

COLLECTIONS OF CORRESPONDENCE AND MANUSCRIPT DOCUMENTS

NAME OF COLLECTION: Mary E. Richmond Papers

SOURCE: Gift of the Russell Sage Foundation, 1949; transferred from
N.Y. School of Social Work, 1970

SUBJECT: _____

DATES COVERED: 1821 ~~1821~~ -1928 NUMBER OF ITEMS: ca. 25,000 items

STATUS: (check appropriate description)
Cataloged: _____ Listed: X Arranged: X Not organized: _____

CONDITION: (give number of vols., boxes, or shelves)
Bound: _____ Boxed: 83 boxes Stored: _____

LOCATION: (Library) Special Collections CALL-NUMBER: Spec Ms Coll
Richmond

RESTRICTIONS ON USE: _____

on microfilm
FOR LIST OF BOXES SEE FOLLOWING PAGE

DESCRIPTION:

Correspondence, manuscripts, and records relating to the career of Mary E. Richmond, (1861-1928), pioneer social worker, author and educator. The papers cover Miss Richmond's social work career in Baltimore, Philadelphia, and New York, where she served as Director of the Charity Organization Department of the Russell Sage Foundation. Her efforts were directed toward the reorganization and introduction of new methods, including the case method.

Miss Richmond was the author of Social Diagnosis, Marriage and the State, Friendly Visiting Among the Poor, and Child Marriages.

See the register for list containing the calendar of the collection.

PART I: MARY E. RICHMOND ARCHIVE

8 Boxes, 151 Folders, covering the
Pre-professional, Baltimore, and Philadelphia Periods,
1861 - 1900,

With Index to Letters

MARY E. RICHMOND ARCHIVE

Chronology of Mary E. Richmond

- 1861 Born in Belleville, Illinois
- 1878 Graduated from Eastern Female High School, Baltimore, Maryland
- 1878 Went to New York and Brooklyn to live and work
- 1880 Returned to Baltimore to work for W.L. Stork & Company, fine stationers and engravers
- 1888 Became bookkeeper and general office assistant for the Altamont Hotel
- 1889 Became assistant treasurer of the Baltimore Charity Organization Society
- 1891 Promoted to general secretary of the Baltimore COS
- 1899 Publication of Friendly Visiting Among the Poor
- 1900 Became general Secretary of the Philadelphia Society for Organizing Charity
- 1905 Became editor of the Field Department of Charities and the Commons
- 1907 Publication of The Good Neighbor in the Modern City
- 1909 Became director of the Charity Organization Department, Russell Sage Foundation, New York
- 1917 Publication of Social Diagnosis
- 1922 Publication of What is Social Case Work?
- 1925 Publication of Child Marriages
- 1925 Although still director of COD, becomes inactive at office and works at home
- 1928 Died in New York City; buried in Baltimore
- 1929 Marriage and the State published posthumously

Sept 10 1929 to 1930

Sept 10 1930 to 1931

Return to Box 1

MARY E. RICHMOND PAPERS

BOX	DESCRIPTION
1	Letters, Writings, Personal Effects, 1861-1889
2	Letters, Writings, Personal Effects, 1861-1889
3	Letters and related materials, Baltimore period, 1889-1900
4	Writings and personal effects, Baltimore period, 1889-1900
5	Letters and related materials, Philadelphia period, 1900-1909
6	Writings and official SOC publications, Philadelphia period, 1900-1909
7	Writings and personal effects, Philadelphia period, 1900-1909
8	Letters, etc., relating to Field Department of Charities and the Commons, Philadelphia period, 1900-1909
9	General Correspondence, New York period, 1909-1915
10	General Correspondence, New York Period, 1916-1922
11	General Correspondence, New York period, 1923-1928
12	Correspondence with friends and Colleagues, New York period, 1909-1928
13	Letters, etc., re <u>Social Diagnosis</u>
14	Manuscript of <u>Social Diagnosis</u>
15	Manuscript of <u>Social Diagnosis</u>
16	Working Files of <u>Social Diagnosis</u>
17	Working Files of <u>Social Diagnosis</u>
18	Case Records, analyses, criticism and discussions of <u>Social Diagnosis</u>
19	Letters re Social Work Series and Marriage Studies, New York period
20	Letters re Teaching Interests, New York Period
21	Materials re Charity Organization Institutes, thru 1915
22	Materials re Charity Organization Institutes, 1916
23	Materials re Charity Organization Institutes, 1917
24	Materials re Charity Organization Institutes, 1918
25	Materials re Institute of Family Social Work, 1919
26	Materials re Institute of Family Social Work, 1920
27	Materials re Institute of Family Social work, 1921
28	Materials re Institute of Family Social Work, 1922
29	Materials re Institute of Family Social Work, 1925-1928, and re Supervisors' Conferences, 1914-1923
30	Materials re Training for Social Work
31	Correspondence and Materials re Case Records and Recording, and the Case Criticism Service
32	Supplementary Material re Case Records and Recording
33	Letters and Writings Widows' Pensions
34	Supplementary Material Widows' Pensions
35	Correspondence and Material re Unemployment Crises
36	Correspondence and Materials re American Red Cross
37	Correspondence and Materials re the National Conference
38	Correspondence and Materials re the American Association
39	Correspondence and Materials re Committee on Professional Organization
40	Correspondence and Materials re Committee and Advisory Work

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Part II
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Part II
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Correspondence and Materials re Miscellaneous Subjects,
Personal materials, final sickness and death
Speeches, addresses and lectures
Notes for SAL; Articles, reviews and unpublished writings
Department reports prepared by M.F.R. for the Russell
Safe Foundation
Personal effects; Miscellaneous, Colcord and Mann biographical
material

CLARITY ORGANIZATION DEPARTMENT ARCHIVES

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Part III
Boxes
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General Correspondence, 1909-1928; Joanna C. Colcord
Correspondence as Director of COD, most 1930
Fred S. Hall Correspondence re Exchange
Fred S. Hall Correspondence re Finance
Fred S. Hall Correspondence re Office Methods
Fred S. Hall Correspondence re Statistics
Correspondence and other material re Transportation Code
and Committee, 1919-1928 and Settlement Laws
Correspondence and other material re Special projects
M.F. Byington and J.C. Colcord
Staff Reports COD, 1911-1927; Field Reports FDCC and COD,
1909-1911
Field Reports FDCC and COD, 1911-1919
Field Reports and Communication, 1919-1928
Financial Statements, 1909-1928 and Published Sales Records
of the COD, 1913-1929
COD Subject Files: Almshouses - Clothing Appeal
COD Subject Files: Community Council - Friendly Visits
COD Subject Files: Handbook for Districts, N.Y., COS, 1916 -
Intercollegiate Bureau of Occupations
COD Subject Files: Intake - Nursing (Public Health)
COD Subject Files: Occupational Disease - Public welfare,
Boards of
COD Subject Files: Quotation - Schools of Philanthropy
COD Subject Files: Special Insurance - Tuberculosis
COD Subject Files: Vagrancy and Begging - Work Rooms for Women

MARY E. RICHMOND CASE RECORDS - NEW YORK

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Part II
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Paket 12

These are in fact PTII: Boxes 24A-24H

Part I

Box 1

Pre-professional Period, 1861-1889 -- MER Archive

Folders 1-14: Letters, Writings, and Personal Effects

1

Genealogical documents, as follows:

Ellen M. Harris' record of Richmond, Harris, and Westcott marriages, births, and deaths, n.d.

Family Record pages from 1821 New Testament [kept by Mehitable Harris?]

Photostat copy of MER's Family Tree as recorded in Family Bible dated 1746 (Original property of William C. Harris, in possession of Miss Gordon Hamilton, 1930)

Family Tree copied from Family Bibles by Joanna C. Colcord in 1929

2

Letters showing relations between MER and Mrs. Laura Richmond Hooper, her step-mother, as follows:

Letter to MER from Mrs. Hooper, Sep 13, 1901

Three letters to MER from M. L. White, Baltimore COS case worker, about Hooper family affairs, dated Sep 30, Oct 8, and Oct 11, 1901

3

Childhood keepsake: Religious card with note on verso to MER from Sister Relagia Boyd, her aunt on her father's side, n.d.

4

Letters showing relations between MER and Ellen M. Harris, her aunt, as follows:

Copies of six letters from MER to Aunt Ellen, 1870-1872

Two letters to MER from Aunt Ellen, Apr 17, 1908 and Jul 7, 1915

5

Letters and other materials showing relations between MER and Ellen M. Harris, her aunt, as follows:

Doctor's receipt and letters to MER from Ellen M. Harris and others concerning Aunt Ellen's final illness and death, 1919

Correspondence between MER and Mary Eleanor Shafer concerning Aunt Ellen's bequests, 1919

Aunt Ellen's address book, memorandum book, and her article, "Notes on the Life of Huxley" (in The Open Door, Oct 1919, p 10-11)

6

Letters showing relations between MER and Elizabeth (Lizzie) and Mary Richmond, her aunts, arranged chronologically from Jul 18, 1913 to Dec 19, 1920

7

Letters showing relations between MER and Elizabeth (Lizzie) and Mary Richmond, her aunts, arranged chronologically from Jan 5, 1922 to Dec 16, 1925

- 2
- 8 MER's childhood copy book, presented to her by her "teacher,"
G. Perez, Jan 20, 1872
- 9 Copy of Eastern Female High School Twenty-sixth Annual Com-
mencement program, Thursday, Jun 27, 1878; accompanied by
1930 statement by Ruth Mann about the commencement and corres-
pondence between Joanna Colcord and the Principal of Eastern
High School, 1930
- 10 MER Notebook labeled "Bibliography," with calendar for 1880
pasted on inside cover and autograph of "M. E. Richmond";
contains lists of works by Scott, Tyndall, Ruskin, Dickens,
Dr. Johnson, Emerson, George Eliot, and list of Latin Poets
- 11 Seven programs of the DeValin Literature Club meetings, as
follows:
November - January 1882-3
February - May 1883
October - January 1883-4
February - May 1884
Mrs. Browning Evening, May 30, 1884
October - January 1884-5
October - January 1885-6
- 12 MER essay, "Books and Reading," written for presentation to
the DeValin Literature Club, Oct 20, 1882: a.m.s., 39 p
- 13 MER essay, "Washington Irving," written for presentation to
the DeValin Literature Club, Mar 19, 1883: a.m.s., 36 p,
and 31 half-page typescript
- 14 MER essay, "Milton," written for presentation to the DeValin
Literature Club, Dec 14, 1883 (Contained in notebook headed
"DeValin Literature Club Essays, Vol I: Contents, Dante,
Miss Jennie Taylor, read Nov 17, 1882; and Milton, Miss Rich-
mond, read Dec 14, 1883." The Milton essay is in MER's holo-
graph. Also 45 half-page typescript)

Part I

Box 2

Pre-professional Period, 1861-1889: MER Archive

Folders 15-24: Letters, Writings, and Personal Effects

- 15 MER essay, "Jeremy Taylor," written for presentation to the DeValin Literature Club, Apr 25, 1884: a.m.s., 32 p, and 26 half-page typescript
- 16 MER essay, "Sir Thomas More," written for presentation to the DeValin Literature Club, Dec 1, 1884: a.m.s., 66 p, and 60 half-page typescript
- 17 MER essay, "The Baron, the Page, and the Minstrel," written for presentation to the DeValin Literature Club, Nov 2, 1885: a.m.s., 33 p, and 29 half-page typescript
- 18 MER essay, "The English Novel," written for presentation to the DeValin Literature Club, n.d.: 33 p holograph draft and 23 half-page typescript
- 19 MER essay, "Charles Dickens," written for presentation to the DeValin Literature Club, n.d.: 27 p holograph draft and 29 half-page typescript
- 20 Scrapbook of newspaper and magazine clippings bearing MER's autograph, 1883-188?. The first clipping is an article by Miss Richmond on "Juvenile Literature" from the Lutheran Home, 1883. Three other newspaper clippings are dated 1884 and 1885. Most of the clippings deal with Rev. Charles R. Weld's sermons at the First Independent Christ Church, but only two are dated: 1884 and 1885.
Folded in front are a Stork & Co. Society Bulletin for 1883 and three sets of MER holograph notes
- 21 MER holograph notebook headed "Sidney Lanier," with table of contents, n.d. Pages 3-5 and 8-11 contain entries for "Shakespeare Class" dated 1888. Pages 264-270 contain a "programme" given by the Shakespeare Class. 276 p
Folded in front are five undated poems in MER's holograph, as follows:
 - "Crinan[?] Weather"
 - "The Alphabet"
 - "Team Play"
 - "Sheepfolds"
 - "Small blame to the worlds that want you"
- 22 Typescript copies of two letters to MER from Fred W. Werner, member of the Unitarian Church Shakespeare Class, dated Jun 30, 1888 (accompanied by "Presentation") and Dec 23, 1889

4
23

Photostats of two letters concerning the Baltimore Charity Organization Society position of assistant treasurer, as follows:

J. F. Martenet to Charles J. Bonaparte, Feb 24, 1888, being the letter of resignation of MER's predecessor

Jesse F. Hampton to Special Committee, Baltimore Charity Organization Society, Dec 15, 1888, being a letter of application for the position of assistant treasurer. Pasted on this letter is the advertisement from the Dec 1888 Evening Sun which MER answered.

24

Miscellaneous biographical data relating to MER's Pre-professional Period, collected by Ruth Mann and Joanna Colcord, 1928-31

Part I

Box 3

Baltimore Period, 1889-1900 -- MER Archive

Folders 25-50: Letters and related materials*

- 25 General letters to and from MER, mostly of an official or professional nature, as follows:
Francis R. Peabody to MER, Nov 17, 1890
MER to Charles J. Bonaparte, Feb 21, 1891
MER to the Daughters of Israel, May 1891
- 26 General letters to MER, mostly of an official or professional nature, arranged chronologically for 1894
- 27 General letters to and from MER, mostly of an official or professional nature, arranged chronologically for 1895
- 28 General letters to and from MER, mostly of an official or professional nature, arranged chronologically for 1896
- 29 General letters to and from MER, mostly of an official or professional nature, arranged chronologically for 1897 and 1898
- 30 General letters to and from MER, mostly of an official or professional nature, arranged chronologically for 1899
- 31 General letters to and from MER, mostly of an official or professional nature, arranged chronologically for 1900
- 32 Undated or partially dated notes and letters to and from MER, mostly of an official or professional nature
- 33 Letters of a personal nature from Zilpha Drew Smith to MER, arranged chronologically from Apr to Dec, 1892
- 34 Letters of a personal nature from Zilpha Drew Smith to MER, arranged chronologically for 1893
- 35 Letters of a personal nature from Zilpha Drew Smith to MER, arranged chronologically for 1894
- 36 Letters of a personal nature from Zilpha Drew Smith to MER, arranged chronologically for 1895
- 37 Letters of a personal nature from Zilpha Drew Smith to MER, arranged chronologically for 1896
- 38 Letters of a personal nature from Zilpha Drew Smith to MER, arranged chronologically from Jan 1, 1897 to Aug 2, 1899

* The records of the Baltimore Charity Organization Society were destroyed in a fire in 1919 and the official file of letters and organizational documents and papers is very incomplete.

- 39 Letters of a personal nature from Zilpha Drew Smith to MER, arranged chronologically for 1900
- 40 Miscellaneous materials relating to the Zilpha Drew Smith-Mary Richmond friendship during this period, as follows:
ZDS diary of Colorado vacation, 1892
MER note with photograph to ZDS, Sep 22, 1894
Other letters to or from ZDS: 1892, 1894, 1900
- 41 Copy of form letter sent out by MER Apr 25, 1895, asking for information needed to prepare a paper on "The Treatment of the Families of Idle and Intemperate Men" (presented at the National Conference, New Haven, 1895, under title of "Married Vagabonds"), and the responses to her questions, arranged chronologically for Apr 1895
- 42 Continuation of responses to MER's form letter of Apr 25, 1895, arranged chronologically for May 1895
- 43 Letters and other materials from the Macmillan Company concerning publication and sales of Friendly Visiting Among the Poor (New York, 1899), as follows:
Contract, Nov 16, 1898
Four letters from Macmillan Company to MER, Nov 15, 1898-Feb 21, 1899
Yearly statements of sales, 1898-1911
- 44 Letters to MER in response to publication of Friendly Visiting Among the Poor (New York, 1899), arranged chronologically from Jan 31 to Apr 26, 1899; also typescript copy of discussion at Agents' Meeting, Boston, Jun 29, 1899, on review in Manchester Guardian
- 45 Letters relating to Helen B. Pendleton, Baltimore Charity Organization Society worker and friend of MER, as follows:
Two letters from MER to Miss Pendleton, Mar 14, 1898 and Jun 27, n.y.
Extracts from Miss Pendleton's letters to her family during MER's Baltimore Period: Oct 1, 1896; Jan 23, 1898; and two with n.d.
Letter from John M. Glenn to Miss Pendleton, Nov 30, 1901
Letter from Miss Pendleton to Muriel Pumphrey about MER materials from this period, Sep 27, 1954
- 46 Two printed case records from the London Charity Organization Society, sent out as specimens of case work by C. S. Loch, Apr 1899. Accompanied by note in unidentified handwriting that MER had no idea what a case record could be until she saw the London COS samples.

47

Letters and other materials relating to the Baltimore-Philadelphia transition, as follows:

Eleven letters from H. LaBarre Jayne to MER, Jan 31-Apr 7, 1900, about offer of General Secretary position at the Philadelphia Society for Organizing Charity.

Letter from MER to Mr. Jayne, Mar 18, 1900

Two enclosures relating to the Philadelphia SOC, n.d.

Three press clippings from Philadelphia newspapers, 1900

48

MER's holograph draft letter of resignation from the Baltimore Charity Organization Society to Charles Bonaparte, Mar 12, 1900, and carbon of typescript statement of acceptance and recognition of service from the Society's Board of Managers, n.d.

49

Letters and notes from Baltimore and other persons relating to MER's leaving Baltimore, arranged chronologically from Mar 2 to May 22, 1900

50

Letters and notes from Philadelphia and other persons relating to MER's coming to Philadelphia, arranged chronologically from Feb 14 to May 14, 1900

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Part I

Box 4

Baltimore Period, 1889-1900 -- MER Archive

Folders 51-71: Writings and Personal Effects

- 51 Holograph draft [not in MER's handwriting] of "The Friendly Visitor," 10 p. "M.E.R.'s first speech in public at annual meeting of Balto. C.O.S. in 1890" written at end in MER's hand. Verso of p 10 has "Mr. J. M. Glenn, Glenn Bldg., 12 St. Paul"
- 52 Holograph draft of "The Profession and Practice of Begging," an address delivered at the East Baltimore Business Men's Association, Apr 23, 1891; also typescript copy
- 53 "Criticism and Reform in Charity," a lecture delivered before the Social Science Club of the Woman's College, Baltimore, Jan 17, 1896 (Printed in The Charities Review, Vol V, no. 4, Feb 1896, p 169-181)
- 54 Separate reprint of "The Training of Charity Workers," paper read at a meeting of the Civic Club, Philadelphia, Mar 19, 1897 (two copies)
- 55 Typescript copy of "Attitude of a Working Woman toward Working Women," address delivered before the Third National Convention of Working Women's Clubs, Philadelphia, Apr 30, 1897 (From the Report of the Proceedings of the Convention, p 188-192)
- 56 Holograph draft of "The Relation of our District Work to Church Charity Work," n.p., n.d. [1898 or 1899?], 16 p; accompanied by Edward T. Devine letter, Oct 5, 1916, and MER's reply, Oct 14, 1916, relating to this manuscript
- 57 Miscellaneous notes and outlines for speeches, addresses, and lectures, 1896-1900
- 58 Some Facts about Child-Beggars, 4-page leaflet prepared by MER and issued by the Baltimore Charity Organization Society (No. 32, Mar 1894). Also Syllabus for "Class for the Study of Charitable Work in the Homes of the Poor," conducted by MER Feb and Mar [n.y.], 4-page leaflet
- 59 Typescript copies of "To Every Baltimore Clergyman" and "Our Relation to the Churches," editorials written by MER for the Baltimore Charities Record, Oct 1899
- 60 Typescript notebook containing unpublished manual, "The Work of a District Agent. Instructions and Suggestions compiled for the Charity Organization Society of Baltimore by its General Secretary, Mary E. Richmond," Baltimore, May 1, 1900, 72 p; accompanied by 1920 correspondence between Jeffrey Brackett and MER referring to this manuscript

- 61 Holograph draft of "Friendly Visiting," an article written for The Commons but not published, n.d. (Published in The Long View as "The Settlement and Friendly Visiting" and dated there as ca. 1899.)
- 62 Page proofs of "What is Charity Organization?" an article written for Charities Review, Jan 1900
- 63 Two typescript copies of "In Hospital," an article written for American Journal of Nursing, Oct 1, 1901
- 64 Six poems written by MER, 1889-1903, as follows:
- "Dualism," Jul 17, 1889 (typescript copy)
 - "Love, a masking came to me," Nov 23, 1889 (typescript copy)
 - "Breezy Weather," Aug 1891 (photostat of holograph signed "M.E.R.")
 - "Recognition," Oct 1891 (photostat of holograph signed "M.E.R.")
 - "Three steps across the threshold and then turn," Colorado Springs, Jul 4, 1892 (photostat of MER holograph and typescript copy)
 - "A sturdy Yorkshire mite of four or five," Jul 17-Dec 1, 1903 (typescript copy)
- Accompanied by three letters relating to the poems, as follows:
- Ruth Mann to Ada Arens Morawetz, Feb 3, 1931
 - Ada Arens Morawetz to Ruth Mann, Feb 4, 1931 (incomplete)
 - Louisa Eyre to Ruth Mann, Mar 2, 1931
- 64A "Dualism," (a.ms.s.) with photo of MER as a child & related letters
- 65 Three sets of miscellaneous MER holograph notes, as follows:
- "Clouds," Sep 1892
 - "Myrtle Club Grieg Programme, Jun 8/94"
 - "Guesses at Symphony Programmes," Nov 1896-Jan 1897
- 66 Typescript copy of "A Plea for Poetry," written by MER for the Myrtle Club, Jul 1893
- 67 Diary for 1897, autographed "M. E. Richmond." Diary pages are spotty and contain note of reading references or engagements. Cash Account pages in back are fully kept.
- 68 Diary for 1898, autographed "M. E. Richmond." Diary pages are spotty and contain note of reading references. Cash Account pages in back are fully kept. MER's National Conference membership card for 1898 inserted in back pocket.
- 69 MER diary for 1900. Diary pages are spotty and mostly contain note of reading references or engagements. Cash Account pages in back are fully kept.

