

DEPOSITED IN THE

ITEMS

PERRINE-CUTLER RIDGE BANK

TO THE CREDIT OF

Name

National Council of Negro Women
VCP Project #3
5 Freyman St NW 30303
Address Atlanta, Ga

ACCOUNT NO.

003

489

7

PERRINE, FLA.,

3/21/68

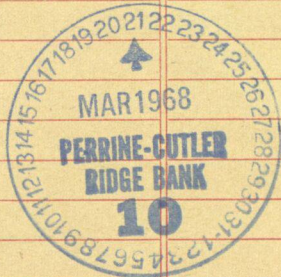
196

SUBJECT TO CONDITIONS ON REVERSE SIDE OF DUPLICATE

PLEASE LIST EACH CHECK SEPARATELY

		DOLLARS	CENTS
CURRENCY			
SILVER			
CHECKS AS FOLLOWS			
1 64-1022		532	00
2 50 Reg. Council			
3 P. Anthony +			
4 B. Alexander			
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9			
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11			
12			
13			
14			
15 534			
TOTAL \$		532	00

PLEASE DO NOT WRITE IN THIS SPACE



MEMBER FEDERAL DEPOSIT INSURANCE CORPORATION

THE GEO. D. BARNARD CO. ST. LOUIS, MO.

Southern Regional Council, Inc.

5 FORSYTH STREET, N. W. • ATLANTA, GEORGIA 30303

JA 2-8764

64-1022

610

516

DATE

AMOUNT

3-20-68

\$532.00

SOUTHERN REGIONAL COUNCIL, INC.

PAY

TO THE
ORDER
OF

Perrine-Cutler Ridge Bank

CITIZENS TRUST COMPANY
ATLANTA, GEORGIA

EXECUTIVE DIRECTOR - ASSISTANT

NON-NEGOTIABLE

SECRETARY - TREASURER

SOUTHERN REGIONAL COUNCIL, INC.

5 FORSYTH STREET, N. W.
ATLANTA, GEORGIA 30303

DETACH BEFORE DEPOSITING

INVOICE DATE	INVOICE NUMBER	ACCOUNT NUMBER	DESCRIPTION	AMOUNT
			To be deposited to the account of the National Council of Negro Women's Voter Education Project Account, VEP 68-29.	\$532.00

INTER-OFFICE REQUEST FOR PAYMENT FORM

PLEASE PAY THE SUM OF: \$532.00

TO: National ~~Nxxx~~ Council of Negro Women VEP
Name

Address

Maimi, Florida
City & State

REASON FOR PAYMENT: To fund VEP 68-29.

IF DEPARTMENTAL OR SPECIAL BUDGET, SPECIFY: VEP

PAYMENT IS GENERAL OPERATIONS VEP PROJECT
EXPENSE

DATE 3-20 19 68

REQUESTED BY: Nation Council of Negro Women VEP

APPROVED: Vernon E. Jordan, Jr.
Director, VEP

REC. 5
MAR 20 1968

National Council of Negro Women (South)
11225 Washington Blvd.
Miami, Fla. 33158
March 13, 1968

Mr. Vernon E. Jordan, Jr.
Director
Voter Education Project

Dear Mr. Jordan:

Enclosed you will find the signature card and the deposit slips
from the bank where the account is now open.

Sincerely,

Johnnie M. Parris

Johnnie M. Parris
Director
V.E.P. Project #3

266
31800
6
38
20
18
20

[Handwritten signature]

P.S.
Sorry my baby wrote you
a note too (smile)

[Handwritten initials]

VEP 68-29

March 11, 1968

Mrs. James Parris
National Council of Negro Women
11225 Washington Boulevard
Miami, Florida 33158

Dear Mrs. Parris:

The Voter Education Project has carefully considered the request of the National Council of Negro Women for a grant to conduct a voter registration drive in the Richmond Heights and Howard Drive areas. We are pleased to inform you that we have approved your program in the amount of \$800.00 for a period of three weeks to run from March 18 to April 6, 1968.

We are limiting the grant to three weeks subject to review and the availability of additional funds. The amount granted is to cover the following:

Director's Expenses	@ \$50.00 per week	\$ 150.00
Five (5) Task Force Workers	@ \$15.00 per week	225.00
Transportation		375.00
Printing and Postage		<u>50.00</u>
		\$ 800.00

O Our guidelines require you to establish a separate bank account, and forward to VEP a copy of the signature card, and an ample supply of deposit slips and the name and address of the bank. The Project will mail a deposit directly to the bank for an amount approximating two weeks cash supply for the program. A copy of the deposit slip will be forwarded

Mrs. James Parris - 2.
March 11, 1968

to you. You should, however, instruct the bank to mail all bank statements directly to VEP. These will become a part of our records and should you need access to them, they will be available.

