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Records of the Office of the Adviser to the President on American Jewish Affairs: A Guide to Its Records at the Jimmy Carter Library

Collection Summary

Creator: Office of the Adviser to the President on American Jewish Affairs

Title: Records of the Office of the Adviser to the President on American Jewish Affairs

Dates: 1978-1980

Quantity: 9 linear feet, 7 linear inches open for research, 22 Containers

Identification:

Accession Number: Accession No. 80-1

Archival Research Catalog (ARC) Identification Number: 1089

Scope and Content:

The files consist of correspondence, memoranda, notes, briefing materials, speeches, press releases, news clippings and miscellaneous printed materials that represent the function of this office. These materials illustrate how the office formulated administration policies for the White House in establishing support for the Carter Administration's policies among American Jewish leaders and Jewish organizations.

These files document how the Adviser to the President for Jewish Affairs worked with Jewish leaders and organizations on issues including U.S. aid to Israel; the Camp David negotiations; the overall Middle East situation; coordinating commemorations of the Holocaust; Soviet and East European Jews emigration to other nations; and assisting in the drafting of the Executive Order establishing a special Justice Department unit to investigate alleged Nazi war criminals residing in the U.S.

Creator Information: Office of the Adviser to the President on American Jewish Affairs

The Administration considered the American Jewish community a key constituency whose support was critical to the outcome of the 1980 presidential election. Ed Sanders and Alfred Moses both served as advisors to the President on American Jewish affairs and as liaisons to the Jewish community. Ed Sanders served as adviser from July 1978, until early March 1980, when he was succeeded by Al Moses, who served until the end of

the administration. The function of this office is to address the various concerns of American Jewish leaders, organizations, and individuals.

As liaison, Sanders represented administration policy toward Israel and addressed the concerns of Jewish Americans who disagreed with the approach the administration was taking to secure a settlement between Israel and the Arab nations. Moses in particular played an active role during the 1980 presidential campaign in attempting to solidify American Jewish support for the administration's Middle East policies. Although Sanders and Moses dealt with some of the substantive aspects of the Middle East treaties, their office primarily served a public outreach function and was not directly involved in the formulation of foreign policy.

[Biographical information](#) on key office personnel is located at the end of the finding aid.

Restrictions:

Restrictions on Access: These papers contain documents restricted in accordance with Executive Order 12958, which governs National Security policies, and material which has been closed in accordance with the donor's deed of gift.

Terms Governing Use and Reproduction: Copyright interest in these papers has been donated to the United States Government. Some of the records may be subject to copyright restrictions (i.e. newspapers, publications, etc). Researchers should contact the publisher for further information.

Related Material:

Related materials in this repository: Domestic Policy Staff; Eizenstat; Carter-Mondale Campaign Committee Director's and Issues Office

Index Terms:

Persons: Edward Sanders, Alfred Moses, Sara Seanor, Marc Grossman

Organizations: Jewish Community Services, Jewish Federation, Jewish Organizations

Subjects: Jewish Press; Soviet Jewry; Holocaust Commemoration; Human Rights

Places: Israel; Middle East; Camp David

Types of Material: Memoranda, correspondence, briefings, invitations, publications, news clippings and telegrams

Administrative Information:

Preferred citation: [Type of Document], [Names of Sender and Recipient or Title of Document], [Date], [Collection Title], [Series Title], [Folder Title], [Box Number], Jimmy Carter Presidential Library.

Acquisition information: These historical materials were received under provisions of the instrument of gift that Jimmy Carter signed January 31, 1981.

Processing information: The series of the collection were opened in July 1989.