- 70 Materials relating to Jane Addams, as follows:
Article by Miss Addams, "The Subtle Problems of Charity,"
clipped from the Jan 1899 Atlantic and saved by MER
MER holograph draft letter to Jane Addams, n.p., n.d.
- 71 Miscellaneous biographical data relating to MER's Baltimore
Period, collected by Ruth Mann and Joanna Colcord, 1928-31

~~See also Filing Cabinet and Bookcase for materials from this period, as follows:~~

At end of
collection

*Two scrapbooks of newspaper and magazine clippings and other printed materials which reflect Miss Richmond's career and interests while at the Baltimore Charity Organization Society. These scrapbooks were kept by Anna M. Arens; the first contains items dated from Feb 15, 1888 to Nov 14, 1896, and the second from Nov 13, 1896 to Oct 27, 1901. A third scrapbook is described under the Philadelphia Period.

Part I

Box 5

Philadelphia Period, 1900-1909 -- MER Archive

Folders 72-89: Letters and related materials

- 72 General letters of an official or professional nature to and from MER as General Secretary of the Philadelphia Society for Organizing Charity, arranged chronologically for 1900
- 73 General letters of an official or professional nature to and from MER as General Secretary of the Philadelphia Society for Organizing Charity, arranged chronologically for 1901
- 74 General letters of an official or professional nature to and from MER as General Secretary of the Philadelphia Society for Organizing Charity, arranged chronologically for 1902
- 75 General letters of an official or professional nature to and from MER as General Secretary of the Philadelphia Society for Organizing Charity, arranged chronologically for 1903
- 76 General letters of an official or professional nature to and from MER as General Secretary of the Philadelphia Society for Organizing Charity, arranged chronologically for 1904
- 77 General letters of an official or professional nature to and from MER as General Secretary of the Philadelphia Society for Organizing Charity, arranged chronologically for 1905
- 78 General letters of an official or professional nature to and from MER as General Secretary of the Philadelphia Society for Organizing Charity, arranged chronologically for 1906
- 79 General letters of an official or professional nature to and from MER as General Secretary of the Philadelphia Society for Organizing Charity, arranged chronologically for 1907
- 80 General letters of an official or professional nature to and from MER as General Secretary of the Philadelphia Society for Organizing Charity, arranged chronologically for 1908
- 81 General letters of an official or professional nature to and from MER as General Secretary of the Philadelphia Society for Organizing Charity, arranged chronologically for 1909

- 2
- 82 Letters of a personal nature from Zilpha Drew Smith to MER, arranged chronologically from Dec 9, 1900 to Apr 14, 1904
- 83 Letters of a personal nature from Zilpha Drew Smith to MER, arranged chronologically from Apr 22, 1905 to Aug 3, 1909
- 84 Letters of a personal nature from Julia R. Rogers of Baltimore to MER, arranged chronologically from Nov 14, 1900 to Jan 17, 1904
- 85 Letters of a personal nature from Julia R. Rogers of Baltimore to MER, arranged chronologically from Nov 6, 1905 to Feb 1, 1908
- 86 Letters of a personal nature to MER from various persons, arranged chronologically from Sep 25, 1902 to Nov 12, 1909
- 87 Letters of a personal nature from MER to Constance Biddle of Philadelphia, arranged chronologically from Jul 24, 1907 to Aug 29, 1909
- 88 Letters and other materials relating to MER's trip to England and Scotland in 1903, as follows:
James Campbell letter to [Margaret] Horn, Jul 7, 1903
Margaret Horn letter to MER, Jul 8, 1903
Margaret Horn postcard to MER, Jul 20, 1903
E. J. Holdane[?] letter to MER, [Jul 21, 1903]
Margaret Horn letter to MER, Jul 27, 1903
Calling cards for Miss Richmond and Miss Foss
MER diary for 1903, containing entries from Jun 25 to Aug 5, a few addresses and memoranda, and folded in the back, a list of hotels and addresses with a dried flower pressed in
- 89 Letters and other materials relating to Anna Justice, Philadelphia SOC volunteer worker, as follows:
Anna Justice to MER, May 1 and Jun 15, 1907
Henry Justice (Anna's father) to MER, Nov 16 and Dec 20, 1907
Funeral Sermon, Jul 25, 1907
Anna Hinchman's poem, n.d.
"A Friend Indeed," remembrance by Mary L. Walsh, n.d.

Part I

Box 6

Philadelphia Period, 1900-1909 -- MER Archive

Folders 90-114: Letters and related materials; also official SOC publications

- 90 Letters to MER enclosing statistics of district committees of charity organization societies in seven cities, together with Miss Richmond's summary, Jun 1901
- 91 Copy of form letter sent out by MER Mar 9, 1904, asking for case records from other societies to be used in preparation of a book of Lectures to Charity Workers, and the responses to her request, arranged chronologically from Mar 12 to Jun 10, 1904. Accompanied by two sets of MER notes outlining the projected book.
- 92 Copy of form letter sent out by MER to Philadelphia volunteers Apr 10, 1907, asking for accounts of their experiences to be used in preparation of an SOC leaflet on friendly visiting, and the responses to her request, arranged chronologically from Apr 14 to May 5, 1907. Accompanied by typescript copies of Excerpts from Philadelphia friendly visitors' letters; Statement by Henry H. Bonnell; and "Concerning the Difficulty of Beginning" by H.W. Cadbury, May 1, 1907
- 93 Copy of form letter sent out by MER to other societies Apr 15, 1907, requesting names and addresses of volunteers to supply accounts of their experiences as friendly visitors, and the responses to her request, arranged chronologically from Apr 16 to Apr 29, 1907
- 94 Copy of form letter sent out by MER to volunteers from other societies Apr 23, 1907, asking for accounts of their experiences to be used in preparation of an SOC leaflet and speech on friendly visiting, and the responses to her request, arranged chronologically from Apr 23 to Apr 30, 1907
- 95 Continuation of responses from volunteers of other societies to MER's form letter of Apr 23, 1907, arranged chronologically from May 1 to May 15, 1907; also five undated letters
- 96 Letters relating to The Good Neighbor in the Modern City (Philadelphia, 1907), as follows:
 - MER's request for advice on a chapter sent to six recipients Oct 4, 1907, and their responses, Oct 1907
 - Edward T. Devine letter to MER, Oct 13, 1907, commenting on her manuscript
- 97 Letters and other materials from the Lippincott Company concerning publication and sales details for The Good Neighbor in the Modern City (Philadelphia, 1907), as follows:
 - Contract, Oct 1907, and statements of royalties, 1908-35
 - Letters concerning sales figures, 1908-31
 - Publication announcement and reviews, 1907

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- 98 Letters to MER in response to publication of *The Good Neighbor in the Modern City* (Philadelphia, 1907), arranged chronologically from Nov 22, 1907 to Jul 4, 1908
- 99 Letter, telegram, and press clippings relating to MER's new position as Director of the Charity Organization Department, Russell Sage Foundation, as follows:
Letter from John M. Glenn to MER, Feb 10, 1909
Telegram from John M. Glenn to MER, Apr 16, 1909
Press clippings announcing appointment, Apr 20-May 1, 1909
- 100 Letters and notes from Philadelphia and other persons relating to MER's leaving Philadelphia, arranged chronologically from Mar 16 to Nov 23, 1909
- 101 Letters and notes from New York and other persons relating to MER's coming to New York, arranged chronologically from Mar 18 to Sep 26, 1909
- 102 Three Annual Reports of the Board of Directors of the Philadelphia Society for Organizing Charity, prepared before MER became General Secretary: Feb 1898, Feb 1899, and Feb 1900
- 103 Twenty-third Annual Report of the Philadelphia Society for Organizing Charity for the year ending Dec 31, 1901, prepared by MER and her staff
- 104 Twenty-fourth Annual Report of the Philadelphia Society for Organizing Charity for the year ending Dec 31, 1902, prepared by MER and her staff
- 105 Twenty-fifth Annual Report of the Philadelphia Society for Organizing Charity for the year ending Dec 31, 1903, prepared by MER and her staff
- 106 *Cities within the City: Six Short Studies*, being the Twenty-sixth Annual Report of the Philadelphia Society for Organizing Charity for the year ending Aug 31, 1904, prepared by MER and her staff
- 107 Twenty-seventh Annual Report of the Philadelphia Society for Organizing Charity for the year ending Aug 31, 1905, prepared by MER and her staff
- 108 *What is the Truth about Relief?*, being the Twenty-eighth Annual Report of the Philadelphia Society for Organizing Charity for the year ending Aug 31, 1906, prepared by MER and her staff
- 109 *On Working Together*, being the Twenty-ninth Annual Report of the Philadelphia Society for Organizing Charity for the year ending Aug 31, 1907, prepared by MER and her staff; also reprint without tables, lists, etc.

- 15
- 110 A Red Letter Year in Philadelphia Charity, being a reprint of the Thirtieth Annual Report of the Philadelphia Society for Organizing Charity for the year ending Aug 31, 1908, prepared by MER and her staff
- 111 The Ninth Milestone, being the Thirty-first Annual Report of the Philadelphia Society for Organizing Charity for the year ending Aug 31, 1909, prepared by MER and her staff
- 112 Twelve SOC leaflets and pamphlets prepared by MER and her staff for publicity purposes, as follows:
Short Stories with a Moral, [1902]
More Short Stories, [1904]
The News Letter for May, 1904
Stop-cock Stories, [1905]
Sixty-five Queries, Dec 1905
A New Year Letter, Jan 1, 1906
Differences, Mar 1906
The Friendly Visitor, [Nov 1907]
13 Widows, 8 Deserted Wives, 10 Sick, 8 Incurables,
12 Aged, [1907]
Eight Steps in a Plan for Seeing People Through, [1907?]
Two Weeks in a District Office of the S.O.C., n.d.
General Suggestions to those who Visit the Poor, n.d.
- 113 Two miscellaneous items prepared for the SOC by Miss Richmond and her staff, as follows:
Civil Service Examination for position of special clerk, Department of Charities, Philadelphia, 1906
Report of the Committee on the Special Case System of Relief to the Board of Directors, Philadelphia SOC, Nov 19, 1906
- 114 Typescript of "Unrevised Draft of Manual for Case Workers in Philada. S.O.C., Confidential," n.d., 75 p; accompanied by sample office forms bearing 1909 date

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Part I

Box 7

Philadelphia Period, 1900-1909 -- MER Archive

Folders 115-135: Writings and Personal Effects

- 115 Separate reprint of "Charitable Co-operation," an address delivered at the National Conference meeting [in Boston?], 1901
- 116 Typescript draft of "Some Recent Lessons in the Relief of Distress," an address delivered at the Cuban Conference, Mar 1902. Also reprint titled "First Principles in the Relief of Distress" (in the Field Department Charities and the Commons for Jun 1906) and typescript extract titled "'Relief' and 'Administration' Expenses," Jan 15, 1913
- 117 Holograph draft of "The Retail Method of Reform," an address delivered before the Ethical Culture Society, Apr 16, 1905; also reprint from International Journal of Ethics, Jun 1906, p 171-179
- 118 Typescript of untitled address to students of the New York School of Philanthropy, 1905
- 119 Typescript of "Investigation as a Help and Protection to the Poor," given as Lecture 1 of an Extension Course at the Boston School for Social Workers, Jan 23, 1906
- 120 Typescript of "Industrial Conditions and the Charity Worker," a speech read before the Industrial Exhibit, Dec 10, 1906
- 121 Separate reprint of "Friendly Visiting," an address delivered before the 34th National Conference in Minneapolis, Jun 19, 1907
- 122 Typescript of untitled speech for Trades Union Night at the Tuberculosis Exhibit, Feb 27, 1909
- 123 Typescript of "The Relation of Organized Charity to the Tuberculosis Campaign," n.p., n.d.
- 124 Notes and outlines for lectures to students at the New York School of Philanthropy, 1901-1908; accompanied by printed matter
- 125 Notes and outlines for lectures to students at the University of Pennsylvania, 1907; accompanied by Syllabus for Preliminary Course in Social Work inaugurated at the University of Pennsylvania, Apr 16-Jun 1, 1906
- 126 Miscellaneous notes, outlines, clippings, and fragments for speeches to small groups, 1900-1908

- 127 "A Tangle of Good Intent," an article published in Charities, Vol 14, no. 12, Jun 17, 1905, p 843-846
- 128 MER's reviews of The Principles of Relief by Edward T. Devine, and Poverty by Robert Hunter, torn out of International Journal of Ethics, Vol 15, Jul 1905, p 503-507
- 129 Typescript draft of "Necessities of Philadelphia Charities," an article written for the Philadelphia Ledger, May 12, 1907 (17 half-pages with page 1 missing)
- 130 Typescript draft of five chapters of a book on Social Work in Families begun by MER in 1905 and later incorporated in Social Diagnosis, as follows:
Part II, Chapter I, The Place of Material Relief; also revision titled The Third Stage
Part II, Chapter II, Sources of Material Relief; also revised version
Part II, Chapter III, The Basis of Fact
Part II, Chapter IV, Methods of Investigation
Part II, Chapter V, Methods of Investigation (continued)
- 131 Letters and notes from Zilpha Drew Smith to MER containing comments and suggestions on the five chapters of MER's book on Social Work in Families: Feb 7, Sep 11, Sep 15, and Sep 22, 1905; the first two letters are accompanied by detailed notes
- 132 Holograph draft of "Preliminary Study of 112 Records in which the SPCC and SOC Appear for the Year 1908," 26 p, with 4 typescript talley sheets; accompanied by MER's memorandum of May 1, 1909, and correspondence with William H.A. Mills, Jul 21 and 22, 1909, relating to this study
- 133 Two periodical articles of a general nature clipped and saved by MER, as follows:
"The Powers of Men" by William James (in American Magazine, Nov 1907, p 57-65)
"Imagination in Business" by Lorin F. Deland (in Atlantic Monthly, Apr. 1909, p 433-447)
- 134-135 2 folders of Miscellaneous biographical data relating to MER's Philadelphia period, collected by Ruth Mann and Joanna Colcord, 1928-31

See also

Part I

Box 8

Philadelphia Period, 1900-1909 -- MER Archive

Folders 136-151: Letters and other materials relating to the Field Department of Charities and the Commons, 1905-1909

- 136 Letters relating to the Field Department of Charities and the Commons for 1905, as follows:
Arthur and Paul Kellogg to MER, Oct 12-Dec 27, 1905
Edwin H. Solenberger to MER, Sep 28, 1905
Francis H. McLean to MER, Dec 7, 1905
- 137 Letters relating to the Field Department of Charities and the Commons for 1906, as follows:
Arthur Kellogg to MER, Feb 17-May 24, 1906
Paul Kellogg to MER; Jan 15-Dec 19, 1906
MER to Paul Kellogg, Apr 2 and Nov 2, 1906
A.W. Gutridge to MER, Oct 29, 1906
MER to A.W. Gutridge, Nov 2, 1906
- 138 Letters relating to the Field Department of Charities and the Commons for 1906, as follows:
MER form letter to cooperating societies sent out Oct 7, 1906, and their responses, Oct 8-Nov 30, 1906
Francis H. McLean to MER, Nov 10-Dec 19, 1906
W.H. McClain to the Editor of Charities, Jan 18, 1906
Louise J. Speed to Edward T. Devine, Oct 29, 1906
Alice L. Higgins to [Louise J. Speed?], [Nov 23, 1906?]
- 139 Letters relating to the Field Department of Charities and the Commons for 1907, as follows:
Arthur Kellogg to MER, Mar 23-Dec 30, 1907
Paul Kellogg to MER, Feb 1-Oct 3, 1907
MER to Paul Kellogg, Oct 2, 1907
James Buchanan to Arthur Kellogg, Jan 5, 1907
- 140 Letters relating to the Field Department of Charities and the Commons for 1907, as follows:
Various persons to Francis H. McLean, Jan 10-Jan 31, 1907
Francis H. McLean to MER, Feb 25-Dec 13, 1907
- 141 Letters relating to the Field Department of Charities and the Commons for 1907, as follows:
MER form letter sent out to cooperating societies Apr 6, 1907, and their responses, Apr 8-May 29, 1907
Correspondence between MER and various persons concerning Sage Foundation support, Mar 3-Sep 7, 1907
- 142 Letters relating to the Field Department of Charities and the Commons for 1907, as follows:
Miscellaneous letters from cooperating societies to MER, Jan 9-Dec 4, 1907
MER form letter sent out to cooperating societies Nov 29, 1907
MER to C.S. Loch, Mar 16, 1907
Alice L. Higgins to MER, Jun 25, 1907, with enclosure
Frank J. Bruno to Edward T. Devine, Feb 6, 1907

- 20
- 1143 Letters and other materials relating to the Field Department of Charities and the Commons for 1908, as follows:
Francis H. McLean to MER, Feb 1-Nov 27, 1908
MER to Francis H. McLean: Mar 19, Jul 9, Dec 18, 1908
John M. Glenn to Francis H. McLean, Jan 22, 1908
Minutes of Field Department Committee meetings: May 2, May 9, May 12, and May 13, 1908
- 1144 Letters relating to the Field Department of Charities and the Commons for 1908, as follows:
Arthur Kellogg to MER, Jan 6-Jan 29, 1908
Cooperating societies to MER, May 1-Oct 22, 1908
MER to J. William Magruder, Jul 1, 1908
Miscellaneous letters to MER from various persons, Mar 9-Dec 25, 1908
MER to John M. Glenn, Mar 8, 1908
MER to Ernest P. Bicknell, Dec 14, 1908
John M. Glenn to Paul Kellogg, Jan 3, 1908
- 1145 Letters relating to the Field Department of Charities and the Commons for 1909, as follows:
Francis H. McLean to MER, Jan 3-Aug 10, 1909
MER to Francis H. McLean, Feb 9, 1909
Correspondence between MER and various persons concerning Mr. McLean, Mar 17-Jun 7, 1909
Mary Willcox Glenn to Francis H. McLean, Feb 6, 1909
Francis H. McLean to Porter R. Lee, Aug 27 and Dec 1, 1909
- 1146 Letters and other materials relating to the Field Department of Charities and the Commons for 1909, as follows:
MER to Margaret F. Byington, Jan 21-Sep 3, 1909
MER to J.W. Magruder, Jan 22, 1909
MER to Richard Cabot, Feb 25, 1909
MER to Rev. H. B. MacCauley, Mar 24, 1909
Kate M. McLane to MER, Apr 29, 1909
Amy Hewes to MER, May 24, 1909, and MER to Amy Hewes, May 26, 1909
S.M. Lindsay to MER, Sep 1, 1909
Zilpha D. Smith to Charles F. Weller, Aug 27, 1909, and Charles F. Weller to Zilpha D. Smith, Nov 1, 1909
Annual Report by the Chairman [MER] of the Field Department of the Charities Publication Committee for the year ending Oct 1, 1909
- 1147 Form letter sent out by MER as Chairman of the Field Department of Charities and the Commons Jan 13, 1908, requesting an exchange of letters and memoranda on the subject of unemployment, and the responses to her request, arranged chronologically from Jan 17, 1908 to Feb 10, 1909
- 1148 Confidential Bulletins from Philadelphia to the Exchange Branch of the Field Department of Charities and the Commons, written by MER on the subject of unemployment from Jan 18, 1908 to Jan 1, 1909

- 149 Scrapbook containing copies of Emergency Winter Letters written to the Field Department of Charities and the Commons on the subject of unemployment, 1907-1908
- 150 Questionnaires devised by MER for use by the Field Department of Charities and the Commons, as follows:
Questions concerning the work of charitable societies
Facts to be asked of new society
Investigation and Analysis of Relief Work, made for the Pittsburgh survey
- 151 Miscellaneous materials issued by the Publication Committee of the Field Department of Charities and the Commons, as follows:
Mimeographed Bulletins No. 10 and No. 11, Jul and Aug, 1908
Printed Bulletin, Vol II, no. 7, Apr 1909
The Real Story of a Real Family, pamphlet issued by the Committee on Case Records, n.d.

~~See Also~~

PART II: MARY E. RICHMOND ARCHIVE

37 Boxes, 641 Folders, covering the

New York Period,

1909 - 1928

Part II
Box 1

New York Period, 1909-1928 -- MER Archive.

Folders 1-24: Chronological file of general letters,
1909-1915

- 1 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1909
- 2 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1910
- 3 General letters of an official or professional nature written by MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1910
- 4 General letters of an official or professional nature addressed to MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1910
- 5 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for Jan-Aug, 1911
- 6 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for Sep-Dec, 1911
- 7 General letters of an official or professional nature written by MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1911
- 8 General letters of an official or professional nature addressed to MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1911
- 9 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for Jan-Jun, 1912
- 10 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for Jul-Dec, 1912
- 11 General letters of an official or professional nature written by MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1912

- 26
- 12 General letters of an official or professional nature addressed to MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1912
 - 13 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for Jan-Jun, 1913
 - 14 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for Jul-Dec, 1913
 - 15 General letters of an official or professional nature written by MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1913
 - 16 General letters of an official or professional nature addressed to MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1913
 - 17 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for Jan-Oct, 1914
 - 18 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for Oct-Dec, 1914
 - 19 General letters of an official or professional nature written by MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1914
 - 20 General letters of an official or professional nature addressed to MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1914
 - 21 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for Jan-Jun, 1915
 - 22 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for Jul-Dec, 1915
 - 23 General letters of an official or professional nature written by MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1915
 - 24 General letters of an official or professional nature addressed to MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1915

Part II
Box 2

New York Period, 1909-1928 -- MER Archive

Folders 25-50: Chronological file of general letters,
1916-1922

- 25 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for Jan-Jun, 1916
- 26 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for Jul-Dec, 1916
- 27 General letters of an official or professional nature written by MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1916
- 28 General letters of an official or professional nature addressed to MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1916
- 29 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1917
- 30 General letters of an official or professional nature written by MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1917
- 31 General letters of an official or professional nature addressed to MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1917
- 32 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for Jan-Aug, 1918
- 33 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for Sep-Dec, 1918
- 34 General letters of an official or professional nature written by MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1918
- 35 General letters of an official or professional nature addressed to MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1918

- 36 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1919
- 37 General letters of an official or professional nature written by MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1919
- 38 General letters of an official or professional nature addressed to MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1919
- 39 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for Jan-Jun, 1920
- 40 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for Jul-Dec, 1920
- 41 General letters of an official or professional nature written by MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1920
- 42 General letters of an official or professional nature addressed to MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1920
- 43 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for Jan-May, 1921
- 44 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for Jun-Dec, 1921
- 45 General letters of an official or professional nature written by MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1921
- 46 General letters of an official or professional nature addressed to MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1921
- 47 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for Jan-Aug, 1922

- 48 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for Sep-Dec, 1922.
- 49 General letters of an official or professional nature written by MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1922.
- 50 General letters of an official or professional nature addressed to MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1922.

