and the President, White House staff, or departmental and agency officials; reports; briefing materials; speeches and speech drafts; messages; schedules; press releases; and occasional correspondence and clippings. One major focus of this series is the speechwriting process and the Hartmann's oversight of the White House Editorial Staff. Another important focus is the selection of an new Vice President in August 1974. Materials

on economic and energy matters are abundant, but documents tend to be few and/or routine on other topics such as the Bicentennial, federal budget, appointments to government positions, and presidential trips.

Arranged alphabetically by subject.

Box 9 - General Subject File

Status	Title
OPEN / DIGITIZED	Advancemen - Requests To Be
OPEN / DIGITIZED	<u>American Revolution Bicentennial Administration -</u> <u>Advisory Council</u>
OPEN / DIGITIZED	Amnesty (1)
OPEN / DIGITIZED	Amnesty (2)
OPEN / DIGITIZED	Bicentennial
OPEN / DIGITIZED	Bicentennial Coins
OPEN / DIGITIZED	Bicentennial Sound and Light Show
OPEN / DIGITIZED	Biographies - President, First Lady, and Susan Ford
OPEN / DIGITIZED	Blacks
OPEN / DIGITIZED	Budget - FY1975 (1)
OPEN / DIGITIZED	Budget - FY1975 (2)
OPEN / DIGITIZED	Budget - FY1975 (3)
OPEN / DIGITIZED	Budget - FY1976
OPEN / DIGITIZED	Budget - FY1977 (1)
OPEN / DIGITIZED	Budget - FY1977 (2)
OPEN / DIGITIZED	Budget - FY1978
OPEN / DIGITIZED	Busing Legislation
OPEN / DIGITIZED	Busing Policy Paper
Box 10 - General Sub	oject File
Status	Title

Status	TICIC
OPEN / DIGITIZED	Cabinet
OPEN / DIGITIZED	Cabinet And Key White House Staff - Out of Town Schedules

Status	Title
OPEN / DIGITIZED	Cabinet Dinner Honoring the President and First Lady, 1977
OPEN / DIGITIZED	Camp David - History
OPEN / DIGITIZED	China - Trade Delegation
OPEN / DIGITIZED	Common Situs
OPEN / DIGITIZED	Congress - New Members (94th)
OPEN / DIGITIZED	Congressional Black Caucus Meeting, 1974/08/21 (1)
OPEN / DIGITIZED	Congressional Black Caucus Meeting, 1974/08/21 (2)
OPEN / DIGITIZED	Congressional Black Caucus Meeting, 1974/08/21 (3)
OPEN / DIGITIZED	Congressional Black Caucus Meeting, 1974/08/21 (4)
OPEN / DIGITIZED	Congressional Recess Schedule, 1975
OPEN / DIGITIZED	Congressional Relations Office
OPEN / DIGITIZED	Congressional Staff Reception, 1974/09/24
OPEN / DIGITIZED	Council of Economic Advisers Memoranda to the President (1)
OPEN / DIGITIZED	Council of Economic Advisers Memoranda to the President (2)
OPEN / DIGITIZED	Council of Economic Advisers Memoranda to the President (3)
OPEN / DIGITIZED	Council of Economic Advisers Memoranda to the President (4)

Box 11 - General Subject File

Status	Title
OPEN / DIGITIZED	Defense Officials Dinner
OPEN / DIGITIZED	Domestic Council
OPEN / DIGITIZED	Doral Celebrity Dinner Videotape
OPEN / DIGITIZED	Editorial Staff Activity
OPEN / DIGITIZED	Education and Work Initiative
OPEN / DIGITIZED	Eisenhower, Dwight D Farewell Address
OPEN / DIGITIZED	Energy
OPEN / DIGITIZED	Energy Policy and Conservation Act

Status Title OPEN / DIGITIZED Federal Domestic Assistance Catalog OPEN / DIGITIZED First Lady OPEN / DIGITIZED Fletcher, Arthur OPEN / DIGITIZED Foreign Policy Speech - Materials (1) OPEN / DIGITIZED Foreign Policy Speech - Materials (2) OPEN / DIGITIZED Foreign Policy Speech - Materials (3) Foreign Policy Speech - Materials (4) **OPEN / DIGITIZED** OPEN / DIGITIZED Foreign Policy Speech - Materials (5) OPEN / DIGITIZED Foreign Visitors - 1974/08/16: King Hussein of Jordan Foreign Visitors - 1974/09/10: Prime Minister Rabin of OPEN / DIGITIZED Israel Foreign Visitors - 1975/01/30: Prime Minister Wilson of OPEN / DIGITIZED **Great Britain** Foreign Visitors - 1976/12/06 - Prime Minister Andreotti of OPEN / DIGITIZED Italy

Box 12 - General Subject File

Status	Title
OPEN / DIGITIZED	Freedom of Information Act Amendments
OPEN / DIGITIZED	General Revenue Sharing
OPEN / DIGITIZED	Grain Sales to the Soviet Union
OPEN / DIGITIZED	Hartmann, Robert - Interview by Sarah McClendon and Others
OPEN / DIGITIZED	Hartmann, Robert - National Press Club Speech, 1975/01/16
OPEN / DIGITIZED	Hebert, F. Edward - Message
OPEN / DIGITIZED	Hirshhorn Museum and Sculpture Garden Dedication
OPEN / DIGITIZED	Housing
OPEN / DIGITIZED	Independence Day Message, 1975
OPEN / DIGITIZED	Inflation, Conference on (1)
OPEN / DIGITIZED	Inflation, Conference on (2)
OPEN / DIGITIZED	International Economic Report, 1977

Status Title OPEN / DIGITIZED International Economic Summit - Puerto Rico, 1976 OPEN / DIGITIZED International Monetary Fund Meeting, 1974 OPEN / DIGITIZED Issues OPEN / DIGITIZED Jackson, Marvin OPEN / DIGITIZED Kriegsman, William E. OPEN / DIGITIZED Laird, Melvin R. McCrary, John Reagan **OPEN / DIGITIZED** OPEN / DIGITIZED Medal of Freedom National Endowment for the Arts OPEN / DIGITIZED National Football Foundation and Hall of Fame Dinner, OPEN / DIGITIZED 1974/12/10 **OPEN / DIGITIZED** National Governors' Conference, 1975

