

Richard Nixon Presidential Library  
White House Special Files Collection  
Folder List

<u>Box Number</u>	<u>Folder Number</u>	<u>Document Date</u>	<u>Document Type</u>	<u>Document Description</u>
18	12	12/04/1968	Memo	Memo from Franklin B. Lincoln to RN RE: FBI Clearance Procedures and types of clearances for White House staff, clerical personnel, legislative appointments, executive appointments, etc. 7 pgs.
18	12	11/14/1968	Letter	Unsigned draft letter from the Attorney General to J. Edgar Hoover RE: FBI personnel investigations conducted by the Bureau on appointments under consideration by the new Administration. 2 pgs.
18	12	12/05/1968	Memo	Memo from Franklin B. Lincoln to Haldeman RE: FBI Clearance Procedures. 5 pgs.
18	12	N.D.	Form	Sample form for FBI Investigation request from Haldeman. 1 pg.
18	12	12/06/1968	Letter	Letter from Catha DeLoach to William Harmon RE: Results of the survey made of White House security procedures in October 1964 for Lyndon B. Johnson. 1 pg.
18	12	10/27/1964	Report	Copy of the White House Personnel Security Procedures report of security matters by the FBI. 10 pgs.

<u>Box Number</u>	<u>Folder Number</u>	<u>Document Date</u>	<u>Document Type</u>	<u>Document Description</u>
18	12	N.D.	Form	Blank form for FBI Investigation request from Cartha DeLoach. 1 pg.
18	12	12/16/1968	Memo	Memo from Ehrlichman to Harry Dent RE: Request for name checks on Martin Pollner and William Rentschler. 1 pg.
18	12	12/16/1968	Memo	Memo from Ehrlichman to Harry Dent RE: Request for FBI report on Daniel Hofgren, assistant to Bob Ellsworth. 1 pg.
18	12	12/10/1968	Memo	Memo from Charles E. Stuart to Ehrlichman RE: Harry Flemming's inability to start security clearance processing due to Cartha DeLoach requiring the advice of Lincoln or Mitchell, who require Ehrlichman's permission. 1 pg.
18	12	01/12/1969	Memo	Memo from Edward Morgan to Ehrlichman RE: Morgan's conversation with Arthur Fletcher regarding Fletcher's plans. 1 pg.
18	12	12/17/1968	Memo	Memo from McClaughry to Knutsen, Ehrlichman and Flanigan RE: Not submitting Arthur Fletcher's credentials to Cabinet officers looking over black appointees. 1 pg.
18	12	12/17/1968	Memo	Memo from Arthur Fletcher to Ehrlichman RE: Two proposals for RN to implement Black capitalism and Fletcher's activities until Christmas. 1 pg.

<u>Box Number</u>	<u>Folder Number</u>	<u>Document Date</u>	<u>Document Type</u>	<u>Document Description</u>
18	12	N.D.	Report	Proposal from Arthur Fletcher: Increasing Instruments of Capitalism in Minority Group Neighborhoods - A preliminary program. 3 pgs.
18	12	N.D.	Report	Proposal from Arthur Fletcher: Increasing Minority Group Contractors - A preliminary program. 3 pgs.
18	12	12/05/1968	Letter	Letter from Ehrlichman to Arthur Fletcher RE: Fletcher's Black capitalism proposal. 2 pgs.
18	12	N.D.	Other Document	Note from Art to John RE: Six copies of the proposal requested November 25.
18	12	11/29/1968	Report	"A Proposal on Implementing Black Capitalism in America" by Arthur Fletcher. 8 pgs.
18	12	N.D.	Other Document	Handwritten Area Cities Assignments chart. Author unknown. 1 pg.
18	12	N.D.	Other Document	Flow chart for Implementing Black Capitalism in America: Pre Inauguration Research Task Team Activities. 2 pgs.

<u>Box Number</u>	<u>Folder Number</u>	<u>Document Date</u>	<u>Document Type</u>	<u>Document Description</u>
18	12	12/02/1968	Other Document	Telegram from Art Fletcher to Ehrlichman RE: a proposal for implementing Black capitalism being sent via air mail special delivery. 1 pg.
18	12	N.D.	Memo	Memo from John Sears to RN RE: Political Projecting on Governors' Conference. 1 pg.
18	12	01/10/1968	Letter	Letter from Ehrlichman to Robert McCune RE: A request for a memo giving background and some explanation of Cy Laughter's letter concerning the Gala. 1 pg.
18	12	N.D.	Other Document	Handwritten note to file under Inaugural Gala. Author unknown. 1 pg.
18	12	01/06/1968	Letter	Letter from Cy Laughter to RN RE: Laughter's reasons for not taking part in the Inaugural Gala. 1 pg.
18	12	N.D.	Other Document	Envelope addressed to RN from Cy Laughter. 2 pgs.
18	12	N.D.	Other Document	Handwritten notes RE: Inauguration Gala attendees/performers such as Connie Francis, Dinah Shore, Ed McMahan, etc. Author unknown. 1 pg.

MEMORANDUM

TO: President-elect Richard M. Nixon

FROM: Franklin B. Lincoln, Jr.

December 4, 1968

FBI CLEARANCE PROCEDURES

On the basis of conferences between President Johnson's transition representative, Charles S. Murphy, Counselor to the President; the Attorney General; Director Hoover and myself, a procedure has been established for the conducting of personnel full-field background investigations by the Federal Bureau of Investigation on prospective Presidential appointees.

The Attorney General outlined a procedure in his letter to Director Hoover, dated November 14, 1968. A copy of that letter is attached hereto. Paragraph 6 of this letter was later modified to eliminate reference to the furnishing of the results of any such investigations to the appropriate member of the present administration.

Additionally, we have conferred at length with Assistant Director C. D. DeLoach, in order to establish the necessary procedures for facilitating the requesting and reporting of full-field FBI background investigations.

For your information, full-field FBI background investigations have been completed on me and my

assistant, William R. Harman. These reports were sent to the Security Division of the Office of the Secretary of Defense. On the basis of such investigations, both of us have been granted top secret security clearance.

The procedure for requesting full-field FBI background investigations is outlined in a memorandum to H. R. Haldeman, dated December 4, 1968, a copy of which is attached hereto. Outlined below are those types of clearances available and the appointees who should be subject to those clearances.

#### TYPES OF CLEARANCES

##### 1. FULL-FIELD FBI INVESTIGATION

The cost of each such investigation is \$1305.00. The total cost of such investigations is figured into the FBI budget. We have been assured that the FBI will endeavor to complete an investigation within 2 weeks after the request is made.

#### WHITE HOUSE

All members of the White House staff, including clerical personnel. Assuming no clerical personnel utilized by the

present administration were retained, this would involve approximately 200 individuals.

A full-field FBI investigation should also be conducted with respect to any individuals who come in direct personal contact with you and the White House, such as various personnel on detail to the Executive Office from various agencies, and additionally such persons as the White House chef, file clerks, painters and maintenance men. The FBI conducts investigations as to 700 such persons, including the White House staff and clerical personnel. The background of some of these persons will be investigated by the various agencies to which they are attached. It should be noted that the approximately 600 military personnel attached to the White House are investigated and cleared by their own military services. The Secret Service investigates and clears its own personnel and the White House police force.

LEGISLATIVE

A full-field FBI investigation should be conducted on the individuals to fill the 4 legislative positions that will be available for appointment:

Architect of the Capitol  
Assistant Comptroller General  
Librarian of Congress  
Public Printer

DEPARTMENTAL

There are a total of 533 Presidentially appointed full time executive positions to be filled and they are summarily listed below. A full-field FBI investigation should be conducted on appointees to all of these positions.

Cabinet--12  
Deputies and Under Secretaries--16  
Assistant Secretaries--70  
Military Departments--15  
General Counsels--12  
Miscellaneous Bureau Chiefs and others--102  
Ambassadors--121

The Department of State has its own security division which conducts investigations for Ambassadors. This investigation should not be

done by the State Department in  
advance of January 20, 1969, but  
should be handled by the FBI.

United States Attorneys--93

United States Marshals--92

These are term positions, the majority  
of which will expire between June  
and December of 1969. The Department  
of Justice conducts investigations as  
to these personnel.

EXECUTIVE BRANCH

In addition, there are a total of 220 full  
time Presidentially appointed positions in  
the independent agencies. Of this number,  
approximately 95 will be available for  
appointment by you immediately. An additional  
25 to 30 appointees in this category will be  
available in the calendar year 1969. A full-  
field FBI investigation should be conducted  
on each appointee to these positions.

An Internal Revenue Service check is part of  
every full-field FBI investigation. Normally  
the FBI sends its form requesting an IRS check  
to its contact in the Internal Revenue Service

requesting information on tax returns and litigation for the past 7 years. In turn, the IRS in Washington checks with the regional offices. The IRS attempts to ascertain whether there is any delinquency in filing of tax returns or payment of taxes and the existence of suits pending against the individual by the Government for taxes. This check takes approximately 1½ to 2 weeks and is done concurrently with the full-field FBI investigation. If the FBI has the social security number of the individual, this check may be completed in a matter of hours by computer. A data bank indexed by social security numbers and containing IRS information of this variety is used for this purpose.

2. FULL-FIELD INVESTIGATIONS BY OTHER AGENCIES

There are a number of positions, approximately 1600 which are not appointed by the President, but which would require nevertheless some type of background investigation. These are persons in policy and supporting positions categorized as the top of the Civil Service (GS-16, 17, and 18) and Schedule Cs. Under the present administration these persons are chosen by the heads of the respective departments and agencies.

