

# **EMERGENCY WORK RELIEF**

By

Joanna C. Colcord  
William C. Koplovitz  
Russell H. Kurtz

**EXPERIENCE  
OF 26  
AMERICAN  
COMMUNITIES  
1930-1931**

*with*

**SUGGESTIONS  
FOR  
SETTING UP  
A  
PROGRAM**

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# EMERGENCY WORK RELIEF

As Carried Out in Twenty-Six American  
Communities, 1930-1931, with Suggestions  
for Setting Up a Program

BY

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# TABLE OF CONTENTS

|                    | PAGE |
|--------------------|------|
| FOREWORD . . . . . | 7    |

## PART ONE

### DEVELOPMENT OF WORK RELIEF

|                                      |    |
|--------------------------------------|----|
| FORERUNNERS OF WORK RELIEF . . . . . | 11 |
| WORK RELIEF IN 1930-1931 . . . . .   | 13 |
| SOURCE OF FUNDS . . . . .            | 15 |
| AUSPICES . . . . .                   | 15 |
| STATE LEGISLATION . . . . .          | 17 |
| METHODS OF ADMINISTRATION . . . . .  | 18 |
| TABULAR SUMMARIES . . . . .          | 22 |

## PART TWO

### REPORTS ON WORK RELIEF IN 26 COMMUNITIES

|                                      |     |
|--------------------------------------|-----|
| BAYONNE, NEW JERSEY . . . . .        | 33  |
| BERGEN COUNTY, NEW JERSEY . . . . .  | 37  |
| BIRMINGHAM, ALABAMA . . . . .        | 42  |
| BRIDGEPORT, CONNECTICUT . . . . .    | 48  |
| BUFFALO, NEW YORK . . . . .          | 54  |
| CHICAGO, ILLINOIS . . . . .          | 64  |
| CINCINNATI, OHIO . . . . .           | 75  |
| CLEVELAND, OHIO . . . . .            | 80  |
| GRAND RAPIDS, MICHIGAN . . . . .     | 85  |
| HAMILTON, OHIO . . . . .             | 91  |
| HARTFORD, CONNECTICUT . . . . .      | 95  |
| INDIANAPOLIS, INDIANA . . . . .      | 99  |
| KANSAS CITY, KANSAS . . . . .        | 106 |
| KANSAS CITY, MISSOURI . . . . .      | 110 |
| LITTLE ROCK, ARKANSAS . . . . .      | 114 |
| LOUISVILLE, KENTUCKY . . . . .       | 118 |
| MILWAUKEE, WISCONSIN . . . . .       | 127 |
| NEW YORK, NEW YORK . . . . .         | 136 |
| NIAGARA FALLS, NEW YORK . . . . .    | 161 |
| PHILADELPHIA, PENNSYLVANIA . . . . . | 166 |

## EMERGENCY WORK RELIEF

|                                    | PAGE |
|------------------------------------|------|
| PITTSBURGH, PENNSYLVANIA . . . . . | 182  |
| ROCHESTER, NEW YORK . . . . .      | 192  |
| ST. LOUIS, MISSOURI . . . . .      | 201  |
| TOLEDO, OHIO . . . . .             | 206  |
| TRENTON, NEW JERSEY . . . . .      | 210  |
| WATERBURY, CONNECTICUT . . . . .   | 214  |

## PART THREE

### SETTING UP A PROGRAM OF WORK RELIEF

|                                                                 |     |
|-----------------------------------------------------------------|-----|
| CONCEPTS UNDERLYING WORK RELIEF . . . . .                       | 225 |
| AUSPICES AND FINANCES . . . . .                                 | 228 |
| ADVANCE PLANNING . . . . .                                      | 230 |
| LOCATION AND EQUIPMENT OF OFFICE . . . . .                      | 231 |
| PERSONNEL . . . . .                                             | 231 |
| OFFICE SYSTEM . . . . .                                         | 233 |
| REGISTRATION OF APPLICANTS . . . . .                            | 234 |
| DETERMINATION OF NEED . . . . .                                 | 235 |
| DETERMINATION OF FITNESS . . . . .                              | 237 |
| CHOICE OF WORK PROJECTS . . . . .                               | 238 |
| WORK ASSIGNMENTS . . . . .                                      | 241 |
| TRANSFER AND DISMISSAL . . . . .                                | 241 |
| RE-ASSIGNMENTS . . . . .                                        | 242 |
| WAGE RATES AND HOURS . . . . .                                  | 243 |
| METHOD OF PAYMENT . . . . .                                     | 245 |
| PROTECTION AGAINST INJURY . . . . .                             | 246 |
| VARIATIONS ON THE WORK-RELIEF THEME . . . . .                   | 247 |
| RELATION OF WORK RELIEF TO THE GENERAL RELIEF PROGRAM . . . . . | 248 |

#### APPENDIX A

|                                                            |     |
|------------------------------------------------------------|-----|
| ADDITIONAL CITIES REPORTING WORK-RELIEF PLANS IN 1930-1931 | 253 |
|------------------------------------------------------------|-----|

#### APPENDIX B

|                                             |     |
|---------------------------------------------|-----|
| SELECTED FORMS USED BY WORK-RELIEF BUREAUS. | 257 |
|---------------------------------------------|-----|

|                 |     |
|-----------------|-----|
| INDEX . . . . . | 281 |
|-----------------|-----|

## LIST OF TABLES, DIAGRAMS, AND FORMS

| TABLE                                                          | PAGE |
|----------------------------------------------------------------|------|
| 1. Expenditures for Work Relief and Number of Persons Employed | 24   |
| 2. Auspices and Methods . . . . .                              | 26   |

| DIAGRAM                                                                                                                           |     |
|-----------------------------------------------------------------------------------------------------------------------------------|-----|
| 1. Two Indexes of Change in Relief Expenditures of Selected Private Family Welfare Agencies . . . . .                             | 14  |
| 2. Record of Placements Made, November 17, 1930 to July 1, 1931, by the Emergency Work Bureau of New York. . . . .                | 149 |
| 3. Precipitate Rise and Decline in Number of Workers and Size of Payroll—Emergency Work Bureau, Philadelphia, 1930-1931 . . . . . | 175 |

| FORM                                                                                                                                                 |     |
|------------------------------------------------------------------------------------------------------------------------------------------------------|-----|
| 1. Form Used by Men Registering at Central Application Bureau in St. Louis, Missouri . . . . .                                                       | 259 |
| 2. Form Used by Men Registering at Central Application Bureau in Rochester, New York . . . . .                                                       | 261 |
| 3. Application Used in Grand Rapids, Michigan, with Space for Physician's Report . . . . .                                                           | 262 |
| 4. Inquiry to the Social Service (Confidential) Exchange Used in Philadelphia, Pennsylvania . . . . .                                                | 263 |
| 5. Referral Form Used in Louisville, Kentucky, by Agencies Sending Clients for Work Relief . . . . .                                                 | 264 |
| 6. Referral Form Used in Cincinnati, Ohio . . . . .                                                                                                  | 265 |
| 7. Requisition Used by Superintendents of Institutions in Pittsburgh, Pennsylvania . . . . .                                                         | 266 |
| 8. Requisition Used in Chicago, Illinois . . . . .                                                                                                   | 267 |
| 9. Postcard Notice to Workers to Call for Assignment, Used in Grand Rapids, Michigan . . . . .                                                       | 268 |
| 10. Assignment Card (to a Single Job) Used in Indianapolis, Indiana . . . . .                                                                        | 269 |
| 11. Assignment Card Used in Philadelphia, Pennsylvania, with Space for Comparing Two Signatures of Worker, Thus Avoiding Transfer of Cards . . . . . | 270 |
| 12. Identification Card Used in Birmingham, Alabama, to Be Retained by Worker . . . . .                                                              | 270 |
| 13. Payroll Submitted by Employing Agencies in Chicago, Illinois, Showing Wages Already Paid, and Calling for Reimbursement . . . . .                | 271 |
| 14. Payroll Used in Cincinnati, Ohio, When Men Came to Be Paid . . . . .                                                                             | 272 |