System of Arrangement:

The records of Jewish Affairs are divided into eight series:

Series Title	Series ID (ARC)
Alfred Moses' Subject Files	596727
Alfred Moses' Chronological Files	596730
Alfred Moses' 1980 Campaign Files	596732
Sara Seanor's Subject Files	596734
Marc Grossman's Subject Files	596735
Edward Sanders' Memoranda Files	144187
Edward Sanders' Correspondence Files	144203
Edward Sanders' Press Files	144204

Detailed Description of the Collection

[Alfred Moses' Subject Files](#)

Scope and Content: Containers 1-17. This series was opened in July 1989. This series contains correspondence, memoranda, publications, briefing agendas, appointment requests, telegrams, requests, telegrams, telephone messages, notes, speech drafts, invitations, photographs and press clippings. This material relates to the White House efforts to establish support for administration policies among American Jewish leaders and organizations. The foreign policy briefings were prepared to inform Jewish Americans on such topics as U.S. aid to Israel, the Camp David negotiations and the overall situation in the Middle East. Arranged alphabetically by folder title.

[Alfred Moses' 1980 Chronological Files](#)

Scope and Content: Containers 17-18. This series opened in July 1989. This series consists of correspondence, publications, speeches, memoranda, briefing materials, telegrams, news clippings and telephone messages. Most of the correspondence deals with responses from the heavy volume of mail from individuals and groups. Arranged chronologically.

[Alfred Moses' 1980 Campaign Files](#)

Scope and Content: Containers 18-19. This series opened in July 1989. This series contains briefing material, news clippings, memoranda, correspondence, speeches, briefing schedules, telephone messages, political contact lists, itineraries, agendas and campaign literature. Arranged alphabetically by folder title.

[Sara Seanor's Subject Files](#)

Scope and Content: Containers 20-21. This series opened in July 1989. This series contains campaign literature, news clippings, memoranda, position papers, background material, briefing materials, correspondence, political contact lists, speeches, telegrams and telephone messages relating to the 1980 campaign. Arranged alphabetically by folder title.

Marc Grossman's Subject Files

Scope and Content: Containers 21-22. This series opened in July 1989. This series contains correspondence, memoranda, briefing material, notes, telegrams, telephone messages and news clippings. Arranged alphabetically by folder title.

Edward Sanders' Memoranda Files

Scope and Content: Container 1. This series opened in July 1989. This series contains notes, memoranda, appointment schedules, visitor lists, speech drafts, organization lists, briefing papers, meeting agendas and resumes. This material primarily deals with routine internal notes dealing with Sanders' duties as liaison. Arranged chronologically.

Edward Sanders' Correspondence Files

Scope and Content: Containers 1-3. This series opened July 1989. This series contains correspondence, letters, notes, telegrams, publications, news clippings, invitations and resumes. This material mainly relates to correspondence received primarily from Jewish citizens and organizations. Also included are official replies to the comments, requests, suggestions and inquiries expressed in the correspondence. Arranged chronologically.

Edward Sanders' Press Files

Scope and Content: Container 3. This series was opened in July 1989. This series contains newspaper and magazine clippings, publications; press booklets, press summaries, radio and television broadcast transcripts and press releases. This material relates to issues which concern the Jewish community. Arranged chronologically.

[Return to series list](#)

Container List

Alfred Moses' Subject Files

Container 1

Administration's Record, 1/1/79-10/14/80
Administration's Record on Israel
Afghanistan, 1/16/80
Agudath Israel of America Audio Tape, 7/2/80 [O/A 10,432]
Anti-Inflation Conference, 5/9/79
Appointment Requests, 2/12/79-12/18/79 [O/A 10,432]
Appointments/Clearances, 2/27/80-11/28/80
Arab Boycott, 9/14/78-3/1/80 [O/A 10,432]

