



# **Ford Foundation records, International Division, Office of the Vice President, Office Files of Francis X. Sutton**

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Rockefeller Archive Center

15 Dayton Avenue  
Sleepy Hollow 10591

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

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## Table of Contents

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Summary Information .....	3
Organizational History .....	4
Scope and Content Note .....	5
Arrangement .....	5
Administrative Information .....	6
Related Materials .....	7
Collection Inventory .....	8
Correspondence .....	8
Program Files .....	10
Trip Files .....	28
Budget Files .....	30
Speeches and Articles .....	34
Ford Foundation History Project, Regional Files .....	36
Ford Foundation History Project, Subject Files .....	44
Researcher Files .....	53
Visual Materials .....	53

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## Summary Information

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<b>Repository:</b>	Rockefeller Archive Center
<b>Creator - aut:</b>	Sutton, Francis X. (Francis Xavier)
<b>Creator:</b>	Ford Foundation
<b>Title:</b>	Ford Foundation records, International Division, Office of the Vice President, Office Files of Francis X. Sutton
<b>ID:</b>	FA568
<b>Date [inclusive]:</b>	1949-2002
<b>Physical Description:</b>	30.53 Cubic Feet
<b>General Physical Description note:</b>	79 boxes (2 legal sized).
<b>Language of the Material:</b>	English
<b>Abstract:</b>	<p>The Ford Foundation established the Overseas Development Program in 1951 to increase agricultural production, improve health and living conditions, and advance education in developing countries through overseas grants. During a Foundation reorganization in 1966, the Overseas Development Program merged with the International Training and Research and the Population programs to form a unified International Division. In July 1954, Francis X. Sutton joined the Ford Foundation as an Executive Associate in the Behavioral Sciences program. He became Assistant to the Vice President of the newly created International Division in February 1967 and in October of the following year, was promoted to Deputy Vice President of the division, a position he retained until his retirement in 1983. The Office Files of Francis X. Sutton span from 1949-2002 and document his tenure as a Program Associate, a Representative for East and Central Africa, and later as Deputy Vice President of the International Division. The files include correspondence, interoffice memoranda, grant proposals, papers and reports related to the Foundation's international grant-making. There are also budget files regarding the financial planning and operations of the International Division, records of Dr. Sutton's travels, and copies of speeches and articles written by Dr. Sutton. Also documented is Dr. Sutton's post-retirement work as a consultant on the History Project, an effort he spearheaded for several years.</p>

## Preferred Citation note

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[^ Return to Table of Contents](#)

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## Organizational History

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The Ford Foundation established the Overseas Development Program, one of its first grant programs, in 1951. Designed to increase agricultural production, improve health and living conditions, and advance education through overseas grants, the program initially targeted India and Pakistan, with a more limited number of grants issued in Indonesia and Burma. The Foundation initiated a program for smaller regional and national grants for the Near East region later that same year.

As part of a Foundation reorganization in 1966, the Overseas Development Program, along with the International Training and Research and the Population programs, became part of a unified International Division. A subsequent Foundation reorganization in 1983 eliminated the International Division and created two separate program divisions – the United States and International Affairs Program (USIAP) and the Developing Countries Program (DCP).

[^ Return to Table of Contents](#)

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## Biographical Note

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Francis X. Sutton was born on July 7, 1917 in Oneida, Pennsylvania. In 1938, he graduated from Temple University with a Bachelor of Science in Mathematics. Following his graduation, Dr. Sutton pursued graduate studies in mathematics at Princeton University, where he taught math and earned a Masters degree in 1940. He received a second Masters in Sociology from Harvard University in 1941. While studying in Cambridge, Dr. Sutton taught sociology at Suffolk University. From 1941 through 1945 he served as an aerial navigator and captain in the United States Army Air Force. Dr. Sutton returned to Harvard following the war and earned a PhD in Sociology in 1950. While pursuing his PhD, he was selected as a Junior Fellow of the Society of Fellows of Harvard University. From 1949 through 1954, Dr. Sutton lectured on Social Relations and served as an Assistant Professor in Sociology and General Education at Harvard. He also taught summer courses at Columbia University and the Salzburg Seminar in American Studies.