## EMERGENCY WORK RELIEF

| FORM                                                                                                         | PAGE |
|--------------------------------------------------------------------------------------------------------------|------|
| 15. Pay-Check Used in Milwaukee, Wisconsin, Showing Space for Deduction of Relief Already Advanced . . . . . | 273  |
| 16. Cautionary Slip Enclosed with Check in Philadelphia, Pennsylvania . . . . .                              | 274  |
| 17. Report on Men Discharged as Unsatisfactory, Used in Milwaukee County, Wisconsin . . . . .                | 275  |
| 18. Request for Transfer of a Man to a Different Type of Work, Used in Birmingham, Alabama . . . . .         | 276  |
| 19. Record of Applicants Sent to Each Job, Used in Philadelphia, Pennsylvania . . . . .                      | 277  |
| 20. Earnings Record Card Used in Rochester, New York . . . . .                                               | 278  |
| 21. Street Index Card Used in Rochester, New York . . . . .                                                  | 279  |

## FOREWORD

**M**ATERIAL for this study was collected during the summer and early autumn of 1931, in response to a request from the President's Organization on Unemployment Relief. Thirty communities were visited, and the reports on work relief carried on in 26 of them, chiefly situated in the middle, eastern, and southern states, will be found in Part II. Others equally worthy of study were of necessity omitted. We regret that limitations of time prevented the investigators from visiting the Pacific Coast and examining the large and interesting projects undertaken there.

Our aim has been to select projects in communities both large and small, conducted under a variety of auspices, public and private, and attended with varying success. When we were able to learn of any unusual or outstanding undertaking within the area named we made an effort to visit that community. We believe that the report contains an account of most, if not all, of the plans for work relief which have received wide discussion and publicity.

The authors wish to express their thanks to the many social workers, public officials, and officers of local unemployment committees, who cheerfully gave time out of their crowded days. Acknowledgment is also due F. J. Bruno, who collected the information about Little Rock, Arkansas. The separate reports in Part II have been submitted to the persons who supplied the bulk of the information, and their corrections and suggestions incorporated as far as was possible. For the material in Parts I and III the authors are solely responsible.

It is inevitable that in a piece of field work so hurriedly put through as this has been, some errors of detail will be found. However, the main outlines of the picture presented are, we believe, substantially correct.

## APPENDICES

## APPENDIX A

### ADDITIONAL CITIES REPORTING WORK-RELIEF PLANS IN 1930-1931

**I**N ADDITION to the 26 communities the programs of which are discussed in this volume, the following 184 cities reported to the Association of Community Chests and Councils, New York City, that they had undertaken work-relief projects of greater or less magnitude. Neither the Association nor the writers vouch for the completeness of this list; it is included here merely to show the wide range in geographical location and sizes of communities where work-relief projects were undertaken.

The sources from which the funds were received are indicated in brackets after the name of each city.

**ARKANSAS**  
HOT SPRINGS (Private)

**CALIFORNIA**  
ALAMEDA (Public)  
BERKELEY (Public and Private)  
LONG BEACH (Public and Private)  
LOS ANGELES (Public and Private)  
MONTEREY (Public)  
OAKLAND (Public)  
PASADENA (Public)  
SACRAMENTO (Private)  
SAN DIEGO (Public)  
SAN FRANCISCO (Public)  
SANTA ANA (Public and Private)  
SANTA BARBARA (Private)  
SOUTH PASADENA (Private)

**COLORADO**  
COLORADO SPRINGS (Private: Administration Public)  
GREELEY (Private)

**CONNECTICUT**  
BRISTOL (Public and Private)  
MERIDEN (Public and Private)  
NEW BRITAIN (Public and Private)  
NEW HAVEN (Public)  
NORWALK (Private)  
STAMFORD (Public)

**DELAWARE**  
WILMINGTON (Public and Private)

**DISTRICT OF COLUMBIA**  
WASHINGTON (Private)

**FLORIDA**  
JACKSONVILLE (Public and Private: Administration Private)  
MIAMI (Private)  
PENSACOLA (Public and Private)  
ST. PETERSBURG (Public)  
TAMPA (Public)

**GEORGIA**  
SAVANNAH (Private)

**ILLINOIS**  
ALTON (Private)  
BLOOMINGTON (Private)  
DANVILLE (Public and Private)  
ELGIN (Public and Private)  
EVANSTON (Public and Private)  
PEORIA (Private)  
QUINCY (Private)  
ROCKFORD (Public)  
SPRINGFIELD (Private)

**INDIANA**  
ANDERSON (Private)  
EAST CHICAGO (Private)

## EMERGENCY WORK RELIEF

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>INDIANA—(<i>Continued</i>)<br/> FORT WAYNE (Private)<br/> GARY (Public)<br/> HAMMOND (Private)<br/> LAFAYETTE (Private)<br/> MARION (Private)<br/> MICHIGAN CITY (Public and Private)<br/> MISHAWAKA (Public)<br/> NEW ALBANY (Private)<br/> RICHMOND (Private)<br/> TERRE HAUTE (Public)</p> <p>IOWA<br/> DAVENPORT (Public and Private)<br/> DES MOINES (Private)<br/> NEWTON (Public and Private)<br/> OTTUMWA (Public)<br/> SIOUX CITY (Private)</p> <p>KANSAS<br/> WICHITA (Private)</p> <p>KENTUCKY<br/> COVINGTON (Public)<br/> PADUCAH (Private)</p> <p>LOUISIANA<br/> NEW ORLEANS (Public)</p> <p>MAINE<br/> PORTLAND (Public)</p> <p>MARYLAND<br/> CUMBERLAND (Private)</p> <p>MASSACHUSETTS<br/> BOSTON (Public)<br/> BROCKTON (Public)<br/> BROOKLINE (Not stated)<br/> CAMBRIDGE (Private)<br/> FALL RIVER (Private)<br/> FITCHBURG (Public)<br/> LAWRENCE (Public)<br/> LOWELL (Public)<br/> LYNN (Public and Private)<br/> MALDEN (Private)<br/> NEWTON (Public and Private)<br/> NORTHAMPTON (Public)<br/> PITTSFIELD (Public)<br/> SPRINGFIELD (Public and Private)<br/> WATERTOWN (Public and Private)<br/> WORCESTER (Public)</p> <p>MICHIGAN<br/> FLINT (Public)<br/> KALAMAZOO (Public)<br/> LANSING (Private)<br/> PORT HURON (Public and Private)<br/> SAGINAW (Public)</p> | <p>MINNESOTA<br/> DULUTH (Public)</p> <p>MISSOURI<br/> JOPLIN (Private)</p> <p>MONTANA<br/> GREAT FALLS (Private)</p> <p>NEBRASKA<br/> LINCOLN (Public)</p> <p>NEW HAMPSHIRE<br/> CONCORD (Public)<br/> MANCHESTER (Public)</p> <p>NEW JERSEY<br/> ATLANTIC CITY (Private)<br/> BELLEVILLE (Public)<br/> BLOOMFIELD (Public)<br/> JERSEY CITY (Public)<br/> MONTCLAIR (Private)<br/> MORRISTOWN (Public and Private)<br/> NEW BRUNSWICK (Private)<br/> THE ORANGES (Not stated)<br/> PERTH AMBOY (Public and Private)<br/> PLAINFIELD (Public)</p> <p>NEW YORK<br/> AUBURN (Public)<br/> BINGHAMTON (Public and Private)<br/> CEDARHURST (Private)<br/> CORNING (Public)<br/> ELMIRA (Public and Private)<br/> HUDSON (Public and Private)<br/> ITHACA (Public and Private)<br/> JAMESTOWN (Public)<br/> NEWBURGH (Public)<br/> NEW ROCHELLE (Private)<br/> POUGHKEEPSIE (Private)<br/> ROME (Public and Private)<br/> SYRACUSE (Public)<br/> TROY (Public and Private)<br/> UTICA (Private)<br/> WATERTOWN (Public)<br/> YONKERS (Private)</p> <p>NORTH CAROLINA<br/> ASHEVILLE (Private)<br/> GOLDSBORO (Public)<br/> GREENSBORO (Public)<br/> ROCKY MOUNT (Public)<br/> WILMINGTON (Private)</p> <p>OHIO<br/> AKRON (Public and Private)<br/> CANTON (Public)<br/> COLUMBUS (Public)</p> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

