



# **Ford Foundation records, Executive Officer Subject Files, Verne S. Atwater, Accession 2017:076**

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English

Describing Archives: A Content Standard

Rockefeller Archive Center

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Sleepy Hollow 10591

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## Summary Information

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<b>Repository:</b>	Rockefeller Archive Center
<b>Creator - aut:</b>	Atwater, Verne S.
<b>Title:</b>	Ford Foundation records, Executive Officer Subject Files, Verne S. Atwater, Accession 2017:076
<b>ID:</b>	FA1351
<b>Date [inclusive]:</b>	1964-1968
<b>Physical Description:</b>	1.3 Cubic Feet 3 letter document containers
<b>Language of the Material:</b>	English
<b>Language of the Material:</b>	Materials are in English

### Preferred Citation

Information regarding the Rockefeller Archive Center's preferred elements and forms of citation can be found at <http://www.rockarch.org/research/citations.php>

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## Biographical / Historical

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Dr. Verne S. Atwater joined the Ford Foundation as the first director of administration in 1956, and held several positions in his 12 years with the Foundation. In 1962, he became the representative for Argentina and Chile in Buenos Aires and then was promoted to director of the Latin America and Caribbean program. He was elected vice president in 1966, and he held administrative responsibility for the construction of the Ford Foundation's new headquarters building. When the building was completed in 1968, Atwater returned to his career in education and finance. He is a co-author of the book *A Memoir of The Ford Foundation: The Early Years, 1936-1938*.

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## Scope and Contents

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The collection contains correspondence, reports, financial statements, and meeting minutes related to the Ford Foundation's administrative activities, organizational structure, and new building project. The collection also houses reports and correspondence related to the Satellite Project, a Ford Foundation initiative to build a satellite to broadcast educational television programs.

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## Arrangement

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The collection is arranged into one series: Subject Files, 1964-1968, as received from the Ford Foundation in 2017.

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## Administrative Information

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### Publication Statement

Rockefeller Archive Center

15 Dayton Avenue

Sleepy Hollow 10591

[archive@rockarch.org](mailto:archive@rockarch.org)

URL: <http://www.rockarch.org>

### Immediate Source of Acquisition

Transferred from the Ford Foundation in 2017 and ingested by RAC as Accession 2017:076.

### Conditions Governing Access

Open for research. Brittle or damaged items are available at the discretion of RAC.

## Processing Information

Processed by Katie Martin, December 2017

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## Related Materials

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### Related Materials

[\[A memoir of \] the Ford Foundation : the early years 1936-1968, an insider view of the impact of wealth and good intentions](#)

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## Controlled Access Headings

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- Ford Foundation
- Public television
- Ford Foundation Administration

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## Collection Inventory

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Subject Files, 1964-1968		
Title/Description	Instances	
Administration - Papers by Verne S. Atwater, 1965-1968	box 1	folder 1-3
Administrative Staff Meetings, 1964-1968	box 1	folder 4
Appropriations & Foundation Administered Project (FAP) Statement, 1967 October-1968 April	box 1	folder 5
Atwater Papers, 1964-1965	box 1	folder 6
Booz, Allen & Hamilton Report, 1964	box 1	folder 7

## Scope and Contents

Survey of Administrative Organization, The Ford Foundation

Budget - Administrative Expense 1968, 1965-1968	box 2	folder 8
Budget - Logistical Support - 1965, 1964-1965	box 2	folder 9
Budget - Logistical Support - 1966, 1964-1966	box 2	folder 10
Budget - Logistical Support - 1967, 1965-1967	box 2	folder 11
Budget - Logistical Support - FY '68, 1967-1968	box 2	folder 12-13
Planning Budget 1969, 1968-1969	box 3	folder 14
McGeorge Bundy, 1964-1968	box 3	folder 15

## Scope and Contents

Memos, meeting minutes, and correspondence

Center for Community Health and Social Services, 1967	box 3	folder 16
Citizen and Southern National Bank, 1967-1968	box 3	folder 17
Office of Comptroller, 1965-1968	box 3	folder 18
Comptroller's Department, 1964-1967	box 3	folder 19
Conference on the Public Service, 1966	box 3	folder 20
Council on Foundations, 1967	box 3	folder 21
Delegation of Authority, 1964-1968	box 4	folder 22-25

## Scope and Contents

Regulations, Instructions, etc.

Division of Education and Research, 1966-1968	box 4	folder 26
Endowment Committee, 1964-1967	box 4	folder 27-28
Expense Reports - Fiscal 1966, 1965-1966	box 4	folder 29
Expense Reports - Fiscal 1967, 1966-1967	box 5	folder 30
Expense Reports - Fiscal 1968, 1967-1968	box 5	folder 31
Financial Statements, 1964-1967	box 5	folder 32
Grant Payment Procedures, 1967-1968	box 5	folder 33
Grants - General, 1965-1966	box 5	folder 34-35
Grants - Quarterly Payment, 1966	box 5	folder 36
Grants - Related to International Activities Analysis - FY '64, FY '65, FY '66 to December, 1964-1966	box 6	folder 37-38

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Staff Development, 1966 August 5

**Scope and Contents**

Paper for McGeorge Bundy

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Staff Titles, 1966 December

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Stony Brook - Land Acquisition, 1965-1967

**Scope and Contents**

Discussion papers, certificate of incorporation, meeting minutes, bylaws

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Stony Brook - Original Proposal, undated

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Television - Correspondence, 1966-1968

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Television - Hughes Aircraft Report, 1966 November 7

**Scope and Contents**

Broadcasters nonprofit satellite system study

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Television - IBM Report, 1966 November 29

**Scope and Contents**

Electromagnetic Interference study of the BNS system

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Television - Philco Report, 1966

**Scope and Contents**

Organization and operation of a national non-commercial television satellite system

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Television - Reports, 1967-1968

**Scope and Contents**

Communications and policy research, communication law and policy, Electronic Communications

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Television - Submissions, incl. distributions and reactions, 1966

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Television - VSA Papers, 1966-1968

**Scope and Contents**

Satellite system papers

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Television - Loose Cross Reference Sheets, 1966

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The Ford Foundation Training Associate Program - A Discussion Paper, 1965 October

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Travel and Study Award - Administrative Procedures, 1967-1968

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Treasurer, 1965-1967

**Scope and Contents**

Memos

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Unpaid Grants and Appropriations, 1965-1966

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