Container 2

Assorted News Clips, 1/4/79-11/28/79
Beaman, Marty, 4/8/80-4/14/80
Beckman, Marty, 2/1/80-4/14/80
Begin Visit, 4/80
Belford, Tom, 5/23/80-5/30/80
Berdowcz, Daniel I., 2/4/80
Bills (Paid)
B'nai B'rith, 3/12/80-9/9/80
Booneshaft de Staphano, Hope, 6/17/80
Brandeis University Directory of Fellows, 7/78
Briefings - Agendas, 2/25/80-12/15/80
Briefings - Agudath Israel of America, 6/5/80-7/11/80
Briefings - American Jewish Press Association, 6/11/80-6/12/80
Briefings - Baltimore Council of Jewish Federations, 12/11/80
Briefings - Biographies
Briefings - Blind Israeli War Veterans, 5/13/80
Briefings - B'nai B'rith Young Leadership, 5/8/80-5/19/80
Briefings - Conference of Presidents, 8/22/80-9/19/80
Briefings - Federation of Clifton-Passaic, 12/9/80-12/15/80
Briefings - Federation of Northwest Indiana, 12/27/78-3/1/79
Briefings - First Tuesday Club, 4/18/80-5/6/80
Briefings - General, 9/21/80-11/3/80
Briefings - Hadassah of Eastern Pennsylvania, 5/28/80-9/17/80
Briefings - Hadassah, Philadelphia Chapter, 4/17/80-4/30/80
Briefings - Hadassah, Southern Seaboard Region, 7/12/79
Briefings - Howard County Council of Jewish Women, 7/25/79-10/23/80
Briefings - Jewish Community Leaders of Los Angeles, 4/25/79-5/16/79

Container 3

Briefings - Jewish Appeal for Anne Arundel County, Maryland, 6/21/79
Briefings - Jewish Community of Philadelphia, 3/28/80-4/21/80

Briefings - Jewish Community Relations Council of Baltimore, 9/24/80-10/16/80
 Briefings - Jewish Federation of Central New Jersey, 12/8/80-12/9/80
 Briefings - Jewish Federation of Cleveland, Ohio, 4/2/79-4/4/79
 Briefings - Jewish Federation of Denver, Colorado, 10/1/80-10/14/80
 Briefings - Jewish Federation of Greater Dallas, Texas, 7/19/79-10/8/79
 Briefings - Jewish Federation of Greater Dayton, Ohio, 12/1/80
 Briefings - Jewish Federation of Greater Houston, Texas, 5/15/79-6/19/79
 Briefings - Jewish Federation of Montreal, 10/1/80
 Briefings - Jewish Federation of North Shore, Massachusetts, 3/28/79
 Briefings - Jewish Federation of Raritan Valley, New Jersey, 9/25/80-10/28/80
 Briefings - Jewish Federation of Rochester, New York, 9/9/80-9/29/80
 Briefings - Jewish Federation of South Broward County, Florida, 9/9/80-9/30/80
 Briefings - Jewish Heritage Week, 5/1/80-5/5/80
 Briefings - Jewish Leaders - Maryland, 4/28/79-6/28/79
 Briefings - Jewish Rabbis and Leaders, 1/5/79-9/11/80
 Briefings - Jewish War Veterans of United States of America, 9/24/79-10/4/79
 Briefings - Jewish Welfare Federation of Toledo, Ohio, 9/30/80-10/16/80
 Briefings - Kushner's Group, 3/26/79-4/24/79
 Briefings - Large-City United Jewish Appeal, 8/10/79-8/14/79
 Briefings - Los Angeles Chamber of Commerce, 3/21/79-3/13/80
 Briefings - Lubavitcher Movement, 4/3/79-4/9/79
 Briefings - National Association of Jewish Leaders, 12/18/79-5/13/80
 Briefings - National Cabinet of Jewish Appeal, 5/15/80
 Briefings - National Jewish Organizations, 5/7/79-9/8/80
 Briefings - New England Council of Jewish Federations, 11/25/80-12/3/80
 Briefings - New York Community Leaders, 1/18/80-2/13/80
 Briefings - Philadelphia Federation of Jewish Agencies, 3/27/79
 Briefings - Rabbinic Cabinet, 4/10/79
 Briefings - Reform Temple of Scarsdale, 4/14/80-5/13/80
 Briefings - Religious Action Center, 1/31/80-2/19/80
 Briefings - SALT, [O/A 10,432]
 Briefings - Schedules, 12/6/78-12/16/80
 Briefings - Sephardic Event, 6/19/80-7/11/80
 Briefings - United Jewish Appeal, 1/14/80-8/18/80
 Briefings - United Jewish Appeal, Annapolis, Maryland, 6/3/80
 Briefings - Unites Jewish Appeal Cincinnati, Ohio, 2/7/80
 Briefings - United Jewish Appeal of Long Island, New York, 12/2/80-12/10/80
 Briefings - Wisconsin Community Leaders, 3/11/80-6/16/80
 Briefings - Women's Conference in Copenhagen, 6/30/80-7/23/80
 Briefings - Women's Division, Jewish Federation of Metro New Jersey, 9/9/80-10/8/80
 Briefings - Women's Division, Jewish Federation of Milwaukee, Wisconsin, 10/11/79
 Briefings - Women's Division, Jewish Federation of Louisville, Kentucky, 10/11/79
 Briefings - Women's Division, Jewish Federation of St. Louis, Missouri, 6/20/79
 Briefings - Women's Division, Jewish Federation of St. Paul, Minnesota, 10/3/79
 Briefings - Women's Division, Jewish Federation of Greater Washington, DC, 12/6/78
 Briefings - World Jewish Congress, 9/19/80-10/9/80