# CITIES REPORTING WORK-RELIEF PLANS IN 1930-1931

## OHIO—(Continued)

LIMA (Public)  
MASSILLON (Public)  
MIDDLETOWN (Public)  
NILES (Public)  
SANDUSKY (Public)  
WARREN (Public)  
YOUNGSTOWN (Public)  
ZANESVILLE (Public)

## OKLAHOMA

OKLAHOMA CITY (Public)

## OREGON

MEDFORD (Public)  
PORTLAND (Public)

## PENNSYLVANIA

ALTOONA (Private)  
BETHLEHEM (Public)  
BRADFORD (Public and Private)  
CHESTER (Public and Private)  
EASTON (Private)  
HARRISBURG (Public and Private)  
JOHNSTOWN (Private)  
NEW CASTLE (Public)  
NORRISTOWN (Private)  
OIL CITY (Public and Private)  
READING (Public)  
WEST CHESTER (Private)

## RHODE ISLAND

NEWPORT (Private)  
PAWTUCKET (Public)  
PROVIDENCE (Public and Private)

## TENNESSEE

JOHNSON CITY (Private)  
KNOXVILLE (Public)  
MEMPHIS (Public and Private)

## TEXAS

AMARILLO (Public)  
DALLAS (Public)  
EL PASO (Public)  
GALVESTON (Private)  
LUBBOCK (Public)  
SAN ANTONIO (Public)  
WACO (Public)

## UTAH

SALT LAKE CITY (Public and Private)

## VIRGINIA

BLACKSBURG (Private)  
HARRISONBURG (Public and Private)  
NORFOLK (Public and Private)  
PETERSBURG (Public)  
PORTSMOUTH (Private)  
RICHMOND (Private)

## WASHINGTON

BELLINGHAM (Public)  
EDMONDS (Public and Private)  
SEATTLE (Public and Private)  
SPOKANE (Public and Private)  
TACOMA (Public)  
WALLA WALLA (Public)  
WENATCHEE (Private)  
YAKIMA (Public)

## WEST VIRGINIA

FAIRMONT (Private)  
HUNTINGTON (Private)  
WHEELING (Private)

## WISCONSIN

APPLETON (Public and Private)  
EAU CLAIRE (Public)  
GREEN BAY (Public and Private)  
MADISON (Public)  
RACINE (Public)  
SUPERIOR (Public)

**APPENDIX B**  
**SELECTED FORMS USED BY WORK-RELIEF BUREAUS**

Surname

Address

Telephone

Phone Location

| First Name               | Age | Color<br>Bl.<br>Whit.   | M.   | S.   | W.                  | Length of Time in St. Louis | Education       |              |   |         |   |                 |   |   |   |   |
|--------------------------|-----|-------------------------|------|------|---------------------|-----------------------------|-----------------|--------------|---|---------|---|-----------------|---|---|---|---|
| Man                      |     |                         |      |      |                     |                             | Grammar School— | 1            | 2 | 3       | 4 | 5               | 6 | 7 | 8 |   |
| Woman                    |     | Bl.<br>Whit.            | Div. | Sep. |                     |                             | High School—    | 1            | 2 | 3       | 4 | Junior College— |   |   | 1 | 2 |
|                          |     |                         |      |      |                     |                             | College—        | 1            | 2 | 3       | 4 | Degree          |   |   |   |   |
|                          |     |                         |      |      |                     |                             | Training School | Bus. College |   |         |   | Other           |   |   |   |   |
| Number Children Under 14 |     | Number Children Over 14 |      |      | Others in Household |                             |                 |              |   | Working |   |                 |   |   |   |   |

| Employment<br>History | Employer | From — To | Reason for Leaving | Salary | Kind of Work |
|-----------------------|----------|-----------|--------------------|--------|--------------|
| 1                     |          |           |                    |        |              |
| 2                     |          |           |                    |        |              |
| 3                     |          |           |                    |        |              |
| 4                     |          |           |                    |        |              |
| 5                     |          |           |                    |        |              |

| References Verified | Classification |
|---------------------|----------------|
| 1                   |                |
| 2                   |                |
| 3                   |                |
| 4                   |                |
| 5                   |                |

Social Service Exchange:

Remarks:

Employable \_\_\_\_\_

Unemployable \_\_\_\_\_

Interviewed by \_\_\_\_\_

Date \_\_\_\_\_

FORM USED BY MEN REGISTERING AT CENTRAL APPLICATION BUREAU IN ST. LOUIS, MISSOURI

(Reduced from 8 by 5.)