3. NAME CHECKS

On request, the Federal Bureau of Investigation will perform name checks on individuals chosen to fill part time positions on various Boards and Commissions. There are about 2200 of these part time positions and a full-field FBI investigation for each appointee has not been done in the past with the exception of the appointee to the United States Advisory Commission on International Education and Cultural Affairs, as requested by the Senate Foreign Relations Committee. The name check can be completed in a few days and involves submitting to the FBI information on the prospective appointee, such as his name, date and place of birth, and present address. This information is checked against the central files of the FBI which would contain records of all criminal convictions and additional information furnished to them by the intelligence agencies, including the Central Intelligence Agency, Defense Intelligence Agency, the Department of State (S.Y.), the Federal Bureau of Investigation (civil and criminal), the Department of Defense (service records) and the House Un-American Activities Committee.

F.B.I.

November 14, 1968

Honorable J. Edgar Hoover  
Director of the Federal Bureau of Investigation

I conferred last week with Franklin Lincoln, Jr. representing President-elect Nixon regarding personnel investigations to be conducted by the Bureau on appointments under consideration by the new Administration. The following arrangements were agreed upon and will be followed:

1. Mr. Nixon will designate several people, probably no more than three, who he will authorize to make requests for personnel investigations (including name check, IRS or full-field investigation.)
2. All such requests from the incoming Administration will be made to Assistant to the Director Cartha DeLoach, or any other official you may designate for transmittal to appropriate Bureau channels.
3. Full-field investigations for the FBI will be requested only with respect to Presidential appointees requiring Senate confirmation, key members of the White House staff and the Director of the Bureau of the Budget. Should additional investigations be needed, there will be further discussions between Mr. Lincoln and me.

4. Investigations requested by the incoming Administration will be given top priority.

5. The results of such investigations on appointments to become effective on or after January 20, 1969, will be furnished solely to Mr. Nixon or an individual designated by him.

6. The results of any such investigations on individuals who will have access to classified materials prior to January 20, 1969, will be furnished both to Mr. Lincoln and the appropriate member of the present Administration.

7. To protect the integrity of the governmental process and the privacy of the individuals involved, Mr. Nixon or his designee will take steps to insure that the results of such investigations will be made available only to a carefully limited individuals who need to know.

8. Should an excessive number of investigations be requested or should other investigations of over-riding importance develop during this interim period, the matter should be brought to my attention for prompt resolution.

[signed by the Attorney General]

M E M O R A N D U M

December 5, 1968

TO: Mr. H. Robert Haldeman  
FROM: Franklin B. Lincoln, Jr.

F.B.I. CLEARANCE PROCEDURES

The following procedure is suggested in response to the questions about basic security checks for prospective White House Staff and other key administration appointments raised by your memorandum to me dated December 1, 1968:

1. A full-field FBI background investigation should be initiated immediately for each White House Staff appointment and other key Administration appointments already announced. It is most desirable to have full-field investigations completed prior to the announcement of all White House Staff and other key Administration appointments made in the future. We have been assured by the FBI that a full-field FBI investigation can be completed within two weeks from the date of the request or less if absolutely necessary.

Announced and prospective White House Staff appointees should complete standard form 86, "Security Investigation Data for Sensitive Positions" as soon as

possible. A copy of this form is attached hereto. Additional copies of the form will be supplied to you. If it is not possible for the prospective White House Staff appointees to complete the form at this time, certain basic information should be furnished; namely, the candidate's full name, address, date and place of birth, place of employment, Social Security number, previous permanent addresses, a brief biography, if possible, and two or three references with addresses. It would be advisable to request that other key Administration appointees furnish the basic information described above rather than to ask them to complete a standard form 86. In the case of White House Staff appointees, it would be highly desirable to obtain a complete fingerprint card on standard form 87.

2. The standard form 86, in duplicate, standard form 87, and other basic information should be forwarded to one or more persons designated by R.N. for this purpose. A Covering memorandum similar to the attached should accompany the material. A request for an investigation will then be made to Mr. Cartha de Loach of the FBI who has been designated by Director Hoover. All security checks of any kind regarding White House Personnel will be sent directly to you marked "Personal and Confidential", with copies to no one else on your staff. It is suggested that until January 20, 1969

we maintain an alphabetical filing system with an index card control.

For your information, prior to the election full-field investigations were requested and have been completed on me and my assistant, William R. Herman. These reports were sent to the Security Division of the office of the Secretary of Defense and on the basis of such investigations, both of us have been granted Top Secret Security clearance.

3. The clearance procedure used by the CIA does not take the place of the full-field FBI investigation. All appointments to the White House Staff positions and all other Presidential appointments should be preceded by a full-field investigation where possible.

4. It is our understanding that the result of investigations conducted by the FBI will be delivered directly to us from Director Hoover without being routed via the present Administration and without copies to the present Administration. Attached hereto is the copy of the letter from Attorney General Ramsey Clark to Director Hoover dated November 14, 1968. Paragraph 6 of that letter has been modified to eliminate reference to members of the present Administration.

5. If there is not sufficient time to complete a full-field investigation prior to the announcement of a White House Staff appointment and other key Administration appointments, an FBI name check and Internal Revenue Service check should be conducted at the bare minimum.

F.B.I. CLEARANCE PROCEDURES

December 5, 1968

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6. A name check can be completed within a few days and involves submitting to the FBI information on the prospective appointee, such as his name, date and place of birth and present address. This information is checked against the central files of the FBI which contain records pertaining to subversive and criminal matters as well as all fingerprint, arrest records of the FBI. The files also contain information furnished to them by each of the nine intelligence agencies, including the Defense Intelligence Agency, the Central Intelligence Agency, the Department of State (S.Y.), the F.B.I. (civil and criminal), Department of Defense (service records) and the House Un-American Activities Committee and the Senate Internal Security Subcommittee.

7. An Internal Revenue Service check is part of every full-field FBI investigation, so that a request for a full-field would result in an IRS check as well. IRS checks can be made independently of a full-field investigation, and if there is not sufficient time to conduct a full-field, an IRS check should be made along with the name check. An IRS check can be made before Inauguration and it would be preferable to do so. The Secretary of the Treasury has issued regulations (26CFR 301.6103(e)(9)) under the authority

December 5, 1968

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of Executive Order No. 10906, as amended by Executive Order No. 10954, permitting inspection of returns by executive departments other than Treasury, upon written application to the Commissioner of Internal Revenue Service, signed by the head of the executive department.

The FBI has access to such tax information for background investigation purposes. The FBI sends its form requesting an IRS check to its contact in the Internal Revenue Service, requesting information with regard to tax returns for the past seven years. Information relating to delinquency in filing of tax returns or payment of taxes and the existence of suits pending against the individual by the government for taxes is kept in a computer data bank located in Baltimore, indexed by social security number. It is possible to obtain a response in a matter of hours. If any question is raised in response to the computer check, a further field investigation is made with the regional office of the Internal Revenue Service.

I am attaching hereto a copy of a memorandum on FBI clearance procedures that covers not only the White House Staff but all other Presidential appointments. You may find this of some additional assistance. If you have any questions with regard to this matter, please do not hesitate to contact me.

*H. B. L. J.*  
FBI, Jr.

Encls: (2)

**SECURITY INVESTIGATION DATA  
 FOR SENSITIVE POSITION**

CASE SERIAL NO. (CSC use only)

**INSTRUCTIONS.**—Prepare in triplicate, using a typewriter. Fill in all items. If the answer is "No" or "None," so state. If more space is needed for any item, continue under item 28.

1. FULL NAME <i>(Initials and abridgements of full name are not acceptable. If no middle name, show "(NMN)"; if initials only, show "(no given or middle name)"</i>	(LAST NAME)	(FIRST NAME)	(MIDDLE NAME)	2. DATE OF BIRTH	
	OTHER NAMES USED. <i>(Maiden name, names by former marriages, former names changed legally or otherwise, aliases, nicknames, etc. Specify which, and show dates used.)</i>			3. PLACE OF BIRTH	
				4. <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	
		5. HEIGHT	WEIGHT	COLOR EYES	COLOR HAIR
6. <input type="checkbox"/> SINGLE <input type="checkbox"/> MARRIED <input type="checkbox"/> WIDOW(ER) <input type="checkbox"/> DIVORCED	7. IF MARRIED, WIDOWED, OR DIVORCED, GIVE FULL NAME AND DATE AND PLACE OF BIRTH OF SPOUSE OR FORMER SPOUSE. INCLUDE WIFE'S MAIDEN NAME. GIVE DATE AND PLACE OF MARRIAGE OR DIVORCE. <i>(Give same information regarding all previous marriages and divorces.)</i>				

8. DATES AND PLACES OF RESIDENCE. *(If actual places of residence differ from the mailing addresses, furnish and identify both. Begin with present and go back to January 1, 1937. Continue under item 28 on other side if necessary.)*

FROM	TO	NUMBER AND STREET	CITY	STATE

9. <input type="checkbox"/> U.S. CITIZEN	<input type="checkbox"/> BY BIRTH <input type="checkbox"/> NATURALIZED	ALIEN REGISTRATION NO.	DATE, PLACE, AND COURT
	<input type="checkbox"/> DERIVED-PARENTS CERT. NO(S).		
<input type="checkbox"/> ALIEN	REGISTRATION NO.	NATIVE COUNTRY	DATE AND PORT OF ENTRY

10. EDUCATION. *(All schools above elementary.)*

NAME OF SCHOOL	ADDRESS	FROM (Year)	TO (Year)	DEGREES

11. THIS SPACE FOR FBI USE. <i>(See also item 29.)</i>	12. SOCIAL SECURITY NUMBER			
	13. MILITARY SERVICE <i>(Past or present)</i>			
	SERIAL NO. <i>(If none, give grade or rating at separation)</i>	BRANCH OF SERVICE <i>(Army, Navy, Air Force, etc.)</i>	FROM (Yr.)	TO (Yr.)