In July 1954, Dr. Sutton left academia for a position as Executive Associate in the Ford Foundation's Behavioral Sciences Program. He served in this capacity for three years until October 1957 when he

became the Program Associate for the Overseas Development program's Near East and Africa division. In July 1963, Dr. Sutton transferred to the East and Central Africa office in Nairobi to serve as the Overseas Development Representative for the region. In February 1967, following the creation of the International Division the previous year, Dr. Sutton became the Assistant to the Vice President and by October 1968 was promoted to Deputy Vice President. Dr. Sutton served as Deputy Vice President throughout the 1970s and early 1980s. In 1977, he was also named Officer in Charge of the European and International Affairs program which formed part of the International Division. Dr. Sutton officially retired from his posts at the Ford Foundation in June 1983 but stayed on as a consultant for several years to compile a history of the Foundation's international work. Dr. Sutton served as Acting Director of the Social Science Research Council (SSRC) for one year, commencing on October 1, 1985. From 1985 through 1992 Dr. Sutton served as both a member and chairman of the SSRC board and a consultant to several organizations and foundations including the Ford Foundation, the World Bank, the Rockefeller Foundation, and USAID.

[^ Return to Table of Contents](#)

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## Scope and Content Note

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The Office Files of Francis X. Sutton span from 1949-2002 and document his work as a Program Associate, Representative for East and Central Africa, Deputy Vice President of the International Division, and Foundation consultant. The files include correspondence, interoffice memoranda, grant proposals, papers and reports related to the Foundation's international grant-making. There are also budget files regarding the financial planning and operations of the International Division, travel records, and copies of his speeches and articles.

The collection also documents Dr. Sutton's post-retirement work as a Foundation consultant on the History Project. With three decades of Foundation experience in international affairs, Dr. Sutton spearheaded the efforts to assemble materials on and compile a comprehensive account of the Foundation's international policies and work abroad.

[^ Return to Table of Contents](#)

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## Arrangement

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The collection is arranged into 9 series.

[^ Return to Table of Contents](#)

## 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 note

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.

### Conditions Governing Use note

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.

### Processing Information Note

The original volume of 37 cubic feet accessioned by the Archives in 1992 and 2011 was reduced during processing to 31.8 cubic feet and transferred to 79 archival document boxes. Duplicate documents and reference background material on foreign nations and grantees were not retained.

Series VIII, Mr. Sutton's researcher files, were transferred to the collection after being held separately by Records Management.

Photographs and slides have been separated and placed in box 77. Legal-sized documents have been placed in boxes 78 and 79.

### Conditions Governing Access

Records more than 10 years old are open for research with select materials restricted as noted. Brittle or damaged items are available at the discretion of RAC.

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

Researchers interested in accessing digital media (floppy disks, CDs, DVDs, etc.) or audiovisual material (audio cassettes, VHS, etc.) in this collection must use an access surrogate. The original items may not be accessed because of preservation concerns. To request an access surrogate be made, or if you are unsure if there is an access surrogate, please contact an archivist.

[^ Return to Table of Contents](#)

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## Related Materials

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### Related Collections

Ford Foundation Resource Identifier: ACC2001/011 – Developing Countries Program, Office Files of Program Staff, 1960-1983. This collection documents the work of the International Division (later the DCP) in Latin America and Asia from 1960 through 1983, and contains correspondence, memoranda, budget reports and consultant files. (This collection has not yet been received by Rockefeller Archive Center.)

FA530 Ford Foundation records, Education and Culture Program, Office Files of Nancy McCarthy, 1951-1989, 1976-1989 (bulk). Nancy McCarthy joined the Ford Foundation in 1964 and, in 1968, became Dr. Sutton's secretary. In 1978, Ms. McCarthy earned a promotion as Dr. Sutton's research assistant, and throughout the mid-1980s worked with him on his history of the International Division. The collection contains correspondence and memoranda to and from Foundation staff, including Francis X. Sutton, as well as outside consultants and grantees. The files highlight the Foundation's program in International Training and Research. They also draw attention to its work in international studies and language education, and its interest in historically black colleges and refugees and migration trends.