Briefings - Young B'nai B'rith Leaders, 7/3/79-8/3/79
Briefings - Youth Leadership, Anti-Defamation League, 4/2/79
Brzezinski, Zbigniew, 1/31/79-11/13/79

Container 4

Camp David - Guest Lists, 3/15/79-3/27/79
Camp David - History Fact Sheets, 8/9/78-9/18/78
Camp David - Interview, 11/13/78
Camp David - News Clippings, 8/8/78-11/15/78
Camp David - News Conferences, 9/1/78-11/14/78
Camp David - Press Conferences, 8/17/78-2/12/79
Camp David - Releases, 9/18/78-2/9/79
Camp David - Reports and Surveys, 9/29/78
Camp David - Speeches and Statements, 8/8/78-10/20/78
Carter Administration Accomplishments, 6/6/80
Carter, Billy, 1/11/79-2/22/79
Carter, Hugh, 9/7/78-6/10/80
Carter, Rosalynn, 8/29/78-3/13/80
Christopher, Warren, 8/10/78
Clippings File - U.N. Vote, 2/26/80-3/24/80
Clough, Susan, 7/10/79-9/18/80
Computer Listing - Officers of Jewish Organizations, [O/A 10,432]
Conferences, 5/19/80-7/25/79
Congratulations, 7/21/80-8/19/80
Congressional Letters, 9/11/78-7/21/80

Container 5

Constituent Contacts, 7/6/77-1/12/80
Contacts - Telephone Lists
Coolidge, Eliska, 9/28/78-2/1/80
Copenhagen Conference, 4/6/80-8/20/80
Correspondence, A-L
Correspondence, M-Z
Correspondence - Incoming (Not Answered), 4/20/80-10/20/80
Correspondence - Miscellaneous, 6/29/79-12/24/80
Correspondence - Presidential, 3/27/79-9/4/80
Correspondence, 1/15/79-2/16/79 [O/A 10,432]

Container 6

Correspondence, 1/16/80-5/1/80 [O/A 10,432]
Cutler, Lloyd, 1/17/80-4/15/80
David, Art, 9/27/78-11/1/79
Democratic Convention Handbook
Devine, Jonathan, 8/26/80
Dinwiddie, Jackie, 5/13/78-9/26/79
Directory of Jewish Organization, [O/A 10,432]

Directory of Council of Jewish Federations, 1979
Disabled Israeli War Veterans, 4/29/79-5/22/79
Disabled Persons, 8/1/79-4/24/81
Discrimination, 3/18/80-4/30/80
Economic Policy and Trade, 4/28/80-12/29/79
Egyptian-Israeli Peace Treaty , 3/26/79
Eizenstat, Stu, 9/25/78-4/15/80
Energy , 11/29/77-7/21/79
Equipment, 5/14/80-5/21/80
Evron, Ambassador Ephraim, 1/11/79
Executive Committee, 8/3/78 [O/A 10,432]
Fenderson, Jane, 1/18/80-1/22/80
Feuerwerger, Marvin, 5/16/78-6/27/80
Financial Disclosure Printout, 4/5/80 [O/A 10,432]
Grossman, Marc, 4/30/80-9/2/80
Grunewald, Ralph, 10/1/80