Box 13 - General Subject File

Status	Title
OPEN / DIGITIZED	National Religious Broadcasters Convention
OPEN / DIGITIZED	Natural Gas Shortage (1)
OPEN / DIGITIZED	Natural Gas Shortage (2)
OPEN / DIGITIZED	<u>Navy</u>
OPEN / DIGITIZED	New York City (1)
OPEN / DIGITIZED	New York City (2)
OPEN / DIGITIZED	Nixon Papers
OPEN / DIGITIZED	Nixon Pardon
OPEN / DIGITIZED	Office - Christmas Card Lists
OPEN / DIGITIZED	Office - Christmas Vacation Schedules
OPEN / DIGITIZED	Office - Organization
OPEN / DIGITIZED	Office - Personnel Matters (1)
OPEN / DIGITIZED	Office - Personnel Matters (2)
OPEN / DIGITIZED	Office - Personnel Matters (3)
OPEN / DIGITIZED	Office - Requests for Equipment and Supplies (1)
OPEN / DIGITIZED	Office - Requests for Equipment and Supplies (2)

Box 14 - General Subject File

Status	Title
OPEN / DIGITIZED	Office - Requests for Equipment and Supplies (3)
OPEN / DIGITIZED	Office - Requests for Equipment and Supplies (4)
OPEN / DIGITIZED	Office - Sequoia Cruise
OPEN / DIGITIZED	Oil Cargo Preference Legislation
OPEN / DIGITIZED	Outer Continental Shelf Oil and Gas Development
OPEN / DIGITIZED	Oval Office Objects
OPEN / DIGITIZED	Panama Canal Treaty
OPEN / DIGITIZED	Personnel - Ambassadorial Status Report
OPEN / DIGITIZED	Personnel - Appointments Pending at the Transition
OPEN / DIGITIZED	Personnel - Boards and Commissions Vacancy Reports (1)
OPEN / DIGITIZED	Personnel - Boards and Commissions Vacancy Reports (2)
OPEN / DIGITIZED	Personnel - Executive Level Vacancy Reports (1)
OPEN / DIGITIZED	Personnel - Executive Level Vacancy Reports (2)
OPEN / DIGITIZED	Personnel - Executive Level Vacancy Reports (3)
OPEN / DIGITIZED	Personnel - Executive Level Vacancy Reports (4)
OPEN / DIGITIZED	Personnel - General
OPEN / DIGITIZED	Personnel - Position Specification Sheets
OPEN / DIGITIZED	President - Briefing Book

Box 15 - General Subject File

	7
Status	Title
OPEN / DIGITIZED	President - Christmas Presents (1)
OPEN / DIGITIZED	President - Christmas Presents (2)
OPEN / DIGITIZED	President - Economic and Energy Proposals (1)
OPEN / DIGITIZED	President - Economic and Energy Proposals (2)
OPEN / DIGITIZED	President - Economic and Energy Proposals (3)
OPEN / DIGITIZED	President - Economic and Energy Proposals (4)
OPEN / DIGITIZED	President - House Votes by Subject
OPEN / DIGITIZED	President - Interview with U.S. News and World Report
OPEN / DIGITIZED	President - Mail Summaries
OPEN / DIGITIZED	President - Messages to Groups and Individuals (1)
OPEN / DIGITIZED	President - Messages to Groups and Individuals (2)

OPEN / DIGITIZED President - Official Picture OPEN / DIGITIZED President - Papers (Publication) OPEN / DIGITIZED President - Proposed Interviews by Groups of Columnists OPEN / DIGITIZED President - Recommended Telephone Call Procedures OPEN / DIGITIZED President - Report: One Year (1) OPEN / DIGITIZED President - Report: One Year (2) Box 16 - General Subject File Status Title OPEN / DIGITIZED President - Report: Two Years (1) OPEN / DIGITIZED President - Report: Two Years (2) OPEN / DIGITIZED President - Report: Two Years (3) OPEN / DIGITIZED President - Telephone Calls to Put Through Immediately
OPEN / DIGITIZED
OPEN / DIGITIZED
OPEN / DIGITIZED President - Report: One Year (1) OPEN / DIGITIZED President - Report: One Year (2) Box 16 - General Subject File Status Title OPEN / DIGITIZED President - Report: Two Years (1) OPEN / DIGITIZED President - Report: Two Years (2) OPEN / DIGITIZED President - Report: Two Years (3)
OPEN / DIGITIZED President - Report: One Year (2) Box 16 - General Subject File Status Title OPEN / DIGITIZED President - Report: Two Years (1) OPEN / DIGITIZED President - Report: Two Years (2) OPEN / DIGITIZED President - Report: Two Years (3)
Box 16 - General Subject File Status Title OPEN / DIGITIZED President - Report: Two Years (1) OPEN / DIGITIZED President - Report: Two Years (2) OPEN / DIGITIZED President - Report: Two Years (3)
Status OPEN / DIGITIZED
OPEN / DIGITIZED
OPEN / DIGITIZED
OPEN / DIGITIZED
<u> </u>
OPEN / DIGITIZED
OPEN / DIGITIZED <u>President - Vacation in Vail</u>
OPEN / DIGITIZED <u>Presidential Spokesman Schedules (1)</u>
OPEN / DIGITIZED <u>Presidential Spokesman Schedules (2)</u>
OPEN / DIGITIZED <u>Presidential Spokesman Schedules (3)</u>
OPEN / DIGITIZED <u>Presidential Spokesman Schedules (4)</u>
OPEN / DIGITIZED <u>Presidential Spokesman Schedules (5)</u>
OPEN / DIGITIZED Press Conferences (1)
OPEN / DIGITIZED Press Conferences (2)
OPEN / DIGITIZED <u>Public Liaison Office</u>
OPEN / DIGITIZED Regulatory Reform
OPEN / DIGITIZED <u>Richardson, Elliot</u>
OPEN / DIGITIZED <u>Saturday Evening Post - Special Bicentennial Issue</u>
OPEN / DIGITIZED Scouter of the Year Dinner, 1974/12/02
OPEN / DIGITIZED <u>Secchia, Peter</u>
OPEN / DIGITIZED <u>Senior Economic Advisers Meetings</u>
OPEN / DIGITIZED <u>Sikes, Bob - Tribute</u>
OPEN / DIGITIZED <u>Small Business Administration - GAO Audit</u>