Ford Foundation Resource Identifier: ACC91/17 – Individual Program Officer Correspondence Files, 1968-1987, 1972-1978 (bulk). This collection consists of the outgoing correspondence files of Foundation officers and consultants, and notes and reports prepared by the International Affairs program and its predecessor, European and International Affairs (EIA). The collection contains files belonging to Dr. Sutton from 1977 through 1978, coinciding with his promotion as Officer in Charge of the EIA program. (This collection has not yet been received by Rockefeller Archive Center.)

### Separated Materials

Appendix A: Reports – Unpublished reports written by Ford Foundation staff and consultants were removed from their original folders, scanned and transferred to the Archives' collection of staff and consultant reports. See Appendix A for a list of these reports and their specific assigned number. The reports are listed in alphabetical order by author. The assigned number may be used to access reports in the online catalog.

[^ Return to Table of Contents](#)

## Collection Inventory

### Correspondence, 1967-1982

#### Scope and Contents

This series contains the correspondence files amassed by Dr. Sutton during his tenure in the International Division as Assistant to the Vice President (1967-1968) and Deputy Vice President (1968-1983). The files are arranged chronologically, and then, within each yearly increment, are arranged alphabetically by the surname of the correspondent. The series includes interoffice memoranda sent from and received by Dr. Sutton, as well as correspondence with individuals unaffiliated with the Ford Foundation. The files reveal Dr. Sutton's involvement with the programs and activities under his purview and his opinions and expectations of Foundation work at home and abroad.

Title/Description	Instances	
Chronological Files, A-K, Feb 1-Jun 30, 1967	box 1	folder 1
Chronological Files, L-Z, Feb 1-Jun 30, 1967	box 1	folder 2
Chronological Files, A-K, Jul 1-Dec 31, 1967	box 1	folder 3
Chronological Files, L-Z, Jul 1-Dec 31, 1967	box 1	folder 4
Chronological Files, A-K, Jan 1-May 31, 1968	box 1	folder 5
Chronological Files, L-Z, Jan 1-May 31, 1968	box 1	folder 6
Chronological Files, A-M, May 1-Oct 31, 1968	box 2	folder 1
Chronological Files, N-Z, May 1-Oct 31, 1968	box 2	folder 2
Chronological Files, A-G, Nov 1, 1968-May 1969	box 2	folder 3
Chronological Files, H-Z, Nov 1, 1968-May 1969	box 2	folder 4
Chronological Files, A-K, May-Oct 31, 1969	box 2	folder 5
Chronological Files, L-Z, May-Oct 31, 1969	box 2	folder 6
Chronological Files, A-K, Nov 1, 1969-Jun 2, 1970	box 3	folder 1
Chronological Files, L-Z, Nov 1, 1969-Jun 2, 1970	box 3	folder 2
Chronological Files, A-H, Jun 3-Nov 30, 1970	box 3	folder 3
Chronological Files, I-Z, Jun 3-Nov 30, 1970	box 3	folder 4
Chronological Files, A-G, Dec 1, 1970-Jun 8, 1971	box 3	folder 5
Chronological Files, H-P, Dec 1, 1970-Jun 8, 1971	box 3	folder 6
Chronological Files, Q-Z, Dec 1, 1970-Jun 8, 1971	box 4	folder 1