Part II
Box 3

New York Period, 1909-1928 -- MER Archive

Folders 51-75: Chronological file of general letters,
1923-1928

- 51 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for Jan-Sep, 1923
- 52 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for Oct-Dec, 1923
- 53 General letters of an official or professional nature written by MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1923
- 54 General letters of an official or professional nature addressed to MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1923
- 55 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for Jan-Mar, 1924
- 56 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for Apr-Jun, 1924
- 57 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for Sep-Dec, 1924
- 58 General letters of an official or professional nature written by MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1924
- 59 General letters of an official or professional nature addressed to MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1924
- 60 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for Jan-May, 1925
- 61 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for Jul-Dec, 1925

- 62 General letters of an official or professional nature written by MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1925
- 63 General letters of an official or professional nature addressed to MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1925
- 64 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for Jan-Jul, 1926
- 65 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for Sep-Dec, 1926
- 66 General letters of an official or professional nature written by MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1926
- 67 General letters of an official or professional nature addressed to MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1926
- 68 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for Jan-Sep, 1927
- 69 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for Oct-Dec, 1927
- 70 General letters of an official or professional nature written by MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1927
- 71 General letters of an official or professional nature addressed to MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1927
- 72 General letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1928
- 73 General letters of an official or professional nature written by MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1928
- 74 General letters of an official or professional nature addressed to MER as Director of the Charity Organization Department, Russell Sage Foundation, arranged chronologically for 1928
- 75 Undated or partially dated general letters of an official or professional nature to and from MER as Director of the Charity Organization Department, Russell Sage Foundation

Part II

Box 4

New York Period, 1909-1928 -- MER Archive

Folders 76-103: Letters to and from friends and colleagues

76 MICROFILM

Personal and professional letters from Gertrude Vaile to MER, arranged chronologically from Sep 25, 1912 to Dec 26, 1915

77 MICROFILM

Personal and professional letters from Gertrude Vaile to MER, arranged chronologically from Feb 7, 1916 to Aug 21, 1917

78 MICROFILM

Personal and professional letters from Gertrude Vaile to MER, arranged chronologically from Jan 28 to Dec 26, 1918

79 MICROFILM

Personal and professional letters from Gertrude Vaile to MER, arranged chronologically from Jan 23, 1919 to Jun 27, 1920

80 MICROFILM

Personal and professional letters from Gertrude Vaile to MER, arranged chronologically from Jul 31, 1922 to Sep 27, 1926

81 MICROFILM

Personal and professional letters from MER to Gertrude Vaile, arranged chronologically from Oct 1, 1912 to Dec 18, 1925

82 MICROFILM

Other letters in the Gertrude Vaile file, as follows:

Partial letter from Gertrude Vaile to MER, n.d.

Porter Lee to Gertrude Vaile, Sep 27, 1916, and Miss Vaile's response, May 30, 1917

Louis Towley to Margaret Rich, Sep 29, 1955, enclosing letter from Gertrude Vaile, Oct 2, 1954

83 MICROFILM

Personal and professional letters from Alice Higgins Lothrop to MER, arranged chronologically from Jun 16, 1910 to Apr 18, 1913

84 MICROFILM

Personal and professional letters from Alice Higgins Lothrop to MER, arranged chronologically from Jan 28, 1915 to May 6, 1920

85 MICROFILM

Personal and professional letters from Alice Higgins Lothrop to MER, undated or partially dated

86 MICROFILM

Other Alice Higgins Lothrop letters referred to MER, arranged chronologically from Dec 23, 1909 to Jan 7, 1916

87 MICROFILM

Personal and professional letters from MER to Alice Higgins Lothrop, arranged chronologically from Mar 13, 1911 to Feb 25, 1920

88 MICROFILM

Correspondence between MER and others concerning a memorial issue of The Family dedicated to Alice Higgins Lothrop, 1920-1921

89 MICROFILM

Personal and professional letters from MER to Joanna C. Colcord, arranged chronologically from Christmas 1915 to Aug 14, 1921

90 MICROFILM

Personal and professional letters from MER to Joanna C. Colcord, arranged chronologically from Dec 8, 1924 to Jun 3, 1928

- 91 Personal and professional letters from Joanna C. Colcord to
MER, arranged chronologically from Jul 1, 1920 to Jul 10, 1923
- 92 Personal and professional letters from Zilpha Drew Smith to
MER, arranged chronologically from May 5, 1917 to Aug 3, 1926
- 93 Letters of a personal nature from MER to Zilpha Drew Smith,
as follows:
 "A Illustrated Epistle to Z.D.S." n.d.
 "A Picture Book from Leherth," Christmas 1915
 Card with photograph, Dec 21, 1917
- 94 Letters of a personal nature from Julia R. Rogers to MER,
arranged chronologically from Jul 3, 1917 to Sep 6, 1928
- 95 Letters of a personal nature from MER to Constance Biddle,
arranged chronologically from Sep 3, 1909 to Dec 11, 1910
- 96 Letters of a personal nature from MER to Constance Biddle,
arranged chronologically from Jan 6, 1911 to Dec 22, 1912
- 97 Letters of a personal nature from MER to Constance Biddle,
arranged chronologically from Feb 1913[?] to Oct 15, 1916
- 98 Letters of a personal nature from MER to Constance Biddle,
arranged chronologically from Aug 31, 1919 to Apr 17, 1928
- 99 Letters of a personal nature from MER to Ruth Mann, arranged
chronologically from Jul 14, 1922 to Aug 20, 1925
- 100 Letters of a personal nature from MER to Ruth Mann, arranged
chronologically from Jun 24 to Aug 20, 1926
- 101 Letters of a personal nature from MER to Ruth Mann, arranged
chronologically from Jun[?] to Sep 1, 1927
- 102 Letters of a personal nature between MER and various corres-
pondents, arranged chronologically from Apr 4, 1911 to Aug 2,
1928; also two undated letters

- Reel 2
- 91 MICROFILM Personal and professional letters from Joanna C. Colcord to MER, arranged chronologically from Jul 1, 1920 to Jul 10, 1923
- 92 MICROFILM Personal and professional letters from Zilpha Drew Smith to MER, arranged chronologically from May 5, 1917 to Aug 3, 1926
- 93 MICROFILM Letters of a personal nature from MER to Zilpha Drew Smith, as follows:
"An Illustrated Epistle to Z.D.S.," n.d.
"A Picture Book from Lelherth," Christmas 1915.
Card with photograph, Dec 21, 1917
- 94 MICROFILM Letters of a personal nature from Julia R. Rogers to MER, arranged chronologically from Jul 3, 1917 to Sep 6, 1928
- 95 MICROFILM Letters of a personal nature from MER to Constance Biddle, arranged chronologically from Sep 5, 1909 to Dec 11, 1910
- 96 MICROFILM Letters of a personal nature from MER to Constance Biddle, arranged chronologically from Jan 6, 1911 to Dec 22, 1912
- Reel 2
- 97 MICROFILM Letters of a personal nature from MER to Constance Biddle, arranged chronologically from Feb 1913[?] to Oct 15, 1916
- 98 MICROFILM Letters of a personal nature from MER to Constance Biddle, arranged chronologically from Aug 31, 1919 to Apr 17, 1928
- 99 MICROFILM Letters of a personal nature from MER to Ruth Mann, arranged chronologically from Jul 4, 1922 to Aug 20, 1925
- 100 MICROFILM Letters of a personal nature from MER to Ruth Mann, arranged chronologically from Jun 24 to Aug 20, 1926
- 101 MICROFILM Letters of a personal nature from MER to Ruth Mann, arranged chronologically from Jun[?] to Sep 1, 1927
- 103 MICROFILM Letters of a personal nature between MER and various correspondents, arranged chronologically from Apr 4, 1911 to Aug 2, 1928; also two undated letters
- Reel 2
- 102 MICROFILM Letters of a personal nature from MER to Ruth Mann, dated Jul 6 and Jul 18, 1928

Part II
Box 5

New York Period, 1909-1928 -- MER Archive

Folders 104-122: Letters and other materials relating to Social Diagnosis (Russell Sage Foundation, 1917)

Correspondence between MER and Elizabeth Richards Day concerning research and preparation of Social Diagnosis, arranged chronologically from Nov 8, 1911 to Apr 24, 1912

Correspondence between MER and Elizabeth Richards Day concerning research and preparation of Social Diagnosis, arranged chronologically from Aug 15, 1912 to Nov 7, 1916

Correspondence between MER and Agnes M. Robertson concerning research and preparation of Social Diagnosis, arranged chronologically from Jan 29-30 to Sep 20, 1912

Correspondence between MER and Ada E. Sheffield concerning research and preparation of Social Diagnosis, arranged chronologically from Dec 12, 1913 to Dec 21, 1915

Correspondence between MER and Ada E. Sheffield concerning research and preparation of Social Diagnosis, arranged chronologically from Jan 10, 1916 to Feb 16, 1917

Correspondence between MER and various persons concerning research and preparation of Social Diagnosis, arranged chronologically from Dec 28, 1909 to Dec 3, 1910

Correspondence between MER and various persons concerning research and preparation of Social Diagnosis, arranged chronologically from Jan 7 to May 31, 1911

Correspondence between MER and various persons concerning research and preparation of Social Diagnosis, arranged chronologically from Sep 11, 1911 to Dec 4, 1912

Correspondence between MER and various persons concerning research and preparation of Social Diagnosis, arranged chronologically from Feb 9, 1914 to May 27, 1916

Correspondence between MER and various persons concerning research and preparation of Social Diagnosis, arranged chronologically from Oct 14, 1916 to Mar 10, 1917

Correspondence between MER and various persons concerning the questionnaires for Social Diagnosis, arranged chronologically from Feb 27, 1912 to Mar 15, 1917

Reel 2 104 MICROFILM

Reel 2 105 MICROFILM

106 MICROFILM

Reel 2 107 MICROFILM

108 MICROFILM

109 MICROFILM

110 MICROFILM

Reel 3 111 MICROFILM

112 MICROFILM

113 MICROFILM

114 MICROFILM

Reel 3

115 MICROFILM

Correspondence between MER and various persons concerning printing, publicity, and reviews of Social Diagnosis, arranged chronologically from Nov 16, 1916 to Apr 19, 1918

116 MICROFILM

Letters in response to publication of Social Diagnosis, arranged chronologically from May to Oct, 1917; also undated letters and notes

117 MICROFILM

Other letters referring to Social Diagnosis, arranged chronologically from Jan 30, 1918 to Apr 21, 1924

118 MICROFILM

Several copies of MER's first outline for Social Diagnosis, Sep 1911, titled "First Steps in Social Service Treatment: A Text-book for Case Workers," some with criticisms

119 MICROFILM

Plans and outlines for Social Diagnosis, 1911-1916

120 MICROFILM

Set of mimeographed questionnaires for Social Diagnosis, revise of Jan 1914

121 MICROFILM

Reviews of Social Diagnosis

122 MICROFILM

Publicity, mailing lists, and sales figures for Social Diagnosis

Reel 3

Part II

Box 6

New York Period, 1909-1928 -- MER Archive

Folders 123-134: Manuscript of Social Diagnosis
(Russell Sage Foundation, 1917)

- 123 Front Matter, including quotations, Preface, and Table of Contents, for Social Diagnosis
- 124 Holograph draft and typescript of Part I, Chapter I, Beginnings, for Social Diagnosis
- 125 Holograph draft of Part I, Chapter II, The Nature and Uses of Social Evidence, for Social Diagnosis
- 126 Holograph draft of Part I, Chapter III, Definitions Bearing Upon Evidence, for Social Diagnosis
- 127 Holograph draft of Part I, Chapter IV, Testimonial Evidence, for Social Diagnosis
- 128 Holograph draft of Part I, Chapter V, Inferences, for Social Diagnosis
- [Part II, Chapter VI, The First Interview, is missing*]
- 129 Holograph draft of Part II, Chapter VII, The Family Group, for Social Diagnosis
- 130 Typescript with holograph inserts of Part II, Chapter VIII, Outside Sources in General, for Social Diagnosis
- 131 Part holograph draft and part typescript of Part II, Chapter IX, Relatives as Sources, for Social Diagnosis
- 132 Holograph draft and typescript of Part II, Chapter X, Medical Sources, for Social Diagnosis
- 133 Holograph draft and incomplete typescript of Part II, Chapter XI, Schools as Sources, for Social Diagnosis
- 134 Holograph draft and typescript of Part II, Chapter XII, Employers and Other Work Sources, for Social Diagnosis

Box 7

Folders 135-153: Manuscript of Social Diagnosis, continued

- 135 Holograph draft and typescript of Part II, Chapter XIII, Documentary Sources, for Social Diagnosis
- 136 Holograph draft and typescript of Part II, Chapter XIV, Neighborhood Sources, for Social Diagnosis

- 38
- 137 Holograph draft of Part II, Chapter XV, Miscellaneous Sources, for Social Diagnosis
 - 138 Holograph draft of Part II, Chapter XVI, Social Agencies as Sources, for Social Diagnosis
 - 139 Holograph draft of Part II, Chapter XVII, Letters, Telephone Messages, Etc., for Social Diagnosis
 - 140 [Part II, Chapter XVIII, Comparison and Interpretation, is missing*]
 - 141 Holograph draft of Part II, Chapter XIX, The Underlying Philosophy, for Social Diagnosis
 - 142 Holograph draft of Part III, Chapter XX, Social Disabilities and the Questionnaire Plan of Presentation, for Social Diagnosis [MER's revised questionnaire on Any Family is missing]
 - 143 Holograph draft of Part III, Chapter XXI, The Immigrant Family, with revised questionnaire, for Social Diagnosis
 - 144 Holograph draft of Part III, Chapter XXII, Desertion and Widowhood, with revised questionnaires, for Social Diagnosis
 - 145 Holograph draft of Part III, Chapter XXIII, The Neglected Child, with revised questionnaire, for Social Diagnosis
 - 146 Holograph draft of Part III, Chapter XXIV, The Unmarried Mother, with revised questionnaire, for Social Diagnosis
 - 147 Holograph draft of Part III, Chapter XXV, The Blind, with Lucy Wright's questionnaire, for Social Diagnosis
 - 148 Holograph draft of Part III, Chapter XXVI, The Homeless Man -- The Inebriate, with revised questionnaires, for Social Diagnosis
 - 149 Holograph draft of Part III, Chapter XXVII, The Insane -- The Feeble-Minded, with revised questionnaires, for Social Diagnosis
 - 150 Holograph draft of Part III, Chapter XXVIII, Supervision and Review, with revised questionnaire, for Social Diagnosis
 - 151 Appendices, incomplete drafts for First Interviews and Bibliography sections of Social Diagnosis
 - 152 Holograph draft and typescript headed "Chapter XVIII, Case Worker and Client," discarded from final text of Social Diagnosis
 - 153 Holograph drafts of galley corrections and other manuscript additions for Social Diagnosis
 - Unidentified manuscript fragments for Social Diagnosis
 - Manuscript fragments (on index cards) for Social Diagnosis
- P = Boxes 7A-7E

Part II

Box 8

New York Period, 1909-1928 -- MER Archive

Folders 154-173: Working Files for Social Diagnosis
(Russell Sage Foundation, 1917)

- 154 Working File for Social Diagnosis headed "First Interview, General"
- 155-156 2 folders of Working Files for Social Diagnosis headed "Analysis of First Interview"
- 157-159 3 folders of Working Files for Social Diagnosis headed "Outside Sources of Information"
- 160-161 2 folders of Working Files for Social Diagnosis containing forms headed "Sources of Information Used as a Basis of Treatment"
- 162 Working File for Social Diagnosis headed "Relatives"
- 163 Working File for Social Diagnosis headed "Medical Agencies"
- 164 Working File for Social Diagnosis headed "Medical Outlines"
- 165 Working File for Social Diagnosis headed "Feeble-Minded"
- 166 Working File for Social Diagnosis headed "Shifting of Emphasis"
- 167 Working File for Social Diagnosis headed "Measures of Efficiency"
- 168 Working File for Social Diagnosis headed "Recording"
- 169 Working File for Social Diagnosis headed "Probation"
- 170 Working File for Social Diagnosis containing materials on Letter-Writing
- 171 Working File for Social Diagnosis containing materials for Definitions and Bibliography
- 172 Working File for Social Diagnosis containing abstracts of Montessori's "Pedagogical Anthropology" and Healy & Fernald's "Tests for Practical Mental Classification"
- 173 Other Materials found in unmarked working files for Social Diagnosis

Part II

Reel 4
Box 9

Folders 174-192: Working Files for Social Diagnosis
(Russell Sage Foundation, 1917), continued

- 174 **MICROFILM** Working File for Social Diagnosis containing class exercise on What is True of Everybody, New York School of Philanthropy, 1909
- 175 **MICROFILM** Working File for Social Diagnosis containing class exercise on What is True of Everybody, Charity Organization Institute, 1911

Reel 4

176
MICROFILM

Working File for Social Diagnosis containing class exercise on What is True of Everybody, Charity Organization Institute, 1912

177
MICROFILM

Working File for Social Diagnosis containing class exercise on What is True of Everybody, Charity Organization Institute, 1913

178
MICROFILM

Working File for Social Diagnosis containing class exercise on What is True of Everybody, Charity Organization Institute, 1914

179
MICROFILM

Working File for Social Diagnosis containing miscellaneous materials for the questionnaires

180
MICROFILM

Working File for Social Diagnosis containing Margaret Byington's outlines for the questionnaires

181
MICROFILM

Working File for Social Diagnosis containing questionnaires on Any Family

MICROFILM

Working File for Social Diagnosis containing questionnaire on the Immigrant Family

183
MICROFILM

Working File for Social Diagnosis containing questionnaires on the Polish Family

184
MICROFILM

Working File for Social Diagnosis containing questionnaires on the Italian Family

185
MICROFILM

Working File for Social Diagnosis containing questionnaires on Desertion

186
MICROFILM

Working File for Social Diagnosis containing questionnaires on Widows with Children

MICROFILM

Working File for Social Diagnosis containing questionnaire on the Unmarried Mother

MICROFILM

Working File for Social Diagnosis containing questionnaires on A Blind Person

MICROFILM

Working File for Social Diagnosis containing questionnaires on the Homeless Man

190
MICROFILM

Working File for Social Diagnosis containing questionnaires on Inebriety

191
MICROFILM

Working File for Social Diagnosis containing questionnaires on Insanity

Reel 4 192
MICROFILM

Working File for Social Diagnosis containing questionnaires on the Feeble-Minded Child

Part II

Box 10

Not in Folders: Case records, summaries, analyses, criticisms, and discussions used in preparation of Social Diagnosis (Russell Sage Foundation, 1917); see also wrapped bundles of case records in file cabinet - Now Pt. II, Boxes 24A-24B

page 55 of this release

New York Period, 1909-1928 -- MER Archive

Folders 193-218: Letters and other materials relating to the Social Work Series and to Marriage Studies

Correspondence between MER and various persons concerning plans for the Social Work Series, arranged chronologically from Sep 28 to Sep 30, 1917

Correspondence relating to J.B. Deacon's Disasters and the American Red Cross in Disaster Relief (Social Work Series publication, 1918), arranged chronologically from Jul 3, 1917 to Jan 16, 1918; also Table of Contents, Introduction, and reviews

Correspondence relating to Florence Nesbitt's Household Management (Social Work Series publication, 1918), arranged chronologically from Jun 2, 1917 to Apr 1, 1918; also reviews

Correspondence relating to Joanna C. Colcord's Broken Homes (Social Work Series publication, 1919), arranged chronologically from Dec 26, 1917 to May 22, 1919; also reviews and sales figures

Correspondence relating to Ada E. Sheffield's The Social Case History (Social Work Series publication, 1920), arranged chronologically from Apr 3, 1916 to Nov 25, 1918

Correspondence relating to Ada E. Sheffield's The Social Case History (Social Work Series publication, 1920), arranged chronologically from Feb 3, 1919 to Dec 3, 1920

Correspondence concerning research and preparation of MER's What is Social Case Work? (Social Work Series publication, 1922), arranged chronologically from Feb 4, 1921 to Mar 20, 1922

Letters in response to publication of What is Social Case Work? (Social Work Series publication, 1922), arranged chronologically from Feb 14 to Jun 17, 1922; also undated letters

Correspondence concerning Dutch and French translations of What is Social Case Work? (Social Work Series publication, 1922), arranged chronologically from Oct 11, 1923 to Jan 14, 1927

Reviews, announcements, and clippings relating to What is Social Case Work? (Social Work Series publication, 1922)

Three folders containing plans, outlines, and holograph drafts of MER's abandoned Social Work Series publication on The Volunteer

Reel 5 MICROFILM

MICROFILM

MICROFILM

196 MICROFILM

197 MICROFILM

198 MICROFILM

199 MICROFILM

200 MICROFILM

201 MICROFILM

202 MICROFILM

203-205 MICROFILM

Reel 5

Folders 206-207 - Reel 5
Folder 208 - Reel 6
206 208
MICROFILM

Folders
208-224
Reel 6

MICROFILM

Three folders containing manuscript and critiques of "The Rationale of Case Records" by Ada E. Sheffield, published as The Social Case History (Social Work Series publication, 1920)

MICROFILM

Reviews and miscellaneous materials relating to Ada E. Sheffield's The Social Case History (Social Work Series publication, 1920)

MICROFILM

Correspondence and other materials between MER and various persons relating to Marriage Studies, arranged chronologically from Jan 25, 1920 to Dec 21, 1923

MICROFILM

Correspondence between MER and various persons relating to Marriage Studies, arranged chronologically from Mar 12, 1924 to Jun 30, 1925

MICROFILM

Correspondence between MER and various persons relating to Marriage Studies, arranged chronologically from Jan 7, 1926 to Mar 8, 1928

MICROFILM

Correspondence between MER and various persons relating to preparation of Richmond and Hall's Child Marriages (Russell Sage Foundation, 1925), arranged chronologically from Jun 17, 1924 to Feb 6, 1925

MICROFILM

Correspondence and other materials relating to publicity, distribution, and publication of Richmond and Hall's Child Marriages (Russell Sage Foundation, 1925), arranged chronologically from Feb 17 to May 22, 1925

MICROFILM

Letters in response to publication of Richmond and Hall's Child Marriages (Russell Sage Foundation, 1925), arranged chronologically from Mar 22 to Oct 3, 1925; also undated letters

MICROFILM

Correspondence from MER to Fred S. Hall and others relating to preparation of Richmond and Hall's Marriage and the State (Russell Sage Foundation, 1929), arranged chronologically from Aug 30, 1925 to Jun 1, 1928

MICROFILM

Correspondence from Fred S. Hall to MER relating to preparation of Richmond and Hall's Marriage and the State (Russell Sage Foundation, 1929), arranged chronologically from May 26, 1926 to Jun 26, 1928

Correspondence relating to Geoffrey May's Marriage Laws and Decisions in the United States (Russell Sage Foundation, 1929), arranged chronologically from Dec 28, 1925 to Jul 26, 1928

Part II

Box 12

New York Period, 1909-1928 -- MER Archive

Folders 219-236: Letters and other materials relating to Teaching Interests

Significant letters to and from MER relating to the Charity Organization Institutes, arranged chronologically from Mar 1, 1910 to May 16, 1916

Significant letters to and from MER relating to the Institutes of Family Social Work, arranged chronologically from Mar 15, 1922 to Jun 6, 1924

Significant letters to and from MER relating to the Institutes of Family Social Work, arranged chronologically from Oct 30, 1924 to Mar 12, 1927

Plans, outlines, membership lists, etc. sent by MER to Frank Bruno in preparation for the 1925 Institute of Family Social Work

Letters to MER from Instituters, arranged chronologically from Nov 22, 1911 to Sep 5, 1918

Letters to MER from Instituters, arranged chronologically from May 7, 1919 to May 8, 1928; also undated letters

Letters from MER to various persons containing recommendations and evaluations of Institute students, arranged chronologically from Feb 20, 1914 to Mar 8, 1927

Form letters sent by MER to participants in the Supervisors' Conferences, 1914-1917

Letters to and from MER relating to the 1918 Supervisors' Conference

Letters to and from MER relating to the 1919 and 1920 Supervisors' Conferences

Letters to MER from various persons relating to the 1922 Supervisors' Conference

Letters to and from MER relating to the 1923 Supervisors' Conference

Letters to and from MER relating to Miss Richmond's report of Studies arising out of the 1923 Supervisors' Conference

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Folders

225-240

Reel-7

Reel 7

44
Reel 1
MICROFILM

Letters to and from MER relating to the New York School of Philanthropy, arranged chronologically from Nov 18, 1909 to Oct 4, 1912

MICROFILM

Letters and other materials to and from MER relating to the New York School of Philanthropy, arranged chronologically from Jan 23, 1913 to Feb 23, 1915

2340 FILM

Letters to and from MER relating to the Chicago School of Civics, arranged chronologically from Apr 25, 1910 to Jun 24, 1913

2355 MICROFILM

Letters and other materials to and from MER relating to Training for Social Work, arranged chronologically from Mar 25, 1911 to Nov 17, 1913

236

Letters and other materials to and from MER relating to Training for Social Work, arranged chronologically from May 31, 1920 to Jan 3, 1928

Part II

Box 13

New York Period, 1909-1928 -- MER Archive

Folders 237-247: Materials relating to the Charity Organization Institutes through 1915

Folders 240
Reel 7

2 MICROFILM

Files for the Charity Organization Institutes prior to 1913 and for the year 1914 are missing from the Archive. This folder contains mimeographed class songs for the 1912 Institute and several sets of pencilled notes which seem to be from 1914 Institute papers.