# FRONT

| 1                                                  | 2 | 3                         | 4 | 5                             | 6 | 7                  | 8 | 9                                             | 10 | 11                  | 12 | 13                                          | 14 | 15 | 16 | 17 | 18 | 19                 | 20 | 21                                                         | 22 | 23 | 24 | 25 | 26 | 27 |
|----------------------------------------------------|---|---------------------------|---|-------------------------------|---|--------------------|---|-----------------------------------------------|----|---------------------|----|---------------------------------------------|----|----|----|----|----|--------------------|----|------------------------------------------------------------|----|----|----|----|----|----|
| CLASSIFICATION                                     |   |                           |   |                               |   |                    |   |                                               |    |                     |    | EMPLOYMENT RECORD                           |    |    |    |    |    |                    |    | SERIAL NO.                                                 |    |    |    |    |    |    |
| NAME                                               |   |                           |   |                               |   |                    |   |                                               |    |                     |    | MAIN OCCUPATION                             |    |    |    |    |    |                    |    | UNION NON                                                  |    |    |    |    |    |    |
| Address                                            |   |                           |   |                               |   |                    |   |                                               |    |                     |    | Source                                      |    |    |    |    |    |                    |    | Central Index                                              |    |    |    |    |    |    |
| Single                                             |   | Married                   |   | Widow                         |   | Widower            |   | Divorced                                      |    | Separated           |    | Interviewed by                              |    |    |    |    |    |                    |    | Further Investigation                                      |    |    |    |    |    |    |
| Time in U.S.                                       |   | Citizen                   |   | Nationality                   |   |                    |   | Time in Rochester                             |    | Immediate Placement |    |                                             |    |    |    |    |    | Deferred Placement |    |                                                            |    |    |    |    |    |    |
| No. Children Under 16 yrs.                         |   | No. Children Over 16 yrs. |   | Age of Males                  |   | Age of Females     |   | Dismissed                                     |    |                     |    |                                             |    |    |    |    |    |                    |    |                                                            |    |    |    |    |    |    |
| Other dependents                                   |   |                           |   |                               |   |                    |   |                                               |    |                     |    | Member of what Fraternal Order              |    |    |    |    |    |                    |    |                                                            |    |    |    |    |    |    |
| Income from                                        |   | Wages                     |   | Boarders                      |   | Roomers            |   | Rents                                         |    | Relations           |    | Others                                      |    |    |    |    |    |                    |    |                                                            |    |    |    |    |    |    |
| Is your wife employed                              |   | What Wage                 |   | Children Employed             |   | What Wage          |   |                                               |    |                     |    |                                             |    |    |    |    |    |                    |    |                                                            |    |    |    |    |    |    |
| Board                                              |   | Rent                      |   | Buying Home                   |   | Equity in Property |   |                                               |    |                     |    |                                             |    |    |    |    |    |                    |    |                                                            |    |    |    |    |    |    |
| RELIEF AMOUNT                                      |   |                           |   |                               |   |                    |   |                                               |    |                     |    | AGENCY                                      |    |    |    |    |    |                    |    |                                                            |    |    |    |    |    |    |
| Worked Emergency last Winter                       |   |                           |   |                               |   |                    |   |                                               |    |                     |    | Worked for City County                      |    |    |    |    |    |                    |    |                                                            |    |    |    |    |    |    |
| How long since you have had a steady full-time job |   |                           |   |                               |   |                    |   |                                               |    |                     |    | How long since you have had a part-time job |    |    |    |    |    |                    |    | How many hours per week have you averaged on part-time job |    |    |    |    |    |    |
| Total wage last year                               |   |                           |   | Total family income last year |   |                    |   | What do you consider your average weekly wage |    |                     |    |                                             |    |    |    |    |    |                    |    |                                                            |    |    |    |    |    |    |

## BACK

### EDUCATION

|                    |                        |                 |                          |         |                |
|--------------------|------------------------|-----------------|--------------------------|---------|----------------|
| Common<br>School   | Continuation<br>School | Shop<br>School  | High<br>School           | College | Apprenticeship |
| Business<br>School | Trade<br>School        | Night<br>School | Correspondence<br>School |         | Age<br>School  |

### HEALTH

|                                           |                                                                        |                                  |
|-------------------------------------------|------------------------------------------------------------------------|----------------------------------|
| Is your physical<br>condition good? _____ | Have you taken an industrial<br>physical examination? _____ Date _____ | Passed _____<br>Not passed _____ |
| Hernia _____                              | High Blood Pressure _____                                              | Heart Trouble _____              |

### EMPLOYMENT RECORD

261

| Enter last job here                         | Next to last job       | Next to previous job   |
|---------------------------------------------|------------------------|------------------------|
| 1. Dates of employment from _____ to _____  | 1. From _____ to _____ | 1. From _____ to _____ |
| 2. Name of Employer                         |                        |                        |
| 3. Address of Employer                      |                        |                        |
| 4. Type of Work                             |                        |                        |
| 5. Weekly Wages                             |                        |                        |
| 6. Reasons for leaving<br>last regular job. |                        |                        |
| 7. Remarks                                  |                        |                        |

FORM USED BY MEN REGISTERING AT CENTRAL APPLICATION BUREAU IN ROCHESTER, NEW YORK

(Reduced from 8 by 5.)

## APPLICATION FOR WORK CARD

**X22294**

|                      |          |       |  |
|----------------------|----------|-------|--|
| Name                 |          | Age   |  |
| Address              |          | Phone |  |
| How long there       |          |       |  |
| Status               | Children |       |  |
| Own                  | Rent     | Room  |  |
| What Income          |          |       |  |
| Where last employed  |          |       |  |
| How long since       |          |       |  |
| Physical Examination |          |       |  |
| Remarks              |          |       |  |
| Physician            |          |       |  |

APPLICATION USED IN GRAND RAPIDS, MICHIGAN, WITH SPACE FOR PHYSICIAN'S REPORT

**SURNAME**

**DATE**

|                           |                    |              |
|---------------------------|--------------------|--------------|
| <b>WOMAN'S FIRST NAME</b> | <b>MAIDEN NAME</b> | <b>AGE</b>   |
| <b>MAN'S FIRST NAME</b>   |                    |              |
| <b>ADDRESS</b>            |                    | <b>COLOR</b> |
| <b>PREVIOUS ADDRESS</b>   |                    |              |

| <b>CHILDREN'S NAMES</b> | <b>AGE</b> | <b>CHILDREN'S NAMES</b> | <b>AGE</b> |
|-------------------------|------------|-------------------------|------------|
|                         |            |                         |            |
|                         |            |                         |            |
|                         |            |                         |            |
|                         |            |                         |            |

**RELATIVES IN HOUSEHOLD**

| <b>HISTORY</b> | <b>RELIGION</b> |
|----------------|-----------------|
|                |                 |
|                |                 |
|                |                 |
|                |                 |
|                |                 |

**REPORTED BY**

| <b>S. S. E.</b> |  |
|-----------------|--|
|                 |  |
|                 |  |
|                 |  |
|                 |  |
|                 |  |
|                 |  |

**REFERRED TO**

**COMMITTEE FOR UNEMPLOYMENT RELIEF  
CARE OF COUNCIL OF SOCIAL AGENCIES  
311 SOUTH JUNIPER STREET**

**INQUIRY TO THE SOCIAL SERVICE (CONFIDENTIAL) EXCHANGE  
USED IN PHILADELPHIA, PENNSYLVANIA**

(Reduced from 3¼ by 8.)

To:- Unemployment Relief Bureau

From:-

Re: \_\_\_\_\_  
(Surname) (Man's first name) (Woman's first name)

Dependents:

|                |       |
|----------------|-------|
| Dates of birth | _____ |
| _____          | _____ |
| _____          | _____ |
| _____          | _____ |

Possible Resources:

\_\_\_\_\_  
\_\_\_\_\_

Fraternal Orders, Church:

\_\_\_\_\_  
\_\_\_\_\_

Length of residence in Louisville: \_\_\_\_\_

Education & Training: \_\_\_\_\_

Names of two past employers (recent)      Wage \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Did man work regularly prior to depression?

Is man physically able to do manual labor?

Remarks:

Date of referral:

REFERRAL FORM USED IN LOUISVILLE, KENTUCKY, BY AGENCIES SENDING CLIENTS  
FOR WORK RELIEF

It was assumed that no additional investigation would be necessary.

(Reduced from 8¼ by 11.)