Chronological Files, A-G, Jun 9, 1971-Jan 31, 1972	box 4	folder 2
Chronological Files, H-S, Jun 9, 1971-Jan 31, 1972	box 4	folder 3
Chronological Files, T-Z, Jun 9, 1971-Jan 31, 1972	box 4	folder 4
Chronological Files, A-K, Feb 1-Aug 9, 1972	box 4	folder 5
Chronological Files, L-Z, Feb 1-Aug 9, 1972	box 4	folder 6
Chronological Files, A-H, Aug 10, 1972-Mar 31, 1973	box 4	folder 7
Chronological Files, I-Z, Aug 10, 1972-Mar 31, 1973	box 5	folder 1
Chronological Files, A-K, Apr 1-Aug 6, 1973	box 5	folder 2
Chronological Files, L-Z, Apr 1-Aug 6, 1973	box 5	folder 3
Chronological Files, A-K, Aug 7, 1973-Jan 10, 1974	box 5	folder 4
Chronological Files, L-Z, Aug 7, 1973-Jan 10, 1974	box 5	folder 5
Chronological Files, A-H, Jan 11-Jul 19, 1974	box 5	folder 6
Chronological Files, I-Z, Jan 11-Jul 19, 1974	box 5	folder 7
Chronological Files, A-G, Jul 20-Dec 31, 1974	box 6	folder 1
Chronological Files, H-Z, Jul 20-Dec 31, 1974	box 6	folder 2
Chronological Files, A-I, Jan 1-Jun 26, 1975	box 6	folder 3
Chronological Files, J-Z, Jan 1-Jun 26, 1975	box 6	folder 4
Chronological Files, A-K, Jun 27, 1975-Jan 13, 1976	box 6	folder 5
Chronological Files, L-Z, Jun 27, 1975-Jan 13, 1976	box 6	folder 6
Chronological Files, A-L, Jan 14-Jun 1, 1976	box 6	folder 7
Chronological Files, M-Z, Jan 14-Jun 1, 1976	box 6	folder 8
Chronological Files, A-H, Jun 2-Dec 31, 1976	box 7	folder 1
Chronological Files, I-Z, Jun 2-Dec 31, 1976	box 7	folder 2
Chronological Files, A-M, Jan 1-May 31, 1977	box 7	folder 3
Chronological Files, N-Z, Jan 1-May 31, 1977	box 7	folder 4
Chronological Files, A-I, Jun 1-Oct 31, 1977	box 7	folder 5
Chronological Files, J-Z, Jun 1-Oct 31, 1977	box 7	folder 6
Chronological Files, A-N, Nov 1, 1977-Feb 28, 1978	box 7	folder 7
Chronological Files, O-Z, Nov 1, 1977-Feb 28, 1978	box 8	folder 1
Chronological Files, A-H, Mar 1-Jul 31, 1978	box 8	folder 2
Chronological Files, I-Z, Mar 1-July 31, 1978	box 8	folder 3
Chronological Files, A-M, Aug 1-Dec 31, 1978	box 8	folder 4

Chronological Files, N-Z, Aug 1-Dec 31, 1978	box 8	folder 5
Chronological Files, A-H, Jan 1-Jul 31, 1979	box 8	folder 6
Chronological Files, I-R, Jan 1-Jul 31, 1979	box 8	folder 7
Chronological Files, S-Z, Jan 1-Jul 31, 1979	box 9	folder 1
Chronological Files, A-H, Aug 1, 1979-Apr 30, 1980	box 9	folder 2
Chronological Files, I-R, Aug 1, 1979-Apr 30, 1980	box 9	folder 3
Chronological Files, S-Z, Aug 1, 1979-Apr 30, 1980	box 9	folder 4
Chronological Files, A-K, May 1-Oct 31, 1980	box 9	folder 5
Chronological Files, L-Z, May 1-Oct 31, 1980	box 9	folder 6
Chronological Files, A-M, Nov 1, 1980-Mar 31, 1981	box 9	folder 7
Chronological Files, N-Z, Nov 1, 1980-Mar 31, 1981	box 10	folder 1
Chronological Files, A-K, Apr 1-Dec 31, 1981	box 10	folder 2
Chronological Files, L-Z, Apr 1-Dec 31, 1981	box 10	folder 3
Chronological Files, A-K, Jan 1-Jun 15, 1982	box 10	folder 4
Chronological Files, L-Z, Jan 1-Jun 15, 1982	box 10	folder 5
Chronological Files, A-M, Jun 16-Sep 30, 1982	box 10	folder 6
Chronological Files, N-Z, Jun 16-Sep 30, 1982	box 10	folder 7

[^ Return to Table of Contents](#)