Box 17 - General Subject File

Status Title

OPEN / DIGITIZED Society of Security Analysts Speech OPEN / DIGITIZED Speech Material - General OPEN / DIGITIZED Speech Materials - Law and Order OPEN / DIGITIZED Speeches - Basic Speeches on Various Issues OPEN / DIGITIZED Speeches Often Requested (1) OPEN / DIGITIZED Speeches Often Requested (2) OPEN / DIGITIZED Speeches Often Requested (3) OPEN / DIGITIZED Speeches Often Requested (4) OPEN / DIGITIZED Speeches Often Requested (5) Speeches Often Requested (6) OPEN / DIGITIZED **Speechwriting Schedules**

Status Magazines (1)

Box 18 - General Subject File

OPEN / DIGITIZED

OPEN / DIGITIZED

OPEN / DIGITIZED

Status Title OPEN / DIGITIZED Status Magazines (2) OPEN / DIGITIZED Swimming Pool - White House OPEN / DIGITIZED Tax Cut Bill - H.R.2166 (1) OPEN / DIGITIZED Tax Cut Bill - H.R.2166 (2) OPEN / DIGITIZED Tax Cut Bill - H.R.2166 (3) OPEN / DIGITIZED Tax Reduction and Spending Restraint Program **Television News Items** OPEN / DIGITIZED OPEN / DIGITIZED Transition OPEN / DIGITIZED Transition - Helpful Suggestions OPEN / DIGITIZED **Transition Team Meetings** U.S. News and World Report Interview - Hartmann, Marsh, OPEN / DIGITIZED and Buchen (1) U.S. News and World Report Interview - Hartmann, Marsh, OPEN / DIGITIZED and Buchen (2) OPEN / DIGITIZED **USS Monterey Reunion** OPEN / DIGITIZED Unemployment OPEN / DIGITIZED **Uranium Enrichment (1)**

Uranium Enrichment (2)

Box 19 - General Subject File

Box 15 General St	•
Status	Title
OPEN / DIGITIZED	<u>Veterans Day Address</u>
OPEN / DIGITIZED	Vice President - Announcement of Rockefeller Nomination
OPEN / DIGITIZED	Vice President - Cabinet Suggestions
OPEN / DIGITIZED	Vice President - Comments on the Rockefeller Nomination
OPEN / DIGITIZED	Vice President - Friends' Suggestions
OPEN / DIGITIZED	Vice President - Governors' Suggestions
OPEN / DIGITIZED	Vice President - Hartmann News Conference, 1974/08/20
OPEN / DIGITIZED	Vice President - House Suggestions, A-Mh (1)
OPEN / DIGITIZED	Vice President - House Suggestions, A-Mh (2)
OPEN / DIGITIZED	Vice President - House Suggestions, A-Mh (3)
OPEN / DIGITIZED	Vice President - House Suggestions, A-Mh (4)
OPEN / DIGITIZED	Vice President - House Suggestions, A-Mh (5)
OPEN / DIGITIZED	Vice President - House Suggestions, A-Mh (6)
OPEN / DIGITIZED	Vice President - House Suggestions, A-Mh (7)
OPEN / DIGITIZED	Vice President - House Suggestions, A-Mh (8)
OPEN / DIGITIZED	Vice President - House Suggestions, A-Mh (9)
Box 20 - General Su	ubject File
Status	Title
OPEN / DIGITIZED	Vice President - House Suggestions, Mi-Z (1)
OPEN / DIGITIZED	Vice President - House Suggestions, Mi-Z (2)
OPEN / DIGITIZED	Vice President - House Suggestions, Mi-Z (3)
OPEN / DIGITIZED	Vice President - House Suggestions, Mi-Z (4)
OPEN / DIGITIZED	Vice President - House Suggestions, Mi-Z (5)
OPEN / DIGITIZED	Vice President - House Suggestions, Mi-Z (6)
OPEN / DIGITIZED	Vice President - House Suggestions, Mi-Z (7)
OPEN / DIGITIZED	Vice President - Letter to Congress
OPEN / DIGITIZED	Vice President - Other Suggestions (1)
OPEN / DIGITIZED	Vice President - Other Suggestions (2)
OPEN / DIGITIZED	Vice President - Other Suggestions (3)
OPEN / DIGITIZED	Vice President - Other Suggestions (4)

OPEN / DIGITIZED <u>Vice President - Other Suggestions (5)</u>

Box 21 - General Subject File

Status	Title	
OPEN / DIGITIZED	Vice President - Republican National Committee	
	Suggestions	
OPEN / DIGITIZED	Vice President - Rockefeller Statement to the Senate Rules	
OI ENT DIOTTIZED	Committee	
OPEN / DIGITIZED	Vice President - Rockefeller Swearing-in	
OPEN / DIGITIZED	Vice President - Senate Suggestions, A-Z (1)	
OPEN / DIGITIZED	Vice President - Senate Suggestions, A-Z (2)	
OPEN / DIGITIZED	Vice President - Senate Suggestions, A-Z (3)	
OPEN / DIGITIZED	Vice President - Suggestions Received After the Final	
	<u>Tabulation</u>	
OPEN / DIGITIZED	Vice President - Survey of New York Political Climate	
OPEN / DIGITIZED	Vice President - Tabulations and Summaries of	
	Suggestions (1)	
OPEN / DIGITIZED	Vice President - Tabulations and Summaries of	
OI LIV / DIOITIZED	Suggestions (2)	
OPEN / DIGITIZED	Vice President - White House Staff Suggestions	
OPEN / DIGITIZED	Vice Presidential Staff	
OPEN / DIGITIZED	Vietnam Era Veterans Readjustment Assistance Act	

Box 22 - General Subject File

Status	Title
OPEN / DIGITIZED	WIN Campaign - Citizens Action Committee Book
OPEN / DIGITIZED	WIN Campaign - General (1)
OPEN / DIGITIZED	WIN Campaign - General (2)
OPEN / DIGITIZED	WIN Campaign - General (3)
OPEN / DIGITIZED	WIN Campaign - Meeting with American Automobile Association Board (1)
OPEN / DIGITIZED	WIN Campaign - Meeting with American Automobile Association Board (2)
OPEN / DIGITIZED	Washington Cathedral Dedication

Status	Title
OPEN / DIGITIZED	Washington International Horse Show
OPEN / DIGITIZED	Washington METRO
OPEN / DIGITIZED	Welfare Reform
OPEN / DIGITIZED	White House Communications Agency Videotape News
	Summary
OPEN / DIGITIZED	White House Conference, 1975/07/03 - Cincinnati, OH
OPEN / DIGITIZED	White House Conference, 1975/08/19 - Peoria, IL (1)
OPEN / DIGITIZED	White House Conference, 1975/08/19 - Peoria, IL (2)

