Extent

71 folders, approximately 2,969 pages

Summary

This collection consists of material dealing with the White House Internship Program for the years 1996-1997. The collection contains applications, transcripts, correspondence, resumes, lists, charts, memoranda, newspaper articles, and notes. Additional documents make clear what offices the prospective interns wanted to wind up in, their hours of availability, and the needs of staffers for applicants to do specific jobs.

Scope and Content Note

The materials in 2016-0392-F are a selective body of documents responsive to the topic of the FOIA. Researchers should consult the archivist about related material. The White House Internship Program (WHIP) is designed to help aspiring young people with a desire to serve their country and work on acquiring leadership skills that will help them become adept in any number of professions. Individuals who are selected in this arduous process receive no compensation. To qualify for a position in the program applicants must be U.S. citizens, at least 18 years of age, and satisfy one of the following requirements: (1) Are currently enrolled in an undergraduate or graduate field of study at a college, community college, or university; (2) Have successfully completed an undergraduate or graduate field of study at a college, community college, or university within two years of the projected start date of their internship program; (3) Are a veteran of the U.S. Armed Forces who have received a high school diploma or its equivalent and been on active duty for any period of time within the two years preceding the projected start date of their internship program. Persons applying to be interns should clearly state what season—summer, fall, or spring—they wish to be considered for, and pick in order of preference four presidential departments that would suit their skills. During the Clinton

Administration, the available offices were 16 in number and included Cabinet Affairs, Communications, Domestic Policy Council, National Economic Council, Digital Strategy, Legislative Affairs, Management & Administration, Political Strategy & Outreach, Presidential Correspondence, Public Engagement & Intergovernmental Affairs, First Lady, Vice President, White House Counsel, Presidential Personnel, Scheduling & Advance, and White House Fellows. There are several components to the WHIP. Every intern who gets picked to become a member of this highly competitive program is assigned to an office, usually one of the preferences listed on their application. They serve as full-time employees and must work 40 hours a week. Their duties ranged in nature. Tasks that could be handed out to them might include writing memos, conducting research, going to meetings, compiling daily briefing books, and going over daily media reports for stories about specific individuals or issues. Other opportunities opening up as part of the WHIP would encompass a speaker series aimed to some degree at the interests of the interns, tour packages to sites in and around Washington, D.C., and the possibility of volunteering in the community in the form of service projects at schools and non-profit organizations in the immediate area. All of the material relevant to this FOIA case can be found in the White House Staff and Office Files. Six departments—Cabinet Affairs, Council of Economic Advisors, Counsel's Office, National Economic Council, Presidential Personnel, and Public Liaison—have pertinent information in the records that can be described as interrelated and comparable in composition. Applications for the WHIP with accompanying documents such as resumes, transcripts, and letters of recommendation turn up in all the offices. Memoranda concerning the needs of staffers for interns are prevalent throughout the collection. There are lists and charts that display the availability of interns. In a few instances evaluations from students and the like who have been through the WHIP can be located; they provide valuable feedback about the efficacy of the system in place. Sprinkled throughout the records are the minutes of the meetings of the WHIP Working Group. Prominent staff members such as Lynn Cutler and Maria Echaveste share suggestions on how learning experiences for interns might be improved. The goals of the WHIP come up for discussion. They finally get summarized as the following: "improve the quality of the program, diversify the program, and program assessment." The majority of the records produced for this FOIA contain personnel file information which resulted in many closures related to personal privacy.

Record Type

Textual

System of Arrangement

Records that are responsive to this FOIA request were found in these collection areas—Clinton Presidential Records: White House Staff and Office Files. Staff and Office files are maintained at the folder level by staff members within their individual offices and document all levels of administration activity. Staff and Office files are processed at the folder level, that is, individual documents are not selected and removed from a folder for processing. While this method maintains folder integrity, it frequently results in the incidental processing of documents that are not wholly responsive to the subject area.

Access

Collection is open to all researchers. Acces to Clinton Presidential Records is governed by the Presidential Records Act (PRA) (44 U.S.C. Chapter 22, as amended) and Freedom of Information Act (FOIA) (5 U.S.C. 552, as amended) and therefore records may be restricted in whole or in part in accordance with legal exemptions.

Copyright

Documents in this collection that were prepared by officials of the United States government as part of their official duties are in the public domain. Researchers are advised to consult the copyright law of the United States (17 U.S.C. Chapter 1) which governs the making of photocopies or other reproductions of copyrighted material.

Provenance

Official records of William Jefferson Clinton’s presidency are housed at the Clinton Presidential Library and administered by the National Archives and Records Administration (NARA) under the provisons of the Presidential Records Act.

Processed by

Staff Archivist, 2017. Previously restricted materials are added as they are released.