## Program Files, Bulk, 1967-1985 1952-1985 (bulk 1967-1985) (1967-1985)

### Scope and Contents

This series contains memoranda, reports, discussion papers, grant proposals, conference and meeting materials, notes, and background information about Foundation activities, grant recipients and events and issues of national and international significance. Dr. Sutton's regional files illustrate the Foundation's work in Africa and the Middle East, Asia and the Pacific, Europe, and Latin America and the Caribbean and the efforts of program officers and staff members both in the New York office and abroad. The files within this series address a myriad of issues, including arts, culture and education, arms control, agriculture, human rights, rural and urban development, employment, women's opportunities, population, and program management.

### Arrangement

Arranged alphabetically by subject.

Title/Description	Instances	
Affirmative Action -- Background Material, Jul 8, 1975	box 11	folder 1
Affirmative Action -- Background Material, Mar 1977	box 11	folder 2
Affirmative Action -- Report, Mar 1978		

	box 11	folder 3
Agriculture -- International Agricultural Research -- Papers, 1964-1984	box 11	folder 4
Agriculture -- International Agricultural Research Centers Review -- Report, Background, 1980-1981	box 11	folder 5
Agriculture -- Resources and Environment (R&E) Program Materials -- Memoranda, Notes, Report, Pamphlet Re: R&E in Developing Countries, 1967-1976	box 11	folder 6
Arts, Culture and Education -- Correspondence, Memoranda, Budget Information, 1981	box 11	folder 7
Arts Paper -- Notes, Background Material, 1980-1981	box 11	folder 8
Arts Program Review -- Memoranda, Outlines, Papers, Notes Re: Foundation Arts Program, 1979-1980	box 11	folder 9
Arts Program Review -- Memoranda, Meeting Materials, Notes, Background (1 of 3), 1981	box 12	folder 1
Arts Program Review -- Memoranda, Meeting Materials, Notes, Background (2 of 3), 1981	box 12	folder 2
Arts Program Review -- Memoranda, Meeting Materials, Notes, Background (3 of 3), 1981	box 12	folder 3
Arts Program Review -- Report, "The Arts and Culture in the Ford Foundation", Jun 1981	box 12	folder 4
Asia and the Pacific -- China -- Memoranda, Reports Re: China Studies and Ford Foundation Work in China and Taiwan (1 of 4), 1968-1970	box 12	folder 5
Asia and the Pacific -- China -- Memoranda, Agreements Re: Foundation Relationship with Chinese Academy of Social Sciences (CASS), China Studies, Trips (2 of 4), 1976-1980	box 12	folder 6
Asia and the Pacific -- China -- Memoranda, Reports Re: FF and CASS, Legal Studies and Exchanges, China Meetings and Policy Discussions (3 of 4), Bulk, 1979-1980 1968-1980 (1979-1980)	box 12	folder 7
Asia and the Pacific -- China -- Memoranda, Reports Re: FF and CASS, Academic Exchanges, Legal Studies, Policy Meetings, Country Visits, etc. (4 of 4), 1980-1982	box 12	folder 8
Asia and the Pacific -- China -- Report, "The Ford Foundation and the Study of China - Information Paper", Jun 1981	box 13	folder 1
Asia and the Pacific -- China -- Report, "Report on a Ford Foundation Rural Economy Team's Visit in China", Oct 1980	box 13	folder 2
Asia and the Pacific -- East-Asian Libraries -- Memoranda, Reports, Notes Re: Cooperative Library Ventures and ACLS Study of East Asian Libraries, 1976-1979	box 13	folder 3
Asia and the Pacific -- Education in Asia Conference (Singapore, Oct 21-23, 1970) -- Memoranda, Notes, List of Participants, Agenda, 1970	box 13	folder 4