MAKE CARBON COPY TO BE KEPT ON FILE BY AGENCY

I. IDENTIFICATION:

Date \_\_\_\_\_  
 A. Name (man) \_\_\_\_\_ (woman) \_\_\_\_\_  
 B. Children (Names and ages) \_\_\_\_\_  
 C. Address \_\_\_\_\_ Color—W \_\_\_\_\_ C \_\_\_\_\_  
 D. How long resident in Cincinnati? \_\_\_\_\_ S. S. Ex. Clearance \_\_\_\_\_

II. WORK RECORD:

A. Trade, if any \_\_\_\_\_ B. Skilled \_\_\_\_\_ Semi-Skilled \_\_\_\_\_ Unskilled \_\_\_\_\_  
 (Check which)  
 C. Last one or two regular jobs (Last job first):  
 (Job) (Person) (How long held) (Wages)  
 (Job) (Person) (How long held) (Wages)  
 D. Reasons for quitting last regular job:  
 A. Employer's reason \_\_\_\_\_  
 B. Employer's reason \_\_\_\_\_  
 E. Does last regular employer rate applicant as Satisfactory \_\_\_\_\_ Fairly Satisfactory \_\_\_\_\_ Unsatisfactory \_\_\_\_\_ (Check)  
 Remarks: \_\_\_\_\_  
 F. How long since last regular job? \_\_\_\_\_  
 G. Temporary or part time jobs recently? Yes \_\_\_\_\_ No \_\_\_\_\_ (Check). If so, on the average about how many days per week? \_\_\_\_\_  
 H. Registered at S. C. E. E.—Yes \_\_\_\_\_ No \_\_\_\_\_ Any other Exchange?—Yes \_\_\_\_\_ No \_\_\_\_\_  
 (Check) (Check)

III. FINANCIAL CONDITION:

Wife's approximate weekly earnings \_\_\_\_\_  
 A. Members of family fully or partly employed \_\_\_\_\_ Children's " " "  
 (Number) Others' " " "  
 B. Any other sources of income? \_\_\_\_\_ Total \_\_\_\_\_  
 Boarders (Amt.) \_\_\_\_\_ Roomers (Amt.) \_\_\_\_\_ Others (Amt.) \_\_\_\_\_ Total \_\_\_\_\_  
 C. Has applicant received aid from relatives \_\_\_\_\_ friends \_\_\_\_\_ labor unions \_\_\_\_\_ lodges \_\_\_\_\_ churches \_\_\_\_\_ (check), others? \_\_\_\_\_  
 D. Does applicant still have credit for food \_\_\_\_\_ fuel \_\_\_\_\_ clothing \_\_\_\_\_  
 (Specify Yes, No or Doubtful)  
 E. Approximate total indebtedness (not including amount on house) \_\_\_\_\_  
 F. Is applicant a renter \_\_\_\_\_ home owner \_\_\_\_\_ buying home \_\_\_\_\_ (Check)

IV. GENERAL:

A. Handicap—Mental \_\_\_\_\_ Physical \_\_\_\_\_ Behavior \_\_\_\_\_ Appearance \_\_\_\_\_ Clothing \_\_\_\_\_ (Check)  
 B. Serious problems in family \_\_\_\_\_  
 C. General Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

V. DISPOSITION AND RECOMMENDATION BY AGENCY:

Referred to A. State City Employment Bureau \_\_\_\_\_  
 B. Work Relief \_\_\_\_\_  
 C. Agency for emergency relief \_\_\_\_\_ further investigation \_\_\_\_\_ service \_\_\_\_\_ (Check)  
 D. Other \_\_\_\_\_

VI. Agency \_\_\_\_\_ Interviewer \_\_\_\_\_

REFERRAL FORM USED IN CINCINNATI, OHIO

It was assumed that no additional investigation would be necessary.

(Reduced from 8½ by 11.)

January 15, 1931

INSTITUTION City General Hospital

REPRESENTATIVE Miss G. Smith

ADDRESS Jefferson Boulevard

TELEPHONE Jefferson 4913

The City General Hospital agrees to provide all materials, tools, and supervision; to carry workman's compensation; to keep the time sheets. It is understood that the Allegheny County Emergency Association will not subsidize any work otherwise provided for in the budget of the City General Hospital

Work Could Start (Mon. or Thur.) Thur. Workmen Report To Miss G. Smith

266

| MEN                    |                    |                       |                  | WOMEN                  |                      |              |               |
|------------------------|--------------------|-----------------------|------------------|------------------------|----------------------|--------------|---------------|
| Total No.<br>Days Work | No. Men<br>Per Day | Type of Work          | Weeks of<br>Work | Total No.<br>Days Work | No. Women<br>Per Day | Type of Work | Weeks<br>Work |
| 63                     | 3                  | Painters              | 3½               | 30                     | 1                    | Cleaning     | 5             |
| 24                     | 1                  | Carpenter             | 4                | 60                     | 1                    | Laundry      | 10            |
| 12                     | 2                  | Roofers               | 1                |                        |                      |              |               |
| 540                    | 6                  | Laborers              | 15               |                        |                      |              |               |
| 90                     | 1                  | Cement Fin-<br>ishers | 15               |                        |                      |              |               |
| 30                     | 2                  | Steam Fitter          | 2½               |                        |                      |              |               |
| 6                      | 1                  | Plasterer             | 1                |                        |                      |              |               |
| 12                     | 2                  | Wall washers          | 1                |                        |                      |              |               |
| TOT. 777               | 18                 |                       | 43               | 90                     | 2                    |              | 15            |

REMARKS: Laundry work to be done in July and August.

REQUISITION USED BY SUPERINTENDENTS OF INSTITUTIONS IN PITTSBURGH, PENNSYLVANIA

-(Reduced from 8¼ by 11.)

WORK ORDER SHEET \_\_\_\_\_ Division \_\_\_\_\_ Date \_\_\_\_\_

To the Special Work Division of the Illinois Free Employment Service working with Governor Emmerson's Commission on Unemployment & Relief, 163 West Washington Street, Chicago, Illinois.

The undersigned employer requests you to furnish workers as follows:  
(The Special Work Division sends out only heads of families in which emergency needs exist as verified by accredited Relief Agencies cooperating with the Governor's Commission; and no person is to be employed under this agreement, unless presenting an Introduction Card bearing the bona fide signature of M. H. Bickham, Superintendent of the Special Work Division.

Description of the work to be done \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Is this work ordinarily done by Union or Non-union Workers? \_\_\_\_\_

What is regular wage rate \$ \_\_\_\_\_ Number of  
now paid for similar work workers  
by your organization? Per \_\_\_\_\_ required? \_\_\_\_\_

Estimated number of days required to complete the job? \_\_\_\_\_

On what days of the week  
are the workers wanted? \_\_\_\_\_

Person to whom workers must report? \_\_\_\_\_

At what address? \_\_\_\_\_

At what hour and date? \_\_\_\_\_ Phone? \_\_\_\_\_

Signature of employer \_\_\_\_\_

Representing what Agency,  
Organization or Institution? \_\_\_\_\_

At what address? \_\_\_\_\_

Signature of Contact Man for  
the Special Work Division \_\_\_\_\_

REMARKS: (1) If more than one class of occupation will be involved, state the number of each class of workers needed. (2) If Special directions must be given to the workers as to how they can best reach the place of work, describe clearly, in detail. (3) If we may use two groups of workers on above job, each group working part-time, state how the employer wishes them to be used (e. g., one group working the first two or three days in the week, the other group working the last three days each week). The other side of this sheet should be used for describing all these details.

REQUISITION USED IN CHICAGO, ILLINOIS

(Reduced from 8½ by 11.)



**CITY OF GRAND RAPIDS**

**Dear Sir:**

**Please report at once to 16  
Campau Ave. for work assignment.**

**(Signed) *Jack Huban***

**POSTCARD NOTICE TO WORKERS TO CALL FOR ASSIGNMENT, USED IN GRAND RAPIDS,  
MICHIGAN**

**The notice gives the address of the City Social Service Department, but not its name, in  
order not to embarrass the recipients.**

3-D

INDIANAPOLIS COMMISSION FOR STABILIZATION OF EMPLOYMENT

TO Mr. Andrew Miller  
Camp Sullivan (Military Park)  
THIS INTRODUCES John Doe  
ADDRESS 1415 So. Meridian St.  
FOR MAR 23 1931 - 1

EMERGENCY WORK COMMITTEE, INC.