14. HAVE YOU EVER BEEN DISCHARGED FROM THE ARMED FORCES UNDER OTHER THAN HONORABLE CONDITIONS?  YES  NO.  
(If answer is "Yes," give details in item 28.)

15. EMPLOYMENT. (List ALL employment dates starting with your present employment. Give both month and year for all dates. Show ALL dates and addresses when unemployed. Give name under which employed if different from name now used.)

<u>FROM</u>	<u>TO</u>	<u>NAME OF EMPLOYER (Firm or agency) AND SUPERVISOR (Full name, if known)</u>	<u>ADDRESS (Where employed)</u>	<u>TYPE OF WORK</u>	<u>REASON FOR LEAVING</u>
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16. HAVE YOU EVER BEEN DISCHARGED (FIRED) FROM EMPLOYMENT FOR ANY REASON?  YES  NO.

17. HAVE YOU EVER RESIGNED (QUIT) AFTER BEING INFORMED THAT YOUR EMPLOYER INTENDED TO DISCHARGE (FIRE) YOU FOR ANY REASON?  YES  NO.  
(If your answer to 16 or 17 above is "Yes" give details in item 28. Show the name and address of employer, approximate date, and reasons in each case. This information should agree with the statements made in item 15—EMPLOYMENT.)

18. HAVE YOU EVER BEEN ARRESTED, TAKEN INTO CUSTODY, HELD FOR INVESTIGATION OR QUESTIONING, OR CHARGED BY ANY LAW ENFORCEMENT AUTHORITY?  
(You may omit: (1) Traffic violations for which you paid a fine of \$30 or less; and (2) anything that happened before your 16th birthday. All other incidents must be included, even though they were dismissed or you merely forfeited collateral.)  YES  NO.

IF YOUR ANSWER IS "YES," GIVE FULL DETAILS BELOW:

<u>DATE</u>	<u>CHARGE</u>	<u>PLACE</u>	<u>LAW ENFORCEMENT AUTHORITY</u>	<u>ACTION TAKEN</u>
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(SIGNATURE AND TITLE OF AUTHORIZED AGENCY OFFICIAL)

19. HAVE YOU EVER HAD A NERVOUS BREAKDOWN OR HAVE YOU EVER HAD MEDICAL TREATMENT FOR A MENTAL CONDITION?  YES  NO.  
(If your answer is "Yes," give details in item 28.)

20. FOREIGN COUNTRIES VISITED (SINCE 1930). (Exclusive of military service.)

<u>COUNTRY</u>	<u>DATE LEFT U.S.A.</u>	<u>DATE RETURNED U.S.A.</u>	<u>PURPOSE</u>
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21. ARE YOU NOW, OR HAVE YOU EVER BEEN, A MEMBER OF THE COMMUNIST PARTY, U.S.A., OR ANY COMMUNIST OR FASCIST ORGANIZATION?  YES  NO.

22. ARE YOU NOW OR HAVE YOU EVER BEEN A MEMBER OF ANY FOREIGN OR DOMESTIC ORGANIZATION, ASSOCIATION, MOVEMENT, GROUP, OR COMBINATION OF PERSONS WHICH IS TOTALITARIAN, FASCIST, COMMUNIST, OR SUBVERSIVE, OR WHICH HAS ADOPTED, OR SHOWS, A POLICY OF ADVOCATING OR APPROVING THE COMMISSION OF ACTS OF FORCE OR VIOLENCE TO DENY OTHER PERSONS THEIR RIGHTS UNDER THE CONSTITUTION OF THE UNITED STATES, OR WHICH SEEKS TO ALTER THE FORM OF GOVERNMENT OF THE UNITED STATES BY UNCONSTITUTIONAL MEANS?  YES  NO.

23. IF YOUR ANSWER TO QUESTION 21 OR 22 ABOVE IS "YES," STATE THE NAMES OF ALL SUCH ORGANIZATIONS, ASSOCIATIONS, MOVEMENTS, GROUPS, OR COMBINATIONS OF PERSONS AND DATES OF MEMBERSHIP. IN ITEM 28 OR ON A SEPARATE SHEET TO BE ATTACHED TO AND MADE A PART OF THIS FORM, GIVE COMPLETE DETAILS OF YOUR ACTIVITIES THEREIN AND MAKE ANY EXPLANATION YOU DESIRE REGARDING YOUR MEMBERSHIP OR ACTIVITIES.

<u>NAME IN FULL</u>	<u>ADDRESS</u>	<u>FROM</u>	<u>TO</u>	<u>OFFICE HELD</u>
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24. MEMBERSHIP IN OTHER ORGANIZATIONS. (List all organizations in which you are now a member or have been a member, except those which show religious or political affiliations.) (If none, so state.)

<u>NAME IN FULL</u>	<u>ADDRESS</u>	<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>OFFICE HELD</u>
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25. RELATIVES. (Parents, spouse, divorced spouse, children, brothers, and sisters, living or dead. Name of spouse should include maiden name and any other names by previous marriage. If person is dead, state "dead" after relationship and furnish information for other columns as of time of death.)

<u>RELATION</u>	<u>NAME IN FULL</u>	<u>YEAR OF BIRTH</u>	<u>ADDRESS</u>	<u>COUNTRY OF BIRTH</u>	<u>PRESENT CITIZENSHIP</u>
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26a. REFERENCES. (Name three persons, not relatives or employers, who are aware of your qualifications and fitness.)

<u>NAME IN FULL</u>	<u>HOME ADDRESS</u>	<u>BUSINESS ADDRESS</u>	<u>YEARS KNOWN</u>
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26b. CLOSE PERSONAL ASSOCIATES. (Name three persons, such as friends, schoolmates or colleagues, who know you well.)

<u>NAME IN FULL</u>	<u>HOME ADDRESS</u>	<u>BUSINESS ADDRESS</u>	<u>YEARS KNOWN</u>
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27. TO YOUR KNOWLEDGE, HAVE YOU EVER BEEN THE SUBJECT OF A FULL FIELD OR BACKGROUND PERSONAL INVESTIGATION BY ANY AGENCY OF THE FEDERAL GOVERNMENT?  YES  NO. (If your answer is "Yes," show in item 28, (1) the name of the investigating agency (2) the approximate date of investigation, and (3) the level of security clearance granted, if known.)

28. SPACE FOR CONTINUING ANSWERS TO OTHER QUESTIONS. (Show item numbers to which answers apply. Attach a separate sheet if there is not enough space here.)

26a. REFERENCES. (Name three persons, not relatives or employers, who are aware of your qualifications and fitness.)

NAME IN FULL

HOME ADDRESS

BUSINESS ADDRESS

YEARS KNOWN

26b. CLOSE PERSONAL ASSOCIATES. (Name three persons, such as friends, schoolmates or colleagues, who know you well.)

NAME IN FULL

HOME ADDRESS

BUSINESS ADDRESS

YEARS KNOWN

27. TO YOUR KNOWLEDGE, HAVE YOU EVER BEEN THE SUBJECT OF A FULL FIELD OR BACKGROUND PERSONAL INVESTIGATION BY ANY AGENCY OF THE FEDERAL GOVERNMENT?  YES  NO. (If your answer is "Yes," show in item 28, (1) the name of the investigating agency (2) the approximate date of investigation, and (3) the level of security clearance granted, if known.)

28. SPACE FOR CONTINUING ANSWERS TO OTHER QUESTIONS. (Show item numbers to which answers apply. Attach a separate sheet if there is not enough space here.)

29. REPORT OF INFORMATION DEVELOPED. (This space reserved for FBI use.)

DATE:

Before signing this form check back over it to make sure you have answered all questions fully and correctly.

**CERTIFICATION**

I CERTIFY that the statements made by me on this form are true, complete, and correct to the best of my knowledge and belief, and are made in good faith.

False statement on this form  
is punishable by law.

(DATE)

(SIGNATURE—Sign original and first carbon copy)

**INFORMATION TO BE FURNISHED BY AGENCY**

INSTRUCTIONS TO AGENCY: See Federal Personnel Manual Chapter 736 and FPM Supplement 296-31, Appendix A, for details on when this form is required and how it is used. If this is a request for investigation before appointment, insert "APPL" in the space for Date of Appointment and show information about the proposed appointment in the other spaces for appointment data. The original and the first carbon copy should be signed by the applicant or appointee. Submit the original and the unsigned carbon copy of the form, Standard Form 87 (Fingerprint Chart), and any investigative information about the person received on voucher forms or otherwise, to the United States Civil Service Commission, Bureau of Personnel Investigations, Washington, D.C., 20415. If this is a request for full field security investigation, submit these forms to the attention of the Division of Reimbursable Investigations; if this is a request for preappointment national agency checks, submit these forms to the attention of the Control Section.