Container 7

Goldschmidt Trip, 4/24/80-6/13/80
Hadassah - Photos, 6/18/79 [O/A 10,432]
Halberstam, Sinai, 7/13/77-5/1/80 [O/A 10,432]
Hebron, 5/8/80-7/11/80
Helsinki, 10/24/78-7/9/80
Holocaust Ceremony Program - Printing Proofs [O/A 10,432]
Holocaust Days of Remembrance, 4/16/79-4/24/79
Holocaust Memorial Council, U.S., 4/16/79-11/2/80
Human Rights, 10/24/78-5/12/80
Human Rights Reception Invitees, 7/28/80
Inter-Office Memos, 2/15/80-12/31/80

Container 8

Invitations, 5/12/80-9/12/80
Invitations Completed, 4/21/80-11/4/80
Invitations Declined, 4/29/80-12/12/80
Iran, 1/12/79-9/3/80
Iranian Jews, 2/2/79-12/16/80
Iranian Jews, 6/4/79-12/16/80 [O/A 10,432]
Israel-Egypt Medical Cooperation, 12/15/77-9/6/78
Israel-Report on Raw Materials
Israel Settlements, 5/2/79-5/12/80
Israel 30th Anniversary Celebration, 5/18/78

Container 9

Israel-U.S. Business Council, 11/1/79 [O/A 10,432]
Israeli Wheelchair Basketball Team, 9/21/80-11/4/80
Jackson-Vanik Amendment, 5/17/79

Jerusalem, 4/18/79-8/27/80
Jewish Contacts - California [O/A 10,430]
Jewish Contacts - Connecticut [O/A 10,430]
Jewish Contacts - Florida [O/A 10,430]
Jewish Contacts - Illinois [O/A 10,430]
Jewish Contacts - Maryland [O/A 10,430]
Jewish Contacts - Massachusetts [O/A 10,430]
Jewish Contacts - Michigan [O/A 10,430]
Jewish Contacts - New Jersey [O/A 10,430]
Jewish Contacts - New York [O/A 10,430]
Jewish Contacts - Ohio [O/A 10,430]
Jewish Contacts - Pennsylvania [O/A 10,430]
Jewish Contacts - Texas [O/A 10,430]
Jewish Contacts - Virginia [O/A 10,430]
Jewish Contacts - Washington, D.C. [O/A 10,430]
Jewish Heritage Week, 1/23/80-5/5/80 [O/A 10,432]
Jewish Organizations - American Jewish Congress, 3/4/80-12/1/80
Jewish Organizations - Central Conference of American Rabbis
Jewish Organizations - Conference of Presidents, 7/5/80
Jewish Organizations - Council of Jewish Organizations, 7/22/80-8/6/80
Jewish Organizations - Hadassah, 2/28/79-8/19/80
Jewish Organizations - Hebrew Immigrant Aid Society, 11/27/78-6/16/80
Jewish Organizations - Miscellaneous, 2/25/80-9/13/80
Jewish Organizations - Zionist Organization of America, 12/15/78-7/29/80

Container 10

Jewish Organizations [O/A 10,432]
Jewish Personnel in the Federal Bureaucracy
Jewish Telegraphic Agency Bulletins, 6/2/80-12/31/80
Jews, Carter - 1980 Speaker's Kit [O/A 10,432]
Johnson, Jim, 9/27/78-9/28/78
Katz, Morris, 7/30/79-4/17/80
Leadership Meeting, 1979 [O/A 10,432]
Lebanon
Levin, Edward, 6/16/80-6/30/80
Maddox, Robert, 7/11/80-8/3/80
Mandelbaum, Rabbi Bernard, 3/6/80-6/23/80
McGiffert, David, 1/31/79-2/7/79
McGowan, Rebecca, 10/26/78-7/24/80
Media/Press, 1/1/80-12/27/80
Memo Minders, 1979-1980
Memos - Presidential, 8/8/78-4/14/80