By D. DITZENBERGER

3-C

THIS CERTIFIES THAT MR. John Doe

WORKED 24 HOURS Mar 23-24-25 1931 DOING

working on Coffin Course River Side

SIGNED Andrew Miller #1

THE ABOVE IS CORRECT AND I HAVE RECEIVED Ch No. 1516

for \$7.20

SIGNED John Doe

MAR 25 1931

ASSIGNMENT CARD (TO A SINGLE JOB) USED IN INDIANAPOLIS, INDIANA

## EMERGENCY WORK BUREAU, PHILADELPHIA

---

Name.....Job No.....

Address.....Workman's Serial No.....

Sent by.....Date Sent.....

Signature 1.....Date to Report.....

Signature 2.....

Location of Job.....Employer.....

The person whose signature appears above has been employed through the Agency of the  
**EMERGENCY WORK BUREAU.** This card serves to identify bearer to employer.

Date Reported..... Foreman's Signature.....

*Original to be returned to E. W. B., 1450 Cherry Street. Duplicate to be retained by employer.  
 Triplicate to be retained by employee.*

**ASSIGNMENT CARD USED IN PHILADELPHIA, PENNSYLVANIA, WITH SPACE FOR COMPARING  
 TWO SIGNATURES OF WORKER, THUS AVOIDING TRANSFER OF CARDS**

|           |                                                                                                                                                                                  |
|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Signature | No. _____                                                                                                                                                                        |
|           | City of Birmingham                                                                                                                                                               |
|           | <b>IDENTIFICATION CARD</b>                                                                                                                                                       |
|           | Name                                                                                                                                                                             |
|           | <i>This card must be presented by YOU to the Paymaster<br/>         when you are paid, and is a condition precedent to any<br/>         claim for pay for services rendered.</i> |
|           | <b>KEEP THIS CARD—DON'T LOSE</b>                                                                                                                                                 |

**IDENTIFICATION CARD USED IN BIRMINGHAM, ALABAMA, TO BE RETAINED  
 BY WORKER**

**Payroll, from \_\_\_\_\_ to \_\_\_\_\_**

[illegible]

**Make checks Payable to**\_\_\_\_\_

**PAYROLL SUBMITTED BY EMPLOYING AGENCIES IN CHICAGO, ILLINOIS, SHOWING  
WAGES ALREADY PAID, AND CALLING FOR REIMBURSEMENT**

(Reduced from 8½ by 11.)

**WELFARE DEPARTMENT  
WORK RELIEF PAY ROLL**

TIME FOR SHIFT ENDING\_\_\_\_\_193.

[illegible]

**SUPERVISOR**

**This was made up by the person supervising the men's work, and contains space for a report on the quality of the work done**

2724

MILWAUKEE COUNTY PARK  
COMMISSION

| CHECK NO. _____                      |  | DATE _____              |  | <b>COUNTY OF MILWAUKEE</b> |  |                     |  |
|--------------------------------------|--|-------------------------|--|----------------------------|--|---------------------|--|
|                                      |  | PAY ROLL NO. _____      |  | NAME _____                 |  |                     |  |
| PAY ROLL NO. _____                   |  | PAY ROLL AMOUNT _____   |  |                            |  |                     |  |
| CHECK AMOUNT \$ _____                |  | <b>DEDUCTIONS</b>       |  |                            |  |                     |  |
| SIGNATURE _____<br><br>ADDRESS _____ |  | OUT DOOR RELIEF         |  |                            |  | DATE _____          |  |
|                                      |  | TRANSPORTATION          |  |                            |  |                     |  |
|                                      |  |                         |  |                            |  |                     |  |
|                                      |  |                         |  |                            |  |                     |  |
|                                      |  | <b>TOTAL DEDUCTIONS</b> |  |                            |  | <b>CHECK AMOUNT</b> |  |

PAY-CHECK USED IN MILWAUKEE, WISCONSIN, SHOWING SPACE FOR DEDUCTION OF RELIEF ALREADY ADVANCED

(Reduced from 3 by 8½.)

## IMPORTANT NOTICE FROM EMERGENCY WORK BUREAU

---

The Committee for Unemployment Relief has arranged your temporary "made work" and is paying your wages. This is only a winter relief measure, however, and you should not count too heavily on its continuance. You should make every effort in your off days each week to find permanent work on your own account.

274

With thousands of other heads of families waiting for work of any kind, fairness requires that only those who work most earnestly and efficiently can be retained on the payroll for the remaining weeks.

EMERGENCY WORK BUREAU  
COMMITTEE ON WORK

*March 16, 1931*

CAUTIONARY SLIP ENCLOSED WITH CHECK IN PHILADELPHIA, PENNSYLVANIA

(Reduced from 3 by 8½.)

MILWAUKEE COUNTY PARK COMMISSION

P a y O f f

Date\_\_\_\_\_ { Hours worked this day\_\_\_\_\_  
Car Fare this day\_\_\_\_ Rate\_\_\_\_  
Time Check No.\_\_\_\_\_ Name\_\_\_\_\_  
Case No.\_\_\_\_\_ Kind of Work\_\_\_\_\_

Reason for discharge:\_\_\_\_\_

Deductions: This space for main office only.

Out Door Relief\_\_\_\_\_ Transportation\_\_\_\_\_ Others\_\_\_\_\_

Hours Worked\_\_\_\_\_ Amount Due\_\_\_\_\_

Foreman's Signature\_\_\_\_\_

Timekeeper's Signature\_\_\_\_\_

Note: Timekeeper should show hours man worked the day of pay-off.  
Make other necessary remarks on opposite side.

Approved\_\_\_\_\_

REPORT ON MEN DISCHARGED AS UNSATISFACTORY, USED IN MILWAUKEE COUNTY,  
WISCONSIN

(Reduced from 5¼ by 8¼.)



\_\_\_\_\_ Department \_\_\_\_\_ 1931

REQUEST FOR TRANSFER

Transfer of \_\_\_\_\_

is hereby requested by city - by employe.

Occupation \_\_\_\_\_ Card No. \_\_\_\_\_

Department \_\_\_\_\_

To Occupation \_\_\_\_\_

Department \_\_\_\_\_

Signed \_\_\_\_\_

APPROVED: \_\_\_\_\_ ACCEPTED: \_\_\_\_\_

Foreman

Foreman

APPROVED: \_\_\_\_\_ ACCEPTED: \_\_\_\_\_

Superintendent

Superintendent

REQUEST FOR TRANSFER OF A MAN TO A DIFFERENT TYPE OF WORK, USED IN  
BIRMINGHAM, ALABAMA

This was chiefly for transferring men from heavy to lighter labor, or from unskilled  
work to skilled.

(Reduced from 5¼ by 8¼.)



**EARNINGS RECORD CARD USED IN ROCHESTER, NEW YORK**  
It was filed numerically and filled out from the payrolls.

(Reduced from 4 by 6.)

|               |            |
|---------------|------------|
| <b>STREET</b> | <b>204</b> |
|               |            |

**STREET INDEX CARD USED IN ROCHESTER, NEW YORK**

It was filed by street and number. The purpose was to prevent more than one in a family from receiving work relief.

