Finding Aid for the Federal Writers' Project
New York State Director's Publications Working Files series.

Finding Aid Publication Date: Sept 27th, 2019

Online Finding Aid Record:
http://iarchives.nysed.gov/xtf/view?docId=ead/findingaids/A0551.xml

Overview of Records

Repository:
New York State Archives

Summary:
This series contains files relating to proposed publications of the New York State Federal Writers' Project (FWP). Included are files of projects undertaken at both statewide and local levels. Publications included travel and tourism guides to New York State and local communities; the New York State Almanac; the New York State Encyclopedia; and publications on such topics as health, wildlife, and agriculture.

Creator:
Federal Writers' Project (N.Y.)

Title:
State Director's publications working files

Inclusive Dates:
1936-1942

Quantity:
60 cubic feet

Series Number:
A0551

Arrangement:
Arranged by proposed publication.

Scope and Contact Note:
This series contains files relating to proposed publications of the New York State Federal Writers' Project (FWP). Some of these writing projects were published, while others did not progress beyond the research or drafting states. Included are files of projects undertaken at both statewide and local levels. All proposed publications were subject to review by the State Director's office. Most text for proposed publications was prepared by field workers, working out of district offices. This "field editorial copy" was typed at the district office and a copy forwarded to the State Director's office for review and editing. Most field editorial copy includes a cover sheet giving the following information: author (field worker); title; subject; date; number of words; district number; county; city or town; and "index number" - a subject classification code number used for filling purposes. Toward the end of the Federal Writers' Project's existence (late 1941, early 1942), many district offices forwarded their work in progress to the State Director's office in Albany as the program was phased out due to the advent of World War II. Some of these files appear in this series, often accompanied by transmittal memoranda. The records of each type of proposed publication are described below, with their corresponding box numbers. Most of the working files consist of typed and manuscript drafts of field editorial copy, notes, and occasional pamphlets filed by "index number" in numerical subject ("topic") files. Also included are: working files (drafts of field editorial copy) arranged by subject; drafts of essays on cities; drafts of the entire guide; card bibliography of published source material; and photographic prints proposed as guide illustrations. Local and Regional Guides, Boxes 27-36 and Boxes 44-60. Many guides to counties, cities, villages, towns, and geographical regions were prepared, a few of which were published. The working files for these guides generally contain information on local history, notable persons, historic sites or structures, and other "points of interest." This information is generally in the form of: drafts of field editorial copy; drafts of completed guides; and notes, pamphlets, brochures, and clippings. Some files also include correspondence between the State Director, district superintendents, and field workers concerning guides' contents, progress, and sponsorship. The series contains three small 3" x 5" card indexes to: towns (name only given); sources of water supply (name, latitude and longitude, and elevation); and mountains (elevation, latitude and longitude, county, town, and map quadrangle name). There are three varieties of typed 5" x 8" cards, possibly entry cards for the uncompleted encyclopedias. 1. Cards for cities, towns, and villages may give all or some of the following information, often in narrative form: statistics (location, size, population); derivation of name; prior names;
topography; soil; transportation routes; products; population breakdown (e.g. native, foreign, American Indian); historical sketch; references cited; and name of field worker. 2. Typed cards for rivers, lakes, mountains, and general subjects include all or some of the following information: location; physical description; history; and name of field worker. 3. Typed biography cards include all or some of the following information: birth and death dates; occupation; narrative biographical sketch; references cited; and name of researcher (occasionally). Working files for the encyclopedia project include field editorial copy arranged by: county; subject; and author (field worker). Also included is a 3” x 5” card index to published source material arranged by county and subject. Files relating to the related Survey of New York Place Names consist of: typed draft of the "place names survey"; instructions of field workers; and State Director’s correspondence with FWP staff concerning the content and progress of the place names survey. Monroe County Wildlife Study, Box 59. These files contain narrative descriptions of bird species found in Monroe County. Chemung County Wildlife Study, Box 60. These files contain narrative descriptions of bird species found in Chemung County.

Use of Records:

Access Restrictions:
There are no restrictions regarding access to or use of this material.

Related Information:

Related Materials:
Series 11891, Working Files for the Historical Album of New York State, and Series A3272, Biographical History Cards on Prominent New Yorkers, contain related materials of the Federal Writers' Program.

Access Terms:

Subjects:
- Local history
- Public service employment
- Historic sites
- Biography
- Almanacs

Corporate Names:

• Federal Writers' Project (N.Y.)
• New York State Archives
• New York (State). Education Department Division of Archives and History
• Federal Writers' Project
• University of the State of New York
• New York (State). Education Department
• United States. Works Progress Administration

Geographic Names:

• New York (State)
• New York (State)--History

Functions:

• Publishing

**Detailed Description:**
Contact repository for copy with container list information.