**RETAIN THE CARBON COPY OF STANDARD FORM 86 (SIGNED BY THE APPLICANT OR APPOINTEE) FOR YOUR FILES**

DATE OF APPOINTMENT	TYPE OF APPOINTMENT <input type="checkbox"/> EXCEPTED <input type="checkbox"/> COMPETITIVE. (Include indefinite and temporary types of competitive appointments.)	CIVIL SERVICE REGULATION NUMBER OR OTHER APPOINTMENT AUTHORITY	TITLE OF POSITION AND GRADE OR SALARY
DEPARTMENT OR AGENCY	DUTY STATION	SEND RESULTS OF PREAPPOINTMENT CHECK TO:	
<b>This Is A Sensitive Position</b>			
(SIGNATURE AND TITLE OF AUTHORIZED AGENCY OFFICIAL)			

( SAMPLE FORM )

Office of the President-elect  
Hotel Pierre  
Fifth Avenue & 61st Street  
New York, New York

TO:

FROM: H. Robert Haldeman

RE: F.B.I. INVESTIGATION

Subject's name.....

Date & Place of Birth.....

Present Address.....

.....has requested:  
(asking party)

- 1. Name check
- 2. I.R.S. check
- 3. Full-field investigation

Attachments:

S.F. 86

Biography

Remarks:.....

Report should be delivered to:.....

CARTHA D. DE LOACH

December 6, 1968

Mr. William R. Harman  
Federal Office Building #7  
726 Jackson Place, Northwest  
Washington, D. C. 20006

Dear Bill:

It certainly was a pleasure to personally meet you and have an opportunity to talk with you this morning. In accordance with our conversation, there is attached a copy of the results of the survey made of White House security procedures in October, 1964, for President Lyndon B. Johnson.

If I can be of further assistance in regard to this matter, please do not hesitate to call me.

Sincerely,



Enclosure

C O P Y

October 27, 1964

WHITE HOUSE PERSONNEL  
SECURITY PROCEDURES

Following the completion of our survey of personnel security matters at the White House, the FBI instituted a procedure of checking Security Investigation Data for Sensitive Position sheets, Form 86, through FBI Headquarters divisions.

This processing is designed to provide the White House Personnel Security Officer with basic information which is a prerequisite to establishing a logical priority system for requesting full-field investigations. This preliminary check system includes processing the security forms through the FBI Identification Division to locate any arrest record and through the FBI Employees Security Section indices to determine the date of the last White House full-field investigation. In addition, a search of the general indices of the FBI is being made to determine the nature and date of any applicant-type investigation conducted on White House personnel in the past.

This preliminary system of checks is currently under way and will be completed within the next several days.

C O P Y

### White House Full-field Investigations Currently in Process

During the past two weeks, full-field investigations have been instituted on a number of key White House advisors and employees. These include investigations of Messrs. Reedy, Nelson, Carter, Watson, Clifford, Fortas, Mrs. Stegall, and Mrs. Roberts.

We will also immediately update the investigations of the Honorable Lee Calvin White, newly designated White House Personnel Security Officer, and the Honorable Bill D. Moyers, Special Assistant to the President. Mr. White was the subject of a full-field White House investigation, completed on January 9, 1961. A full-field investigation of Mr. Moyers was completed on June 20, 1961.

### Investigative Priority Assigned by the White House

Mrs. Stegall at the White House has conducted an initial audit of the security data sheets which were furnished her for submission to the FBI based upon her knowledge of "sensitive-type" job assignments within the White House. This categorization will be of material assistance to the FBI, and the forms for key personnel are being given priority processing by the FBI.

INVESTIGATIVE RESPONSIBILITIES REGARDING  
WHITE HOUSE CIVILIAN EMPLOYEES,  
WHITE HOUSE MILITARY EMPLOYEES,  
SECRET SERVICE AND WHITE HOUSE POLICE

1. White House Civilian Personnel

The full-field background investigations of White House civilian personnel, on whom specific requests for such investigations have been received, are being conducted by the FBI. These are being given the highest priority.

2. Military Personnel

Our survey of White House Security personnel reveals that there are approximately 600 military personnel assigned to the White House Staff in various capacities. These include drivers, communications personnel, a special group of warrant officer guards, and individuals assigned to the various Military Aide offices.

It is important that each military service conduct the background investigations of its own men. There is an agreement between the FBI and the Department of Defense regarding handling of investigative responsibilities, and the military branches are in the best position to conduct investigations of their own people. Military personnel who have not been investigated within the past year should receive such investigations.

Results of these military background investigations should be channeled to the White House Personnel Security Officer who has the ultimate responsibility for evaluating White House personnel.

A suggested letter to the Secretary of Defense has been delivered to the Honorable Bill D. Moyers. This communication requests that the Department of Defense undertake full-field background inquiries on all military personnel assigned to the White House. These investigations should include a check of the fingerprint identification records of the FBI.

3. Secret Service Personnel and White House Police

Normally, Secret Service has the responsibility for investigating its own personnel and that of the White House Police. This responsibility should continue.

It is recommended that the White House Personnel Security Officer confer in the immediate future with the Chief of Secret Service to insure that all necessary steps are taken to review the investigations concerning personnel within Secret Service's area of responsibility. Where necessary, current fingerprint cards should be forwarded to the FBI's Identification Division for an up-to-date check of criminal records.

### Establishment and Control of White House Security Files

Attached to this memorandum is a sample of a proposed file for use by the White House Personnel Security Officer. It has been recommended that a simple alphabetical filing system be established with an index card control. The individual items in each file should be numbered consecutively, which will provide additional security for the material contained in the file.

It is recommended that these security files be checked periodically against payroll rosters and the master White House personnel records. This will insure that all individuals are incorporated into the security file system, and that each individual has received a current full-field investigation.

It is also recommended that these security files be maintained in a safe-type fireproof file cabinet.

It is further recommended that access to those security files be carefully limited and precisely defined, and that the President personally approve individuals who will have access to them. Basically, it will be necessary for the Security Officer, his Assistant, Mrs. Stegall, and a filing clerk to have access to them.

All security files should be returned to the filing cabinet each night, and a charge-out card system should be used to show the date and identity of the individual who checks out any of these files.

These charge-outs should be examined on a weekly basis. Any security files unaccounted for should be immediately located and refiled.

In addition, it is further recommended that strict controls be maintained on material added to or deleted from these files.

The attached sample file folder will clarify and explain this recommended filing procedure. It can be used as a guide in setting up the filing system.

These recommendations have been discussed with both the Honorable Lee Calvin White, Security Officer, and his Assistant, Mrs. Stegall, and they have approved these suggestions.

Washington Metropolitan Police Procedures for Handling Morals Arrests.

The FBI has been informed that the Washington Metropolitan Police Department is now considering a revision of its procedures concerning individuals arrested on morals charges. It is contemplated that in the future, all Federal agencies, including the White House and Congress, will be notified directly whenever one of their employees is arrested. Further, arrest records kept by the Morals Division of the Police Department will include information concerning the arrested person's

occupation. In addition, a full set of fingerprints will be taken from each suspected sex offender and forwarded to the FBI, whether or not the individual has been arrested previously.

Derogatory Information Concerning White House Personnel Developed by Other Government Agencies.

Consideration should be given by the President to the issuance of an Executive Order to all Federal departments and agencies instructing them to furnish the White House Personnel Security Officer with any derogatory data developed by them concerning any personnel associated with the White House. This procedure would correspond to the FBI's practice of notifying Government agencies at a cabinet level of any information received on an employee reflecting deviate sexual behavior or commission of a serious crime.

FBI Fingerprint Checks

Based on the background information available on the Form 86 being submitted by White House employees, the FBI Identification Division will make appropriate checks for fingerprints of each individual. In some instances, due to such factors as a common name, it will be necessary for the White House Personnel Security Officer to make arrangements with Secret Service to secure a complete set of fingerprints from the individual concerned. Every effort will be made by the FBI to keep requests for new fingerprint cards to a minimum.

#### Updating Investigations

The White House Personnel Security Officer should establish a follow-up system to insure that investigations of White House personnel are brought up-to-date periodically. This system should be established in a manner which will result in an even and regular flow of these requests to the FBI.

#### Corollary Investigations

The White House Personnel Security Officer should have the responsibility for making separate requests for full-field investigations of employees of the Alderson Reporting Service, and of any other individuals who may come in close contact with the President.

#### Maintenance of White House Fingerprint Records in the "Criminal Section" of the FBI Identification Division

In order that the White House Personnel Security Officer may be promptly advised in the event any White House employee is arrested, it will be necessary for the FBI to transfer all White House employees' fingerprint cards from the civil section of the Identification Division to the criminal section files. This will be done at once in the Identification Division of the FBI.

### White House Resignations

The White House Personnel Security Officer should submit to the FBI, on a monthly basis, a list of all employees who have left White House service so that their fingerprint cards can be transferred from the criminal file section to the civil section in the Identification Division of the FBI.

### Temporary White House Employees

It is understood that a number of White House employees are on temporary assignment and are expected to depart after the November election. It is suggested that no request for full-field investigations be submitted on any individual in this category.

### Future Requests for White House Full-field Investigations

It is recommended that all future requests for full-field White House investigations, including updating investigations, be handled as follows:

A written request should be forwarded by the White House Personnel Security Officer to the attention of FBI Assistant Director C. D. DeLoach when requesting full-field investigations of White House Staff members and Presidential appointees. It is further suggested that the security data sheet, Form 86, be attached to this request in duplicate. It is also requested that a current fingerprint card, Form 87, be attached. This procedure will save considerable time and greatly facilitate the FBI's handling of the full-field inquiry.

White House Name Checks

All requests for name checks should emanate from the White House Personnel Security Officer, or his Assistant, Mrs. Stegall.

Liaison

Assistant Director C. D. DeLoach of the FBI will maintain daily liaison with the White House Personnel Security Officer to resolve any questions which may arise in connection with the procedures set forth above.