Box 23 - General Subject File

Status	Title
OPEN / DIGITIZED	White House Conference, 1975/08/26 - Milwaukee, WI (1)
OPEN / DIGITIZED	White House Conference, 1975/08/26 - Milwaukee, WI (2)
OPEN / DIGITIZED	White House Conference, 1975/09/05 - Seattle, WA (1)
OPEN / DIGITIZED	White House Conference, 1975/09/05 - Seattle, WA (2)
OPEN / DIGITIZED	White House Conference, 1975/09/12 - St. Louis, MO (1)
OPEN / DIGITIZED	White House Conference, 1975/09/12 - St. Louis, MO (2)
OPEN / DIGITIZED	White House Conference, 1975/10/01 - Omaha, NE
OPEN / DIGITIZED	White House Conference, 1975/10/07 - Knoxville, TN
OPEN / DIGITIZED	White House Fellows
OPEN / DIGITIZED	White House Photographic Office - Duty Photographic Officer
OPEN / DIGITIZED	White House Staff Organization
OPEN / DIGITIZED	White House Summer Intern Program
OPEN / DIGITIZED	White House Telephone Listing
OPEN / DIGITIZED	World Golf Hall of Fame Dedication
OPEN / DIGITIZED	Zeoli, Billy

Political Subject File, 1974-77.

(Boxes 24-29, 2.4 linear feet)

Memoranda and correspondence between Hartmann and the President, White House staff, Republican Party officials, or President Ford Committee officials;

reports; schedules; speeches; briefing papers; and publications. This series concerns White House liaison with Republican organizations, the 1976 presidential campaign, President Ford's activities in the 1974 congressional and gubernatorial campaigns, campaign trips, fundraising, and other political matters.

Arranged alphabetically by subject.

Box 24 - Political Subject File

Status	Title
OPEN / DIGITIZED	AFL-CIO
OPEN / DIGITIZED	Burch, Dean
OPEN / DIGITIZED	<u>Campaign - 1974 (1)</u>
OPEN / DIGITIZED	<u>Campaign - 1974 (2)</u>
OPEN / DIGITIZED	Campaign - 1975
OPEN / DIGITIZED	Campaign - 1976
OPEN / DIGITIZED	Campaign Schedule, 1974 (1)
OPEN / DIGITIZED	Campaign Schedule, 1974 (2)
OPEN / DIGITIZED	Campaign Speeches and Debates - Speechwriters'
OI LIN / DIGITIZED	Recommendations
OPEN / DIGITIZED	Campaign Travel Committee Thank You Letters, 1974
OPEN / DIGITIZED	Capitol Hill Club
OPEN / DIGITIZED	Champion, Jackson (1)
OPEN / DIGITIZED	Champion, Jackson (2)
OPEN / DIGITIZED	Chowder and Marching Club Directory
OPEN / DIGITIZED	Connally, John B.
OPEN / DIGITIZED	Conservative Caucus
OPEN / DIGITIZED	Democratic Party
OPEN / DIGITIZED	Democratic Presidential Candidates (1)
OPEN / DIGITIZED	Democratic Presidential Candidates (2)
OPEN / DIGITIZED	Dole, Robert
OPEN / DIGITIZED	Federal Election Campaign Laws
OPEN / DIGITIZED	Federal Election Commission
OPEN / DIGITIZED	First Monday

OPEN / DIGITIZED Ford Announcement of Candidacy

Box 25 - Political Subject File

Status Title

OPEN / DIGITIZED Ford Appearances on Behalf of Republican Members of

Congress, 1972-1975 (1)

OPEN / DIGITIZED Ford Appearances on Behalf of Republican Members of

Congress, 1972-1975 (2)

OPEN / DIGITIZED Ford National Convention Speeches, 1968-1976

Box 26 - Political Subject File

Status Title

OPEN / DIGITIZED Gubernatorial Candidates, 1974

OPEN / DIGITIZED <u>Issue Papers</u>

OPEN / DIGITIZED <u>Mondale/Dole/Ford Congressional Voting Records</u>

OPEN / DIGITIZED Political Activities of Presidential Appointees

OPEN / DIGITIZED Political Mail Procedures

OPEN / DIGITIZED Political Scheduling Recommendations

OPEN / DIGITIZED President Ford Committee (1)
OPEN / DIGITIZED President Ford Committee (2)

OPEN / DIGITIZED President Ford Committee (3)
OPEN / DIGITIZED President Ford Committee (4)

OPEN / DIGITIZED President Ford Committee (5)
OPEN / DIGITIZED President Ford Committee (6)

OPEN / DIGITIZED Presidential Trips - Scheduling Procedures (Political Office

Input)

OPEN / DIGITIZED Reagan, Ronald

OPEN / DIGITIZED Reagan, Ronald - Speech, 1976/03/31

OPEN / DIGITIZED <u>Republican Almanac, 1975</u>

Box 27 - Political Subject File

Status Title

OPEN / DIGITIZED Republican Candidate Taping Sessions, 1974

OPEN / DIGITIZED Republican Congressional Committee

Status	Title	
OPEN / DIGITIZED	Republican Convention (1)	
OPEN / DIGITIZED	Republican Convention (2)	
OPEN / DIGITIZED	Republican Convention - Site Selection	
OPEN / DIGITIZED	Republican Fundraisers - Presidential Participation	
OPEN / DIGITIZED	Republican Governors Association (1)	
OPEN / DIGITIZED	Republican Governors Association (2)	
OPEN / DIGITIZED	Republican Governors Association (3)	
OPEN / DIGITIZED	Republican Governors Association (4)	
OPEN / DIGITIZED	Republican Governors Association (5)	
OPEN / DIGITIZED	Republican National Associates Reception, 1975/06/24	
OPEN / DIGITIZED	Republican National Committee (1)	
OPEN / DIGITIZED	Republican National Committee (2)	
Box 28 - Political Sul	-	
Status	Title	
OPEN / DIGITIZED	Republican National Committee (3)	
OPEN / DIGITIZED	Republican National Committee (4)	
OPEN / DIGITIZED	Republican National Committee (5)	
OPEN / DIGITIZED	Republican National Committee - Reception, 1975/09/08	
OPEN / DIGITIZED	Republican National Finance Committee	
OPEN / DIGITIZED	Republican National Hispanic Assembly Meeting, 1975/12/11 (1)	
OPEN / DIGITIZED	Republican National Hispanic Assembly Meeting, 1975/12/11 (2)	
OPEN / DIGITIZED	Republican National Hispanic Assembly Meeting, 1975/12/11 (3)	
OPEN / DIGITIZED	Republican Party Rules	
OPEN / DIGITIZED	Republican State Central Committees Meetings	
OPEN / DIGITIZED	The Right Report	
OPEN / DIGITIZED	Third Parties	
Box 29 - Political Sul	oject File	

