

Club Org

# WAR RELOCATION AUTHORITY

Washington

In reply, please refer to:

December 26, 1942

## ADMINISTRATIVE INSTRUCTION NO. 73

Subject: Community Activities

### I. General Precepts

The Community Activities program at relocation centers includes the whole range of formal and informal associations and leisure-time pursuits in which residents of the projects take part. In general, the community activities should be initiated by the evacuees themselves and should be under their direction. The function of the project management is to facilitate and coordinate such activities in order to avoid confusion or duplication. The management should not assume unnecessary initiative or control the organizations and groups which spontaneously arise among the evacuees. There are, however, certain general precepts which the project management should observe.

- A. The identification of evacuees with groups typically American in concept should be encouraged. These may be either groups affiliated with established American organizations on the outside, or representative indigenous groups having a thoroughly democratic outlook.
- B. No objection should be interposed to traditional Japanese activities which are non-political in concept, such as Bon Odoris, Judo, flower arrangement, etc.
- C. The participation of as many project residents as possible in the community activities program should be stimulated.

### II. Direction of the Community Activities Program

At each relocation center a Community Activities Supervisor, working under the direction of the Chief of Community Services, shall have the active responsibility of assisting the evacuees in the development of a community activities program. Such Supervisor shall draw extensively upon evacuee counsel as made available through the Community Council or through an advisory committee representatively selected.



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The number of paid evacuee personnel assigned to Community activities should be approved by the Chief of Community Services and Project Director in cooperation with the Employment Division.

In addition to paid personnel, the Community Activities Supervisor may utilize the services of volunteer activity leaders. Persons acting as volunteers for limited service as officers or leaders of groups shall not be considered employed. A volunteer worker shall not, in general, be given supervision over an employed worker. Both employed and volunteer activities workers, if they so desire, shall be given the opportunity for in-service training through the schools and through organizations which can provide leadership for such training.

The Community Activities Supervisor shall work closely with the other members of the Community Services staff to be assured that the duplication of effort is avoided and that a proper level of cooperation is maintained in ventures jointly embarked on. The Chief of Community Services should determine, at his discretion, the programs within the purview of community activities for which the major responsibility should be given to the Education, Community Enterprise, Public Welfare, or other Sections of his Division.

### III. Financing of Community Activities

The Community Activities Supervision, after having received approval of the Chief of Community Services, shall present to the Project Director the budget for recreational needs. Recommendations for financing, or at least partial financing, of community activities should be made in this budget.

Once activities are organized, it is intended that the major portion of recreational expense be borne by the evacuee group. Insofar as possible, activities which can be made self-supporting financially and self-governing should be carried by independent organizations or cooperative groups.

### IV. Use of Grounds and Other Facilities

The Project Director shall designate recreational areas and buildings which may be used whole-time and part-time for recreational and other leisure-time activities. Adequate custodial and maintenance service



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for use of such facilities shall be provided on a volunteer or employed basis by members of the Community Activities staff. All scheduling of regular activities and special events shall be handled through the office of the Community Activities Supervisor to avoid conflicts in time or space.

Adequate provision should be made for storage of equipment and its repair. An inventory of equipment on hand and replacements necessary should be made at regular intervals.

### V. Types of Activities

The evacuees shall be free to develop whatever recreational and social group activities seem to them desirable, within the limits of War Relocation Authority regulations.

- A. Where such groups are affiliated with organizations outside the projects having national offices and memberships, the following arrangements shall be made:
1. Any groups within the project wishing to receive visits from their national or regional representative shall request from the Project Director through the Chief of Community Services permission for such visits.
  2. Upon approval by the project director, acting with the advice of the Community Council, such representatives shall be free to visit the project to advise and consult with the groups inside for the improvement of their program. Permanent residence on the project for such workers will not be permitted.
  3. The W.R.A. will assume no financial responsibility for the visit of such representatives to the project.
  4. Representatives of outside organizations wishing to visit the project for such purposes should notify in advance the Chief of Community Services of the project in order to clear the schedule for such visits.
  5. The Community Activities Supervisor, with the approval of the Chief of Community Services, may also request recognized national agencies for technical advice and assistance.



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6. Where organizations having no present membership within the projects wish to enter in order to promote their programs, they shall first be asked to present proposals to the Chief of Community Services of the project, who will in turn present the request with his recommendations to the Project Director. In the admission or exclusion of organizations requesting such opportunity, it is important that evacuees be protected from exploitation financially by unreliable agencies or from clear duplication of services already rendered by organizations established within the project.
  7. The W.R.A. will not pay the salary on the project of any evacuee occupying the position of representative or employes of a recreational or special organizations, where such a person would normally be compensated by the organization.
- B. Special assistance from the project management may be extended in the establishment of activities deemed to be desirable for the project's general welfare, if these groups do not spontaneously arise. The exact participation of W.R.A. in the advancement of funds, provision of staff, or provision of meeting space or other facilities will depend on the activity.

### VI. Liaison with Education Section

There shall be special liaison between the Community Activities Section and the Education Section. The community services Chief, in consultation with the Superintendent of School and the Community Activities Supervisor, shall give particular attention to proper allocation of responsibility on activities of common interest to both. Some of these are:

1. Use of school recreation facilities and equipment for adults
2. Operation of nursery schools
3. Vocational training program
4. Library
5. Cooperation with schools in planning special events

### VII. Roster of Membership

The Community Activities Supervisor should provide the Project Director with a roster of all operating organizations at the center, including the purpose, size of membership, officers, and time and place of meeting.

D.S. MYER  
Director