Enclosure

TO : Mr. Cartha D. DeLoach, FBI  
FROM :  
SUBJECT : FBI Investigation

Subject's Name \_\_\_\_\_

Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_

Present Address \_\_\_\_\_

\_\_\_\_\_ has requested:

- Copy of Previous Report
- Name Check
- Full Field Investigation

The person named above is being considered for:

- White House staff position
- Presidential appointment
- Position with another agency

ATTACHMENTS:

- SF 86 (in duplicate)
- SF 87, Fingerprint Card
- Biography

REMARKS:

\_\_\_\_\_  
REPORT SHOULD BE DELIVERED BY FBI TO:

To: Harry Dent  
From: John D. Ehrlichman

Date: December 16, 1968

Will you please contact the FBI and secure a name check on the following two individuals as soon as possible: Martin Pollner of New York City (formerly with the Nixon firm) and William ~~Lansford~~ of Chicago, Illinois, our Nixon State Chairman there. *Rensschler*

I believe the FBI will require their actual addresses and approximate birth date, and you may have to do a little checking with Rose Woods or the mail department in order to get addresses. Please be discreet on this and have the reports sent for my eyes only.

Thank you.

John D. Ehrlichman

JDE/hg

DETERMINED TO BE AN  
ADMINISTRATIVE MARKING

~~CONFIDENTIAL~~

E.O. 12065, Section 6-102  
By 125 NARS, Date 5-29-80

To: Harry Dent December 16, 1968  
From: John D. Ehrlichman  
Subject: Daniel Hofgren

As soon as possible, please secure for my eyes only an FBI report on Daniel Hofgren, staff assistant to the Assistant to the President, Bob Ellsworth.

You may have to check with Ken Cole to get the home address for Hofgren, who lives here in New York City. This must be handled very quietly, and discreetly, and very quickly.

John D. Ehrlichman

JDE:sw

*File  
FBI  
clearance*

To: John D. Ehrlichman

Date: December 10, 1968

From: Charles E. Stuart

Subject: Security Clearances

Harry Flemming called me tonight to inform me of his inability to start the security clearance machinery in operation. Mr. Cartha DeLoach, J. Edgar Hoover's assistant, has been advised by Mr. Lincoln not to process any security clearance application without specific advice from either Lincoln or Mitchell. Both of these gentlemen, for some inexplicable reason, won't start security clearance programs until you have given them a go-ahead.

Please call John Mitchell.

CES:sw

Charles E. Stuart



*Fletcher  
file*

January 12, 1969

To: John D. Ehrlichman

From: Edward L. Morgan 

Subject: Arthur A. Fletcher

Apparently Mr. Fletcher's telephone in Washington was only temporarily disconnected, since I was finally able to reach him last night. Mr. Fletcher advises he has a meeting in Los Angeles this Saturday following which he plans to come to Washington and New York. He further advised that he had talked to Governor Romney and planned to talk to him again in Washington next week. I assume that means something to you.

ELM:ab

John McClaughry  
Special Assistant to Mr. Nixon for Community Affairs

Nixon '73  
Campaign Committee

450 Park Avenue  
New York, N.Y. 10022  
(212) 661-6400

12/17/68

TO: KNUITSEN  
EHRlichMAN  
FLANIGAN

FROM : McClaughry

RE: ARTHUR FLETCHER

Art Fletcher poses a problem for us. He comes highly recommended from half a dozen State of Washington sources; Dan Evans would hardly stop talking about him with me, and said if we didn't grab him, he would.

On the other hand, we have some negative readings from several sources. I frankly was shocked, after collecting all the favorable references, to find him opinionated, excitable, and not too bright. His paper on implementing black capitalism, done for Ehrlichman, seems to me to be a naive and pointless effort.

Our decision in this shop, at least for now, is not to submit his credentials to Cabinet officers looking over black appointees. I am however passing the buck to you to decide what if anything to do about him. Perhaps National Committee?

OFFICE OF THE PRESIDENT-ELECT

Richard M. Nixon

450 Park Avenue  
New York, N.Y. 10022  
(212) 661-6400

MEMORANDUM

December 17, 1968

TO: JOHN ERLICHMAN  
FROM: Arthur A. Fletcher  
SUBJECT: Black Capitalism - regarding specific things  
the President elect might do to implement  
Black capitalism upon taking office, and my  
activities from now until Christmas

Attached are two proposals designed as steps President elect Nixon might apply as a means of implementing Black capitalism immediately upon becoming President.

One proposal is entitled "Increasing Minority Group Contractors" and the other is entitled "Increasing instruments of capitalism in Minority Group Neighborhoods".

I have discussed the feasibility of both with knowledgeable persons from the Black community and receive a high degree of acceptance for both approaches. This is especially true as regards the one concerned with increasing minority group contractors.

Because of the enthusiasm for the contractual approach I have decided to return to the District of Columbia for the rest of the week where I will contact Contract Administrators and Contract Compliance Officers with HUD, the Commerce Department and the Labor Department. I shall solicit their views concerning implementing this approach.

Upon arriving in Washington D. C. tomorrow morning I will check in at the Nixon Headquarters. I'll keep in touch with them and let them know where I am in case you want to contact me.

I have flight reservations with United Airlines and I shall leave to return home for Christmas on Friday evening, December 20th.

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xc-for memo on AF

INCREASING INSTRUMENTS OF CAPITALISM IN MONORITY GROUP  
NEIGHBORHOODS ( A preliminary program)

A specific effort should be made to increase the number of banks, home-savings and loan associations, and insurance firms established, owned and operated by minority group citizens. This is essential in order to supply a ready volume of capital to finance capitalism in these neighborhoods.

FACTS

It is estimated that the nation's black community spends more than twenty two (22) billions of dollars annually as consumers. It is further suggested that this nation's black consumer market is larger than the entire Canadian consumer market. Yet as a distinct segment of the nation's over-all consumer or investment market the so-called black community has only a very limited number of investment facilities established, owned and operated by blacks, and serving the financial needs of the black community. This situation must be changed if we are to implement the concept of black capitalism. We must increase the number of banks, savings and loan associations, etc serving these neighborhoods.

As stated above, there is a limited number of investment facilities serving the black community. Those managing these facilities have expressed both a desire and a willingness to increase this number considerably. Coupled with this, white financial experts have expressed <sup>a</sup>willingness to assist with the effort.

### ASSUMPTIONS:

It is assumed that the above objectives can be realized if existing black bankers, investors, etc., were brought together with interested white investors. It is further assumed that a reasonable portion of the capital now being spent by the black community would be turned into investment capital under the proper guidance and leadership.

### METHOD OF ATTACK

Thus it is suggested that the President elect appoint a task force consisting of government officials and investment experts from the private sector to develop the method for creating more of the investment facilities in question. The creation of such a task force is a milestone, an achievement in itself. The announcement of the creation of said task force should be made at the time the President elect becomes chief executive.

### DETAILS

The above named task force should be directed to hold a series of regional conferences aimed at identifying the needs and determining the most feasible way to establish the above named facilities in every city with a minority group population, black or otherwise, exceeding 10,000 or more. These regional meetings can be held simultaneously or separately, but they should take

place within forty-five (45) days of the President's announcement. At the adjournment of the meeting(s) an estimate of the number of banks to be established in each region should be made.

SUMMARY

The President should be kept abreast of the progress of this effort and should make periodic announcements of the activities of the task force during the first one-hundred (100) days of his administration. The feasibility of this proposal should be discussed with the financial experts that will be serving in the President elects cabinet immediately. Establishing goals to be achieved during the first four(4) months of the Nixon administration could be arrived at during these discussions. These goals could be announced at the time the President takes office.

## INCREASING MINORITY GROUP CONTRACTORS (A Preliminary program)

The objectives of this proposal is that of improving economic conditions in depressed neighborhoods. It should be applied to the black and other neighborhoods occupied by other economically depressed minority groups of citizens. Its purpose is to increase the number of minority group individuals serving as contractors with the Federal, State, County and City government bodies and agencies.

### FACTS

The above named public bodies and their various agencies spend billions of dollars annually purchasing goods and services from individual citizens, firms, etc. These contractors make good livings for themselves and create job opportunities for others. It appears that a meaningful way to extend and broaden capitalism in depressed neighborhoods is that of involving more people from these neighborhoods as contractors with the above named public bodies.

### ASSUMPTIONS

To expand capitalism in depressed neighborhoods an effort should be made to secure more contractors from these areas. It is assumed that there are individuals residing in such areas that are capable of supplying goods and services and fulfilling contractual obligations. It is further assumed that an out-reach effort aimed at

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locating these individuals would eventually result in their becoming contractors, sub-contractors, etc., with the above mentioned public bodies.

#### METHOD OF ATTACH

Each administrative agency of the federal government should be surveyed to determine the number of black and/or other minority group entrepreneur serving as contractors on projects sponsored by said agencies. Upon determining these facts the President-elect should direct each agency to make a specific effort to increase the number of such minority group contractors. It should be a nation wide effort. Its objectives should be that of increasing the number in question by a given percentage possibly fifty(50) to one hundred (100) on or before April 30, 1969.

#### DETAILS - Federal Agencies

The civil rights agents and contract administrators and other involved personnel within each department should be directed to initiate the in-house surveys immediately extending to the field level where and if necessary.

#### SMALL BUSINESS ADMINISTRATION

The SBA should prepare to arrange loans and supply business management support services to every new contractor, sub-contractor, found at the neighborhood level.

OFFICE OF ECONOMIC OPPORTUNITY

State and local OEO agencies should launch out-reach activities, at the neighborhood level, aimed at discovering those with the desire and potential of becoming contractors. The latter agency should coordinate its efforts with the SBA and other involved personnel in accomplishing the final objective.