## INDEX

## INDEX

- Acknowledgments, 7
- Administration of programs: by public officials, 15, 16-17; by citizens' committees, 15-16, 17; methods outlined, 18-22; statistics summarized, 22-30, in communities studied, 34-35, 38-39, 43-46, 49-52, 56-58, 65-72, 75-77, 81-84, 87-90, 92-94, 95-97, 102-104, 106-108, 111-112, 115-116, 119-123, 128-131, 133-134, 139-148, 152-155, 161-163, 168-174, 183-189, 193-198, 202-205, 207-208, 211-213, 217-220. *See also* Setting up a program of work relief
- Advance planning, 230
- Alloway, J. E., 192 *note*
- Applicants for relief: registration methods recommended, 234-235; determining need of, 235-237; fitness of, considered, 237-238; assignments, 241; transfer and dismissal, 241-242; re-assignments, 242-243; wages and hours suggested, 243-244; payment methods, 245-246; compensation insurance, 246-247
- Applications, tabulations, by cities, 26-30
- Appraisal of the Rochester Experiment in Work Relief, An*, by Ivan Asay, 192 *note*
- Asay, Ivan, 192 *note*
- Assignment: length of work, and earnings, 19-20, 22; reports on, in communities studied, 34, 44-45, 50, 57, 66-69, 76, 82, 88, 92-93, 95-96, 102-103, 111-112, 116, 121-122, 128, 142, 144, 154, 162-163, 170-171, 185-186, 195-196, 204, 207-208, 212, 218; cautions suggested, 241; re-assignments, 242-243. *See also* Registration and investigation
- Auspices: and finances, 15-17, 228-230; tabular summaries, 23, 24-25, 26-30
- Bayonne, New Jersey: source of relief funds in, 15 *note*; administration of program in, 15, 16, 18 *notes*, 19, 20 *note*; statistics summarized, 22-23, 24, 26; report on work relief in, 33-36
- Bergen County, New Jersey: source of relief funds in, 15 *note*; administration of program in, 15, 16, 18 *notes*, 19, 20 *note*; statistics summarized, 22-23, 24, 26; report on work relief in, 42-47; form of identification card, 270; transfer request form, 276
- Bookman, C. M., 75 *note*
- Brandt, Lillian, 158 *note*
- Bridgeport, Connecticut: municipal relief in, 13; administration of program in, 15, 16, 18 *notes*, 19, 20 *note*, 21; statistics summarized, 22-23, 24, 26; report on work relief in, 48-53
- Buffalo, New York: source of relief funds in, 15 *note*; administration of program in, 15, 16, 18 *notes*, 19, 20 *note*, 21; statistics summarized, 22-23, 24, 26; report on work relief in, 54-63
- Chicago, Illinois: source of relief funds in, 15 *note*; administration of program in, 15, 16, 18 *notes*, 19, 20, 21, 22; statistics summarized, 22-23, 24, 26; report on work relief in, 64-74; requisition form, 267; payroll form, 271
- Choice of work projects, recommendations, 238-241
- Cincinnati, Ohio: municipal relief in, 13, 15 *note*; administration of program in, 15, 16, 18 *notes*, 20, 21 *note*; statistics summarized, 22-23, 24, 27; report on work relief in, 75-79; referral form, 265; payroll form, 272
- Cities reporting work relief in, 33-221, 253-255
- Citizens' committees, programs administered by, 15-16, 17, 21, 26, 27, 28, 29, 30, 132
- Citizenship, and residence requirements, 21, 51
- Cleveland, Ohio: source of relief funds in, 15 *note*; administration of program in, 15, 16, 18 *notes*, 19, 20 *note*, 22; statistics summarized, 22-23, 24, 27; report on work relief in, 80-84

## INDEX

- "Client Participation," by Esther E. Twente, 106 *note*  
 Colcord, Joanna C., 12, 228 *notes*  
*Community Planning in Unemployment Emergencies*, by Joanna C. Colcord, 12 *note*  
 Compensation insurance, 20, 246-247  
 Confidential Exchange: applications to, in Philadelphia, 180; for use of social agencies, 236
- de Schweinitz, Karl, 166 *note*  
 Determination of need, methods for, 168, 235-237  
 Dole, relief work and, 35, 226
- Early relief programs, 11-13  
 Earnings, average total, 19-20. *See also* Wages  
*English Poor Law History*, by Sidney and Beatrice Webb, 11  
 Expenditures for work relief: and persons employed, tabulations, 24-25; auspices and methods, 26-30  
 Extent of program, reports on, in communities studied, 35-36, 40-41, 46-47, 53, 58-59, 72-74, 78-79, 83-84, 90, 94, 97-98, 105, 108-109, 112-113, 116-117, 123-124, 131-132, 134-135, 155, 163-164, 174-178, 189-191, 198-199, 205, 208-209, 213, 220-221
- Fitness of applicants, determination of, 237-238  
 Forms used by work-relief bureaus, 259-279  
 Funds: sources of, for programs studied, 15, 17, 22, 26-30; report of New York Emergency Work Bureau, 148-150; New York Women's Fund Committee, 150; sources of, for additional cities reported, 253-255; recommendations for administration of, 228-230
- Grand Rapids, Michigan: source of relief funds in, 15 *note*; administration of program in, 15, 16, 18 *notes*, 20; statistics summarized, 22-23, 24, 27; report on work relief in, 85-90; application form, 262; notice to workers, form, 268
- Hamilton, Ohio: source of relief funds in, 15 *note*; administration of program in, 15, 16, 18 *notes*, 19, 20 *note*; statistics summarized, 22-23, 24, 27; report on work relief in, 91-94
- Hartford, Connecticut: source of relief funds in, 15 *note*; administration of program in, 15, 16, 18 *notes*, 19, 20; statistics summarized, 22-23, 24, 27; report on work relief in, 95-98  
 Health: and accident provisions, 20, 246-247; reports on, in communities studied, 39, 46, 52, 58, 71, 77, 82, 93-94, 97, 104, 130, 139-140, 163, 171-172, 187, 196-197, 205, 212, 219  
 Home relief: involving work-relief programs, 22; tabulations, 24-30  
*How to Meet Hard Times*, report by Mayor's Committee on Unemployment, New York, 12 *note*  
 Hurlin, Ralph G., 11 *note*
- Impressionistic View of the Winter of 1930-31, An*, by Lillian Brandt, 158 *note*  
 Indianapolis, Indiana: source of relief funds in, 15 *note*; administration of program in, 16, 18, 20, 21 *notes*; statistics summarized, 22-23, 24, 27; report on work relief in, 99-105; form of assignment card, 269
- Kansas City, Kansas: source of relief funds in, 15 *note*; administration of program in, 16, 18, 20, 21 *notes*; wage payments, 17; statistics summarized, 22-23, 24, 28; report on work relief in, 106-109  
 Kansas City, Missouri: source of relief funds in, 15 *note*; administration of program in, 15, 16, 18 *notes*, 20, 21; statistics summarized, 22-30; report on work relief in, 110-113
- Labor unions, relations with, 70  
 Legislation: in New Jersey, 17-18; in Ohio, 18; New York, 18; legislative commission report in New York City, 157-158  
 Length of work assignment: and average total earnings, 19-20; tabulations, 22-23, 24-25. *See also* Assignment  
 Little Rock, Arkansas: source of relief funds in, 15 *note*; administration of program in, 16, 18, 20 *notes*; statistics summarized, 22-23, 24, 28; report on work relief in, 114-117  
 Louisville, Kentucky: source of relief funds in, 15 *note*; administration of program in, 15, 16, 18, 20, 21 *notes*; statistics summarized, 22-23, 24, 28;