Reel 7

2 MICROFILM

Applications, membership lists, and class plans and outlines for the 1913 Institute

2 MICROFILM

Class problems and reports for the 1913 Institute; also miscellaneous materials

2 MICROFILM

2 folders of Social Outlines written by members of the 1913 Institute

Folder 241
Reel 8

2 MICROFILM

Applications, membership lists, and recommendations for the 1915 Institute

Reel 8

2 MICROFILM

Class plans, outlines, and assignments for the 1915 Institute

2 MICROFILM

2 folders of Preliminary reports and class problems written by members of the 1915 Institute

2 MICROFILM

Tramp Family Committee reports for the 1915 Institute; also related materials

2 MICROFILM

Miscellaneous materials relating to the 1915 Institute

Part II

Box 14

Folders 248-256: Materials relating to the 1916 Charity Organization Institute

Reel 8

2 MICROFILM

Applications accepted for the 1916 Institute

2 MICROFILM

Applications rejected for the 1916 Institute

2 MICROFILM

Membership lists, recommendations, and correspondence relating to applicants for the 1916 Institute

2 MICROFILM

Class plans, outlines, and assignments for the 1916 Institute

2 MICROFILM

3 folders of Preliminary reports and class problems written by members of the 1916 Institute

2 MICROFILM

Committee reports for the 1916 Institute

2 MICROFILM

Miscellaneous materials relating to the 1916 Institute

Reel 9

Part II

Box 15

Folders 257-265: Materials relating to the 1917 Charity
Organization Institute

- 257 Applications accepted for the 1917 Institute
- 258 Applications rejected for the 1917 Institute
- 259 Membership lists, recommendations, and correspondence relating
to applicants for the 1917 Institute
- 260 Class plans and outlines for the 1917 Institute
- 261 Letters from MER to 1917 Institute members relating to assign-
ments for preliminary reports
3 folders of
- 262-264 /Preliminary reports and class problems written by members of
the 1917 Institute
- 265 Committee reports for the 1917 Institute

Part II

Box 16

Folders 266-279: Materials relating to the 1918 Charity
Organization Institute

- 266-267 2 folders of Applications accepted for the 1918 Institute
- 268 Applications rejected for the 1918 Institute
- 269 Membership lists, recommendations, and correspondence relating
to applicants for the 1918 Institute
- 270 Class plans and outlines for the 1918 Institute
- 271 Letters from MER to 1918 Institute members relating to assign-
ments for preliminary reports
- 272-276 5 folders of Preliminary reports and class problems written by
members of the 1918 Institute
- 277 Committee reports for the 1918 Institute
- 278 Case records and summaries used by the 1918 Institute study
class
- 279 Miscellaneous materials relating to the 1918 Institute

Part II

Box 17

New York Period, 1909-1928 -- MER Archive

Folders 280-295: Materials relating to the 1919 Institute
of Family Social Work

- 280-281 2 folders of Applications accepted for the 1919 Institute
- 282 Applications rejected for the 1919 Institute
- 283 Membership lists, recommendations, and correspondence relating to applicants for the 1919 Institute
- 284 Class plans and outlines for the 1919 Institute
- 285 Letters from MER to 1919 Institute members relating to assignments for preliminary reports
- 286-293 8 folders of Preliminary reports and class problems written by members of the 1919 Institute
- 294-295 2 folders of Committee reports for the 1919 Institute

Part II

Box 18

Folders 296-308: Materials relating to the 1920 Institute
of Family Social Work

- 296-297 2 folders of Applications accepted for the 1920 Institute
- 298 Applications rejected for the 1920 Institute
- 299 Membership lists, recommendations, and correspondence relating to applicants for the 1920 Institute
- 300 Class plans and outlines for the 1920 Institute
- 301 Letters from MER to 1920 Institute members relating to assignments for preliminary reports
- 302-305 4 folders of Preliminary reports and class problems written by members of the 1920 Institute
- 306-308 3 folders of Committee reports for the 1920 Institute

48

Part II

<u>Box 19</u>	Folders 309-320: Materials relating to the 1921 Institute of Family Social Work
309-310	2 folders of Applications accepted for the 1921 Institute
311	Applications rejected for the 1921 Institute
312	Membership lists, recommendations, and correspondence relating to applicants for the 1921 Institute
313	Class plans and outlines for the 1921 Institute
314	Letters from MER to 1921 Institute members relating to assignments for preliminary reports
315-317	3 folders of Preliminary reports and class problems written by members of the 1921 Institute
318-320	3 folders of Committee reports for the 1921 Institute

Part II

<u>Box 20</u>	Folders 321-335: Materials relating to the 1922 Institute of Family Social Work
321-322	2 folders of Applications accepted for the 1922 Institute
323-324	2 folders of Applications rejected for the 1922 Institute
325	Membership lists, recommendations, and correspondence relating to applicants for the 1922 Institute
326	Class plans and outlines for the 1922 Institute
327	Letters from MER to 1922 Institute members relating to assignments for preliminary reports
328-332	5 folders of Preliminary reports and class problems written by members of the 1922 Institute
333-335	3 folders of Committee reports for the 1922 Institute

Part II

Box 21

New York Period, 1909-1928 -- MER Archive

Folders 336-357: Materials relating to the Institutes of Family Social Work, 1925-1928, and to the Supervisors' Conferences, 1914-1923

MACROFILM

Materials relating to the American Association's Institute of Family Social Work for 1925

MACROFILM

Materials relating to the American Association's Institute of Family Social Work for 1926

MACROFILM

Materials relating to the American Association's Institute of Family Social Work for 1927

MACROFILM

Materials relating to the American Association's Institute of Family Social Work for 1928

MACROFILM

Reports of morning and afternoon sessions of the Supervisors' Conference, Oct 30 and 31, 1914

MACROFILM

Summary of discussions and notes and outlines for the 1914 Supervisors' Conference

MACROFILM

Reports of morning and afternoon sessions of the Supervisors' Conference, Nov 12 and 13, 1915

MACROFILM

Miscellaneous materials relating to topics for the 1915 Supervisors' Conference

MACROFILM

Reports of morning and afternoon sessions of the Supervisors' Conference, Nov 11, 1916

MACROFILM

Reports of morning and afternoon sessions of the Supervisors' Conference, Oct 19 and 20, 1917

MACROFILM

Miscellaneous materials relating to topics and notes and outlines for the 1917 Supervisors' Conference

MACROFILM

Reports of morning and afternoon sessions of the Supervisors' Conference, Dec 6 and 7, 1918

MACROFILM

Summary of discussions and miscellaneous materials relating to topics for the 1918 Supervisors' Conference

MACROFILM

Reports of morning and afternoon sessions of the Supervisors' Conference, Oct 30 and 31, and morning session, Nov 1, 1919

MACROFILM

Miscellaneous materials relating to topics and notes and outlines for the 1919 Supervisors' Conference

Reel 10
MICROFILM

MICROFILM
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MICROFILM
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MICROFILM
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MICROFILM
355

"The Family Case Record," a discussion at the 1919 Supervisors' Conference

Miscellaneous materials relating to topics and notes and outlines for the 1920 Supervisors' Conference

[No Supervisors' Conference was held in 1921]

Notes and outlines for the 1922 Supervisors' Conference

Reports on topics for the 1922 Supervisors' Conference

Miscellaneous materials relating to topics for the 1922 Supervisors' Conference

Reel 11
356 MICROFILM

357 MICROFILM

Notes and outlines for the 1923 Supervisors' Conference

Reports on topics for the 1923 Supervisors' Conference

Part II

Box 22

New York Period, 1909-1928 -- MER Archive

Folders 358-374: Materials relating to Training for Social Work

MER's notes for a training class, 1902-1903

Training course plans and outlines, circa 1908-1910

Training course plans and outlines, circa 1911-1915

Training course plans and outlines, circa 1916-1919

Programs of instruction at various schools of social work, 1920-1921

Two memoranda written by MER on the subject of training:

"Memorandum showing Tentative Plan for a Study of Training for Social Work in the United States," Jun 1, 1920

"Memorandum on the Need of a National Training Board for Social Work," undated but later than 1922

Miscellaneous comments and plans relating to training for social work

Committee reports relating to training for social work

Bulletins and reports on training for social work issued by the American Association

Class discussions and exercises based on case records: Boston School for Social Workers, conducted by Zilpha D. Smith, Feb 1910

Class discussions and exercises based on case records: Boston School for Social Workers, conducted by Zilpha D. Smith, 1910

Class discussions and exercises based on case records: Boston School for Social Workers, May 1912, and New York School of Philanthropy, Nov-Dec, 1914

Class discussions and exercises based on case records: Harvard University, Department of Social Ethics, conducted by Dr. Richard Cabot, Apr-May 1921; also New York Charity Organization Society study class conducted by Joanna C. Colcord, Dec 1922

3 folders of An examination of forty Chicago visitors conducted by Amelia Sears, 1920

Materials relating to the case system of teaching in other fields

Reel 11
358
359
360
361
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363
Reel 11
364
365
366
367
368
Reel 11
369
Reel 12
370
371
372
373
374

Part II

Box 23

New York Period, 1909-1928 -- MER Archive

Folders 375-392: Letters and other materials relating to
Case Records and Recording

- 375 Correspondence between MER and various persons relating to case records and recording, arranged chronologically from Mar 30, 1911 to Jan 26, 1912
- 376 Correspondence between MER and various persons relating to case records and recording, arranged chronologically from Feb 7 to Oct 24, 1912
- 377 Correspondence and related materials between MER, Amelia Sears, and others concerning case records and recording, Jul 29-Oct 6, 1912.
- 378 Correspondence between MER and various persons relating to case records and recording, arranged chronologically from Jun 2, 1913 to Dec 30, 1915
- 379 Correspondence and related materials between MER and Gertrude Vaile concerning the Minor case record, Jun 15-Sep 24, 1913; also letter from Amelia Sears to MER, Jan 30, 1917, enclosing 1913 notes on Minor record
- 380 Correspondence between MER and Frank J. Bruno relating to his paper on "What a Case Record Is For," Jan 14-May 1, 1916
- 381 Correspondence between MER and various persons relating to case records and recording, arranged chronologically from Feb 2, 1916 to Oct 1917
- 382 Correspondence and related materials between MER, Joanna C. Colcord, and Edward Lynde concerning the Hummel case record, May 16-Jul 21, 1919
- 383 Correspondence between MER and various persons relating to case records and recording, arranged chronologically from Dec 10, 1919 to Dec 30, 1921
- 384 Correspondence and related materials between MER, the COD staff, and Knowleton Mixer concerning case record forms, Jun 1920
- 385 Correspondence between MER and various persons relating to case records and recording, arranged chronologically from Jan 2, 1924 to Mar 28, 1928
- 386 Correspondence concerning requests for case records, arranged chronologically from Feb 25, 1923 to Sep 28, 1928

- 387 MER's non-letter materials on case records and recording
- 388 MER's correspondence with and relating to Annie I. Gerry,
 consultant of the Case Criticism Service, arranged chrono-
 logically from Oct 30, 1925 to Apr 28, 1926
- 389 MER's correspondence with and relating to Annie I. Gerry,
 consultant of the Case Criticism Service, arranged chrono-
 logically from May 1 to Aug 22, 1926
- 390 MER's correspondence with and relating to Annie I. Gerry,
 consultant of the Case Criticism Service, arranged chrono-
 logically from Sep 1, 1926 to Jan 21, 1927
- 391 MER's correspondence with and relating to Annie I. Gerry,
 consultant of the Case Criticism Service, arranged chrono-
 logically from Feb 2 to Mar 22, 1927
- 392 Letters and statements relating to financial details of
 Annie I. Gerry's Case Criticism Service, 1926-1927

Part II
Box 24

New York Period, 1909-1928 -- MER Archive

Folders 393-404: Supplementary Materials relating to
Case Records and Recording

- 393 Supplementary materials relating to case records and recording: Criticisms and Comments
- 394-398 5 folders of Supplementary materials relating to case records and recording: Analyses and Summaries
- 399 Supplementary materials relating to case records and recording: Techniques and Mechanics of Record Writing
- 400 Supplementary materials relating to case records and recording: Akron Case Records
- 401 Supplementary materials relating to case records and recording: Boston Associated Charities Case Records
- 402 Supplementary materials relating to case records and recording: Closing of Records
- 403 Supplementary materials relating to case records and recording: Confidential Nature of Records
- 404 Supplementary materials relating to case records and recording: Miscellaneous

See also 12 packages of case records, summaries, and analyses collected by MER or the COD for study, research, and teaching purposes stored in Filing Cabinet

* Since the transfer of the collection to Special Collections these case records are now in boxes labelled Part II, Boxes 24A - 24H.

Part II

Box 25

New York Period, 1909-1928 -- MER Archive

Folders 405-419: Letters and Writings relating to
Widows Pensions

MICROFILM

Correspondence between MER and Fred S. Hall and others relating to preparation of Richmond and Hall's A Study of 985 Widows Known to Certain Charity Organization Societies in 1910 (Russell Sage Foundation, 1913), arranged chronologically from Jan 3, 1910 to Jun 27, 1913

MICROFILM

Correspondence between MER and C.C. Carstens and others concerning Carsten's Public Pensions to Widows with Children: A Study of Their Administration in Several American Cities (Russell Sage Foundation, 1913), arranged chronologically from Jun 20, 1912 to Apr 25, 1913

MICROFILM

Correspondence between MER and various persons relating to Judge Henry Neil and the Mothers Pension League, arranged chronologically from Dec 2, 1912 to Feb 11, 1913

MICROFILM

Correspondence between MER and various persons relating to the movement for Widows Pensions, arranged chronologically from Apr 7, 1911 to Dec 22, 1912

MICROFILM

Correspondence between MER and various persons relating to the movement for Widows Pensions, arranged chronologically from Jan 3 to Dec 23, 1913

MICROFILM

Correspondence between MER and various persons relating to the movement for Widows Pensions, arranged chronologically from Feb 25, 1914 to Sep 14, 1916; also three reports on the COD's activities in the Widows Pensions controversy dated Jan 10, 1913; Oct 15, 1913; and Jan 18, 1915 [at least two of these were probably written by Miss Richmond]

MICROFILM

Holograph and typescript drafts of MER's article on "Motherhood and Pensions" for The Survey, Mar 1, 1913

MICROFILM

Copies of The Survey for Feb 15 and Mar 1, 1913, containing MER's articles on "'Pensions' and the Social Worker" and "Motherhood and Pensions"; also separate reprint of "Motherhood and Pensions"

MICROFILM

Typescript of Richmond and Hall's A Study of 985 Widows Known to Certain Charity Organization Societies in 1910 (Russell Sage Foundation, 1913)

MICROFILM

Typescript of Appendixes for Richmond and Hall's A Study of 985 Widows Known to Certain Charity Organization Societies in 1910 (Russell Sage Foundation, 1913)

Reel 13 { MICROFILM
MICROFILM
MICROFILM
418-419

Tables to accompany Richmond and Hall's A Study of 985 Widows Known to Certain Charity Organization Societies in 1910 (Russell Sage Foundation, 1913), some in MER's holograph

MER's holograph notes on the subject of Widows Pensions

Schedules used in preparation of Richmond and Hall's A Study of 985 Widows Known to Certain Charity Organization Societies in 1910 (Russell Sage Foundation, 1913)

2 folders of Other materials used in preparation of Richmond and Hall's A Study of 985 Widows Known to Certain Charity Organization Societies in 1910 (Russell Sage Foundation, 1913)

Part II

Box 26

Folders 420-431: Supplementary materials relating to Widows Pensions

Reel 14 { MICROFILM
MICROFILM

6 folders of Supplementary materials relating to Widows Pensions: General

3 folders of Supplementary materials relating to Widows Pensions: Administration

Supplementary materials relating to Widows Pensions: State and Federal Legislation

2 folders of Supplementary materials relating to Widows Pensions: Judge Henry Neil and the Mothers Pension League

Reel 15 { MICROFILM
430-431
MICROFILM

Part II

Box 27

New York Period, 1909-1928 -- MER Archive

Reel 15

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433

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435

436

437

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Reel 16

MICROFILM

MICROFILM

MICROFILM

432-446: Letters and other materials relating to Unemployment Crises

Correspondence and related materials between MER and various persons concerning the Mayor's Committee on Unemployment, arranged chronologically from Jun 17, 1916 to Apr 19, 1918

Form letter of Apr 4, 1918, sent out by MER as Chairman of the Civilian Relief Section, Council of Women's Organizations, on the subject of Unemployment, and the responses to her request for information arranged chronologically from Apr 5 to Apr 23, 1918

Correspondence and related materials between MER and various persons concerning the President's Conference on Unemployment, arranged chronologically from Sep 12, 1921 to Oct 29, 1924

Typescript copy of MER's unpublished "Memorandum on Emergency Relief in Times of Unemployment," Oct 12, 1921; also separate reprint from The Long View (Russell Sage Foundation, 1930)

Emergency Winter Exchange letters relating to Unemployment, 1909-1915

Binder containing Emergency Winter Exchange letters from larger cities, 1914-1915

Binder containing Emergency Winter Exchange letters from smaller cities, 1914-1915

Questionnaires, letters, and other materials relating to the Emergency Winter of 1914-1915, arranged alphabetically by city, Baltimore-Dayton

Questionnaires, letters, and other materials relating to the Emergency Winter of 1914-1915, arranged alphabetically by city, Indianapolis--the Oranges

Questionnaires, letters, and other materials relating to the Emergency Winter of 1914-1915, arranged alphabetically by city, Philadelphia--Toledo

2 folders of Other materials relating to the Emergency Winter of 1914-1915

Miscellaneous materials relating to the subject of Unemployment, 1889-1923

10
Reel 16
445

Newspaper and magazine clippings relating to the subject of
Unemployment, 1914-1920

446

Newspaper and magazine clippings relating to the subject of
Unemployment, 1921-1923

Part II

Box 28

New York Period, 1909-1928 -- MER Archive

Folders 447-461: Letters and other materials relating to the American Red Cross

- 447 Correspondence and other materials between MER and various persons relating to the Emergency Relief Board of the American Red Cross, arranged chronologically from Oct 22, 1909 to Oct 19, 1912
- 448 Minutes and other materials relating to meetings of the Emergency Relief Board of the American Red Cross, arranged chronologically from Oct 14, 1909 to Oct 17, 1913
- 449 Correspondence and other materials between MER and various persons relating to the Home Service program of the American Red Cross, arranged chronologically from Mar 1, 1917 to Mar 25, 1919
- 450 Typescript, mimeographed, and printed copies of Miss Richmond's Manual of Home Service (American Red Cross, 1917)
- 451 Outline and mimeographed copy of Karl deSchweinitz's This Side The Trenches with the American Red Cross
- 452 Communications and documents relating to the American Red Cross Home Service Institutes and other classes
- 453 Miscellaneous communications and documents relating to the Home Service program of the American Red Cross, mostly 1917
- 454-455 2 folders of Miscellaneous communications and documents relating to the American Red Cross Department of Civilian Relief and to local Civilian Relief Committees
- 456 Communications and documents issued by the American Association relating to the American Red Cross Home Service program, arranged chronologically from Oct 8, 1917 to Oct 15, 1920
- 457 Articles from The Survey relating to American Red Cross Home Service and Civilian Relief programs, 1917-1922
- 458 Newspaper and magazine clippings relating to American Red Cross war activities
- 459 Correspondence between MER and various persons relating to other American Red Cross activities, arranged chronologically from Nov 8, 1918 to Nov 26, 1920

460

MER's notes and comments relating to the future of the American Red Cross in peacetime, n.d.