Container 11

Mess (White House), 5/20/80-6/2/80
Mid-East Clippings

Mid-East Trip, 11/28/78-3/14/79
Miller, Arnie, 8/29/78-2/11/80
Moore, Frank, 9/11/78-4/28/79
Moses, Al - Swearing In, 2/26/80-7/28/80
Moses, Al - Chronological Files, 10/1/80-11/13/80
Muskie, Ed, 7/22/80-8/4/80
Name/Organization File Extract, 3/26/79 [O/A 10,432]
Nazis, 12/5/79-10/22/80 [O/A 10,432]
News Clippings, 1/14/79-7/13/80 [O/A 10,432]
Natural Gas, 9/1/78-9/11/78
Near East Report, 5/12/80
News Conference, 3/20/79
New York Times Ad, 10/26/80
New York State Community Leaders, 1/11/80
Notes, 6/26/80-11/24/80
Official Releases, 4/14/80-6/30/80
Oil Gas, 5/23/80-7/25/80
Olympics, 1/16/80
Organization for Rehabilitation through Training, 8/17/79-6/18/80
Owen, Ambassador Henry, 9/14/78-2/13/79
Peace Commission - Peace Treaty, 3/7/79-5/12/80
Peace Treaty Materials, 9/17/78-3/26/79
Personnel
Photos [O/A 10,432]
Photo/Autograph Requests, 7/21/79-7/18/80
Photo Opportunities, 8/15/79
PLO (Palestine Liberation Organization), 7/23/79-5/22/80
Poston, Gretchen, 1/3/79-9/21/79

Container 12

Presidential Briefing Papers, 11/20/78-5/13/80
Presidential Messages, 10/31/78-8/20/80
President's Policies Regarding Jewish Community, 3/14/80
President's Schedule, 3/17/80-12/1/80
President's Speeches to Jewish Organization
Press, Frank, 1/26/79
Press Material, 10/11/79-7/1/80 [O/A 10,432]
Press Releases, 1/11/79-5/13/80
Press Releases and Clippings, 8/12/78-7/17/80 [O/A 10,431]
Reagan, Ronald (Handbook) [1 -2]
Registration (Draft), 2/8/80-2/15/80
Resolution 242, 9/1/78-9/9/80
Romanian Jews/Immigration, 5/27/80-9/9/80

Container 13

Sakharov Article, 2/20/80-6/23/80

SALT, 11/13/79-12/7/79
Santa Fe, 6/10/80
Schechter, Jerry, 9/5/78-11/20/78
Schedule - Al Moses, 4/11/80-7/28/80
Seanor, Sara, 7/7/80-11/21/80
Sephardic Event, 4/17/80-7/11/80 [O/A 10,431]
Services Directory-Summer, 1979 [O/A 10,432]
Shaddix, Billie, 4/18/79-10/29/79
Shcharansky, Anatoly, 3/1/78-7/14/78
Shields, Luise, 5/12/80-6/24/80
Siegel, Mark, 8/28/77-3/17/78
Soviet Jewry, 7/14/78-9/9/80
Soviet Jews, 7/14/78-9/9/80 [O/A 10,432]
Speaking Engagements - Moses, 4/4/80-7/10/80
Speeches Data - Ed Sanders, 2/1/79-9/18/79
Speeches - Moses, 2/9/78-9/12/80
Sperling Breakfast, 10/3/78
State, Department of: Correspondence, 3/26/79-8/80/80
Staff Meetings, 6/30/80-7/9/80
Statute of Limitations
Strauss, Ambassador Robert, 4/26/79-8/9/79
Supplies Ordered, 5/21/80

Container 14

Telephone Directory, 12/79 [O/A 10,431]
Telephone Memos, 8/8/78-8/28/80

Container 15

Telephone Memos, 8/29/80-1/14/81
Telegrams
Tell the World (Audio Tape)
Tours, 12/13/79-5/13/80
Travel Vouchers, 7/17/78-11/4/80
Trip to Israel (Aircraft Delivery), 6/20/80-7/1/80
Unclassified Papers - Department of State, 4/25/80-6/23/80
United Nations, 3/3/80-5/28/80
United Nations Decade for Women, 4/18/80-7/7/80
United Nations/United States/Israel, 3/3/80-7/2/80
Vance, Cyrus, 11/27/78-4/3/79
Vice President Mondale, 8/14/78-6/10/80
Voorde, Fran, 7/14/78-9/25/79