SUMMARY

An inter-departmental task force should be selected to accomplish the objective of this proposal forthwith. Basic data essential to organizing and launching the project should be compiled immediately. A request for pertinent personnel from the above named agencies should be issued immediately. A proposal should be documented by January 10, 1969. Any remaining details, research, etc. can be performed by the above named task force. The President elect should be able to make a specific commitment to increase minority group contracting by a specific number, percentage, etc., upon taking office January 21, 1969. This commitment would cover the first four (4) months of his administration.

December 5, 1968

Mr. Arthur A. Fletcher  
636 North Beech  
Pasco, Washington 99301

Dear Art:

Your proposal arrived yesterday, and I read it last night.

The proposal assumes that we have examples of Black capitalism in being in this country which are not inventoried, and about which we need to know more in order to develop a workable program of Black capitalism in which the Federal Government could be involved.

Accordingly, your proposal is a program for surveying the existing Black capitalism projects, collecting information about them through field surveyors, and then meeting with the field surveyors to develop a proposal for the President-elect to institute upon his inauguration.

I wonder if we really know that little about the subject matter. As one who has been through one of these projects, at least part way, are you not in a position to make concrete proposals at this time, based on your own experience and on your extensive traveling and investigation of this subject?

Your own knowledge of the subject matter must be as good, right now, as we can hope to derive over a period of a month or so from "field surveyors" going in and talking to the Reverend Leon Sullivan and others. Moreover, the S. B. A. now has considerable experience in financing Black private enterprise, and I would think that the career people in that administration are in a position to provide nuts and bolts information on the problems of financing these businesses.

You will recall that, when you were in my office, I laid great stress on accomplishment as an early goal of this Administration. As I

December 5, 1968

told you, we are anxious to demonstrate small accomplishments in relatively short time spans, rather than to undertake a survey and make broad promises for long-range achievement.

I am very suspicious of the acceptability of another "survey" in the Black community at this time. It seems to me that, if what I read and hear is correct, Black communities all over this country are interested in demonstrations of achievement, rather than announcements of surveys. Accordingly, I have a built-in sales resistance to any proposal that involves additional surveys without more affirmative action. Perhaps this survey needs to be done, but I think at the same time the survey is underway that we have to have a plan afoot for concrete accomplishment during the first three months of this Administration.

What do you have to suggest in this direction?

I would appreciate now a parallel proposal from you for specific accomplishments which should be the goals for the months of January, February, March, and April of 1969. By April 30, 1969, what should we have actually done in the direction of the furtherance of Black capitalism? Given a set of goals, how do we go about accomplishing them during those three months plus? And, is this survey of existing Black capitalism necessary to the accomplishment of these goals for later goals? If so, why and how?

Please let me hear from you right away. I do hope Mrs. Fletcher is feeling better. I think that perhaps we can carry on a correspondence on this subject for the next few days without the necessity of your coming East again. I am sure you would like to be with Mrs. Fletcher as much as possible. Please give her my kindest personal regards.

Yours sincerely,

John D. Ehrlichman  
Counsel to the President-elect

JDE:sw

bcc: Leonard Garment

Bob ~~Haldeman~~

Robert Brown

Martin Anderson

John:

Attached are six copies of the proposal you requested November 25.

In my opinion this is the most effective way to launch a meaningful project, in that it will stem from the "grass roots" up. It will have the best effect if implemented immediately. I am prepared to initiate the effort if requested to do so.

Awaiting your instruction,

Art

A PROPOSAL ON IMPLEMENTING  
BLACK CAPITALISM IN AMERICA.

Prepared at the Request of

Attorney John Erlichman

for

President-Elect

RICHARD M. NIXON

November 29, 1968



Arthur A. Fletcher, Staff Advisor

## SUMMARY

This document describes an eleven step national fact-finding project. Its objective is to compile basic grassroots information essential to implementing Black Capitalism as a national goal. Its purpose is to supply the raw materials, basic facts, the President-Elect will need to develop and initiate a meaningful program upon taking office. In brief, the writer suggests that a limited degree of Black Capitalism already exists in thirty cities throughout the nation; that those cities have insurance companies, banks, a few small industrial firms, contractors and numerous small business enterprises presently owned and operated by black citizens. It is suggested that these business firms, individuals, etc. represent excellent sources of information. That they can supply facts concerning the availability of capital, business conditions, opportunities, and the problems involved in establishing and sustaining a business enterprise in ghetto neighborhoods. The writer then suggests the method to use in securing this information and the steps to follow in developing and implementing a program.

## ON IMPLEMENTING BLACK CAPITALISM IN AMERICA

President-Elect Nixon should immediately appoint a special Black Capitalism Research Task Force. This group should be asked to create an action-oriented program for the development of Black Capitalism. As a result of the efforts of this body, the President-Elect should be able to announce and initiate certain aspects of the program immediately upon becoming the President. (See points 2, 3, 4, 5 and 6 of the flow chart.)

### BLACK CAPITALISM -- A FACT

A limited degree of Black Capitalism is already in existence in certain cities throughout the nation. This fact should be kept in mind when giving thought to expanding and broadening the concept. More importantly, a survey should be made of those cities where the concept has met with a limited degree of success before launching new programs and projects. Therefore, it is suggested that the above named Research Task Force conduct a fact-finding tour before attempting to document a program for presidential consideration. Later in this presentation is a partial listing of cities where Black Capitalism is already established.

#### Method of Attack

On or before December 12, 1968, the above named Black Capitalism Research Task Force, should be ready to start conducting fact-finding tours. These on-the-spot field surveys should be conducted in the

cities listed later.

In conducting these surveys, our purpose should be that of assessing the economic potential within the Black ghetto. Field interviewers should seek out and analyze the problems involved in establishing and sustaining a business within the Black ghetto.

In acquiring this information, all business persons running ghetto enterprises should be contacted. Those contacted should include generally the following types of businesses:

- Retailers
- Professional Persons
- Private Investors
- Bankers
- Insurance Executives
- Contractors
- Real Estate Brokers

Specific forms, namely a questionnaire and daily report sheet, should be used for gathering and recording information.

#### Questionnaire and Daily Report Form

The questionnaire and daily report form are vital to the success of this project. It is imperative that they are both comprehensive and meaningful, and yet easy for the respondent and/or field interviewers to complete. Therefore, an expert at drafting such documents should design the items in question.

### More About Field Surveys

Conducting field surveys will give field interviewers a chance to meet business leaders from the Black community on a personal basis. By going to the grass root level the interviewers can learn of the daily problems a ghetto business man faces. They will also gain insights concerning the Black business man's attitude toward government programs, support efforts and involvement in their business endeavors.

These interviewers will also learn about the overall business climate of the community/neighborhood in question. This will include information about the degree of rapport between black and white elements such as business men, civic leaders, government officials and the community at large.

Lastly, the surveys can serve as talent hunts whereby capable individuals might be discovered and recruited for positions in the Nixon Administration. The daily report form could be used to gather this latter information.

Incidentally, the questionnaires and daily report forms should be sent to the Project Research Director at the end of the day. It is assumed that the Director will be located at the Nixon Headquarters in New York City. He will attempt to analyze and evaluate the information contained in these instruments on an on-going basis. His purpose should be to identify those areas where Mr. Nixon might be of assistance and thus, be able to launch a meaningful program

immediately upon taking office. (See points 5, 6, 7 and 8 in the flow chart.)

#### PROGRAM DEVELOPMENT

As stated above, as these instruments (the questionnaire and daily reports) are returned to the Project Research Director and analyzed for content, a meaningful course of action should begin appearing. As this happens, two things should occur:

(1) The Research Director should begin separating items (problems) the President-Elect can deal with immediately upon taking office. In this instance, a course of action can be documented and submitted to Mr. Nixon, that he may implement at his discretion. Meanwhile,

(2) Those problems that will require a major or extended effort should be identified; and then turned over to a permanent task force to be appointed after Mr. Nixon becomes President. This permanent task force will develop his long range program for implementing Black Capitalism. (See point 7 in flow chart.)

#### Evaluation Briefing

On December 28, an evaluation briefing would be held in the field, possibly in St. Louis, Missouri, or at the Nixon Headquarters in New York City. At this time, the field interviewers and Research Director would hold a general discussion and brain-storming session. Its purpose would be that of arriving at an agreement on the problems

Mr. Nixon might deal with immediately upon becoming President.

Also, any changes or alterations in the approach being used by the field interviewers should be implemented at that time. Coupled with this, the field interviewers should receive some knowledge of the use being made of the reports they are filing with the main office. In addition, they should get some indication of the form the final proposals will take. Finally, the President-Elect should be briefed on the project effort to date. (See point 7 in the flow chart.)

#### Field Interviews Terminated

The field interviews should terminate by January 10, 1969. At that time all cities on the survey schedule should have been visited. Also, the Research Director should have a grasp of the problem (s), and some indication of the course of action he will recommend for Presidential action. In other words, he should be ready to start drafting a program of action for the President to initiate upon taking office.

#### Task Force De-Briefing and Program Definition

With the field interviews completed, reports filed, etc., the task force should be ready to draft its program. At this point, the Research Director and field interviewers should hold a de-briefing session to strive to develop a program definition. Once they have arrived at a meeting of minds on the program definition, preliminary drafts of the program outline should be documented, discussed, re-

vised, etc. (See point 9 in the flow chart.)

#### Program Outline Drafted

The final program outline would be drafted on January 15 and 16. The entire staff should be available to assist with this effort if necessary. (See point 10 in the flow chart.)