461

Non-MER correspondence relating to the future of the American Red Cross in peacetime, arranged chronologically from Dec 5, 1918 to Mar 28, 1919; also printed materials

Part II

Box 29

New York Period, 1909-1928 -- MER Archive

Reel 16

Folders 462-477: Letters and other materials relating to the National Conference*

MICROFILM

Correspondence between MER and Alexander Johnson relating to the National Conference, arranged chronologically from Nov 4, 1909 to Sep 25, 1911

MICROFILM

Correspondence between MER and Alexander Johnson relating to the National Conference, arranged chronologically from Jan 6, 1912 to May 5, 1913

MICROFILM

MER's correspondence with and relating to W.T. Cross, General Secretary of the National Conference, arranged chronologically from Nov 15, 1913 to Jun 11, 1919

465

Correspondence between MER and various persons relating to the National Conference, arranged chronologically from Jul 21, 1920 to Mar 2, 1928

466

Correspondence and other materials between MER and various persons relating to the National Conference Committee on Families and Neighborhoods, arranged chronologically from Sep 7, 1909 to Mar 31, 1910

467

Correspondence and other materials between MER and Francis H. McLean relating to an Analysis of National Conference Attendance, arranged chronologically from Aug 24 to Oct 19, 1912

468

Correspondence between MER and various persons relating to the National Conference Change of Name Committee, arranged chronologically from Aug 20, 1915 to Jul 24, 1916

469

Correspondence between MER and various persons relating to the National Conference Change of Name Committee, arranged chronologically from Dec 6, 1916 to Jun 1, 1917

Reel 17
MICROFILM

Other materials relating to the National Conference Change of Name Committee

MICROFILM

Correspondence between MER and various persons relating to Family Division programs for the National Conference, arranged chronologically from Jul 26, 1921 to Nov 20, 1924

MICROFILM

Correspondence and other materials between MER and various persons relating to National Conference committee work, arranged chronologically from Feb 24, 1920 to Jul 21, 1922

* Name changed in 1918 from National Conference of Charities and Correction to National Conference of Social Work

Reel 17

MICROFILM

Non-MER correspondence relating to the National Conference, arranged chronologically from Mar 7, 1909 to Oct 16, 1919

471
MICROFILM

Communications to members of the Executive Committee of the National Conference and minutes of meetings, 1911-1920

475
MICROFILM

Materials relating to other National Conference committees, 1911-1922

476
MICROFILM

Reports on the National Conference meetings at Indianapolis, 1916

477
MICROFILM

Miscellaneous supplementary materials relating to the National Conference

See also II,33,546, for materials on Miss Richmond's candidacy for the Presidency of the National Conference in 1922

Part II

Box 30

New York Period, 1909-1928 -- MER Archive

Reel 17

Folders 478-500: Letters and other materials relating to the American Association*

478

Correspondence between MER and various persons relating to the American Association, arranged chronologically from Apr 5, 1910 to May 28, 1919

479

Correspondence between MER and various persons relating to the American Association, arranged chronologically from May 8, 1920 to Aug 30, 1928

480

Correspondence between MER and various persons relating to The Family (issued by the American Association), arranged chronologically from Dec 24, 1920 to Aug 19, 1927

481

Correspondence between MER and various persons relating to the program for the 1923 American Association Conference at Washington, Mar-May 1923

482

Communications and documents relating to plans for the formation of the American Association, 1909

483

Communications and documents relating to plans for the formation of the American Association, 1910

484

Communications and documents relating to plans for the formation of the American Association, 1911

485

Miscellaneous materials relating to the American Association, 1914-1919

MICROFILM

Materials relating to the American Association Committee on Scope and Policy, 1918-1919

MICROFILM

Miscellaneous materials relating to the American Association, 1920-1924

Reel 18
MICROFILM

(2 copies)

Miscellaneous materials relating to the American Association, 1925-1928

MICROFILM

Correspondence between MER and various persons relating to plans for the American Association's Buffalo Conference in 1927, arranged chronologically from Sep 23, 1925 to Aug 25, 1926

* Began as the National Association of Societies for Organizing Charity in 1911; name changed to American Association of Societies for Organizing Charity in 1912, and again to American Association for Organizing Family Social Work in 1919

64
Reel 18
MICROFILM

Correspondence between MER and various persons relating to plans for the American Association's Buffalo Conference in 1927, arranged chronologically from Oct 2, 1926 to Apr 26, 1927

491
MICROFILM

Correspondence between MER and various persons relating to plans for the American Association's Buffalo Conference in 1927, arranged chronologically from May 3 to Sep 28, 1927

492
MICROFILM

Correspondence between MER and various persons relating to the American Association's Conference on Family Life in America Today, held at Buffalo, Oct 1927, arranged chronologically from Oct 4, 1927 to Jul 2, 1928

493
MICROFILM
MICROFILM

Communications and documents relating to the Fiftieth Anniversary Committee of the American Association, 1925-1927

Incomplete holograph draft of "The Concern of the Community with Marriage," MER's speech for the Buffalo Conference on Family Life, Oct 4, 1927

494
MICROFILM

Source materials and holograph notes for MER's speech to the Buffalo Conference on Family Life; also typescript summary, probably for release to the press

495
MICROFILM

MER's work on invitations, publicity, and program for the Buffalo Conference on Family Life, 1927

497
MICROFILM

Printed and mimeographed programs and announcements relating to the Buffalo Conference on Family Life, 1927

498
MICROFILM

Other communications relating to the Buffalo Conference on Family Life, 1927

499
MICROFILM

News releases, publicity, and clippings relating to the Buffalo Conference on Family Life, 1927

500
MICROFILM

Typescript of Joanna C. Colcord's A Decade of Service: The Family Welfare Association of Minneapolis Decennial Report for . . . 1917-1926, published in commemoration of the Buffalo Conference on Family Life, 1927

See also

Part II

Box 31

Reel 19

New York Period, 1909-1928 -- MER Archive

Folders 501-517: Letters and other materials relating to the Committee on Professional Organization

MICROFILM

Correspondence between MER and various persons relating to the Committee on Professional Organization, arranged chronologically from Jul 1 to Dec 30, 1918

MICROFILM

Correspondence between MER and various persons relating to the Committee on Professional Organization, arranged chronologically from Jan 6 to Mar 14, 1919

MICROFILM

Correspondence between MER and various persons relating to the Committee on Professional Organization, arranged chronologically from May to Dec 11, 1919

504

Correspondence between MER and various persons relating to the Terminology Sub-committee of the Committee on Professional Organization, arranged chronologically for 1919

505

Correspondence between MER and various persons relating to the Committee on Professional Organization, arranged chronologically from Jan 2 to Jun 4, 1920

506

Minutes of meetings, membership lists, and Miss Richmond's notes relating to the Committee on Professional Organization, 1918-1920

507

Memoranda and complete filing set of worksheets relating to the Terminology Sub-committee of the Committee on Professional Organization

508

Lists of words used by the Terminology Sub-committee of the Committee on Professional Organization for compilation in their worksheets

509

Miscellaneous materials relating to the Terminology Sub-committee of the Committee on Professional Organization

510

Materials relating to A Code of Ethics for Social Case Workers, collected by the Ethics Sub-committee of the Committee on Professional Organization

511

Supplementary materials relating to ethics in social work, collected by the Ethics Sub-committee of the Committee on Professional Organization

512

Supplementary materials relating to ethics in law, medicine, and other professions, collected by the Ethics Sub-committee of the Committee on Professional Organization

MICROFILM

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11-51671-10

519711

See also other materials relating to the Terminology Sub-committee of the Committee on Professional Organization stored in Filing Cabinet, as follows:

- * packages containing 3 sets of completed worksheets: Dec 2, 1919
with Summary and MER's tabulation; Dec 10, 1919 with Summary;
Mar 10, 1920 with Summary and MER's tabulation

*Since the collection was transferred to Special Collections, this material is now in Part II, Box31A.

Part II

Box 32

New York Period, 1909-1928 -- MER Archive

Folders 518-537: Letters and other materials relating to Committee and Advisory Work

Reel 20

518
MICROFILM

Correspondence and other materials between MER and various persons relating to the formation of the National Alien Relief Committee, arranged chronologically from May 18 to Jun 25, 1918

519
MICROFILM

Correspondence between MER and various persons relating to membership of the National Alien Relief Committee, arranged chronologically from Jun 12 to Oct 23, 1918

520
MICROFILM

Correspondence and other materials between MER and various persons relating to official business of the National Alien Relief Committee, arranged chronologically from Aug 2, 1918 to Aug 31, 1919

521

Correspondence with and relating to Dr. Norman Bridge, Chairman of the National Alien Relief Committee, arranged chronologically from Sep 3 to Nov 2, 1918

522

Correspondence between MER and the New York Charity Organization Society relating to the National Alien Relief Committee, arranged chronologically from May 29 to Nov 27, 1918

523

Correspondence between MER and various charity organization societies relating to the National Alien Relief Committee, arranged chronologically from May 28, 1918 to Feb 3, 1919

524

Clippings, notes, and miscellaneous materials relating to the National Alien Relief Committee

525

Memoranda and other materials relating to the Decennial Report Committee of the Russell Sage Foundation, 1916

526

Letters, memoranda, and other materials relating to the Committee on the Future Program of the Russell Sage Foundation; also Report of the Committee (MER, Chairman)

MICROFILM

Reel 21
MICROFILM

Memoranda and reports of the Mailing List Committee of the Russell Sage Foundation, 1924

Minutes and other materials relating to Russell Sage Foundation staff and directors' meetings, 1919-1924

MICROFILM

Miscellaneous materials concerning relations with other departments of the Russell Sage Foundation, 1917-1928

Reel 21

538
MICROFILM

Letters, minutes of meetings, and other materials relating to the Committee on Difficult Cases of the New York Charity Organization Society, arranged chronologically from Nov 17, 1916 to Jun 13, 1919

MICROFILM

Letters, memoranda, and other materials relating to the Committee on Co-operation and District Work of the New York Charity Organization Society, arranged chronologically from May 21, 1917 to Feb 25, 1927

MICROFILM

Letters, minutes of meetings, and other materials relating to the Committee on Marital Relations of the New York Charity Organization Society, 1918-1919

MICROFILM

Letters and other materials relating to various District Committees of the New York Charity Organization Society, arranged chronologically from Jan 1922 to Nov 13, 1926

534
MICROFILM

Correspondence between MER and various persons relating to District Committees and Case Conferences, arranged chronologically from Mar 17, 1915 to Apr 4, 1921

535-536

2 folders of Miscellaneous materials relating to District Committees and Case Conferences

537

Card file headed "Meetings of District Secretaries [prior at least to 1919]. Topics Reported for the last year by New York, Boston, Providence, Washington."

Part II

Box 33

Reel 21

New York Period, 1909-1928 -- MER Archive

Folders 538-559: Letters and other materials relating to Small Subjects, Personal Highlights, and Final Illness and Death

538

Reports of Luncheon Meetings of the Inter-Relations Group, as follows:

First meeting, Oct 5, 1909
Second meeting, Apr 14, 1910
Third meeting, Oct 10, 1910
Fifth meeting, Oct 6, 1911

538

Letters and other materials relating to Amelia Sears' Manual for the Chicago United Charities, 1912-1913

540

Correspondence between MER, Wilbur C. Phillips, and others relating to the Phillips' book on a social unit plan, arranged chronologically from Jul 9, 1914 to Jul 29, 1915; accompanied by set of galleys

541

Two form letters sent out by MER Apr 19 and May 8, 1917, on the subject of establishing a War Problems Exchange, and the responses to her request for information, arranged chronologically from Apr 23 to Sep 4, 1917

542

Form letter sent out by MER Nov 15, 1917, on the subject of the War Risk Insurance Act, and the responses to her request for information, arranged chronologically from Nov 17 to Nov 28, 1917

543

Minutes of meetings of the Council of Women's Organizations, Jan 25-Nov 26, 1918

544

Miscellaneous materials relating to the Council of Women's Organizations, 1917-1918

545

Letters and clippings relating to MER's honorary degree from Smith College, arranged chronologically from May 9 to Nov 17, 1921

546

Letters between MER and various correspondents relating to Miss Richmond's candidacy for President of the National Conference, arranged chronologically from May 4, 1921 to Sep 8, 1922

547

Letters and other materials relating to MER's interest in biography and her biographical articles, arranged chronologically from Feb 24, 1922 to Nov 7, 1924

Reel 22

548
MICROFILM

Correspondence between MER and various persons relating to Miss Richmond's biographical article on C.S. Loch, arranged chronologically from Apr 7, 1923 to Feb 26, 1924; accompanied by a collection of Mr. Loch's letters to MER and others, arranged chronologically from Jun 8, 1898 to Feb 9, 1913

549
MICROFILM

Letters and telegrams to Joanna C. Colcord from the Glenns and others relating to Miss Richmond's final illness, arranged chronologically from Apr 18 to Sep 13, 1928

550
MICROFILM

Immediate responses of a personal nature to Miss Richmond's death, arranged chronologically from Sep 14 to Sep 28, 1928

551
MICROFILM

Form letter sent out by Mary Willcox Glenn Sep 13, 1928, announcing Miss Richmond's death, and official responses from various agencies, arranged chronologically from Sep 14 to Oct 3, 1928

552
MICROFILM

Second form letter sent out by Mary Willcox Glenn Oct 3, 1928, enclosing biographical and eulogistic materials on Miss Richmond, and official responses from various agencies, arranged chronologically from Oct 4, 1928 to Apr 12, 1929

553
MICROFILM

Official release of Miss Richmond's death notice, accompanied by biographical and eulogistic materials

554
MICROFILM

Newspaper clippings of Miss Richmond's obituaries

555
MICROFILM

Miss Richmond's death notices in magazines and journals

556
MICROFILM

Eulogies and tributes marking the death of Miss Richmond

557
MICROFILM

Letters and other materials relating to a memorial meeting in honor of Miss Richmond held in the Assembly Hall of the Russell Sage Foundation, Jan 2, 1929

558
MICROFILM

Correspondence relating to a memorial issue of The Family dedicated to Miss Richmond, arranged chronologically from Sep 19, 1928 to Apr 11, 1929; accompanied by two copies of the memorial issue, Feb 1929

559
MICROFILM

Letters to Joanna C. Colcord from various correspondents relating to JCC's article on MER in the memorial issue of The Family, arranged chronologically from Oct 5, 1928 to Jan 26, 1929; accompanied by separate reprint of the article

Part II

Box 34

Reel 22

New York Period, 1909-1928 -- MER Archive

Folders 560-577: Speeches, Addresses, and Lectures

560

Holograph and typescript notes for a series of lectures at the Chicago School of Civics, Jan 4-13, 1910, as follows:

- Lecture I, Charity Organization, Jan 4
- Lecture II, The Three Stages of Relief, Jan 5
- Lecture III, The Third Stage of Relief, Jan 6
- Lecture IV, Sources of Relief, Jan 7
- Lecture V, Investigation, Jan 11
- Lecture VI, The First Interview, Jan 12
- Lecture VII, Completion of Investigation, Jan 13

561

Separate reprint of "How Social Workers Can Aid Housing Reform," an address delivered at the National Conference, Boston, 1911 (National Housing Association Publications 15, May 1912)

562

Holograph notes and draft of address on Preliminary Investigation of Adult Offenders delivered at the State Probation Conference, New York, Mar 14, 1912

563

Separate reprint of "The Relation of Output to Intake," an address delivered before the National Association of Organizing Charity, Jun 12, 1912 (Charity Organization Bulletin, III, No. 9, Aug 1912)

564

Typescript draft of "The Charity Organization Department," a lecture at the New York School of Philanthropy, Feb 10, 1914

Reel 23

Incomplete holograph notes for the Kennedy lectures on First Steps in Social Case Work, 1914; also announcement

565

Typescript draft of "Co-ordination and Inference," probably one of the Kennedy lectures, 1914; also summaries of the third, fourth, and fifth Kennedy lectures, dated Mar 30, Apr 13, and Apr 20, 1914

567

Holograph notes and typescript copy of "To the Volunteers of 1915," an address to Philadelphia volunteers delivered at the Church House, Philadelphia, Feb 4, 1915

568

Typescript copy of "The College and the Community," one of the after-dinner addresses to commemorate the fiftieth anniversary of Vassar College, delivered at Davison Hall, Vassar College, Oct 13, 1915

569

Typescript copy of "The Charity Organization Department," an address delivered before the New York Monday Evening Club, Apr 24, 1916

74
Reel 23

MICROFILM

Typescript copy of "The Social Case Work Side of Probation and Parole," an address delivered before the National Probation Association, Jun 1917

MICROFILM

Holograph draft and notes for ["The Social Case Worker's Task"], an address delivered at the general session of the National Conference, 1917

MICROFILM

Holograph notes for "The Family as the Center of Social Service," second lecture in Special Extension Course for Volunteers, Biltmore Hotel, Jan 18, 1918; also holograph notes headed "Home Service Lecture on The Family, Mar 29 and Oct 10, 1918"

573

Separate reprint of "War and Family Solidarity," an address delivered before the Division on The Family of the National Conference, May 21, 1918 (Charity Organization Department publication, 1918)

574

Typescript copy of "The Long View," portion of an address delivered before a section meeting of the Junior League of New York City, Nov 20, 1919

575

"Some Next Steps in Social Treatment," an address delivered before the Family Section of the National Conference, Apr 15, 1920 (Printed in The Family, Vol I, No. 4, Jun 1920)

576

Holograph draft of "A Social Work Point of View," a lecture delivered at the summer session of the New York School of Philanthropy, Jun 18, 1923

577

Holograph and typescript notes for "The Rhythm of Social Work," an address delivered at Philadelphia, Apr 30, 1925, and at the Institute of Family Social Work, May 19, 1925

Part II

Box 35

Reel 23

New York Period, 1909-1928 -- MER Archive

Folders 578-593: Notes for Speeches, Addresses, Lectures; also Articles, Reviews, and Unpublished Writings

MICROFILM

Twelve sets of holograph notes for speeches, addresses, and lectures, 1909-1912, marked as follows:

- Boston Annual Meeting, 1909
- Rochester Address on Organized Charity, Dec 1909
- Cooperation, Grammercy District Committee, Mar 1910
- New York School of Philanthropy, Sep 1910
- Galesburg, Oct 1910
- Outside Sources of Information, Chicago, Oct 1910
- Junior League Lecture, Upbuilding of the Family, Jan 1911
- Pittsfield, Mar 1911
- Grammercy Neighborhood Association on What Social Workers Should Know, Mar 1911
- Talk on Widows, Assistant Secretaries of the New York Charity Organization Society, Mar 1912
- The Volunteer's Value to the Professional, Junior League, Apr 1912
- Address to Philadelphia Society for Organizing Charity, Nov 1912

MICROFILM

Eleven sets of holograph notes for speeches, addresses, and lectures, 1913-1916, marked as follows:

- Second Year Group of the New York School of Philanthropy, Feb 1913
- Smith College, Oct 1913
- Hearing on Widows Pensions by New York State Commission, Nov 1913
- Address to Reading Associated Charities, Dec 1913
- Church Mission of Help, Jan 1914
- Volunteers of the Federated Charities of Baltimore on The Test of Reality, Nov 1914
- YWCA Training School, Dec 1914
- Case Committee of the Brooklyn Bureau of Charities, Feb 1915
- Kennedy District on The Work of a District Committee, Nov 1915
- Five Boston Lectures to Second Year Students, Dec 1915
- Yorkville District of the New York Charity Organization Society on The District and Neighborhood Co-op, Jan 1916

On Reel 24 580 MICROFILM

Ten sets of holograph notes for speeches, addresses, and lectures, 1917-1919, marked as follows:

- Child Helping Institute of the New York School of Philanthropy, Jun 1917
- Address on Volunteers to Home Service Workers of Pennsylvania, Nov 1917
- The Growth of the Charity Organization Movement in its Case Work Program, [AASOC, 1917?]

74

Address to New York Episcopal Seminary on The Work of the
New York Charity Organization Society, Feb 1918
Home Service lecture on Relatives, Apr 1918
Home Service lecture on Comparison of Material, Oct 1918
Need of Professional Standards, Fordham University, Dec 1918
Home Service section course lecture on Evidence, Jan 1919;
also at University of Colorado, Jul 1919
Lecture to staff of the New York Charity Organization Soc-
iety on A Profession in the Making, Feb 1919
Lecture to University of Colorado class on Outside Sources,
Jul 1919

ON reel 2 MICROFILM

Ten sets of holograph notes for speeches, addresses, and lectures,
1920-Jun 1923, marked as follows:

Address to staff of New York Charity Organization Society,
Jan 1920
Part of address at Annual Meeting of Boston Family Welfare
Society, Nov 1920
Address at Church Mission of Help Institute on Evidence
and the Groundwork for Treatment, Jan 1921
Philadelphia in 1900, Social Workers' Club of Philadelphia,
Jan 1921
Jewish Federation Meeting on Family Care, Apr 1921
Talk to staff of AAOFSW on The Relation of the Family to
Social Progress and to the Future of Civilization,
1922
Address at Providence Conference Luncheon of Hospital Social
Workers, Jun 1922
Church Mission of Help, Jan 1923
Institute dinner at Washington on Where the Blue Begins in
Social Work, May 1923
Phi Beta Kappa, Jun 1923

ON Reel 2 MICROFILM

Eight sets of holograph notes for speeches, addresses, and lectures,
Aug 1923-1925, marked as follows:

Talk on Marriage Administration Study given at Franklin,
Aug 1923
New Workers from Brooklyn Bureau, Sep 1923
Possibilities of the Art of Helping, New York Charity
Organization Society course, Dec 1923
Lecture on Inter-relations of Social Movements to Mr.
Lee's Seminar, Mar 1925
Talk on the Russell Sage Foundation to group of college
juniors, Mar 1925
Talk on Marriage Administration to the Institute, May 1925
Address on A Sense of the Whole to Undistricted Supervisors,
Oct 1925
Address to staff of Brooklyn Bureau on Higher Mathematics
of Social Work, Oct 1925

on Reel 2 ⁵⁸² MICROFILM

Six sets of undated holograph notes for speeches, addresses, and lectures, marked as follows:

- A Talk on Investigation before assistants of the New York Charity Organization Society and Visitors of the State Charities Aid, n.d.
- Training in Investigation, Boston Conference, n.d.
- Relation of Charity Organization to The Schools, n.p., n.d.
- San Francisco address, n.d.
- The Charity Organization Department, n.p., n.d.
- Friendly Visiting, n.p., n.d.