Container 16

Voorde, Fran, 10/11/79-7/24/80
Watson, Jack, 9/25/78-7/15/80
Webber Case, 7/10/79

Weddington, Sarah, 7/12/79-7/11/80
Wiesenthal, Simon / Award Ceremony, 11/30/79-8/28/80
Weizmann Institute, 2/12/80-10/24/80 [O/A 10,432]
Weizmann Institute Presentation, 3/10/80-7/1/80
West Point Jewish Chapel, 12/10/78-5/29/79
Wexler, Anne, 10/10/78-2/13/80
White House Fellows, 1978-1980
World Jewish Congress, 3/4/80-3/19/80
Yemen, 1/1/77-6/17/79 [O/A 10,432]
Young, Andrew, 1/20/79-11/16/79

Container 17

Young Israel Employment Bureau, 10/13/77-4/23/80
Young Rabbinic Leadership Seminar, 6/13/79
Zimmerman, Harriet, 1/14/77

[Return to series list](#)

Al Moses' 1980 Chronological Files

Container 17

4/6/80-9/26/80

Container 18

9/29/80-1/15/81

[Return to series list](#)

Al Moses' 1980 Campaign Files

Container 18

Articles - Anti-Semitism, 10/8/80-10/10/80
Articles - Environment, 10/10/80-10/14/80
Articles - Foreign Policy / Defense, 9/30/80-10/22/80
Articles - Israel, 9/30/80-10/15/80
Articles - Jewish Voters, 8/17/80-10/2/80
Articles - PLO, 10/3/80-10/14/80
Articles - Reagan / Campaign, 9/28/80-10/21/80
Bush, George Ambassador, 10/14/80
Campaign Contacts, 8/18/80-10/9/80
Campaign Related Long Distance Calls, 9/10/80-10/31/80
Campaign Strategy, 9/30/80-10/9/80
Carter Record, 3/14/80-10/20/80
Democratic Party Platform, 8/13/80
Endorsements / Campaign Literature, 7/3/80-11/3/80
In-Coming Campaign Correspondence, 7/8/80-10/30/80

Kennedy, Edward M. Senator, 1/15/79-4/21/80

Container 19

Lautenberg, Frank, 10/17/80-10/27/80
Letters to Jewish Contacts, 7/10/80-10/29/80
Miscellaneous Speeches, 1/13/80-10/23/80
New Right Fundamentalists, 9/8/80-10/24/80
President and First Lady's Speeches, 2/25/80-10/17/80
President and Staff Campaign Trips, 6/9/80-10/23/80
President's Meetings with Jewish Groups, 8/25/80-9/8/80
President's Speech / Convention, 8/4/80-8/10/80
Reagan - Bush B'nai B'rith Speech, 9/3/80
Shadyac, Richard, 7/17/80-7/22/80
Talking Points - Campaign, 10/9/80
Targeted Districts, 8/21/80-10/13/80

[Return to series list](#)

Sara Seanor's Subject Files

Container 20

American Jewish Press Association, 6/79
Anderson, John (Handbook), 5/9/80-8/11/80
Anderson, John - Voting Record, 3/80
Carter, Jimmy
Case for Carter - Speaker's Tips, 4/16/80-5/16/80
China Agreement Signing Ceremony, 9/10/80
Church / State Issues, 1/17/79-10/19/79
Conference of President's Meeting, 9/8/80-9/11/80
Conference of Soviet Jewry Meeting, 9/11/80
Democratic Platform
Democratic Convention - Jewish Delegates List
Democratic Convention - Speaker's List
Energy, 8/1/80
F-16's (Trip to Israel for Delivery), 7/2/80
Jewish Leadership Meeting, 8/25/80-8/29/80 [1-2]
Jewish Population
Jewish Strategy - Campaign 1980, 9/17/80
Kemp - Roth, 7/7/80
Lautenberg, Frank (Article)
Mandelbaum, Rabbi Bernard, 6/30/80
Madrid Conference - Delegates, 7/25/80
Miscellaneous Briefings, 5/12/80-7/18/80
Miscellaneous Clippings, 7/1/80-7/22/80
Moses, Alfred H
New Right (ADA Report), 10/16/80

