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April 24, 1974

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**Memorandum**

**To: Mundy E. Tidwell III  
Associate Solicitor, General Law**

**From: C. Brewster Chapman, Jr. *11/17*  
Assistant Solicitor, Territories**

**Subject: FY 1976 Budget**

For the Deputy Solicitor's memorandum of April 17, 1974, same subject, herewith is the information as outlined therein.

**I. A, B, C, D - Workload Area Considerations**

There is no anticipated increase in the otherwise already heavy workload of this branch. Client relations have been and continue to be excellent.

**II. Financial Requirements**

The work of this branch is not a glamorous job. There are peaks and valleys in the workload. However, as long as Mr. Holman and John Austin or one other younger lawyer are available to do as needed work to fill the gaps and plug the holes, we can get by. Ideally, I would use Mr. Holman on a permanent assignment for at least 1/2 a year.

My secretarial staffing, at the moment, is totally unsatisfactory, but hopefully this will be rectified in the near future.

**Current Staffing**

1 lawyer (me) and other help on a hit or miss.

1 secretary (I think).

**Desired Staffing**

As indicated I am not, as a minimum, 1/2 coverage of an experienced confidential lawyer (Bill Holman). Ideally, I would use Mr. Holman full time.

### III. Material Requirements

A. I have one (1) Interior type office and one (1) Interior type secretarial bay now in use. These are presently adequate. If an additional lawyer were assigned to me, I would need at least 1/2 of an additional Interior type office.

B. None over present.

C. None

D. None (cost of paint maybe)

E. None

F. None

### IV. Travel

This is an unknown quantity. I travel on an as needed basis. This usually involves 1-2 trips per year to the Virgin Islands, 2-3 trips per year to the Pacific - Honolulu, Saipan, Guam or American Samoa, as needed.

*cc: Reading file*

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