Reel 23
⁵⁸⁴ MICROFILM

Other sets of holograph notes for speeches, addresses, and lectures, undated and mostly untitled

⁵⁸⁵ MICROFILM

The Inter-relations of Social Movements, with Information About Sixty-seven Organizations, pamphlet published by the Charity Organization Department, 1910. Introduction signed by "Mary E. Richmond"

⁵⁸⁶ MICROFILM

Two copies of "Of Christmas Gifts," reprinted from The Survey, Dec 20, 1910

⁵⁸⁷ MICROFILM

Annotated paste-up of First Principles in the Relief of Distress, Charity Organization Department publication, 1911

⁵⁸⁸ MICROFILM

Typescript of "The Charity Organization Movement," a short article for the Philadelphia Ledger, Dec 1915

⁵⁸⁹ MICROFILM

Typescript draft of "To Those Still on the Job," an article for the Charity Organization Bulletin, Mar 1918; accompanied by letter to MER from Porter R. Lee, Feb 8, 1918, referring to the article

⁵⁹⁰ MICROFILM

Holograph draft of MER's unpublished review of Jesse F. Steiner's Education for Social Work (University of Chicago Press, 1921); accompanied by letter from MER to Margaret Rich, Sep 8, 1921, referring to the review

⁵⁹¹ MICROFILM

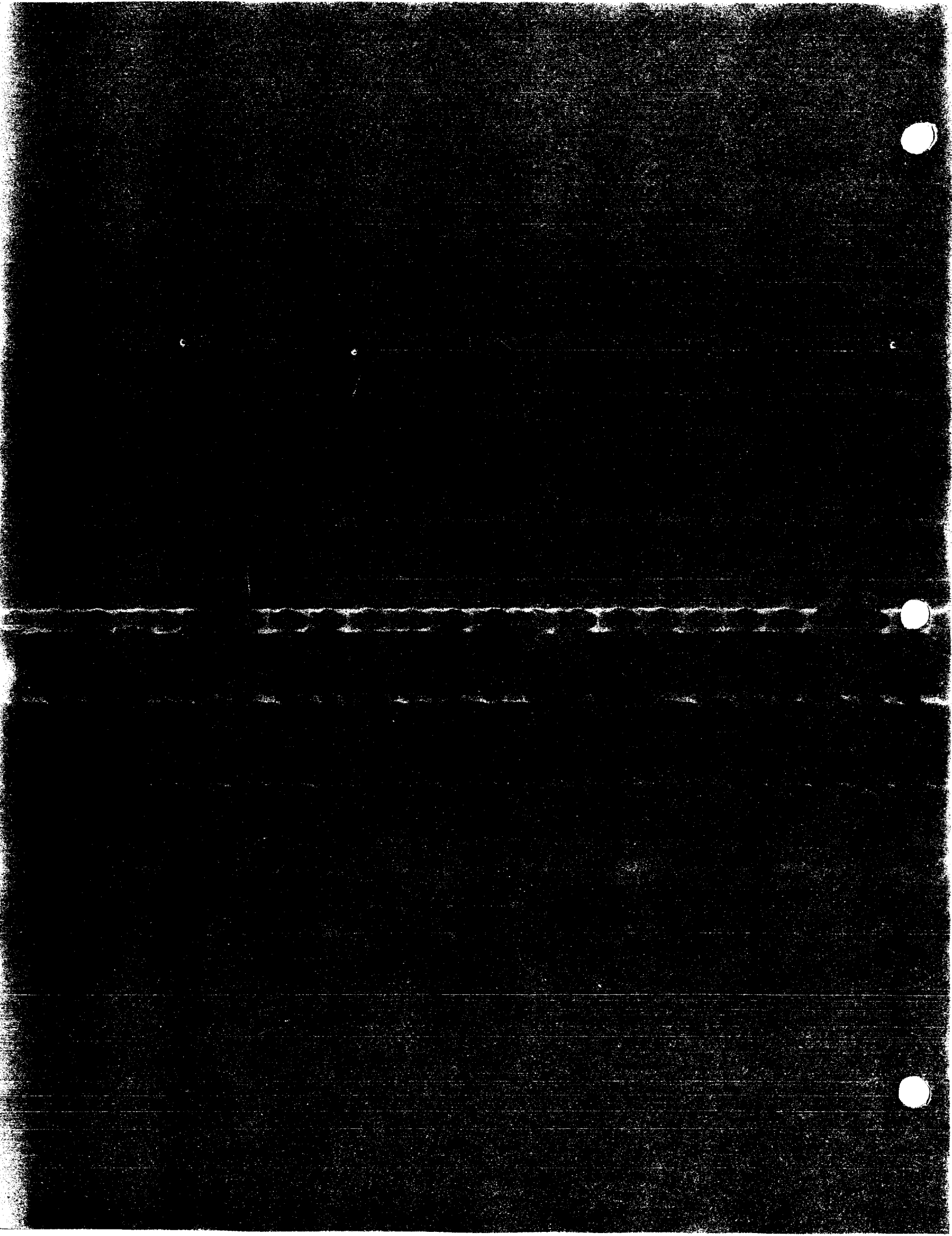
Holograph draft of unpublished article, "The Good Neighbor in the Modern City," 1922; accompanied by letter to MER from Lyndon Phifer, Nov 8, 1922, referring to the article

⁵⁹² MICROFILM

Several copies of proofs for "A Code of Ethics for Social Case Workers," drafted under the direction of MER, 1920-1921

⁵⁹³ MICROFILM

Several typescript copies of "Memorandum on The Need of a National Training Board for Social Work," undated but later than 1922



Part II

Box 36

Reel 24

MICROFILM

MICROFILM

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MICROFILM

MICROFILM

602

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604

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606

New York Period, 1909-1928 -- MER Archive

Folders 594-621: Departmental Reports prepared by MER

Report of the Field Department for the Extension of Organized Charity in the United States, for the two years ending Oct 1, 1909

Monthly Reports of the Charity Organization Department of the Russell Sage Foundation, from Nov 22, 1909 to Jul 1, 1910

Three drafts of the First Annual Report of the Charity Organization Department of the Russell Sage Foundation, for the year ending Sep 30, 1910

Two drafts of the Second Annual Report of the Charity Organization Department of the Russell Sage Foundation, for the year ending Sep 30, 1911

Monthly Reports of the Charity Organization Department, from Oct 31, 1911 to Mar 31, 1912

Three Quarterly Reports of the Charity Organization Department of the Russell Sage Foundation, from Dec 31, 1911 to Jun 30, 1912

Third Annual Report of the Charity Organization Department of the Russell Sage Foundation, for the year ending Sep 30, 1912; accompanied by Summary

Outline for 1912-13 of the Charity Organization Department; accompanied by Reports of the Charity Organization Department of the Russell Sage Foundation for the three months ending Dec 31, 1912, and for the four months ending Apr 30, 1913

Fourth Annual Report of the Charity Organization Department of the Russell Sage Foundation, for the year ending Sep 30, 1913

Two Quarterly Reports of the Charity Organization Department of the Russell Sage Foundation, for the three months ending Dec 31, 1913, and Mar 31, 1914

Fifth Annual Report of the Charity Organization Department of the Russell Sage Foundation, for the year ending Sep 30, 1914

Summary of Sixth Annual Report of the Charity Organization Department of the Russell Sage Foundation, for the year ending Sep 30, 1915

Outlines of Monthly Reports of M. E. Richmond, Director, for Oct 1915-Feb 1916 and Apr-May 1916; also notes for the Seventh Annual Report, 1916

Reel 24
MICROFILM

Seventh Annual Report of the Charity Organization Department of the Russell Sage Foundation, for the year ending Sep 30, 1916

608
MICROFILM

Eighth Annual Report of the Charity Organization Department of the Russell Sage Foundation, for the year ending Sep 30, 1917; accompanied by Memorandum

609
MICROFILM

Two copies of the Decennial Report of the Charity Organization Department of the Russell Sage Foundation, 1907-1917; accompanied by critique of the Report [by Miss Moore?], Feb 26, 1918

Reel 25

610
MICROFILM

Memorandum from the Charity Organization Department, for the year ending Sep 30, 1918 [Ninth Annual Report missing]

611

Tentative Plans of the Charity Organization Department, Oct 1918, and Memorandum from the Charity Organization Department, for the year ending Sep 30, 1918 [Tenth Annual Report missing]

612

Eleventh Annual Report of the Charity Organization Department of the Russell Sage Foundation, for the year ending Sep 30, 1920

613

Twelfth Annual Report of the Charity Organization Department of the Russell Sage Foundation, for the year ending Sep 30, 1921

614

Memorandum from the Charity Organization Department, for the year ending Sep 30, 1922 [Thirteenth Annual Report missing]

615
MICROFILM

Memorandum from the Charity Organization Department, for the year ending Sep 30, 1923 [Fourteenth Annual Report missing]

MICROFILM

Memorandum from the Charity Organization Department, for the year ending Sep 30, 1924 [Fifteenth Annual Report missing]

617

Sixteenth Annual Report of the Charity Organization Department of the Russell Sage Foundation, for the year ending Sep 30, 1925

618

Seventeenth Annual Report of the Charity Organization Department of the Russell Sage Foundation, for the year ending Sep 30, 1926

619
MICROFILM

Eighteenth Annual Report of the Charity Organization Department of the Russell Sage Foundation, for the year ending Sep 30, 1927

620
MICROFILM

Nineteenth Annual Report of the Charity Organization Department of the Russell Sage Foundation, for the year ending Oct 1, 1928, prepared by Fred S. Hall, Associate Director

MICROFILM

Several sets of materials used in preparation of the Charity Organization Department Reports

See also

81
Folders 622-641: Personal effects, unclassified materials, and Colcord and Mann biographical materials

622

Correspondence between MER and various persons relating to Miss Richmond's personal financial affairs, arranged chronologically from Aug. 10 to Nov. 2, 1916.

623

First Tentative draft of "An outline for readers of biography", 8 Feb. 1926; accompanied by holograph notes, clippings, and miscellaneous materials relating to biography.

624

Copy of "The Service of the Loyal" address delivered by Mary Willcox Glenn to Federated Charities of Baltimore, 26 Nov. 1912.

625

Program and newspaper notices of MER speeches

626

2 magazine articles on National League of Women Voters and one by H.S. Hennings

627-29

newspaper and magazine clippings

630

Expense book relating to Buffalo Conference, Oct. 1927
Address book
Misc. loose materials

631

Steno pad of last letters dictated by Miss Richmond, 20 Oct. 1927-2 June 1928

632

Letters relating to distribution of her books after her death

633

Notes relating to Central Islip, 10 June 1913

634

Unclassified notes

635

Notes collected for MER by Ruth Mann et al.

636

Unclassified typescript materials

637

Charts pertaining to MER's health

638

Material relating to The Long View

639

Charts, diagrams, photos relating to The Long View

640

Correspondence relating to collection of MER's professional letters

641

Materials relating to Colcord and Mann biographical files on MER

7

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PART III: CHARITY ORGANIZATION DEPARTMENT ARCHIVE

19 Boxes, 339 Folders, covering the

New York Period,

1909 - post 1928

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Part III

Box 1

New York Period, 1909-post 1928 -- COD Archive

Folders 1-20: Chronological file of General Correspondence, 1910-1929; Joanna C. Colcord's Correspondence as Director of the COD after 1930

- 1 General correspondence to, from, or relating to Charity Organization Department staff members, arranged chronologically from Feb 7, 1910 to Oct 18, 1918
- 2 General correspondence to, from, or relating to Charity Organization Department staff members, arranged chronologically from Feb 7, 1919 to Dec 22, 1922
- 3 General correspondence to, from, or relating to Charity Organization Department staff members, arranged chronologically for 1923
- 4 General correspondence to, from, or relating to Charity Organization Department staff members, arranged chronologically for 1924
- 5 General correspondence to, from, or relating to Charity Organization Department staff members, arranged chronologically for 1925
- 6 General correspondence to, from, or relating to Charity Organization Department staff members, arranged chronologically for Jan-Jun, 1926
- 7 General correspondence to, from, or relating to Charity Organization Department staff members, arranged chronologically for Jul-Dec, 1926
- 8 General correspondence to, from, or relating to Charity Organization Department staff members, arranged chronologically for Jan-Jul, 1927
- 9 General correspondence to, from, or relating to Charity Organization Department staff members, arranged chronologically for Sep-Dec, 1927
- 10 General correspondence to, from, or relating to Charity Organization Department staff members, arranged chronologically for Jan-Jul, 1928
- 11 General correspondence to, from, or relating to Charity Organization Department staff members, arranged chronologically for Aug-Dec, 1928
- 12 General correspondence to, from, or relating to Charity Organization Department staff members, arranged chronologically for 1929

- 36
- 13 Correspondence between the Charity Organization Department and other departments of the Russell Sage Foundation, 1923-1929
 - 14 Miscellaneous correspondence relating to the Charity Organization Department under the Directorship of Joanna C. Colcord, arranged chronologically from Feb 17, 1930 to Oct 4, 1935
 - 15 Correspondence to and from Joanna C. Colcord, Director of the Charity Organization Department, relating to the department's Marriage Studies, arranged chronologically from Jul 29, 1936 to Jul 9, 1943
 - 16 Newspaper and magazine clippings relating to Marriage Laws, 1936-1937
 - 17 Correspondence between Joanna C. Colcord, Director of the Charity Organization Department, and J. C. Pringle of the London Charity Organization Society, arranged chronologically from Jan 14, 1930 to Nov 14, 1933
 - 18 Correspondence between Joanna C. Colcord, Director of the Charity Organization Department, and J. C. Pringle of the London Charity Organization Society, arranged chronologically from Aug 14, 1934 to Nov 10, 1936
 - 19 Correspondence with and relating to J. C. Pringle of the London Charity Organization Society, arranged chronologically from Jan 18, 1937 to May 24, 1938
 - 20 Other correspondence between the Charity Organization Department and the London Charity Organization Society, arranged chronologically from Nov 17, 1939 to Jan 8, 1943

Part III

Box 2

New York Period, 1909-post 1928 -- COD Archive

Folders 21-35: Correspondence and other materials
relating to Exchanges

- 21-22 2 folders of Correspondence and other materials, mostly to
and from Fred S. Hall, Associate Director of the Charity
Organization Department, relating to Exchange
- 23-31 9 folders of Correspondence and other materials, mostly to
and from Fred S. Hall, Associate Director of the Charity
Organization Department, relating to Confidential Exchange
- 32-34 3 folders of Financial Exchange letters, arranged chronolog-
ically from Oct 6, 1913 to Jul 15, 1915, with Index
- 35 Appeal Records from various charity organization societies
relating to the Financial Exchange

Part III

Box 3

New York Period, 1909-post 1928 -- COD Archive

Folders 36-51: Correspondence and other materials
relating to Finances

- 36-41 6 folders of Correspondence and other materials, mostly to and from Fred S. Hall, Associate Director of the Charity Organization Department, relating to Financial Appeals
- 42-46 5 folders of Correspondence and other materials, mostly to and from Fred S. Hall, Associate Director of the Charity Organization Department, relating to Financial Federations, or Community Chests
- 47 Correspondence and other materials, mostly to and from Fred S. Hall, Associate Director of the Charity Organization Department, relating to Financial Statistics
- 48-50 3 folders of Correspondence and other materials, mostly to and from Fred S. Hall, Associate Director of the Charity Organization Department, relating to Financial Surveys
- 51 Other materials, mostly to and from Fred S. Hall, Associate Director of the Charity Organization Department, relating to the subject of Finances

Part III

Box 4

New York Period, 1909-post 1928 -- COD Archive

Folders 52-68: Correspondence and other materials
relating to Office Methods or "System"

- 52-56 5 folders of Correspondence and other materials, mostly to and from Fred S. Hall, Associate Director of the Charity Organization Department, relating to Office Methods or "System" -- General
- 57-61 5 folders of Correspondence and other materials, mostly to and from Fred S. Hall, Associate Director of the Charity Organization Department, relating to Office Methods or "System" -- Bookkeeping
- 62-63 2 folders of Correspondence and other materials, mostly to and from Fred S. Hall, Associate Director of the Charity Organization Department, relating to Office Methods or "System" -- Cards and Forms
- 64 Correspondence and other materials, mostly to and from Fred S. Hall, Associate Director of the Charity Organization Department, relating to Office Methods or "System" -- Case Records
- 65-67 3 folders of Correspondence and other materials, mostly to and from Fred S. Hall, Associate Director of the Charity Organization Department, relating to Office Methods or "System" -- COS's
- 68 Correspondence and other materials, mostly to and from Fred S. Hall, Associate Director of the Charity Organization Department, relating to Office Methods or "System" -- Reports

Part III

Box 5

New York Period, 1909-post 1928 -- COD Archive

Folders 69-85: Correspondence and other materials
relating to Statistics

- 69-78 10 folders of Correspondence and other materials, mostly to and from Fred S. Hall, Associate Director of the Charity Organization Department, relating to COS Statistics
- 79 Correspondence and other materials, mostly to and from Fred S. Hall, Associate Director of the Charity Organization Department, relating to Family Welfare Statistics
- 80-81 2 folders of Correspondence and other materials, mostly to and from Fred S. Hall, Associate Director of the Charity Organization Department, relating to Statistics -- Special Studies
- 82 Correspondence and other materials, mostly to and from Fred S. Hall, Associate Director of the Charity Organization Department, relating to Statistics -- Miscellaneous
- 83-84 2 folders of Correspondence and other materials between Fred S. Hall, Associate Director of the Charity Organization Department, and the Statistical Department of the Russell Sage Foundation, 1926-1929
- 85 Statistical Summaries sent out by the Statistical Department of the Russell Sage Foundation

Part III
Box 6

New York Period, 1909-post 1928 -- COD Archive

Folders 86-101: Correspondence and other materials
relating to the Transportation Code
and Committee, and to Settlement Laws

- 86 Correspondence and other materials, mostly to and from Francis H. McLean, Field Secretary, and Margaret F. Byington, Associate Secretary, relating to the Transportation Code and Committee, arranged chronologically from Feb 16 to Dec 28, 1909
- 87 Correspondence and other materials, mostly to and from Francis H. McLean, Field Secretary, and Margaret F. Byington, Associate Secretary, relating to the Transportation Code and Committee, arranged chronologically from Jan 12 to Dec 28, 1910
- 88 Correspondence and other materials, mostly to and from Fred S. Hall, Associate Director of the Charity Organization Department, relating to the Transportation Code and Committee, arranged chronologically from May 1, 1912 to Nov 19, 1915
- 89 Correspondence and other materials, mostly to and from Fred S. Hall, Associate Director of the Charity Organization Department, relating to the Transportation Code and Committee, arranged chronologically from Jan 4, 1916 to Oct 20, 1919
- 90 Correspondence and other materials, mostly to and from Fred S. Hall, Associate Director of the Charity Organization Department, relating to the Transportation Code and Committee, arranged chronologically from Sep 13, 1922 to Jul 1, 1924
- 91 Miscellaneous materials relating to the Transportation Code and Committee for 1923
- 92 Miscellaneous materials relating to the Transportation Code and Committee for 1924
- 93 Correspondence and other materials, mostly to and from Fred S. Hall, Associate Director of the Charity Organization Department, relating to the Transportation Code and Committee, arranged chronologically from Jan 27 to Dec 5, 1925
- 94 Correspondence and other materials, mostly to and from Fred S. Hall, Associate Director of the Charity Organization Department, relating to the Transportation Code and Committee, arranged chronologically from Feb 3 to Dec 14, 1926
- 95 Correspondence and other materials, mostly to and from Fred S. Hall, Associate Director of the Charity Organization Department, relating to the Transportation Code and Committee, arranged chronologically from Mar 19, 1927 to Feb 29, 1928

2
96

Correspondence and other materials, mostly to and from Fred S. Hall, Associate Director of the Charity Organization Department, relating to the Transportation Code and Committee, arranged chronologically from Mar 2 to Oct 11, 1928

97-101

5 folders of Correspondence and other materials, mostly to and from Fred S. Hall, Associate Director of the Charity Organization Department, relating to Settlement Laws

Part III

Box 7

New York Period, 1909-post 1928 -- COD Archive

Folders 102-118: Charity Organization Department Files
relating to special projects of Margaret F.
Byington and Joanna C. Colcord

- 102-104 3 folders of Correspondence and other materials relating to Charities Endorsement, containing Margaret F. Byington's work on schedules made out for the Kansas City, Missouri, Board of Public Welfare, Mar 1911
- 105 Correspondence relating to Margaret F. Byington's pamphlet, What Social Workers Should Know About Their Own Communities (Russell Sage Foundation, 1916 edition)
- 106 Announcements, publicity, and reviews for Margaret F. Byington's pamphlet, What Social Workers Should Know About Their Own Communities (Russell Sage Foundation, 1916 edition)
- 107 Complete manuscript, except for "II, City Administration and Finance," of Margaret F. Byington's pamphlet, What Social Workers Should Know About Their Own Communities (Russell Sage Foundation, 1924 edition)
- 108-112 5 folders of Drafts and notes for Margaret F. Byington's pamphlet, What Social Workers Should Know About Their Own Communities (Russell Sage Foundation, 1924 edition)
- 113 Miscellaneous materials relating to Margaret F. Byington's pamphlet, What Social Workers Should Know About Their Own Communities (Russell Sage Foundation, 1924 edition)
- 114 Paste-up and notes for Margaret F. Byington's pamphlet, What Social Workers Should Know About Their Own Communities (Russell Sage Foundation, 1929 revised edition)
- 115 Correspondence and other materials to and from Joanna C. Colcord relating to Professional Ethics, arranged chronologically from May 23, 1919 to Jul 3, 1922
- 116 Correspondence and other materials to and from Joanna C. Colcord relating to Marriage Laws, arranged chronologically from Apr 24, 1922 to Nov 7, 1924
- 117 Correspondence and other materials to and from Joanna C. Colcord relating to Marriage Laws, arranged chronologically from Feb 19, 1925 to Dec 9, 1926
- 118 Correspondence and other materials to and from Joanna C. Colcord relating to Marriage Laws, arranged chronologically from Jan 8, 1927 to Jun 7, 1929

Part III
Box 8

New York Period, 1909-post 1928 -- COD Archive

Reel 26

Folders 119-142: COD Staff Reports, 1911-1927; FDCC
and COD Field Reports, 1907-1911

MICROFILM

Monthly, quarterly, and annual reports from Fred S. Hall, Associate Director, and other Charity Organization Department staff members for the year ending Sep 30, 1912