OPEN / DIGITIZED Trips - 1974/10/07: Burlington, VT OPEN / DIGITIZED Trips - 1974/10/10: Detroit, MI Trips - 1974/10/16: Kansas City, MO OPEN / DIGITIZED OPEN / DIGITIZED Trips - 1974/10/29: Grand Rapids, MI Trips - 1974/10/31: California, Oregon, Utah, Colorado, and OPEN / DIGITIZED Kansas OPEN / DIGITIZED Trips - 1976/10/15-16: lowa, Illinois, and Missouri (1) OPEN / DIGITIZED Trips - 1976/10/15-16: Iowa, Illinois, and Missouri (2) OPEN / DIGITIZED Trips - 1976/10/15-16: Iowa, Illinois, and Missouri (3) OPEN / DIGITIZED Trips - 1976/10/29: Indiana and Ohio (1) OPEN / DIGITIZED Trips - 1976/10/29: Indiana and Ohio (2) OPEN / DIGITIZED **Unauthorized Campaign Committees** OPEN / DIGITIZED Young Republican Leadership Conference, 1975 OPEN / DIGITIZED Young Republican National Convention Resolutions, 1975

Survey Research Program File, Oct. 1974-Apr. 1975.

(Boxes 30-35, 2.4 linear feet)

Polling data and correspondence relating to a January 1975 proposal for a White House contract with Decision Making Information, Inc. (headed by Richard B. Wirthlin) to establish an ongoing White House program to survey changes in public opinion. The series includes results from two national surveys and five local surveys, the latter concerning changes in perceptions of President Ford and his programs after presidential visits to those locales. The major focus of these surveys was on issues, especially economic and energy questions, rather than on politics. After a brief test of the program it was apparently discontinued as no materials from a later period have been discovered.

Arranged alphabetically by survey title.

Box 30 - Survey Research Program File

Status Title

OPEN California Impact Study

OPEN Economic Issues: The Public's Perception (1)

Box 31 - Survey Research Program File

OPEN Economic Issues: The Public's Perception (2)

OPEN Houston Impact Study

Box 32 - Survey Research Program File

Status Title

OPEN Miami Impact Study and a Retrospective View of National,

Houston, and Topeka

OPEN Attitudes

OPEN National Issues Study (1)

Box 33 - Survey Research Program File

Status Title

OPEN National Issues Study (2)

OPEN President Ford's Anti-Inflation Program

Box 34 - Survey Research Program File

Status Title

OPEN Presidential Survey Research Proposal (1)-(2)

OPEN Roper Reports

OPEN South Bend Impact Study (1)

Box 35 - Survey Research Program File

Status Title

OPEN South Bend Impact Study (2)

OPEN Topeka Impact Study

White House Memoranda, 1974-77.

(Boxes 36-42, 2.8 linear feet)

Memoranda exchanged between Hartmann and the President, Vice President, or White House staff on a wide variety of matters. Topics frequently discussed include: presidential speeches and messages, scheduling and trips, political affairs (including the 1976 campaign), and appointments to government positions. Large files of memoranda exchanged by Hartmann with his own staff are included.

Arranged alphabetically by name. Memoranda exchanged with junior members of the White House staff are often filed under the name of the head of their office.

Box 36 - White House Memoranda

Status Title

OPEN Anderson, Gwen and Research Office staff (1)-(7)

OPEN Armstrong, Anne

OPEN Baroody, William and staff

OPEN Barrett, Robert
OPEN Beal, Theodore

OPEN Bennett, Douglas (1)-(5)

OPEN Block, Edward

Box 37 - White House Memoranda

Status Title

OPEN Buchen, Philip and staff (1)-(2)

OPEN Burch, Dean

OPEN Burress, Richard

OPEN Calkins, Jack

OPEN Cannon, James and staff (1)-(2)

OPEN Cavaney, Byron ("Red")

OPEN Cheney, Richard

OPEN Cole, Kenneth and staff

OPEN Conger, Clem

OPEN Connor, James

OPEN Dunlop, John

OPEN Elliott, Roland and staff (1)-(4)

OPEN First Lady's Staff

Box 38 - White House Memoranda

Status Title

OPEN Flanigan, Peter

OPEN Freeburg, Russell

OPEN Friedersdorf, Max and staff

OPEN Goldwin, Robert

OPEN Greenspan, Alan

OPEN Gulley, W.L.

Status Title **OPEN** Haig, Alexander **OPEN** Hasek, Eliska **OPEN** Hoopes, David **OPEN** Hosmer, Susan **OPEN** Jenkins, Wilbur **OPEN** Jones, Jerry (1)-(2) **OPEN** Kamstra, Anne **OPEN** Kuropas, Myron **OPEN** Leonard, Mildred **OPEN** Lukash, William **OPEN** Lynn, James

OPEN Marsh, John and staff (1)-(3)

OPEN McCracken, Paul

OPEN Messersmith, Neta

OPEN Nessen, Ron and staff (1)-(4)

Box 39 - White House Memoranda

Title Status

OPEN Nicholson, William (1)-(5)

OPEN O'Donnell. Terence

OPEN Orben, Robert (1)-(2)

OPEN Pagnotta, Frank

OPEN President

OPEN Raoul-Duval, Michael

Roussel, Peter OPEN

Rumsfeld, Donald OPEN

OPEN Rush, Kenneth

OPEN Rustand, Warren (1)-(3)

Box 40 - White House Memoranda

Status Title

OPEN Rustand, Warren (4)-(8)

OPEN Schmults, Edward

OPEN Scott, Stanley S. (1)-(3) **OPEN** Scowcroft. Brent (1)-(2)

OPEN Scranton, William

OPEN Seidman, William (1)-(2)

Box 41 - White House Memoranda

Title Status

OPEN Smith, Douglas

Speechwriters (1)-(8) OPEN

terHorst, Jerald OPEN

OPEN Theis. Paul (1)-(4)

Box 42 - White House Memoranda

OPEN

Status	Title

Theis, Paul (5)-(9) **OPEN** Timmons. William

OPEN Veneman, John

OPEN Vice President

OPEN Waldron, Agnes

OPEN Walker, William and staff (1)-(2)

OPEN White House Mail Room

OPEN White House Photographic Office

OPEN White House Staff

OPEN Wicklein, Marjorie

OPEN Wilson, Joann

OPEN Wimer, David

OPEN Zarb, Frank

General Correspondence, 1974-77.

