



ArchivesSpace

Ford Foundation records, Africa and Middle East Program, Office Files of Richard C. Robarts

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English

Describing Archives: A Content Standard

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Summary Information

Repository:	Rockefeller Archive Center
Creator:	Ford Foundation
Title:	Ford Foundation records, Africa and Middle East Program, Office Files of Richard C. Robarts
ID:	FA701
Date [inclusive]:	1966-1982
Physical Description:	2.2 Cubic Feet
Language of the Material:	English
Abstract:	<p>The Middle East and Africa (MEA) Files from the Office of Richard C. Robarts were transferred to the Ford Foundation Archives in July 1982. The MEA Files include both the files which Robarts created and maintained (Series III) and those files that were created by MEA staff, including Robarts' successors Ann Lesch, Sidney Jones and Judy Barsalou, and maintained in Robarts' office (Series I and II). Arrangement within the series corresponds as closely as possible to the original order established by the MEA Office. In 1995, the Archives received files from the office of Steven M. Riskin. Riskin was as assistant program officer and program officer in MEA, January 1984-June 1992 and subsequently, a Foundation consultant. These files proved to be MEA files that had remained in Robarts' office subsequent to the transfer of Robarts' files in 1982. They have been accessioned as ACC95/1 and now constitute Series IV.</p>

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

Richard C. Robarts was a member of the Ford Foundation staff from March 1963 until September 1982. During this period, he held the following positions:

• September 1980, Program Officer, MEA, N.Y., International Division • July 1977, Deputy Representative, MEA, Cairo, International Division • July 1973, Program Officer, MEA, N.Y., International Division • July 1972, FF Study Leave, Paris • October 1966, Asst. to the Rep., MEA, Lebanon, International Division • October 1964, Asst. to the Rep., N.E. MEA, Lebanon, Overseas Development • March 1963, Asst. to the Dir., N.Y., Administration

Richard Robarts was born July 22, 1932. He received his Bachelor of Arts (B.A.) degree in 1955 from Bowdoin College, and was elected Phi Beta Kappa. In 1956, Robarts was awarded the Master of Arts in Teaching degree from Yale University. In 1962, he received the Master in International Affairs degree from Columbia University.

Prior to his tenure at the Ford Foundation Mr. Robarts held the following positions:

• 1962-63, American Telephone and Telegraph, Public Relations Asst. • 1958-60, Press Herald, Portland, ME, Reporter

After his departure from the Ford Foundation, Mr. Robarts became the Executive Director of the Near East Foundation, New York, New York.

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Scope and Contents

The MEA Files from the Office of Richard C. Robarts consist of four linear feet (10 archives boxes) of correspondence, inter-office memoranda and cables. The MEA files arranged and described 1984-1986, document the administration of the MEA office between 1966 and 1974. Records accessioned in 1995 and organized as Series IV, document various activities from 1966 to 1982.

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Arrangement

The MEA Files from the Office of Richard C. Robarts are arranged in four series:

- I. MEA Field Office Correspondence, 1967 - 1974
- II. MEA Field Office Budget Correspondence, 1969 - 1974
- III. Richard C. Robarts Office Correspondence, 1966 (1973 - 1974)
- IV. MEA Field Office Correspondence, 1966 - 1982

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Administrative Information

Publication Statement

Rockefeller Archive Center

15 Dayton Avenue

Sleepy Hollow 10591

archive@rockarch.org

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

Conditions Governing Access

Material more than ten years old is open for scholarly research.

Select individual files are restricted, as noted. Permission to access these files must be obtained from the Ford Foundation before scholarly access is permitted.

Conditions Governing Use

Completion of a use agreement is required prior to providing scholarly access. See RAC Head of Reference (or applicable designee) for details.

Ford Foundation holds title, copyright and literary rights in the collection, in so far as it holds them.

The Rockefeller Archive Center has authority to grant permission to cite and publish material from the collection for scholarly purposes. Permission to publish extensive excerpts, or material in its entirety, will be referred to the Ford Foundation.

Immediate Source of Acquisition

Ford Foundation archive was deposited at RAC in 2011. Ford Foundation records, correspondence, reports, program files and officers papers were transferred to, and accessioned by, RAC beginning in 2011. Accessions continue as necessary.

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Related Materials

Separated Materials

Staff and consultant reports and publications have been transferred to the Archives' collections of unpublished staff and consultant reports and grant-related publications. Their locations have been noted on cross-reference sheets within the files. Papers not related to Ford Foundation activities have been discarded.

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Controlled Access Headings

- Ford Foundation

Physical Characteristics and Technical Requirements

Materials requiring specialized equipment for access (film, audio, video, slides) may be restricted from scholarly research dependent on availability of the applicable equipment.

Brittle or damaged items, or materials otherwise in need of preservation care, may be restricted from scholarly research at the discretion of the RAC Head of Archival Services/RAC Head of Reference.

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Collection Inventory

MEA Field Office Correspondence, 1967 - 1974

Scope and Contents

Series I deals with four field offices: Beirut, Cairo, Tunis and Israel.

Arrangement

Series I, MEA Field Office Correspondence, 1967 - 1974, is divided by Field Office: Beirut, Cairo, Tunis, and Israel. For each field office the files are arranged in reverse chronological order. Within each folder the items are arranged in reverse chronological order.