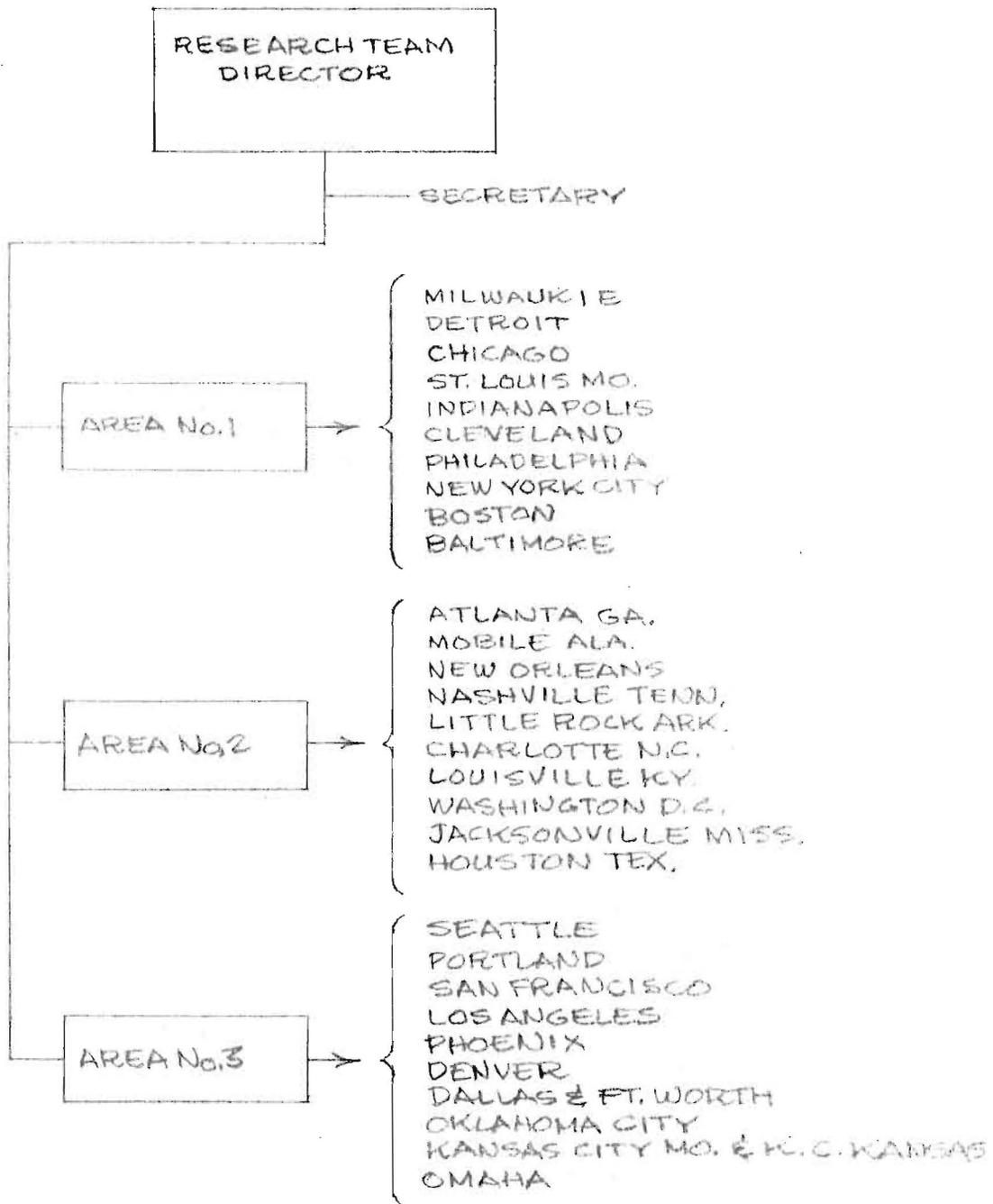
#### Program Submitted

The Program Outline should be submitted to Mr. Nixon for his evaluation on January 17, 1969. Essential staff personnel should be available to discuss this document with President-Elect should he so desire. (See point 11 in the flow chart.)

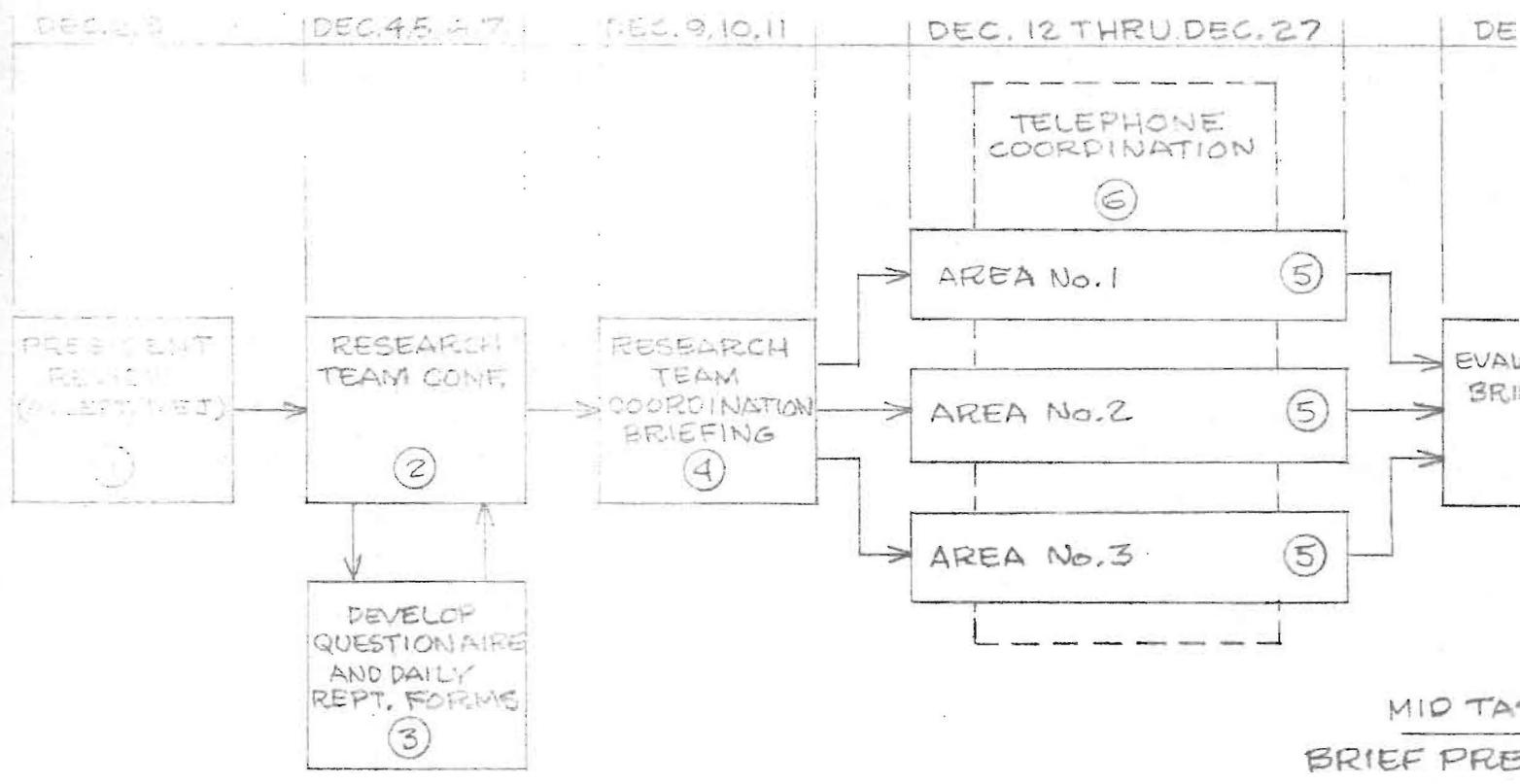
### CONCLUSION

The foregoing is in no way exhaustive. Nevertheless, it will provide President-Elect Richard M. Nixon with basic information concerning the extent to which Black Capitalism is a solution to the depressed conditions in the urban black ghetto. It will provide the materials out of which an initial project can be developed. Lastly, it will put the President-Elect in a position to announce the launching of an action oriented program immediately upon taking office January 20, 1969.