## INDEX

- report on work relief in, 118-126;  
referral form, 264
- Made work: studies of, 12; results of  
programs for, 12-13
- Man-a-block plan: in Buffalo, 55, 60;  
in Louisville, 124-126; in Niagara  
Falls, 164-165; as work relief, 248
- Milwaukee, Wisconsin: relief programs  
by city and county, 15, 16 *notes*;  
methods of administration in, 18 *note*,  
19, 20, 21; statistics summarized,  
22-23, 24, 28; report on work relief  
in, 127-135; pay-check form, 273;  
Milwaukee County discharge form,  
275
- Minneapolis, made-work program, 13
- Nature of work, reports on, in com-  
munities studied, 35, 40, 52, 58,  
72, 77, 90, 94, 97, 104, 116, 122-123,  
143-144, 146, 147, 155, 163, 172, 188-  
189, 197, 212, 219-220
- New York City: report of Mayor's  
Committee on Unemployment, 12;  
Citizens' Committee program, 15;  
source of relief funds in, 15 *note*; ad-  
ministration of program in, 15, 16, 18  
*notes*, 19, 20, 21, 22; statistics sum-  
marized, 22-23, 25, 29; report on  
work relief in, 136-160; Emergency  
Work Bureau program, 136-150;  
Welfare Council, 137, 150, 151, 156,  
158-160; Department of Public  
Welfare, 150-160
- Niagara Falls, New York: source of  
relief funds in, 15 *note*; administra-  
tion of program in, 15, 16, 18 *notes*,  
19, 20 *note*; statistics summarized,  
22-23, 25, 29; report on work relief  
in, 161-165
- Number employed, tabulated, 24-25
- Odd-jobs campaigns: in Kansas City,  
Missouri, 113; in Niagara Falls, 164;  
basis of, 247
- Offices: location and equipment, 231;  
systems of, and forms used, 233-234,  
259-279
- Payments: wage rates and hours dis-  
cussed, 243-246; variation of meth-  
ods, 245-246. *See also* Expenditures;  
Wages
- Personnel: reports on, in communities  
studied, 18, 38, 43, 49, 65-66, 75, 87,  
102, 120-121, 140, 168, 183, 193-194,  
202, 217; recommendations for, in  
work relief, 231-233
- Philadelphia, Pennsylvania: source of  
relief funds in, 15 *note*; administra-  
tion of program in, 16, 18 *notes*, 20,  
21 *note*, 22; statistics summarized,  
22-23, 25, 29; report on work relief  
in, 166-181; Emergency Work Bu-  
reau, 167, 169, 175, 176; inquiry  
form, 263; form of cautionary slip,  
274; record of applicants, form, 277  
"Philadelphia Takes Heart," by Karl  
de Schweinitz, 166 *note*
- Pittsburgh, Pennsylvania: source of  
relief funds in, 15 *note*; administra-  
tion of program in, 16, 18 *notes*, 20,  
21, 22; statistics summarized, 22-23,  
25, 29; report on work relief in, 182-  
191; requisition form, 266
- Population of communities studied,  
24-25
- Pringle-Roberts Act, of Ohio, 18
- Private agencies: in relief programs,  
13-15, 26, 27, 28, 29; indexes of  
change in expenditures, 14
- Program for Meeting New York City's  
Relief and Unemployment Problems*,  
by C. W. Berry, 156 *note*
- Programs of relief. *See* Home relief;  
Work relief
- Protection against injury. *See* Health
- Public administration: of programs,  
15, 16-17; auspices and methods,  
tabulated, 26-30; advanced public  
works, 247
- Re-assignment, 68, 242-243
- Registration and investigation: re-  
ports on, in communities studied,  
34, 38, 43, 49, 56, 66, 75, 81, 87, 92,  
95, 111, 115, 119, 128, 133, 140-142,  
144-145, 147, 152-153, 161-162,  
169-170, 183-184, 194-195, 203-204,  
207-208, 211-212, 217-218; methods  
recommended, 234-235; determining  
need of applicants, 235-237
- Relief without labor, concepts under-  
lying, 225-228
- Residence requirements, and citizen-  
ship, 21
- Rochester, New York: source of relief  
funds in, 15 *note*; administration of  
program in, 15, 16, 18 *notes*, 19, 20  
*note*, 21; statistics summarized, 22-  
23, 25, 29; report on work relief in,  
192-200; registration form, 260, 261;



## INDEX

- earnings record, form, 278; form of street index card, 279
- St. Louis, Missouri: source of relief funds in, 15 *note*; administration of program in, 16, 18 *notes*, 20, 21, 22; statistics summarized, 22-23, 25, 29; report on work relief in, 201-205; registration form, 259
- Setting up a program of work relief: concepts underlying, 225-228; auspices and finance, 228-230; advance planning, 230; office location and equipment, 231; personnel, 231-233; office system, 233-234; registration of applicants, 234-235; determination of need, 235-237; fitness of applicant, 237-238; choice of work projects, 238-241; assignments, 241; transfer and dismissal, 241-242; re-assignments, 242-243; wages and hours, 243-244; methods of payment, 245-246; protection against injury, 246-247; projects included in work relief, 247-248; general relief program as related to, 248-250
- Social agencies: relations with, in Chicago, 69-70; and personnel of social workers, 231-233; as sources of labor supply, 234; Confidential Exchange for, 236
- Source of funds, by cities, 26-30
- Tabular summaries: of duration and extent of major programs, 22-23, 24-25; auspices, and methods employed, 23, 26-30
- "This Winter's Work Relief," by Joanna C. Colcord, 228 *note*
- Toledo, Ohio: source of relief funds in, 15 *note*; administration of program in, 15, 16, 18, 19, 20 *notes*, 21; statistics summarized, 22-23, 25, 30; report on work relief in, 206-209
- Trenton, New Jersey: source of funds in, 15 *note*; administration of program in, 16, 18, 20 *notes*; statistics summarized, 22-23, 25, 30; report on work relief in, 210-213
- Twente, Esther E., 106 *note*
- "Use of Public Works in the Treatment of Unemployment," by Ralph G. Hurlin, 11 *note*
- Wages: payments in Kansas City, Kansas, 17; range of, in cities, tabulated, 19, 24-30; expenditures for work relief, tabulated, 24-30; reports on, in cities, 34-35, 39, 45-46, 50-52, 57, 71, 76-77, 82, 88-90, 93, 96-97, 103-104, 112, 116, 122, 130, 134, 143, 146, 148, 154-155, 163, 171, 186-187, 196, 204-205, 208, 212, 218-219; rates and hours discussed, 243-246
- Waterbury, Connecticut: source of relief funds in, 15 *note*; administration of program in, 16, 18 *notes*, 20, 21 *note*, 22; statistics summarized, 22-23, 25, 30; report on work relief in, 214-221
- Webb, Beatrice, 11
- Webb, Sidney, 11
- White-collar workers: programs by citizens' committees, 17; in Philadelphia, 172-174; traffic engineering report, 173-174; clerical service, 233
- Women: Buffalo Household Helper Plan, 61-62; placement of, by Emergency Work Bureau, New York, 147-148; Women's Fund Committee, New York, 148, 150; Philadelphia Women's Division, 169
- Work relief: forerunners of, 11-13; programs outlined, 13-15; involving home relief, 22; expenditures for, tabulated by cities, 22-25; reports on, in 26 communities, 33-221; by Buffalo Board of Education, 59-60; setting up a program of, recommendations for, 225-250; concepts underlying, 225-228; professional service, 231-233; variation of term, 247; relation of, to general relief program, 248-250. *See also* Registration and investigation
- "Work Relief for the Unemployed in Rochester," by J. E. Alloway, 192 *note*
- Work-test systems and programs, 12, 62-63, 247

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**2008-04**