(Boxes 43-54, 4.8 linear feet)

Correspondence exchanged between Hartmann and government officials, Republican leaders, businessmen, friends, and the general public on a variety of matters. While small amounts of material on a variety of issues appear scattered throughout the series, one of the most common topics is political affairs, especially the 1976 presidential campaign.

Arranged alphabetically, with correspondents who wrote frequently having their own separate case files.

Box 43 - General Correspondence

Status	Title
OPEN	Α
OPEN	Albert, Carl
OPEN	Anonymous (1)-(7)
OPEN	Ba
OPEN	Banowsky, William S.
OPEN	Barnett, Frank R.
OPEN	Bartlett, Joe

Box 44 - General Correspondence

	Status	Title
OPEN		Bb-Bh
OPEN		Belin, David (1)-(3)
OPEN		Bi-Bo
OPEN		Bowers, A. Houston (1)-(2)
OPEN		Bp-Bz
OPEN		Ca
OPEN		Calkins, Jack
OPEN		Carroll, Wallace

Box 45 - General Correspondence

Status

	Status	ritie
OPEN		Cb-Con
OPEN		Chennault, Anna
OPEN		Coo-Cz
OPEN		Da-Dh
OPEN		Dawkins, Maurice A.
OPEN		Di-Dz

Ti+la

OPEN E

OPEN Fa-Fk

OPEN Fernandez, Benjamin

OPEN FI-Foq

Box 46 - General Correspondence

Status Title

OPEN For-Fz

OPEN Frisby, Owen

OPEN G

OPEN Ha

OPEN Hanes, R. Philip

OPEN Hb-Hn

OPEN Hillings, Patrick J.

Box 47 - General Correspondence

Status Title

OPEN Ho

OPEN Hosmer, Craig

OPEN Howell, Joe L.

OPEN Hp-Hz

OPEN Hynes, Robert D.

OPEN I

OPEN J

OPEN Ka-Kn

OPEN Kilic, Altemur

OPEN Knight, Frances G.

Box 48 - General Correspondence

Status Title

OPEN Ko-Kz

OPEN L

OPEN Ma-Mb

OPEN Maki, Hideshi

OPEN Mc-Mz

OPEN Murphy, George

Box 49 - General Correspondence

Status Title

OPEN N
OPEN O

OPEN Obenshain, Richard D.

OPEN Pa-Pi

OPEN Pike, Thomas P.
OPEN Pinkley, Virgil

OPEN Pj-Pz OPEN Q-Rh

OPEN Rhodes, John J.

OPEN Ri-Rz

Box 50 - General Correspondence

Status Title

OPEN Sa-Seb

OPEN Scott, Hugh

OPEN Sec-Sh

OPEN Sheehan, Donald T.

OPEN Shipley, Carl L.

OPEN Si-SI

OPEN Sims, Edward H.

OPEN Slonim, Gilven M.

OPEN Sm-Stam

OPEN Solzhenitsyn, Alexander

OPEN Stan-Sz

Box 51 - General Correspondence

Status Title

OPEN T

OPEN Town, Edwin C.

OPEN U

OPEN Unanswered, A-E

Box 52 - General Correspondence

Status Title

OPEN Unanswered, F-M

Box 53 - General Correspondence

Status Title

OPEN Unanswered, N-Z

Box 54 - General Correspondence

Status Title

OPEN V

OPEN Wa-Wd

OPEN Washburn, Abbott

OPEN We-Wn

OPEN Wilson, Fred C.

OPEN Wo-Wz

OPEN X-Z

OPEN Yeomans, Pat

OPEN Yorty, Sam

OPEN Younger, Evelle (1)-(3)

OPEN Zorkin, Mladen G.

Domestic Council Memoranda, Nov. 1974-Jan. 1977.

(Boxes 55-72, 7.2 linear feet)

Copies of Domestic Council memoranda circulated to senior White House staff members for comment and editing before being submitted to the President. Included are enrolled bill and resolution reports; proposed budget and appropriations requests and budget rescissions; and drafts of decision memoranda, signing and veto statements, proclamations, proposed legislation, executive orders, messages to Congress, policy statements, and occasional letters and memoranda. Many documents contain evidence of editing by Hartmann or his staff or reflect the work of the Editorial Staff's research office in checking for factual

accuracy.

Arranged chronologically.

Box 55 - Domestic Council Memoranda

Status Title

OPEN 1974/11 - 1975/05/15

Box 56 - Domestic Council Memoranda

Status Title

OPEN 1975/05/16 - 1975/10/06

Box 57 - Domestic Council Memoranda

Status Title

OPEN 1975/10/07 - 1976/02/10

Box 58 - Domestic Council Memoranda

Status Title

OPEN 1976/02/11 - 1976/03/02

Box 59 - Domestic Council Memoranda

Status Title

OPEN 1976/03/03 - 1976/03/28

Box 60 - Domestic Council Memoranda

Status Title

OPEN 1976/03/29 - 1976/04/13

Box 61 - Domestic Council Memoranda

Status Title

OPEN 1976/04/14 - 1976/05/05

Box 62 - Domestic Council Memoranda

Status Title

OPEN 1976/05/05 - 1976/05/12

Box 63 - Domestic Council Memoranda

Status Title

OPEN 1976/05/13 - 1976/05/25

Box 64 - Domestic Council Memoranda

Status Title

OPEN 1976/05/26 - 1976/06/24

Box 65 - Domestic Council Memoranda

Status Title

OPEN 1976/06/25 - 1976/07/19

Box 66 - Domestic Council Memoranda

Status Title

OPEN 1976/07/20 - 1976/08/17

Box 67 - Domestic Council Memoranda

Status Title

OPEN 1976/08/18 - 1976/09/16

Box 68 - Domestic Council Memoranda

Status Title

OPEN 1976/09/17 - 1976/09/25

Box 69 - Domestic Council Memoranda

Status Title

OPEN 1976/09/26 - 1976/10/11

Box 70 - Domestic Council Memoranda

Status Title

OPEN 1976/10/12 - 1976/10/18

Box 71 - Domestic Council Memoranda

Status Title

OPEN 1976/10/19 - 1977/01/02

Box 72 - Domestic Council Memoranda

Status Title

OPEN 1977/01/03 - 1977/01/19

National Security Council Memoranda, Feb. 1976-Jan. 1977.