Beirut, 1972 - 1973

Title/Description	Instances	
1973	box 1	folder 1-12
1972	box 2	folder 13-22
1971	box 2	folder 23
1968	box 2	folder 24

Cairo, 1972 - 1974

Title/Description	Instances	
1974	box 2	folder 25-27
1974	box 3	folder 28-36
1973	box 3	folder 37-42
1973	box 4	folder 43-48
1972	box 4	folder 49-57

Tunis, 1967 - 1974

Title/Description	Instances	
1974	box 5	folder 58-69
1973	box 5	folder 70-81
1972	box 5	folder 82-88
1971	box 5	folder 89-90
1970	box 5	folder 91
1969	box 6	folder 92

1968	box 6	folder 93-104
1967	box 6	folder 105-106

Israel, 1970 - 1973

Title/Description	Instances	
1973	box 6	folder 107
1972	box 6	folder 108
1971	box 6	folder 109
1970	box 6	folder 110

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MEA Field Office Budget Correspondence, 1969 - 1974

Scope and Contents

Series II deals with two field offices: Tunis (1969 - 1973) and Beirut (1970 - 1974). This series contains correspondence concerning program management costs, manpower projections, and budget reports. Both this series and Series I include correspondence from Ford Foundation's field office staff: Piero Bronzi, Robert Edwards, Wesley S. Edwards, Melvin Fox, Wayne Fredericks, Wilbert J. Le Melle, Courtney A. Nelson, Thomas F. Olson, Thomas D. Scott, and Betty Skolnick.

Arrangement

Series II, MEA Field Office Budget Correspondence, 1969 - 1974, contains budget-related correspondence from Tunis and Beirut. The files are divided by field office and are arranged in reverse chronological order. Within each folder the items are arranged in reverse chronological order.

Tunis, 1969 - 1973

Title/Description	Instances	
1973	box 7	folder 111
1972	box 7	folder 112
1971	box 7	folder 113
1970	box 7	folder 114
1969	box 7	folder 115

Beirut, 1970 - 1974

Title/Description	Instances	
1974	box 7	folder 116
1973	box 7	folder 117

1972	box 7	folder 118
1971	box 7	folder 119
1970	box 7	folder 120

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Richard C. Robarts Office Correspondence, 1966 (1973 - 1974), 1966 (1973 - 1974)

Arrangement

Series III, Richard C. Robarts Office Correspondence, 1966 (1973 - 1974), contains Robarts' outgoing correspondence, memoranda and cables as well as a very small amount of incoming correspondence. The files are arranged in reverse chronological order. Within each folder the items are arranged in reverse chronological order.

Scope and Contents

Series III is the chronological file of Robarts' out-going letters and memoranda. This series documents Robart's administrative responsibilities.

Title/Description	Instances	
1974	box 7	folder 121-130
1974	box 8	folder 130-132
1973	box 8	folder 133-138
1966	box 8	folder 139

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MEA Field Office Correspondence, 1966 - 1982

Scope and Contents

Series IV (ACC95/1) contains Beirut quarterly forecast files, 1966-1967; correspondence concerning the Foundation's departure from Beirut, 1975-1977, including information on termination of staff; correspondence pertaining to the Foundation's departure from Saudi Arabia, 1976-1978; correspondence to/from Robarts and Foundation staff and others concerning the Foundation's interest in the Persian Gulf States, especially Kuwait and Bahrain, 1975-1976; material regarding the Foundation's response to the Arab boycott of Israel, 1975-1977; memoranda to/from Courtney Nelson, 1972-1976; memoranda and trip reports from Cynthia Myntti, 1981-1982; and correspondence from the Cairo Field Office regarding the human rights/legal aid consultancy of George Cooper, 1981-1982.

Arrangement

Series IV, MEA Field Office Correspondence, 1966 - 1982, has not been arranged.

Title/Description	Instances
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Beirut quarterly forecasts, 1966	box 9	folder 140
Beirut quarterly forecasts, 1967 January - April	box 9	folder 141
Beirut quarterly forecasts, 1967 October - 1968 February	box 9	folder 142
"Beirut Emergency File" (confidential), 1975 - 1977	box 9	folder 143
"Beirut Retrenchment File", 1975 November - 1976 June	box 9	folder 144
"Beirut Retrenchment File", 1976 July - 1977 May	box 9	folder 145
Saudi Arabia, 1976 - 1978	box 9	folder 146
Gulf Coast, Kuwait, Bahrain, 1975 - 1976	box 10	folder 147
Arab Boycott of Israel, 1975 - 1977	box 10	folder 148
Arab Boycott of Israel, 1975 - 1977	box 10	folder 149
Arab Boycott of Israel (clippings), 1975 - 1977	box 10	folder 150
Memoranda to/from Courtney Nelson, 1972 - 1974	box 10	folder 151
Memoranda to/from Courtney Nelson, 1975 - 1976	box 10	folder 152
Memoranda and trip reports from Cynthia Myntti, 1981 - 1982	box 10	folder 153
Human rights/legal aid consultancy (George Cooper), 1981 - 1982	box 10	folder 154

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