MICROFILM

Monthly, quarterly, and annual reports from Fred S. Hall, Associate Director, and other Charity Organization Department staff members for the year ending Sep 30, 1913

MICROFILM

Monthly, quarterly, and annual reports from Fred S. Hall, Associate Director, and other Charity Organization Department staff members for the year ending Sep 30, 1914

122

Monthly, quarterly, and annual reports from Fred S. Hall, Associate Director, and other Charity Organization Department staff members for the year ending Sep 30, 1915

123

Monthly, quarterly, and annual reports from Fred S. Hall, Associate Director of the Charity Organization Department, for the year ending Sep 30, 1916

124

Monthly, quarterly, and annual reports from Fred S. Hall, Associate Director of the Charity Organization Department, for the year ending Sep 30, 1917

125

Monthly, quarterly, and annual reports from Fred S. Hall, Associate Director of the Charity Organization Department, for the year ending Sep 30, 1918

MICROFILM

Monthly, quarterly, and annual reports from Fred S. Hall, Associate Director of the Charity Organization Department, for the year ending Sep 30, 1919

MICROFILM

Monthly, quarterly, and annual reports from Fred S. Hall, Associate Director of the Charity Organization Department, for the year ending Sep 30, 1920

128

Monthly, quarterly, and annual reports from Fred S. Hall, Associate Director of the Charity Organization Department, for the year ending Sep 30, 1921

129

Monthly, quarterly, and annual reports from Fred S. Hall, Associate Director of the Charity Organization Department, arranged chronologically from Oct 1921 to Oct 1, 1927

130

Field Reports from Francis H. McLean, Field Secretary of the Field Department of Charities and the Commons, arranged chronologically from May 21, 1907 to Mar 31, 1908

Reel 26

131
MICROFILM

Field Reports from Francis H. McLean, Field Secretary of the Field Department of Charities and the Commons, and Margaret F. Byington, Associate Secretary, arranged chronologically from Apr 8 to Dec 27, 1908

132
MICROFILM

Field Reports from Francis H. McLean, Field Secretary of the Field Department of Charities and the Commons, and Margaret F. Byington, Associate Secretary, arranged chronologically from Jan 3 to Apr 4, 1909

133
MICROFILM

Field Reports from Francis H. McLean, Field Secretary of the Field Department of Charities and the Commons, and Margaret F. Byington, Associate Secretary, arranged chronologically from Apr 14 to Jul 27, 1909

134
MICROFILM

Other reports relating to the Field Department of Charities and the Commons, arranged chronologically from May 18 to Oct 1, 1909; also Index to Field Reports, Nov 21, 1907 to Sep 30, 1909

135
MICROFILM

Field Reports from Francis H. McLean, Field Secretary of the Charity Organization Department, arranged chronologically from Oct 10 to Nov 28, 1909

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MICROFILM

Field Reports from Francis H. McLean, Field Secretary of the Charity Organization Department, arranged chronologically from Dec 5, 1909 to Feb 27, 1910

MASTER
MICROFILM

Field Reports from Francis H. McLean, Field Secretary of the Charity Organization Department, arranged chronologically from Mar 4 to Apr 23, 1910

136
MICROFILM

Field Reports from Francis H. McLean, Field Secretary of the Charity Organization Department, arranged chronologically from Apr 28 to Sep 1, 1910

137
MICROFILM

Field Reports from Margaret F. Byington, Associate Secretary of the Charity Organization Department, arranged chronologically from Oct 27, 1909 to Mar 23, 1910

138
MICROFILM

Field Reports from Francis H. McLean, Field Secretary of the Charity Organization Department, arranged chronologically from Oct 24 to Nov 27, 1910

139
MICROFILM

Field Reports from Francis H. McLean, Field Secretary of the Charity Organization Department, arranged chronologically from Dec 4, 1910 to Mar 26, 1911

140
MICROFILM

Field Reports from Francis H. McLean, Field Secretary of the Charity Organization Department, arranged chronologically from Apr 1 to Aug 29, 1911, and from Margaret F. Byington, Associate Secretary, arranged chronologically from Nov 29 to Dec 15, 1910; also Index to Field Reports from Oct 1, 1910 to Sep 30, 1911

Part III
Box 9

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MICROFILM

New York Period, 1909-post 1928 -- COD Archive

Folders 143-155: FDCC, COD, and American Association Field Reports, 1911-1919

2 folders containing the Nashville Report [from Francis H. McLean, Field Secretary of the Charity Organization Department?], Apr 1, 1911

MICROFILM

Baltimore Report from Fred S. Hall [Associate Director of the Charity Organization Department?], 1911

Summaries of Field Reports for 1907-1912

146

Field Reports from various members of the Charity Organization Department, Oct 1, 1911 to Sep 30, 1913, with Index

147

148

Field Reports from Francis H. McLean, General Secretary of the American Association, and others, Oct 1, 1911 to Sep 30, 1913, with Index

MICROFILM

Field Reports from various members of the Charity Organization Department and the American Association, Oct 1, 1913 to Sep 30, 1914, with Index

MICROFILM

Field Reports from various members of the Charity Organization Department and the American Association, Oct 1, 1914 to Sep 30, 1915, with Index

151

Field Reports from Francis H. McLean, General Secretary of the American Association, and others, Oct 1, 1915 to Sep 30, 1916, with Index

152

Field Reports from Francis H. McLean, General Secretary of the American Association, and others, Oct 1, 1916 to Sep 30, 1917, with Index

153

Field Reports from Francis H. McLean, General Secretary of the American Association, and others, Oct 1, 1917 to Sep 30, 1918, with Index

154

Field Reports from Francis H. McLean, General Secretary of the American Association, and others, arranged chronologically from Oct 10, 1918 to Feb 12, 1919

155

Field Reports from Francis H. McLean, General Secretary of the American Association, and others, arranged chronologically from Mar 1 to Sep 24, 1919

Part III

Box 10

New York Period, 1909-post 1928 -- COD Archive

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Folders 156-167: American Association Field Reports and Communications, 1919-1928, and Committee Reports, 1918-1928

MICROFILM

Field Reports and communications from the American Association, arranged chronologically from Oct 10 to Nov 15, 1919

MICROFILM

Field Reports and communications from the American Association, arranged chronologically from Nov 19, 1919 to Sep 30, 1920

MICROFILM

Field Reports and communications from the American Association, arranged chronologically from Oct 31, 1920 to Aug 31, 1921

MICROFILM

Field Reports and communications from the American Association, arranged chronologically for 1921-1922

MICROFILM

Field Reports and communications from the American Association, arranged chronologically for 1922-1925

MICROFILM

Field Reports and communications from the American Association, arranged chronologically for 1925-1928

MICROFILM

Manual for Field Workers of the Staff of the American Association, by Francis H. McLean, General Secretary, 1918

MICROFILM

Committee Reports from the American Association, 1918-1923

164

Committee Reports from the American Association for 1924

165

Committee Reports from the American Association for Jun 1925

166

Committee Reports from the American Association, 1925-1926

MICROFILM

Committee Reports from the American Association, 1927-1928

Part III

Box 11

New York Period, 1909-post 1928 -- COD Archive

~~7-11-17~~
Folders 168-189: Financial Statements (1909-1928) and Publication Sales Records (1913-1929) relating to the Charity Organization Department

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MICROFILM

Financial Statements relating to the Charity Organization Department for the years ending Sep 30, 1909 and Sep 30, 1910

MICROFILM

Financial Statements relating to the Charity Organization Department for the years ending Sep 30, 1911 and Sep 30, 1912

170

Financial Statements relating to the Charity Organization Department for the years ending Sep 30, 1913 and Sep 30, 1914

171

Incomplete Financial Statements relating to the Charity Organization Department for the years ending Sep 30, 1915 and Sep 30, 1916

172

Incomplete Financial Statements relating to the Charity Organization Department for the years ending Sep 30, 1917 and Sep 30, 1918

MICROFILM

Monthly Financial Statements relating to the Charity Organization Department for the years ending Sep 30, 1919 and Sep 30, 1920

MICROFILM

Monthly Financial Statements relating to the Charity Organization Department for the years ending Sep 30, 1921 and Sep 30, 1922; also incomplete set of monthly Financial Statements for the department's Study of Unemployment Relief, Oct 1921-Mar 31, 1923

175

Incomplete Financial Statements relating to the Charity Organization Department for the years ending Sep 30, 1923 and Sep 30, 1924

176

Monthly Financial Statements relating to the Charity Organization Department for the years ending Sep 30, 1925 and Sep 30, 1926

MICROFILM

Monthly Financial Statements relating to the Charity Organization Department for the years ending Sep 30, 1927 and Sep 30, 1928

178

Publication Sales Records relating to the Charity Organization Department, arranged chronologically from Oct 1, 1913 to Sep 1918

179

Monthly Publication Sales Records relating to the Charity Organization Department for the year ending Sep 30, 1919

180

Monthly Publication Sales Records relating to the Charity Organization Department for the year ending Sep 30, 1920

181

Monthly Publication Sales Records relating to the Charity Organization Department for the year ending Sep 30, 1921

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MICROFILM

Monthly Publication Sales Records relating to the Charity Organization Department for the year ending Sep 30, 1922

MICROFILM

Monthly Publication Sales Records relating to the Charity Organization Department for the year ending Sep 30, 1923

MICROFILM

Monthly Publication Sales Records relating to the Charity Organization Department for the year ending Sep 30, 1924

MICROFILM

Monthly Publication Sales Records relating to the Charity Organization Department for the year ending Sep 30, 1925

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Monthly Publication Sales Records relating to the Charity Organization Department for the year ending Sep 30, 1926

187

Monthly Publication Sales Records relating to the Charity Organization Department for the year ending Sep 30, 1927

188

Monthly Publication Sales Records relating to the Charity Organization Department for the year ending Sep 30, 1928

189

Monthly Publication Sales Records relating to the Charity Organization Department for Oct, Nov, and Dec 1928; also Summary for the year ending Sep 30, 1929

Part III

Box 12

New York Period, 1909-post 1928 -- COD Archive

Folders 190-210: Charity Organization Department
Subject Files, arranged alpha-
betically from "Alms-houses" to
"Clothing Appeals"

Reel 27

MICROFILM

Charity Organization Department Subject File headed "Alms-
houses"

MICROFILM

Reel 28

MICROFILM

Charity Organization Department Subject File headed "American
Association of Social Workers"

2 folders of Charity Organization Department Subject Files
headed "Bibliographies"

191
MICROFILM

Charity Organization Department Subject File headed "Birth
Control"

195
MICROFILM

Charity Organization Department Subject File headed "Boston
Meetings, 1899"

196
MICROFILM

Charity Organization Department Subject File headed "Boston
Meetings, 1901-1904"

MICROFILM

Charity Organization Department Subject File headed "Canadian
Patriotic Fund"

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2 folders of Charity Organization Department Subject Files
headed "Case Loads"

200
MICROFILM

Charity Organization Department Subject File headed "Charity
Organization Bulletin"

201
MICROFILM

Charity Organization Department Subject File headed "Charity
Organization Movement"

202
MICROFILM

Charity Organization Department Subject File headed "Charity
Organization -- What Is It?"

203
MICROFILM

Charity Organization Department Subject File headed "Child
Helping Department, Bureau for Exchange of Information"

on Reel 29

204
MICROFILM

2 folders of Charity Organization Department Subject Files
headed "Christmas and Thanksgiving"

206
MICROFILM

Charity Organization Department Subject File headed "Church
Cooperation"

Reel 29
MICROFILM

Charity Organization Department Subject File headed "Church
Federations"

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Reel 29

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Charity Organization Department Subject File headed "City
Surveys"

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Charity Organization Department Subject File headed "Clinton
District"

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Charity Organization Department Subject File headed "Clothing
Appeals"

Part III
Box 13

New York Period, 1909-post 1928 -- COD Archive

Folders 211-231: Charity Organization Department
Subject Files, arranged alpha-
betically from "Community Councils"
to "Friendly Visiting"

Charity Organization Department Subject File headed "Community
Councils"

2 folders of Charity Organization Department Subject Files
headed "Compulsory Education"

Charity Organization Department Subject File headed "Compul-
sory Endorsement of Charities"

Charity Organization Department Subject File headed "Cooper-
ation"

Charity Organization Department Subject File headed "County
Organization of Charitable Work"

Charity Organization Department Subject File headed "Day
Nurseries"

Charity Organization Department Subject File headed "Desertion
and Non-Support"

Charity Organization Department Subject File headed "Directory
of Charity Organization Societies"

Charity Organization Department Subject File headed "Disaster
Relief"

Charity Organization Department Subject File headed "Dispen-
saries"

Charity Organization Department Subject File headed "Domestic
Relations Court"

Charity Organization Department Subject File headed "Employment
Bureaus"

3 folders of Charity Organization Department Subject Files
headed "Family Budgets"

Charity Organization Department Subject File headed "Feeble-
Minded and Mental Defects"

Charity Organization Department Subject File headed "Fellowship
Holders of the New York School of Philanthropy, 1911"

Charity Organization Department Subject File headed "First
Interview, Outline of"

2 folders of Charity Organization Department Subject Files
headed "Friendly Visiting"

Reel 29
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Reel 30
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Part III
Box 14

New York Period, 1909-post 1928 -- COD Archive

Folders 232-246: Charity Organization Department
Subject Files, arranged alpha-
betically from "Handbook for
Districts, New York COS, 1916" to
"Intercollegiate Bureau of Occupations"

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MICROFILM

Charity Organization Department Subject File headed "Handbook
for Districts, New York COS, 1916"

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MICROFILM

Charity Organization Department Subject File headed "Handbook
for District Workers, New York COS, 1920"

MICROFILM

Charity Organization Department Subject File headed "Handi-
capped"

MICROFILM

Charity Organization Department Subject File headed "Health"

236
MICROFILM

Charity Organization Department Subject File headed "Hospital
Social Service"

237

Charity Organization Department Subject File headed "Hospitals"

238

Charity Organization Department Subject File headed "Housing"

239

Charity Organization Department Subject File headed "Illegiti-
macy"

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MICROFILM

Charity Organization Department Subject File headed "Immigra-
tion"

241
MICROFILM

Charity Organization Department Subject File headed "Indiana-
polis Family Welfare Society, 1923 Report"

242
MICROFILM

Charity Organization Department Subject File headed "Industrial
Problems"

243

Charity Organization Department Subject File headed "Inebriety"

244

Charity Organization Department Subject File headed "Insane"

245

Charity Organization Department Subject File headed "Inter-City
Conferences"

246

Charity Organization Department Subject File headed "Inter-
collegiate Bureau of Occupations"

Part III
Box 15

New York Period, 1909-post 1928 -- COD Archive

Folders 247-264: Charity Organization Department
Subject Files, arranged alpha-
betically from "Intake" to "Nursing
(Public Health)"

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247

Charity Organization Department Subject File headed "Intake"

248

Charity Organization Department Subject File headed "Investi-
gation"

249

Charity Organization Department Subject File headed "Juvenile
Court"

250

Charity Organization Department Subject File headed "Legal Aid"

251

Charity Organization Department Subject File headed "Loans,
Applications for"

252

Charity Organization Department Subject File headed "Manual of
Instructions for District, Baltimore Federated Charities"

253

Charity Organization Department Subject File headed "Maternity"

MICROFILM

Charity Organization Department Subject File headed "Men and
Religion Movement"

MICROFILM

Charity Organization Department Subject File headed "Model
Constitutions"

MICROFILM
Reel 33
Folders 257-259
15 on Reel 33
MICROFILM

4 folders of Charity Organization Department Subject Files
headed "Motion Pictures"

3 folders of Charity Organization Department Subject Files
headed "Municipal Lodging Houses"

MICROFILM

Charity Organization Department Subject File headed "National
Social Work Council"

264

MICROFILM

Charity Organization Department Subject File headed "Nursing
(Public Health)"

Part III
Box 16

New York Period, 1909-post 1928 -- COD Archive

Folders 265-285: Charity Organization Department Subject Files, arranged alphabetically from "Occupational Disease" to "Public Welfare, Boards of"

- 265 Charity Organization Department Subject File headed "Occupational Disease"
- 266 Charity Organization Department Subject File headed "Old Age Pensions"
- 267-272 6 folders of Charity Organization Department Subject Files headed "Organized Charity Attacks"
- 273-275 3 folders of Charity Organization Department Subject Files headed "Outdoor Relief"
- 276 Charity Organization Department Subject Files headed "Outdoor Relief in Missouri"
- 277-278 2 folders of Charity Organization Department Subject Files headed "Out-of-Town Inquiries"
- 279 Charity Organization Department Subject File headed "Penny Provident Fund"
- 280 Charity Organization Department Subject File headed "Play"
- 281 Charity Organization Department Subject File headed "Poor Laws (English)"
- 282 Charity Organization Department Subject File headed "Prohibition Problems"
- 283 Charity Organization Department Subject File headed "Psychiatry"
- 284 Charity Organization Department Subject File headed "Psychology and Social Case Work"
- 285 Charity Organization Department Subject File headed "Public Welfare, Boards of"

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* Folders 294-296 are
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Reel 33

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287

Charity Organization Department Subject File headed "Reconstruction after the War"

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Charity Organization Department Subject File headed "Rehabilitation of Disabled Soldiers"

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7 folders of Charity Organization Department Subject Files headed "Relief"

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Charity Organization Department Subject File headed "St. Vincent de Paul Conferences"

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3 folders of Charity Organization Department Subject Files headed "Salary Schedules of Charity Organization Societies"

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Charity Organization Department Subject File headed "Salvation Army"

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Charity Organization Department Subject File headed "Schools and Charity Organization"

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Charity Organization Department Subject File headed "Schools of Philanthropy"

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Folders 306-320: Charity Organization Department
Subject Files, arranged alphabetically from "Social Insurance" to
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headed "Social Prognosis"

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Science Research Council, Committee on Problems and Policy"

Charity Organization Department Subject File headed "Social
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Charity Organization Department Subject File headed "Social
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Charity Organization Department Subject File headed "State
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2 folders of Charity Organization Department Subject Files
headed "Supervision of Case Work"

Charity Organization Department Subject File headed "Super-
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Charity Organization Department Subject File headed "The Survey"

Charity Organization Department Subject File headed "Tag Day"

Charity Organization Department Subject File headed "Thrift"

Charity Organization Department Subject File headed "Time
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culosis"

Part III

Box 19

New York Period, 1909-post 1928 -- COD Archive

* Folders 333 is on reel 38

Folders 321-339: Charity Organization Department Subject Files, arranged alphabetically from "Vagrancy and Begging" to "Work Rooms for Women"

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4 folders of Charity Organization Department Subject Files headed "Volunteers"

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- Reel 37 Part IV, Box 1: Mary Richmond-Zilpha Smith correspondence **MICROFILM** Folders 2-6
 Reel 39 Part IV, Box 2: Photos, memorabilia; Esther Warner correspondence (1892-1900; chiefly with her son, Amos G. Warner; photocopies) Folder 1 on Reel 38
 Reel 39 Part IV, Box 3: Printed and scrapbooks (2 volumes of clippings) Folders 7-8 on Reel 39
 Part IV, Box 4: Microfilms (from other libraries) **MICROFILM**
 Part IV, Box 5: Miscellaneous
 Reel 39 Part IV, Box 6: Scrapbook: Charity Organization of the Russell Sage Foundation: Letters and Memos, 1912-1915 (mimeograph & carbon copy) **MICROFILM**
 Reel 40 Part IV, OVERSIZE MATERIAL PHILADELPHIA PERIOD **MICROFILM**
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→ Flat Box 386

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 *Neuman, John S.; see non-MER letters
 Newbold, John, ~~Jan 17, 1906: I,5,78~~
 Jan 17, 1906: I,5,78
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 *Pendleton, Helen:
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 May 1, 1907: I,8,141
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- Stanton, Louise, May 2, 1907: I,6,95
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NON-MER LETTERS

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James Buchanan to Arthur Kellogg, Jan 5, 1907: I,8,139

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Edward T. Devine to Francis H. McLean, Jul 19, 1907: I,8,141

Louisa Eyre to Ruth Mann, May 2, 1931: I,4,64

John M. Glenn to O.K. Cushing, Apr 27, 1909: I,8,145

John M. Glenn to Alexander Johnson, Apr 26, 1906: I,5,78

John M. Glenn to Paul U. Kellogg, Jan 3, 1908: I,8,144

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Alice L. Higgins to Louise J. Speed?, Nov 23, 1906?: I,8,138

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Alexander Johnson to John M. Glenn, Apr 27, 1906: I,5,78

Paul U. Kellogg to Field Department of Charities and the Commons, Aug 1, 1907: I,8,141

Hugh B. MacCauley to Miss Farr, Mar 11, 1909: I,5,81

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Francis H. McLean to Field Department of Charities and the Commons Committee, May 17, 1909: I,8,145

Francis H. McLean to Porter R. Lee, Aug 27 and Dec 1, 1909: I,8,145

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Alice Miller to Zilpha D. Smith, Feb 8, 1900: I,3,40

Ada Arens Morawetz to Ruth Mann, Feb 4, 1931 (incomplete): I,4,64

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John S. Neuman to Henry Tatnall, Nov 1, 1905: I,5,77

Helen Pendleton to her family, (Jan 23, 1898, Oct 1, 1896, Sep 1896, and fragment n.d.: I,3,45)

Helen Pendleton to Muriel Pumphrey, Sep 27, 1954: I,3,45

Zilpha D. Smith to her mother, Jun 17, 1896: I,3,40

Zilpha D. Smith to Frederic Almy, Jun 4, 1906: I,5,78

Zilpha D. Smith to Helen Foss, Jun 30, 1906: I,5,78

Zilpha D. Smith to Helen Parrish, Mar 24, 1908: I,5,80

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Charles F. Weller to Zilpha D. Smith, Nov 1, 1909: I,8,146
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92-2022
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Part II, Box 4, Folder 76

Mary E. Richmond Archive: New York Period, 1909-1928

Personal and professional letters from Gertrude Vaile to MER, arranged
chronologically from Sep 25, 1912 to Dec 26, 1915

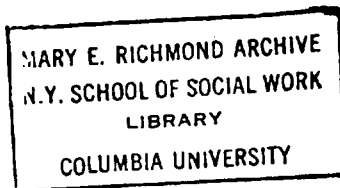
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Part II, Box 4, Folder 88

Mary E. Richmond Archive: New York Period, 1909-1928

Correspondence between MER and others concerning a memorial issue of The Family
dedicated to Alice Higgins Lothrop, 1920-1921



92-2023
Reel 2

Part II, Box 4, Folder 89

Mary E. Richmond Archive: New York Period, 1909-1928

Personal and professional letters from MER to Joanna C. Colcord, arranged chronologically from Christmas 1915 to Aug 14, 1921

