

# CITY OF ATLANTA



April 3, 1969

CITY HALL ATLANTA, GA. 30303

Tel. 522-4463 Area Code 404

IVAN ALLEN, JR., MAYOR

R. EARL LANDERS, Administrative Assistant  
MRS. ANN M. MOSES, Executive Secretary  
DAN E. SWEAT, JR., Director of Governmental Liaison

## MEMORANDUM

To: Department/Agency Heads

From: Dan Sweat  
Director of Governmental Liaison

Sam Williams  
Director of Urban Corps

Subject: Urban Corps Meeting

The Urban Corps is now organizing for the placement of college students for summer intern positions in City departments.

Financial details of the program and the criteria for placement in your department of the interns will be discussed in a meeting of City department heads on Tuesday, April 8, 1969, at 2:00 p. m. in Committee Room 2 in City Hall. Mr. E. H. Underwood will explain financial details and Sam Williams will explain the working procedure of the Urban Corps.

If you are unable to attend, please send one person from your department whom you designate as your permanent department liaison with Urban Corps throughout the summer of 1969. This meeting is essential to explain information critical to intern job development. Problems unique to each department will be worked out individually at a later time.

Attached is a sheet to briefly explain the Urban Corps program for your information.

Thank you for your cooperation.

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