(Boxes 73-75, 1.0 linear feet)

Drafts of outgoing head of state and head of government correspondence along with scattered drafts of messages to Congress concerning international agreements and drafts of letters to American citizens concerning foreign policy and defense matters. The NSC submitted these drafts to Hartmann for his editing. While some of the head of state correspondence is substantive, the bulk consists of

routine messages concerning birthdays, national day celebrations, or the American Bicentennial celebration.

Arranged chronologically.

Box 73 - National Security Council Memoranda

Status Title

OPEN 1976/02 - 1976/05

Box 74 - National Security Council Memoranda

Status Title

OPEN 1976/06 - 1976/10/20

Box 75 - National Security Council Memoranda

Status Title

OPEN 1976/10/21 - 1977/01

Staff Secretary Memoranda, 1974-77.

(Boxes 75-77, 1.0 linear feet)

Copies of draft memoranda circulated to senior White House staff members for comment and editing prior to being submitted to the President. They relate in part to issues and legislation, but more frequently concern presidential decisions on administrative matters, issuance of Executive orders, proposed studies, approval of staff projects, decisions on presentation of medals and awards, and proposed letters. Nearly half of the documents in this sequence were drafted by the Office of Management and Budget.

Arranged chronologically.

Box 75 (Continued) - Staff Secretary Memoranda

Status Title

OPEN 1974/08 - 1975/07

Box 76 - Staff Secretary Memoranda

Status Title

OPEN 1975/08 - 1976/05

Box 77 - Staff Secretary Memoranda

Status Title

Personnel Decision Memoranda, 1974-76.

(Boxes 78-89, 4.8 linear feet)

Hartmann's copies of decision memoranda drafted by the Presidential Personnel Office and circulated to the White House senior staff for comments. Most of these documents bear annotations by Hartmann or one of his assistants, but such notes are usually brief (often "No comment" or "OK"). The memoranda concern the appointment of department and agency officials, federal judges, U.S. attorneys and marshals, and appointments to advisory councils, delegations, boards, and commissions.

Arranged chronologically.

Box 78 - Personnel Decision Memoranda

Status Title

OPEN 1974/08 - 1974/09

Box 79 - Personnel Decision Memoranda

Status Title

OPEN 1974/10 - 1974/11

Box 80 - Personnel Decision Memoranda

Status Title

OPEN 1974/12 - 1975/01/19

Box 81 - Personnel Decision Memoranda

Status Title

OPEN 1975/01/20 - 1975/02

Box 82 - Personnel Decision Memoranda

Status Title

OPEN 1975/03 - 1975/04/24

Box 83 - Personnel Decision Memoranda

Status Title

OPEN 1975/04/25 - 1975/06/11

Box 84 - Personnel Decision Memoranda

Status Title

OPEN 1975/06/12 - 1975/08/25

Box 85 - Personnel Decision Memoranda

Status **Title**

OPEN 1975/08/26 - 1975/11

Box 86 - Personnel Decision Memoranda

Title Status

OPFN 1975/12 - 1976/02

Box 87 - Personnel Decision Memoranda

Status Title

OPEN 1976/03 - 1976/05

Box 88 - Personnel Decision Memoranda

Title Status

OPEN 1976/06 - 1976/08/17

Box 89 - Personnel Decision Memoranda

Title Status

OPEN 1976/08/18 - 1976/12

Personnel Correspondence, 1968-1976.

(Boxes 90-93, 1.6 linear feet)

Correspondence between Hartmann and persons seeking positions in the White House or the federal departments, agencies, boards, and commissions. Much of the material in this series actually dates from Gerald Ford's congressional and vice presidential service, but Hartmann's staff continued to add some material throughout the Ford presidency.

Arranged alphabetically.

Box 90 - Personnel Correspondence

Status	Title
OPEN	A - General
OPEN	Ackemann, Andrew C.
OPEN	Agor, Weston
OPEN	Alexander, Hugh Q.
OPEN	Angle, John E.

Status Title OPEN B - General (1)-(3) **OPEN** Barbuto, Robert A. Beckett, Forest **OPEN OPEN** Bell, Terrel H. **OPEN** Blanchard, June P. and James A. **OPEN** Bolling, Barbara S. **OPEN** Brady, Donley L. **OPEN** Brown, Bertram S. **OPEN** Buchanan, Wiley T. **OPEN** Bultman, Ronald J **OPEN** Butler, Charles F. C - General **OPEN OPEN** Capaldi, Albert G. Carter, W. Minor **OPEN OPEN** Casselman, William E. Clark, Paul S. OPEN Coleman, Mary S. OPEN OPEN Cooper, William H. **OPEN** Cotton, Norris D - General OPEN OPEN Daane, J. Dewey **OPEN** Davis, Mrs. David M. **OPEN** Day, James V. **OPEN** De Mesones, Pedro **OPEN** Deeb, Joseph F. **OPEN** Del Castillo, Juan **OPEN** Densen-Gerber, Judianne OPEN Dickinson, William B. **OPEN** Dowhan, Vera

Box 91 - Personnel Correspondence

OPFN

Drago, Charles ("Buddy")

Status	Title
OPEN	E - General
OPEN	Ehlers, Vernon J.
OPEN	Elliott, George A.
OPEN	F - General
OPEN	Fagaly, Robert
OPEN	Fast, Glen
OPEN	Fay, Albert B.
OPEN	Finch, Robert
OPEN	Fletcher, Arthur
OPEN	Ford, Vince
OPEN	Frederick, Robert M.
OPEN	Freed, Lyle C.
OPEN	Frizzell, Kent
OPEN	Fuller, Ronald K.
OPEN	G - General (1)-(2)
OPEN	Garlock, Lyle S.
OPEN	Golubin, Nicholas M.
OPEN	Gordon, Britton L.
OPEN	Gordon, Paula D.
OPEN	Graf, Joseph A.A.
OPEN	Grant, Lynne M.
OPEN	Green, Roy G.
OPEN	Grubb, H. Dale
OPEN	H - General (1)-(2)
OPEN	Hanzlik, Rayburn D.
OPEN	Hatcher, Richard G.
OPEN	Hatton, Joyce
OPEN	Healy, Patrick
OPEN	Heck, Gene W.
OPEN	Hittle, James D. ("Don")