New York City Garment Center Businessmen, 9/15/80
Platform Comparison
President's Statements / Speeches, 9/4/80-10/20/80
Questions and Answers, 5/7/80-5/10/80
Reagan, Ronald - Agenda
Reagan, Ronald - [Reagan's Saudi Link](#)
Reagan, Ronald - Statement on B'nai B'rith Speech

Container 21

Republican Platform [1-2]
Safire, William - Article and Response, 7/3/80-7/10/80
Saudi Arabia, 7/22/80
Special Assistant Meeting, 7/15/80
State Lists - Briefing Attendees
Targeted Areas
United Nations Vote, 8/20/80
United Jewish Appeal, 5/15/80
Weizman, Ezer, 1/30/80

[Return to series list](#)

Marc Grossman's Subject Files

Container 21

F-15 Sales and Other Military, 5/9/80-11/17/80
Grossman, Marc - Chronological File, 4/6/80-10/24/80
Haitians and Cubans, 4/23/80-7/7/80
Hassidic Community in Brooklyn, 4/10/80-10/10/80
Human Rights and Immigration, 11/2/79-11/7/80
Israel, 8/7/80-10/30/80
Jerusalem / Israeli Settlements, 3/3/80-10/24/80

Container 22

Media, 6/20/80-11/13/80
Memos to Tom Belford, 4/4/80-10/24/80
Memorandum of Agreement – Oil, 5/8/80-8/19/80
Miscellaneous, 5/27/80-10/27/80
Negotiations, 5/14/80-8/19/80
Office of Special Investigations, 3/17/80-8/7/80
Oil for Israel, 5/8/80-10/24/80
Saudi Arabia, 5/9/80-7/23/80
Stohlar, Michael, 6/24/80-7/31/80
United Nations Matters, 5/7/80-8/12/80
Women's Conference, 4/25/80-10/29/80

[Return to series list](#)

Edward Sanders' Memoranda Files

Container 1

8/2/78-11/2/78
11/3/78-1/11/79
1/15/79-6/18/79
6/19/79-8/17/79
8/20/79-10/19/79
10/11/79-11/5/79
11/7/79-1/11/80
1/18/80-4/11/80

[Return to series list](#)

Edward Sanders' Correspondence Files

Container 1

7/12/78-8/23/78
8/23/78, Congratulatory Letters, [1-2]
8/24/78-9/1/78

Container 2

9/4/78-5/1/79

Container 3

5/2/79-3/28/80

Edward Sanders' Press Files

Container 3

1/5/77-12/14/78
12/20/78-2/15/79
2/23/79-8/9/79
8/10/79-3/4/80

[Return to series list](#)

[Return to Collection Summary](#)

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Biographical Information

Edward Sanders

Edward Sanders served as President of the American Israeli Public Affairs Committee from 1975-1976. In 1976, he was the Deputy National Campaign Director for the Carter campaign. He served as Senior Advisor to the President for Jewish Affairs from July 1978 until early March 1980. In 1980, he returned to his Los Angeles firm and worked for the Carter/Mondale re-election campaign.

Alfred H. Moses

Alfred H. Moses was born in 1929 in Baltimore, Maryland. He received his B.A. at Dartmouth College. He served in the military as Lieutenant, U.S. Navy and was assigned to National Security Agency as analyst in Chinese affairs and military communication from 1952-1956. In 1956, he earned his J.D. at Georgetown Law Center. From 1970-1971 he was an advisor for the District of Columbia government. In 1977, he served as Chairman of the Negotiating Committee for the Business Roundtable. He served as Special Advisor to President Carter for Jewish Affairs, from early 1980-1981. In 1981, he returned to the private law practice firm of Covington and Burling, in Washington, D.C.