Last Modified Date

2017-08-02

Container List

The following is a list of folders processed in response to 2016-0392-F
Box 1
Clinton Presidential Records: White House Staff and Office Files
Cabinet Affairs
Balderston, Kris
Fall 1997 Interns – Office of Cabinet Affairs [1] [OA/ID 23922]
Fall 1997 Interns – Office of Cabinet Affairs [2] [OA/ID 23922]
Jackson, Rhonda
Fall Session Interns – [1996] [1] [OA/ID 10579]
Fall Session Interns – [1996] [2] [OA/ID 10579]
Interns Second Session – [Summer Session II – 1996] [1] [OA/ID 10579]
Interns Second Session – [Summer Session II – 1996] [2] [OA/ID 10579]
Spring ’97 Session Interns [1] [OA/ID 10579]
Spring ’97 Session Interns [2] [OA/ID 10579]
Spring ’97 Session Interns [3] [OA/ID 10579]
Summer ’97 Session Interns [OA/ID 10579]
Council of Economic Advisors
Fibich, Mary
Fall 1996 Internships [OA/ID 24507]
Spring 1996 Internships [OA/ID 24507]

Box 2
Summer 1996 Internships [OA/ID 24507]
Fall 1997 Internships [OA/ID 24507]
Spring 1997 Internships [OA/ID 24507]
Summer 1997 Internships [1] [OA/ID 24507]
Summer 1997 Internships [2] [OA/ID 24507]
Summer 1997 Internships [3] [OA/ID 24507]
Summer 1997 Internships [4] [OA/ID 24507]
Counsel’s Office
General Files
Undergraduate Interns [Folder 1]: Undergraduate Interns – Fall 1997 [OA/ID 14464]
Undergraduate Interns [Folder 1]: Undergraduate Interns – Summer ’97 – Session I [OA/ID 14464]
Undergraduate Interns [Folder 1]: Undergraduate Interns – Summer ’97 – Session II [OA/ID 14464]
Undergraduate Interns [Folder 2]: 1996 Spring Interns [OA/ID 14464]
Undergraduate Interns [Folder 2]: 1996 Summer Interns [1] [OA/ID 14464]
Undergraduate Interns [Folder 2]: 1996 Summer Interns [2] [OA/ID 14464]
Undergraduate Interns [Folder 2]: Undergrad Interns Fall ’96, Winter ’96, & Spring ‘97
[1] [OA/ID 14464]
Box 3
Undergraduate Interns [Folder 2]: Undergrad Interns Fall ’96, Winter ’96, & Spring ‘97
[2] [OA/ID 14464]
Undergraduate Interns [Folder 2]: Undergrad Interns Fall ’96, Winter ’96, & Spring ‘97
[3] [OA/ID 14464]
Domestic Policy Council
Drye, Elizabeth
Interns 1997 [OA/ID 104176]
Presidential Personnel
General Files
Interns - Fall 1996 [1] [OA/ID 9711]
Interns – Fall 1996 [2] [OA/ID 9711]
Interns – Fall 1996 [3] [OA/ID 9711]
Interns – Fall 1996 [4] [OA/ID 9711]

Interns – Summer I – 1996 [1] [OA/ID 9711]
Interns – Summer I – 1996 [2] [OA/ID 9711]
Interns – Summer II – 1996 [1] [OA/ID 9711]
Interns – Summer II – 1996 [2] [OA/ID 9711]
Interns – Spring 1997 [1] [OA/ID 9711]
Interns – Spring 1997 [2] [OA/ID 9711]
Interns – Spring 1997 [3] [OA/ID 9711]

Box 4

Kiernan, Carol
1996 Intern Recommendation Letters [OA/ID 24148]
1997 Intern Recommendation Letters [OA/ID 24148]
Spring 1996 Notes [OA/ID 24148]
Fall 1997 Interns – Resumes & Information [OA/ID 24148]
Summer 1997 Interns – Applications [1] [OA/ID 24148]
Summer 1997 Interns – Applications [2] [OA/ID 24148]
Philbrick, Skye
Interns for Summer ’96 [OA/ID 12832]

Public Liaison

Lynch, Victoria
Interns – Summer ’97 [OA/ID 14531]
Potential Interns/Volunteers – Fall ’96 [OA/ID 14531]
Matsui, Doris
Interns – Spring ’96 [OA/ID 8449]
Interns – Summer ’97 [OA/ID 8449]
Velez, Ilia
Interns – Fall 1996 [1] [OA/ID 13728]
Interns – Fall 1996 [2] [OA/ID 13728]
Interns – Fall 1996 [3] [OA/ID 13728]
Interns – Summer Session I – 1996 [1] [OA/ID 13728]
Interns – Summer Session I – 1996 [2] [OA/ID 13728]
Interns – Summer Session I – 1996 [3] [OA/ID 13728]
Interns – Summer Session II – 1996 [1] [OA/ID 13728]
Interns – Summer Session II – 1996 [2] [OA/ID 13728]

Box 5

Interns – Summer Session II – 1996 [3] [OA/ID 13728]
Interns – Summer Session II – 1996 [4] [OA/ID 13728]
Interns – 1997 [OA/ID 13728]

Intern File – Fall ’97 [OA/ID 13728]
Interns – Spring 1997 [1] [OA/ID 13728]
Interns – Spring 1997 [2] [OA/ID 13728]
Interns – Spring 1997 [3] [OA/ID 13728]
Public Liaison
Wyckoff, Dana
Interns – Spring ’96 [1] [OA/ID 7463]
Interns – Spring ’96 [2] [OA/ID 7463]
Speechwriting
Capps, Laura
Interns 1/97 [OA/ID 105193]
Interns Summer ’97 [OA/ID 105194]
Interns Winter Spring ’97 [OA/ID 105194]