A report itemizing all disbursements and enclosing appropriate vouchers for each disbursement is expected on Thursday of each week. This report is to be certified by the individual responsible for your project reporting by placing his signature in the appropriate space on the weekly report. The Project will audit this report and reimburse the bank account for the amount spent. We are enclosing a copy of the Reporting Requirements of Recipient Organizations. You and other officers of your project should read these carefully and familiarize yourselves with the requirements.

To facilitate the Project's research aims you are required to submit weekly reports setting forth the following: a) number of persons registered, b) method used in getting persons to the registration office, c) increase of number of new voters in the one week period, d) problems, if any, encountered with local registrars, police or private citizens, e) threats of intimidation, or economic reprisals, if any, f) samples of materials, leaflets, programs. These reports should accompany weekly financial reports. Suggested forms for this reporting are provided. A monthly narrative report also is required.

These funds may not be used to support partisan politics in any manner whatsoever, nor to influence legislation of any kind, nor in behalf of or against any political candidate. You should strongly urge and welcome non-partisan support of your voter registration activities.

Our Director of Research, Marvin Wall, will write you regarding further reporting requirements.

If you have any questions, please let us hear from you.

Sincerely,

Vernon E. Jordan, Jr.
Director
Voter Education Project

VEJ:mlj
Enclosure

March 12, 1968

Mrs. James Parris
National Council of Negro Women
11225 Washington Boulevard
Miami, Florida 33158

Dear Mrs. Parris:

In his recent letter, Mr. Jordan mentioned certain research reports that are required. A report on meetings being held, people being contacted, number registered, etc., is required weekly. This report should accompany your weekly financial report.

A supply of forms for this type of report, along with other registration material, is being sent to you under separate cover. These forms also may be used by your workers in making reports to you. We ask, however, that you not send the reports turned in by the various workers. Rather we prefer that you have someone in your office consolidate these reports and send us a single report covering a single period. Please see that each report clearly specifies the name of the project and the community and state in which it is located.

It is important that the information be accurate. Figures, particularly for "number successfully registered," should be by actual count and not by estimate.

In addition, we will need a narrative report from you each month. This longer report should describe the scope and organization of your program, the number of workers and techniques employed. Samples should be enclosed of any printed materials. Do not hesitate to describe any obstacles encountered, either from within your program or without. A complete and frank report will help both you and VEP in evaluating your program and in planning future programs.

Mrs. James Parris - 2.
March 12, 1968

Please keep in mind that this outline of required reports is not limiting. That is to say, we hope you will include anything that seems of interest or importance. We encourage you to pass along any comments of value made by workers in your program. The comments of any student workers you use are especially desired.

We wish for you every success, and look forward to receiving your reports.

Sincerely,

Marvin Wall
Director of Research
Voter Education Project

MW:mlj

March 20, 1968

Mrs. James M. Parris
National Council of Negro Women
11225 Washington Boulevard
Miami, Florida 33158

Enclosed are the following: a) copy of our
~~Dear Mrs. Parris:~~ letter of transmittal indicating amount deposited in
your account, b) copy of deposit slip, and c) weekly
report forms for your weekly reporting.

Good luck in your program.

Sincerely,

Thaddeus Olive
Administrative Assistant
Voter Education Project

TO:mlj
Enclosure

March 20, 1968

Perrine-Culter Ridge Bank
Post Office Box Drawer 70
Perrine, Florida 33157

Gentlemen:

Enclosed is our check in the amount of
\$32.00 to be deposited to the account of the
National Council of Negro Women's Voter Ed. Project

Also enclosed are deposit slips.

Sincerely,

Thaddeus Olive
Administrative Assistant
Voter Education Project

TO:mlj
Enclosure

BUDGET REVISION: NATIONAL COUNCIL OF NEGRO WOMEN

VEP 68-29, Report due Thursday of each week

3 Week Program March 18 to April 6, 1968

Director's Expenses		
@ \$50.00 per week	\$150.00	
(5) Task Forces Workers		
@ \$15.00 per week	225.00	
Transportation	375.00	
Printing and Postage	<u>50.00</u>	\$800.00