	Status	Title
OPEN		Hochstetter, Leo D.
OPEN		Holcomb, Luther
OPEN		Hostler, Charles
OPEN		Hunt, Gordon B.
Box 92	e - Person	nel Correspondence
	Status	Title
OPEN		I-K - General
OPEN		Jackson, Arthur D.
OPEN		Keith, Hastings
OPEN		Koster, Herb
OPEN		Krzisnik, William A.
OPEN		Kulp, Earl
OPEN		L - General
OPEN		Lee, Robert E.
		,

OPEN L - General

OPEN Lee, Robert E.

OPEN Lee, T. Kong

OPEN Lillard, John F.

OPEN Lodge, John D.

OPEN Lowrey, H. Douglas

OPEN Luna, Charles

OPEN Lupton, John M.

OPEN M - General

OPEN MacIntyre, Malcolm A.

OPEN Margolis, Lawrence S.

OPEN Marshall, Sylvan M.

OPEN Martineau, Glenn B.

OPEN Matthews, Joe G.

OPEN McConnell, A. Mitchell

OPEN McIntire, Clifford G.

OPEN McMillen, Donald F.

OPEN Meskill, Thomas J.

OPEN Meyer, Louis C.

В

Box 93 - Personnel Correspondence

Status

Quello, James H. (1)-(2)

Title

OPEN

	Status	Title
OPEN		R - General
OPEN		Rauch, Victor W.
OPEN		Rex, James
OPEN		Rundvold, Inga
OPEN		S - General (1)-(2)
OPEN		Sands, David
OPEN		Sawyer, Harold
OPEN		Sebesta, James A.
OPEN		Sharood, Richard N.
OPEN		Shipley, Nancy
OPEN		Simms, John M.
OPEN		Simpson, Olga
OPEN		Smith, Margaret Chase
OPEN		Spiro, Herbert T.
OPEN		Stingel, Donald

!	Status	Title
OPEN		Studebaker, Jack
OPEN		T-V - General
OPEN		Taylor, Hobart
OPEN		Thomas, George R.
OPEN		W-Z - General
OPEN		Walsh, Albert A.
OPEN		Warden, Phil
OPEN		Ware, Richard S.
OPEN		Washington, Robert B.
OPEN		Weinstein, Maurice
OPEN		Wilbur, Richard C.
OPEN		Wilks, John
OPEN		Wong, Chung-Ming (1)-(3)
OPEN		Younger, Mildred

Speechwriter Job Applications, 1974-76.

(Boxes 94-96, 1.2 linear feet)

Case files containing correspondence, resumes, and writing samples from persons interested in joining the speechwriting staff. While material from throughout the administration is included, many of the applications date from the early months of 1976 when several new speechwriters were sought and hired.

Arranged alphabetically by name of the applicant.

Box 94 - Speechwriter Job Applications

Status	Title
OPEN	Agnew, Patricia P.
OPEN	Bauman, Sam
OPEN	Best, William H.
OPEN	Bird, Frederick H.
OPEN	Boulay, Peter C. (1)-(4)
OPEN	Brownfeld, Allan C.
OPEN	Bryant, Jay

Status Title OPEN Burke, Nicholas R. **OPEN** Carberry, James R. **OPEN** Conzelman, James K. **OPEN** Cook, Ted **OPEN** Cox, Suzie **OPEN** Crane, Howard C. **OPEN** Davenport, Buster **OPEN** Day, C. Williamson **OPEN** Elbel, Wilfred L. **OPEN** Elliott, George A. **OPEN** Emmert, Kirk R. **OPEN** Evans. Steed **OPEN** Flamberg, Daniel **OPEN** Frandsen, Carl **OPEN** Glick, Edward M. Goldstein, Martin M. **OPEN** Gray, Andrew OPEN OPEN Grogan, Bill **OPEN** Hannon, Stuart L. OPEN Hendry, Georganne W. Holden, Jack OPEN **OPEN** Johnson, Michael **OPEN** Jones, C.W. Kadarsky, Arpad A. **OPEN OPEN** Keenan, John L. **OPEN** King, Terry M. **OPEN** Knox, J. Douglas **OPEN** Luery, Darrell A.

Box 95 - Speechwriter Job Applications Status Title

OPEN Manson, Frank A.

OPEN Martel, Myles (1)-(2)
OPEN McCarthy, Bruce E.
OPEN McDonald, Mitties

OPEN McNulty, George A. (1)-(2)

OPEN Meek, George D.
OPEN Mino, Keith E.

OPEN Morgan, Carol Lee
OPEN Neville, Anthony E.
OPEN Ogden, Terence L.

OPEN Parsons, Alpheus B. (1)-(3)
OPEN Paszek, Lawrence J. (1)-(2)

OPEN Peck, Lawrence J.
OPEN Persico, Michael P.
OPEN Prager, Mark L.

Box 96 - Speechwriter Job Applications

Status Title

OPEN Reichley, A. James
OPEN Reifers, Suzanne
OPEN Reilly, Martin W.

OPEN Rice, C.S.

OPEN Ritcheson, Charles

OPEN Roth, Linda E.

OPEN Rummel, Harold E. (1)-(2)

OPEN Schlegel, Laurence

OPEN Sell, Ted

OPEN Selover, William C.
OPEN Sharp, Stephen A.

OPEN Siddon, Sally

OPEN Smith, Benjamin L.

OPEN Smith, Carney
OPEN Smith, Craig R.

Status	Title
OPEN	Stephenson, Avonale L.
OPEN	Stokeley, Hugh
OPEN	Stull, Ray E.
OPEN	Thomajan, P.K.
OPEN	Tongerson, Don A.
OPEN	Tonkin, Dean
OPEN	Voss, Earl H.
OPEN	Waugh, Jack
OPEN	Weikel, Joseph R.
OPEN	Wham, David
OPEN	Winston, Mark S. (1)-(2)
OPEN	Zacharias, Donald W.