92-2023
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Part II, Box 5, Folder 107

Mary E. Richmond Archive: New York Period, 1909-1928

Correspondence between MER and Ada E. Sheffield concerning research & preparation of Social Diagnosis, arranged chronologically from Dec 12, 1914 to Dec 21, 1915

92-2024
Reel 3

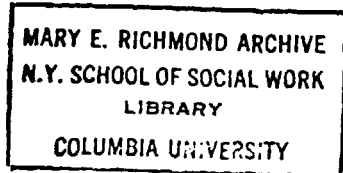
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Part II, Box 5, Folder 108

Mary E. Richmond Archive: New York Period, 1909-1928

Correspondence between MER and Ada E. Sheffield concerning research and preparation of Social Diagnosis, arranged chronologically from Jan 10, 1916 to Feb 16, 1917

92-2024
Reel 3



Part II, Box 5, Folder 122

Mary E. Richmond Archive: New York Period, 1909-1928

Publicity, mailing lists, and sales figures of Social Diagnosis

92-2025
Reel 4

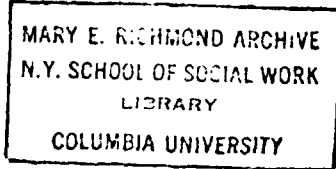
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Part 11, box 9, Folder 174

Mary E. Richmond Archive: New York Period, 1909-1928

Working File for Social Diagnosis containing class exercise on What is
True of Everybody, New York School of Philanthropy, 1909

92-2025
Reel 4



Part II, Box 9, Folder 192

Mary E. Richmond Archive: New York Period, 1909-1928

Working File for Social Diagnosis containing questionnaires on the
Feeble-Minded Child

92-2026

Reel 5

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Part 11, Box 11, Folder 193

Mary E. Richmond Archive: New York Period, 1909-1928

Correspondence between MER and various persons concerning plans for the
Social Work Series, arranged chronologically from Apr 28 to Sep 30, 1917

92-2026

Reel 5

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Part II, Box 11, Folder 207

Mary E. Richmond Archive: New York Period, 1909-1928

Manuscript and critiques of "The Rationale of Case Records" by Ada E. Sheffield, published as The Social Case History (Social Work Series publication, Russell Sage Foundation, 1920) (Folder 2 of three)

92-2027

Reel 6

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Part 11, Box 11, Folder 208

Mary E. Richmond Archive: New York Period, 1909-1928

Manuscript and critiques of "The Rationale of Case Records" by Ada E. Sheffield, published as The Social Case History (Social Work Series publication, Russell Sage Foundation, 1920) (Folder 3 of three)

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Part 11, Box 12, Folder 224

Mary E. Richmond Archive: New York Period, 1909-1928

Letters to MER from Instituturs, arranged chronologically from

May 7, 1919 to May 8, 1928; also undated letters

92-2028

Box 7

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Part II, Box 12, Folder 225

Mary E. Richmond Archive: New York Period, 1909-1928

Letters from MER to various persons containing recommendations and evaluations of Institute students, arranged chronologically from Feb 20, 1914 to Mar 8, 1927

92-2028
Reel 7

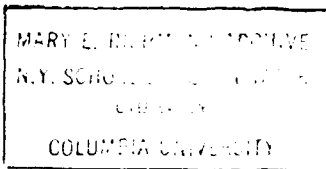
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Part II, Box 13, Folder 240

Mary E. Richmond Archive: New York Period, 1909-1928

Social Outlines written by members of the 1913 Charity Organization I
(Folder 1 of two)

92-2029
Reel 8

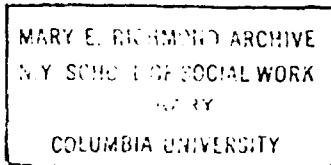


Part 11, Box 13, Folder 281.

Mary E. Richmond Archive: New York Period, 1909-1928

Social Outlines written by members of the 1913 Charity Organization Insti

(Folder 2 of two)



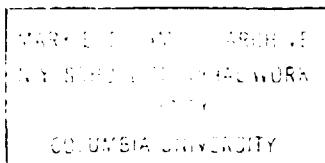
92-2029
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Part II, Box 14, Folder 24b

Mary E. Richmond Archive: New York Period, 1909-1928

Applications accepted for the 1916 Charity Organization Institute

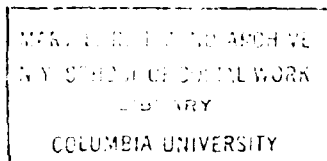
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Part II, Box II, Folder 149

Mary S. Richmond Archive: New York Period, 1909-1928

Applications rejected for the 1916 Charity Organization Institute



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Reel 9

Part II, Box 21, Folder 339

Mary E. Richmond Archive: New York Period, 1909-1928

Materials relating to the American Association's Institute of Family
Social Work for 1928

92-2031
Reel 10

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Part II, Box 21, Folder 340

Mary E. Richmond Archive: New York Period, 1909-1928

Reports of morning and afternoon sessions of the Supervisors' Conference,
Oct 30 and 31, 1914

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Part II, Box 21, Folder 355

Mary E. Richmond Archive: New York Period, 1909-1928

Miscellaneous materials relating to topics for the 1922 Supervisors
Conference

92-2032
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Part II, Box 21, Folder 356

Mary E. Richmond Archive: New York Period, 1909-1928

Notes and outlines for the 1923 Supervisors' Conference

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Part II, Box 22, Folder 369

Mary E. Richmond Archive: New York Period, 1909-1928

Class discussions and exercises based on case records: Boston School for Social Workers, May 1912, and New York School of Philanthropy, Nov-Dec, 1914

92-2033
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MARY E. RICHMOND ARCHIVE
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Part II, Box 22, Folder 370 - 374

Mary E. Richmond Archive: New York Period, 1909-1928

Class discussions and exercises based on case records: Harvard University,
Department of Social Ethics, conducted by Dr. Richard Cabot, Apr-May 1921; also
New York Charity Organization Society study class conducted by Joanna C. Colcord,
Dec 1922

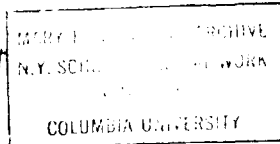
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405-
Part II, Box 25, Folder 411

Mary E. Richmond Archive: New York Period, 1909-1928

Holograph and typescript drafts of MER's article on "Motherhood and
Pensions" for The Survey, Mar 1, 1913

92-2034
Reel 13



Part 11, Box 25, Folder 412

Mary E. Richmond Archive: New York Period, 1909-1928

Copies of The Survey for Feb 15 and Mar 1, 1913 containing MER's articles on "'Pensions' and the Social Worker" and "Motherhood and Pensions"; also separate reprint of "Motherhood and Pensions"

Reel 13

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Part II, Box 25, Folder 419

Mary E. Richmond Archive: New York Period, 1909-1928

Other materials used in preparation of Richmond and Hall's A Study of
Nine Hundred and Eighty-five Widows Known to Certain Charity Organization
Societies in 1910 (Russell Sage Foundation, 1913) (Folder 2 of two)

92-2035

Reel 14

MARY E. RICHMOND ARCHIVE
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Part II, Box 26, Folder 420

Mary E. Richmond Archive: New York Period, 1909-1928

Supplementary materials relating to Widows Pensions: General
(Folder 1 of six)

Reel
14

MARY E. RICHMOND ARCHIVE
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Part II, Box 26, Folder 428

Mary E. Richmond Archive: New York Period, 1909-1928

Supplementary materials relating to Widows Pensions: Administration
(Folder 3 of three)

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92-2036
Reel 16

Part II, Box 26, Folder 429 -

Mary E. Richmond Archive: New York Period, 1909-1928

Supplementary materials relating to Widows Pensions: State and Federal
Legislation

Keep 15

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Part II, Box 27, Folder 440

Mary E. Richmond Archive: New York Period, 1909-1928

Questionnaires, letters, and other materials relating to the Emergency
Winter of 1914-1915, arranged alphabetically by city, Indianapolis--the
Oranges

92-2037
Reel 16

MARY E. RICHMOND ARCHIVE
N.Y. SCHOOL OF SOCIAL WORK
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Part II, Box 27, Folder 441 - 445

Mary E. Richmond Archive: New York Period, 1909-1928

Questionnaires, letters, and other materials relating to the Emergency
Winter of 1914-1915, arranged alphabetically by city, Philadelphia--Toledo

Reel 16

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462
Part II, Box 29, Folder 469

Mary E. Richmond Archive: New York Period, 1909-1928

Correspondence between MER and various persons relating to the
National Conference Change of Name Committee, arranged chronologically
from Dec 6, 1916 to Jun 1, 1917

92-2038 92-
Reel 17

MARY E. RICHMOND ARCHIVE
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Part II, Box 29, Folder 470

Mary E. Richmond Archive: New York Period, 1909-1928

Other materials relating to the National Conference Change of Name
Committee

Reel 11

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Part II, Box 30, Folder 487

Mary E. Richmond Archive: New York Period, 1909-1928

Miscellaneous materials relating to the American Association, 1920-1924

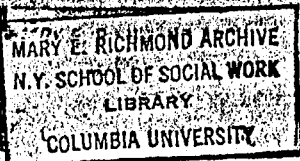
92-2039
92-2039
Reel 14

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Part II, Box 30, Folder 488

Mary E. Richmond Archive: New York Period, 1909-1928

Miscellaneous materials relating to the American Association, 1925-1928



Part II, Box 30, Folder 500

Typescript of Miss Colcord's A Decade of Service . . ., 1927

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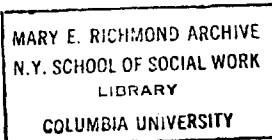
92-2040
Reel 19

Part II, Box 31, Folder 501

Mary E. Richmond Archive: New York Period, 1909-1928

Correspondence between MER and various persons relating to the Committee
on Professional Organization, arranged chronologically from Jul 1 to Dec 30,
1918

Reel 19



Part II, Box 31, Folder 512

Mary E. Richmond Archive: New York Period, 1909-1928

Supplementary materials relating to ethics in law, medicine, and other professions, collected by the Ethics Sub-committee of the Committee on Professional Organization

92-2041

Reel 20

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Part II, Box 31, Folder 513

Mary E. Richmond Archive: New York Period, 1909-1928

Miscellaneous materials relating to professional organization, collected by
the Committee on Professional Organization

Reel 20

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Part II, Box 32, Folder 527

Mary E. Richmond Archive: New York Period, 1909-1928

Memoranda and reports of the Mailing List Committee of the Russell Sage
Foundation, 1924

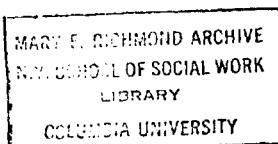
92-2042
Reel 21

MARY E. RICHMOND ARCHIVE
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Part II, Box 32, Folder 528

Mary E. Richmond Archive: New York Period, 1909-1928

Minutes and other materials relating to Russell Sage Foundation staff and
directors' meetings, 1919-1924

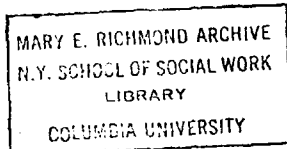


Part II, Box 33, Folder 541

Mary E. Richmond Archive: New York Period, 1909-1928

Two form letters sent out by MER Apr 19 and May 8, 1917, on the subject of establishing a War Problems Exchange, and the responses to her request for information, arranged chronologically from Apr 23 to Sep 4, 1917

92-2043
Reel 22



Part II, Box 33, Folder 542

Mary E. Richmond Archive: New York Period, 1909-1928

Form letter sent out by MER Nov 15, 1917, on the subject of the War Risk Insurance Act, and the responses to her request for information, arranged chronologically from Nov 17 to Nov 28, 1917

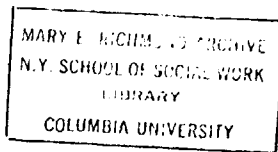
MARY E. RICHMOND ARCHIVE
N.Y. SCHOOL OF SOCIAL WORK
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Part II, Box 34, Folder 564

Mary E. Richmond Archive: New York Period, 1909-1928

Typescript draft of "The Charity Organization Department," a lecture
at the New York School of Philanthropy, Feb 10, 1914

92-2044
Reel 23



Part II, Box 34, Folder 565

Mary E. Richmond Archive: New York Period, 1909-1928

Incomplete holograph notes for the Kennedy lectures on First Steps in
Social Case Work, 1914; also announcement

Folders 580-583 is on reel #24

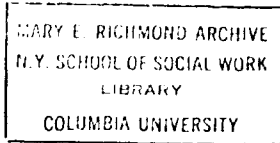
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N.Y. SCHOOL OF SOCIAL WORK
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Part 11, Box 35, Folder 593

Mary E. Richmond Archive: New York Period, 1909-1928

Several typescript copies of "Memorandum on The Need of a National
Training Board for Social Work," undated but later than 1922

92-2045
Reel 24



Part 11, Box 35, Folder 560

Mary E. Richmond Archive: New York Period, 1909-1928

Ten sets of holograph notes for speeches, addresses, and lectures,

1917-1919, marked as follows:

Child Helping Institute of the New York School of Philanthropy, Jun 1917
Address on Volunteers to Home Service Workers of Pennsylvania, Nov 1917
The Growth of the Charity Organization Movement in its Case Work Program,
[AASOC, 1917?]
Address to New York Episcopal Seminary on The Work of the New York Charity
Organization Society, Feb 1918
Home Service lecture on Relatives, Apr 1918
Home Service lecture on Comparison of Material, Oct 1918
Need of Professional Standards, Fordham University, Dec 1918
Home Service section course lecture on Evidence, Jan 1919; also at Univer-
sity of Colorado, Feb 1919
Lecture to staff of the New York Charity Organization Society on A Profession
in the Making, Feb 1919
Lecture to University of Colorado class on Outside Sources, Jul 1919

Folders 580-583, 594-609

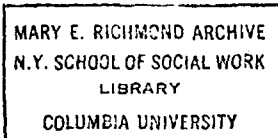
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Part II, Box 36, Folder 609

Mary E. Richmond Archive: New York Period, 1909-1928

Two copies of the Decennial Report of the Charity Organization Department
of the Russell Sage Foundation, 1907-1917; accompanied by critique of the Report
[by Miss Moore?], Feb 26, 1918

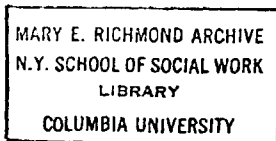
92-2046
Reel 25



Part II, Box 36, Folder 610

Mary E. Richmond Archive: New York Period, 1909-1928

Memorandum from the Charity Organization Department, for the year ending
Sep 30, 1918 [Ninth Annual Report missing]



Part II, Box 37, Folder 641

Mary E. Richmond Archive: New York Period, 1909-1928

Other materials from the Colcord and Mann biographical files, as follows:

- Report of the Charity Organization Department of the Russell Sage Foundation, for the year ending Sep 30, 1931, Joanna C. Colcord, Director, mentioning Miss Mann's editorial work on the MER papers
- 1943 correspondence relating to a proposed psychobiography of MER
- 1947 correspondence relating to a biographical article on MER prepared by Miss Mann for the Encyclopedia Britannica

92-2018
Reel 26

MARY E. RICHMOND ARCHIVE
N.Y. SCHOOL OF SOCIAL WORK
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Part III, Box 8, Folder 119

Charity Organization Department Archive: 1909-post 1928

Monthly, quarterly, and annual reports from Fred S. Hall, Associate
Director, and other Charity Organization Department staff members for the
year ending Sep 30, 1912

Reel 26

MARY E. RICHMOND ARCHIVE
N.Y. SCHOOL OF SOCIAL WORK
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Part III, Box 8, Folder 135

Charity Organization Department Archive: 1909-post 1928

Field Reports from Francis H. McLean, Field Secretary of the Charity
Organization Department, arranged chronologically from Oct 10 to Nov 28,
1909

92-2047

Rec 1.27

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N.Y. SCHOOL OF SOCIAL WORK
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Part III, Box 8, Folder 136 - *142*

Charity Organization Department Archive: 1909-post 1928

Field Reports from Francis H. McLean, Field Secretary of the Charity
Organization Department, arranged chronologically from Dec 5, 1909 to
Feb 27, 1910

Rec 27

MARY E. RICHMOND ARCHIVE
N.Y. SCHOOL OF SOCIAL WORK
LIBRARY
COLUMBIA UNIVERSITY

196-

Part III, Box 12, Folder 191

Charity Organization Department Archive: 1909-post 1928

COD Subject File headed "American Association of Social Workers"

MARY E. RICHMOND ARCHIVE
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Part III, Box 12, Folder 192

Charity Organization Department Archive: 1909-post 1928

COD Subject File headed "Bibliographies" (Folder 1 of two)

Folders 204-205 is on Reel 29

Reel 29

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Part III, Box 12, Folder 206

Charity Organization Department Archive: 1909-post 1928

COD Subject File headed "Church Cooperation"

92-2058
Recd 3829

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Part III, Box 12, Folder 204-205

Charity Organization Department Archive: 1909-post 1928

COD Subject File headed "Christmas and Thanksgiving". (Folder 1 of two)

Reel 30

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Part III, Box 13, Folder 217

Charity Organization Department Archive: 1909-post 1928

COD Subject File headed "Day Nurseries"

MARY E. RICHMOND ARCHIVE
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92-2051
Reel 30

Part III, Box 13, Folder 218

Charity Organization Department Archive: 1909-post 1928

COD Subject File headed "Desertion and Non-Support"

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Reel 30

Part III, Box 13, Folder 229

Charity Organization Department Archive: 1909-post 1928

COD Subject File headed "First Interview, Outline of"

92-2052

Reel 31

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N.Y. SCHOOL OF SOCIAL WORK
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Part III, Box 13, Folder 230

Charity Organization Department Archive: 1909-post 1928

COD Subject File headed "Friendly Visiting" (Folder 1 of two)

Reel 31

MARY E. RICHMOND ARCHIVE
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Part III, Box 14, Folder ¹⁵239

Charity Organization Department Archive: 1909-post 1928

COD Subject File headed "Illegitimacy"

92-2053

Reel 32

MARY E. RICHMOND ARCHIVE
N.Y. SCHOOL OF SOCIAL WORK
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COLUMBIA UNIVERSITY

Part III, Box 14, Folder 240

Charity Organization Department Archive: 1909-post 1928

COD Subject File headed "Immigration"

Reel 32

MARY E. RICHMOND ARCHIVE
N.Y. SCHOOL OF SOCIAL WORK
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COLUMBIA UNIVERSITY

Part III, Box 15, Folder 256

Charity Organization Department Archive: 1909-post 1928

COD Subject File headed "Motion Pictures" (Folder 1 of four)

92-2054
Reel 33

MARY E. RICHMOND ARCHIVE
N.Y. SCHOOL OF SOCIAL WORK
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Part III, Box 15, Folder 257 -261

Charity Organization Department Archive: 1909-post 1928

COD Subject File headed "Motion Pictures" (Folder 2 of four)

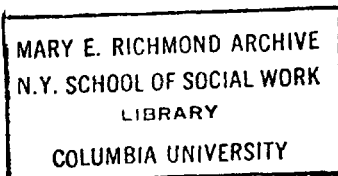
Reel 33

MARY E. RICHMOND ARCHIVE
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Part III, Box 17, Folder ²⁸⁶⁻ 293

Charity Organization Department Archive: 1909-post 1928

COD Subject File headed "Relief" (Folder 4 of seven)



~~20-9~~
92-2055
Reel 34

Part III, Box 17, Folder 294

Charity Organization Department Archive: 1909-post 1928

COD Subject File headed "Relief" (Folder 5 of seven)

Rec 134

MARY E. RICHMOND ARCHIVE
N.Y. SCHOOL OF SOCIAL WORK
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COLUMBIA UNIVERSITY

Part III, Box 17, Folder 305

Charity Organization Department Archive: 1909-post 1928

COD Subject File headed "Schools of Philanthropy"

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COLUMBIA UNIVERSITY

92-2056
Reel 35

Part III, Box 10, Folder 306

Charity Organization Department Archive: 1909-post 1928

COD Subject File headed "Social Insurance"

MARY E. RICHMOND ARCHIVE
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Reel 35

Part III, Box 18, Folder 319

Charity Organization Department Archive: 1909-post 1928

COD Subject File headed "Time Studies"

92-2057
Reel 36

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Part III, Box 18, Folder 320

Charity Organization Department Archive: 1909-post 1928

COD Subject File headed "Tuberculosis"

Rec 36

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Part III, Box 19, Folder 332

Charity Organization Department Archive: 1909-post 1928

COD Subject File headed "War Chests" (Folder 1 of two)

92-2058
Reel 37

RICHMOND

SMITH, ZILPAA - MANUSCRIPTS

Reel 31

RICHMOND

SMITH, ZILPHTA - MANUSCRIPTS

72-2059
Reel 38

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Part III, Box 19, Folder 333

Charity Organization Department Archive: 1909-post 1928

COD Subject File headed "War Chests" (Folder 2 of two)

Rec 38

RICHMOND

SMITH, ZILPHTA - MANUSCRIPTS

92-2060
Rec 139
SMITH, ZILPHA - MANUSCRIPTS

Richmond

Red 39

Richmond

SMITH, ZILPHA

- PRINTED

Reel 39

RICHMOND Part IV Box 2 Esther Warner Correspondence, 1885-1900 (Chi
(Originals in possession of Mrs. Kellenbarger, Broken Bow, Neb., her daughter) Armos G. W

Reel 39

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Manuscript Collections

Mary E. RICHMOND Collection

PART IV, BOX 3

Scrapbook of Clippings
Volume I (1888-Nov. 1896)

D31

Charity Organization of the Russell Sage Foundation

Mary Richmond, Director

Letters x Memoranda, 1912-1915 [mimeograph &
Carbon Copies]

This Patent Book **K&T 2572**
IN FILLING this Scrap Book **NEVER** gum in papers,
etc., close to binding. Leave at **LEAST ONE-HALF**
INCH from back of leaf.
To get a better result after gumming the paper or picture on
the leaves, **STAND** the book up on **END**, the leaves spread apart
so that the air can flow through and dry. This will prevent
MOULD and the leaves will be less liable to wrinkle.
PAT. No. 471,276.

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Manuscript Collections

Reel 40

Mary RICHMOND

Collection

Part IV

Oversize Material

Scrapbook of clippings, pamphlets,
programs, booklets, brochures, memorabilia
and other printed ephemera relating to
Mary Richmond, 1900-1908. (PHILADELPHIA
PERIOD)

Flat Box 386

92-2061