

UNITED STATES GOVERNMENT

# Memorandum

TO : NEH Staff and Shared Staff

DATE: April 20, 1977

FROM : Robert J. Kingston 

SUBJECT: Establishment of an Office of State Programs

As you may know, we are in the process of establishing an Office of State Programs within the administrative structure of the Endowment. Effective tomorrow the Office of State Programs will report and function in the same manner as do the Endowment's other Divisions and Offices, although John Barcroft and Geoffrey Marshall will continue to work with me on details during an inevitable transition period.

We are making this change with the approval of our Congressional authorizing committees, in recognition of the enlarged programmatic opportunities given the state programs by the new legislation. This new administrative arrangement is a natural out-growth of the increasing size, complexity and importance of the state program; and it will give us an office which can be directly responsive to the states, and responsible to the Chairman, without reference to the kind of guidelines and programmatic considerations which are appropriate to our other, complex, program divisions.

The procedures and purposes of the state programs will not be affected by the change. The personnel of the program will remain the same, and Geoffrey Marshall has agreed to serve as Acting Director of the Office of State Programs until such time as a new Chairman can establish criteria upon which to base the appointment of a Director.

I have every expectation that this change will prove efficient for the agency and for the state committees, and that it will provide a coherent administrative reflection of the program's importance and size. I deeply appreciate the extraordinary work which members of the State-Based Program staff and others in the Public Programs Division have shared to bring the states' programs to their present level of activity. I know that each of you now will wish to cooperate in the transition, and with the new Office, which represents a real "coming of age" for the State Program. Welcome it, and the elevation of its head to equal status with the directors of the other Endowment program divisions!

