

McJannett

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WAR RELOCATION AUTHORITY

Washington

April 3, 1945

ADMINISTRATIVE NOTICE NO. 237

Subject: WRA Assistance for Housing Accommodations in West Coast Areas

Distribution: A

With the lifting of the ban on the West Coast and the contemplated return of many evacuees to the West Coast, a major problem -- housing has arisen. As a matter of fact the lack of housing facilities on the West Coast has greatly impeded relocation activities. To aid in overcoming this factor needed aid will be extended to organizations that wish to establish temporary housing facilities in the form of hostels on the west coast for the use of returning evacuees. This aid will be in the form of a loan of equipment necessary to provide the minimum of housing accommodations.

- I. The conditions under which loans of equipment may be approved are as follows:
 - A. The operation of the hostels must be sponsored and supervised by some responsible committee or representative group of people other than evacuees or in addition to evacuees, approved by the Area Supervisor of the Area in which the hostel is to be established.
 - B. The proposed hostels will have to provide accommodations for a minimum of 20 persons. For a lesser number, specific requests should be made to the Director for approval.
 - C. The sponsors shall agree that the hostels will offer housing only for a temporary period, not exceeding three weeks. Hardship cases should, of course, receive special consideration for temporary extensions of the period of residence at the hostel.
 - D. The sponsors shall agree that the hostels shall be open for inspection to the employees of the Authority to determine the utilization of the facilities as a hostel.
 - E. The sponsors shall agree that the charges for accommodations at the hostels shall be predicated on the necessary costs to operate the hostels. The sponsors shall agree that the hostel is to be operated as a non-profit enterprise.

F. The sponsors will be required to receipt for the property loaned to the hostels by the Authority and to remain accountable therefor.

G. The equipment to be loaned shall be limited to the following items:

- (1) beds
- (2) mattresses
- (3) blankets
- (4) pillows
- (5) straight chairs (if available at the centers)
- (6) kitchen utensils (pots, pans, etc.)
- (7) crockery
- (8) cutlery

All of the equipment to be loaned shall be of an used condition, and loans shall be dependent upon availability from center stocks.

H. The loan of equipment must terminate on or before January 1, 1946.

I. The equipment shall be loaned only for hostels operated within the states of California, Washington and Oregon.

II. To effect this assistance the following procedure should be followed:

- A. The Project Directors shall be responsible for informing the evacuees at their respective centers of the conditions under which government property may be made available for hostels.
- B. The Area Supervisors shall be responsible for working with local groups interested in establishing hostels.
- C. Proposals arising at centers shall be transmitted to the Area Supervisor responsible for the area in which the hostel is to be established.
- D. Area Supervisors shall be responsible for the necessary determinations to insure compliance with the above limitations and conditions.
- E. Equipment shall be withdrawn only from stocks at the following centers dependent on the location of the proposed hostel:
 - (1) Colorado River Relocation Center
 - (2) Manzanar Relocation Center
 - (3) Minidoka Relocation Center
- F. Area offices shall request the property required from the nearest center and this center shall make the equipment available immediately.

- G. The above mentioned centers shall, whenever possible, deliver the equipment by government truck.
- H. Loaned equipment shall be transferred from the records of the releasing center to the records of the Area Supervisor who shall thereafter be held responsible for accountability of such equipment. The releasing center shall execute the necessary documents transferring accountability to the Area Supervisor. The Area Supervisor shall then be required to obtain proper execution of the attached agreement. Detailed instructions for the transfer of this property will be contained in a supplemental communication.
- I. It shall be the responsibility of the Area Office in which the hostel is to be situated to make certain that the hostel is established in accordance with State and local law before arranging for the transfer of equipment or executing the attached form of agreement.

III. There is attached a draft of an agreement which should be signed on behalf of the War Relocation Authority by the Area Supervisor approving the loan of the equipment. This agreement should also be signed by all of the persons, including evacuees as well as non-evacuees, sponsoring the establishment of a hostel, who will be accountable to the Government for the loaned equipment. If an organization is the sponsor or one of the sponsors, the agreement should be signed in the name of such organization by the officer authorized to sign for it. For example, if the Brentwood Methodist Church is to be a sponsor of a hostel, the agreement should be signed on behalf of the church as follows:

Brentwood Methodist Church

By _____ (The person authorized to sign
(Title) its contracts)

As indicated above, the Area Supervisor will be responsible for approving sponsors who will be accountable to the Government for the use of the loaned equipment; where persons sign on behalf of organizations, he will also be responsible for determining their authority so to sign.

IV. No doubt many inquiries will arise concerning the operation of the hostels and unless the answers can be obtained from this Notice, such inquiries shall be forwarded to the Director. This Notice establishes a new policy.

Area Supervisors and Project Directors should submit their comments, suggestions and recommendations on the subject. This will enable necessary changes to be made based on local experience with the problem.

D.S. Meyer
Director