# AREA CITIES ASSIGNMENTS



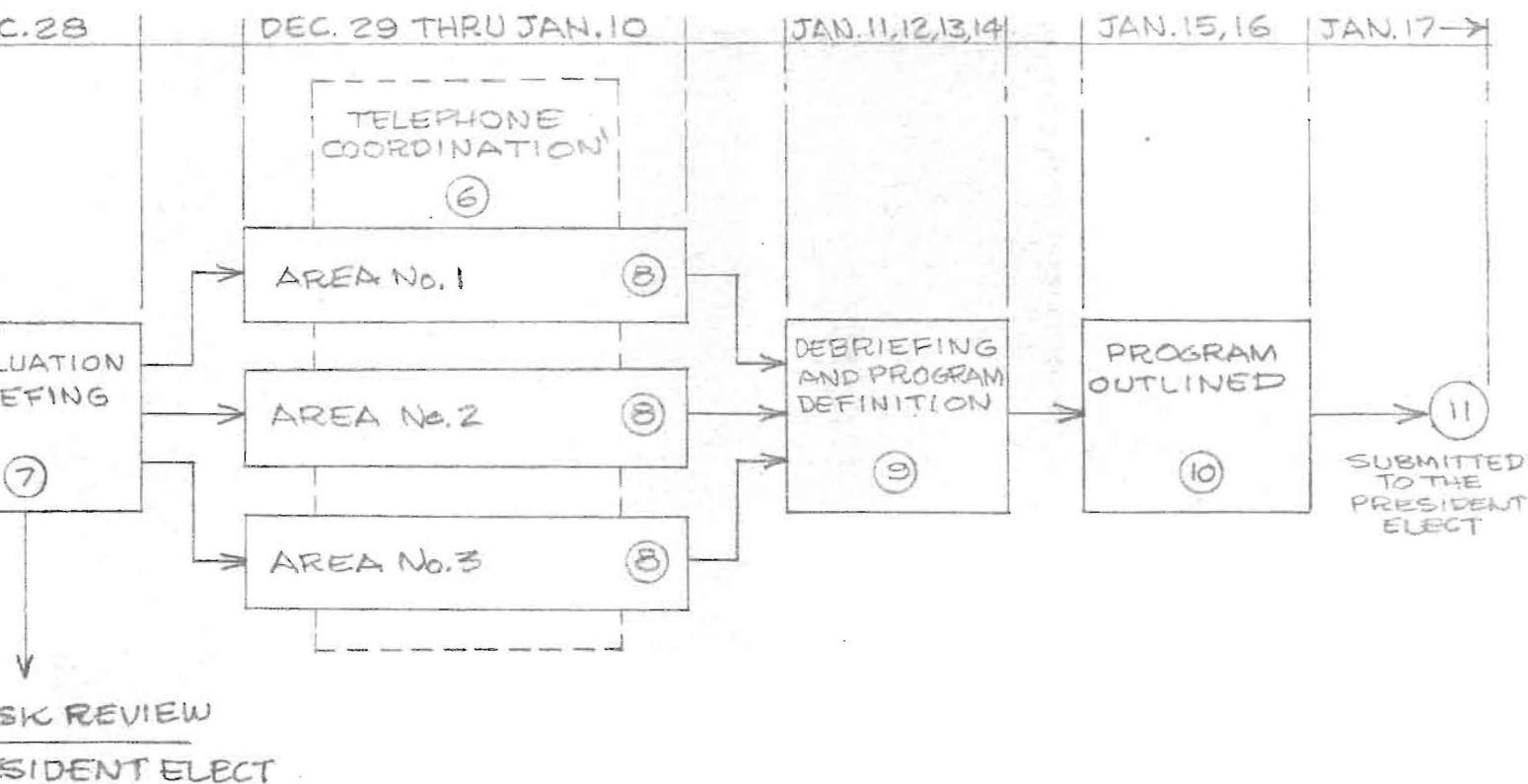
IMPLEMENTING BLACK CAPITAL  
PRE INAUGURAL RESEARCH TASK



TASK EXPLANATION (NUMERIC)

1. Project Document Submitted: The project document is submitted to the President-Elect for evaluation, acceptance or rejection.
2. Research Team Conference: Those involved in implementing the project activities are assembled. They are briefed on the project. Also discuss the details of designing the questionnaire and the daily report form to be used for gathering and recording information.
3. Questionnaire and Daily Report Form Designed: An expert is recruited to design and develop the field interviewers' questionnaire and daily report form.
4. Research Task Force Training Sessions: The staff evaluates the questionnaire and daily report form design submitted. Reviews the uses of each item and develops skill in recording data. (Questionnaires are mailed to field interview respondents.)
5. Field Interviews Begin: Field interview staff begins conducting interviews in assigned areas.
6. Coordination with Research Director: The Research Director and field interviewers coordinate their efforts via daily reports and the telephone.

ISM IN AMERICA  
 TASK TEAM ACTIVITIES



(AL REFERENCE)

7. Evaluation Briefing: The research team meets in St. Louis, Mo., for a one-day briefing session. The purpose is to evaluate the effort and improve the coordination of the same. Alterations and recommended changes in the operation should be considered at this time. (The President-Elect receives a mid-task review upon request.)
8. Field Interviews Continue: Field interviews continue. They should implement any changes or alterations agreed upon during evaluation briefing.
9. Task Force De-Briefing and Program Definition: The research task team discusses and provides program definition, plus content of program, etc. (The President-Elect receives progress memo upon request.)
10. Program Outlined: The initial program is outlined and reviewed by the project staff. (Progress memo to the President-Elect upon request.)
11. Program Submitted: The program is submitted to the President-Elect for his evaluation and use. The project staff is available for briefing on request.

## CLASS OF SERVICE

This is a fast message unless its deferred character is indicated by the proper symbol.

# WESTERN UNION

## TELEGRAM

## SYMBOLS

DL = Day Letter  
 NL = Night Letter  
 LT = International Letter Telegram

*File A.F.*

The filing time shown in the date line on domestic telegrams is LOCAL TIME at point of origin. Time of receipt is LOCAL TIME at point of destination

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ATTORNEY JOHN ERLICHMAN PRESIDENT ELECT NIXON HEADQUARTERS

PIERRIE HOTEL NYK <sup>2</sup>

MRS FLETCHERS LUNG CONDITION MUCH IMPROVED. STILL SERIOUS BUT NOT CRITICAL. SENDING TODAY REGISTERED AIR MAIL SPECIAL DELIVERY A FIVE PAGE, ELEVEN STEP, PROPOSAL ON IMPLEMENTING BLACK CAPITALISM IN AMERICA FOR YOUR CONSIDERATION. IT SHOULD BE IMPLEMENTED IMMEDIATELY FOR BEST EFFECT. AM AVAILABLE NOW. I AWAIT YOUR INSTRUCTIONS

ART FLECTCHER PASCO WASHINGTON

To: RN

From: John Sears

Political Projecting on Governors' Conference

1. This Governors' Conference will select a replacement for Governor Chafee as Chairman of the Republican Governors' Association. Both Governor Shafer and Governor Reagan are vying for the job, although the Reagan people swear they are not. Reagan should get it if he goes after it.
2. Ray Bliss will speak to the governors on Saturday for about 45 minutes. No one seems to know exactly what he expects to say to them. There is some speculation that he will try to get a resolution passed, but the governors are requesting that he (Bliss) be kept on as National Chairman of the Republican Party. If this appears to be the case by tomorrow, we shall get a couple of our friends to submarine the resolution on the grounds that the National Chairmanship is a matter that is entirely up to the President.
3. Tim Babcock feels he ought to be offered a Federal job since he was an early supporter of RN and has now been ousted from the governorship of Montana.
4. If you see Paul Laxalt, encourage him to run for the Senate in '70 (Senator Cannon's seat).
5. As a result of the last election, we picked up seven new governors (Moore in West Virginia, Davis in Vermont, Walter Peterson in New Hampshire, Bob Ray in Iowa, Russel Peterson in Delaware, Whitcomb in Indiana, and Ogilvie in Illinois) and lost two (Babcock in Montana and Chafee in Rhode Island) for a net gain of five. When Governor Agnew resigns his position in Maryland, we will then have a grand total of thirty statehouses. It might be nice for RN to mention these new governors along with Frank Farrar, the governor-elect in South Dakota in his remarks on Friday. Also indicate that RN will take greater interest in the governors' races in Virginia and New Jersey which will be held in November, 1969.
6. The Republican governors feel that LBJ did a great deal to improve Federal-State relations and are anxious that the incoming Administration will try to improve on the work that has already been done. Governor Agnew will indicate the Administration's interest in so doing, but it would be good for them to hear it from RN as well.

January 10, 1969

Mr. Robert McCune  
Inaugural Committee  
The Pension Building  
Washington, D. C.

Dear Bob:

I have seen a copy of Cy Laughter's letter of January 6 concerning the Gala.

I would very much appreciate it if you could provide me with a memorandum giving the background and some explanation of this situation as a basis for my conversation with the President-elect.

If you can give this to me within the next couple of days, I think it would be very helpful.

Yours sincerely,

John D. Ehrlichman  
Counsel to the President-elect

JDE:sw

File

Inaugural Gala

CY LAUGHTER  
319 LEO STREET  
DAYTON, OHIO 45401

January 6, 1969

Mr. Richard Nixon  
450 Park Avenue  
New York, New York

Dear Mr. Nixon:

I tried to call on the phone today and talk to Washington and tell them that I no longer will be a part of the Inaugural Gala. I want to tell you why.

From the start of our Celebrities for Nixon, it was difficult to get entertainers to put their name on the line because the two major entertainment areas were also the home states of Governor Regan and Rockefeller. We wrote letters to all entertainers before and after the convention. We were able to get over two hundred entertainers some good some bad, but they were willing to help.

Now that you have won and there will be an Inaugural Gala there will not be one Nixon Supporter performing that night except Lionel Hampton. I was just out in California and they are rather disappointed as I am. These people traveled many a mile and as Pat Boone said in Anaheim there are just not to many Republicans around. We all wouldn't mind it if these people performing were neutral but most of them traveled the country for Humphrey.

I felt I could not support or have my name attached to anything that would not support the people who supported me and in return helped you. As you know I must be loyal.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Cy', with a horizontal line underneath it.

Cy

cc Bob McCune  
Mike Gill  
Hank Berliner

Mr. Richard Nixon  
450 Park Avenue  
New York, New York

CY LAUGHTER  
319 LEO STREET  
DAYTON, OHIO 45401

o → Cy  
Brown  
Gill  
McCone  
Stewart

I VES  
Inaug 3500  
seats

Les Brown -

Sun date

ask  
Tony  
Martin?  
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Connie Francis - }  
Dinah Shore - } vs

Draw names

Bill Harrington -  
Band

Hope producer  
Keyes' director -

Cancelled  
RN not there



Ed McMahon - 3<sup>rd</sup> or 4<sup>th</sup>

Dale Robertson