Asia and the Pacific -- General -- Memoranda, Reports Re: Foundation Work in Asia and Asian Studies (including Australia and New Zealand) (1 of 4), 1967-1968	box 13	folder 5
Asia and the Pacific -- General -- Memoranda, Reports Re: Foundation Work in Asia and Asian Studies (2 of 4), 1969-1974	box 13	folder 6
Asia and the Pacific -- General -- Memoranda, Reports Re: Foundation Work in Asia and Asian Studies (3 of 4), 1975-1979	box 13	folder 7
Asia and the Pacific -- General -- Memoranda, Reports Re: Foundation Work in Asia and Asian Studies (4 of 4), 1980-1981	box 13	folder 8
Asia and the Pacific -- Japan -- Memoranda, Background Materials, Reports, Notes Re: US-Japan Relations, Foundation Work, Trip Files, Grants, 1967-1980	box 13	folder 9
Asia and the Pacific -- Japan -- Report, "Status Report on Japan", Dec 1952	box 14	folder 1
Asia and the Pacific -- Japan -- Third Japanese-American Conference (April 4-9, 1967) -- Agenda, List of Participants, Reports, Notes, Correspondence, Apr 1967	box 14	folder 2
Asia and the Pacific -- Malaysia -- Memoranda Re: Argument Against Reducing Foundation Work in Malaysia, 1974	box 14	folder 3
Asia and the Pacific -- Malaysia -- Report, "The Ford Foundation Program in Malaysia" by John P. Kennedy, Mar 1970	box 14	folder 4
Asia and the Pacific -- Malaysia -- Report, "The Ford Foundation Program in Malaysia", Aug 1970	box 14	folder 5
Asia and the Pacific -- Southeast Asia/Malaysia -- Reports Re: Economic, Educational, Political Issues, 1976-1982	box 14	folder 6
Asia and the Pacific -- Southeast Asia -- Report, "The State of Creative Writing and Problems of Creative Writers in Southeast Asia" by Robert Shaplen, Aug 1979	box 14	folder 7
Asia and the Pacific -- Vietnam -- Memoranda, Reports Re: Foundation Work and Council on Foreign Relations Vietnam Discussion Group, 1967-1975	box 14	folder 8
Asia and the Pacific -- Vietnam -- Report, "Report on an Exploration of Grant-Making Possibilities in Vietnam", March 1, 1974	box 14	folder 9
CIA Funded Organizations -- Memoranda, Correspondence Re: FF Response to <i>New York Times</i> Article Re: Asia Foundation (1 of 3), 1968-1982	box 14	folder 10
CIA Funded Organizations -- Correspondence, Drafts Re: Ed Berman Article, CIA Orphans (2 of 3), 1968-1979	box 14	folder 11
CIA Funded Organizations -- Correspondence Re: FF Response to <i>Ramparts</i> Article (3 of 3), 1967	box 15	folder 1
Committee on the University and World Affairs -- Report, [1961]	box 15	folder 2

Computers -- Memoranda Re: Country Coding and Computer Reporting, Meeting Agenda and Background, 1969-1971	box 15	folder 3
Council on Foreign Relations -- Current Issue Review Group on Domestic Politics in Western Europe -- Memoranda, Meeting Materials, Notes, 1975-1976	box 15	folder 4
Council on Foreign Relations -- Current Issue Review Group on the Horn of Africa -- Memoranda, Report, Council Meeting Guidelines, 1975-1976	box 15	folder 5
Council on Foreign Relations -- Human Rights and U.S. Foreign Policy Discussion Group -- Memoranda, Meeting Materials, Notes, Reports, 1976-1977	box 15	folder 6
Council on Foreign Relations -- Post-Vietnam American Foreign Policy Series -- Meeting Programs and Materials, Reports, Notes, 1975	box 15	folder 7
Council on Foreign Relations -- Southern Africa and Western Alliance Discussion Group -- Memoranda, Report, Discussion Questions, Apr-Jun 1978	box 15	folder 8
Council on Foreign Relations -- "1980s Project-North/South Relations" -- Memoranda, Reports, Project Summaries and Reviews, Membership Information (1 of 4), 1975-1976	box 15	folder 9
Council on Foreign Relations -- "1980s Project-North/South Relations" -- April 7, 1976 Meeting Materials -- Memoranda, Notes, Reports, Agenda, Participants List (2 of 4), 1976	box 15	folder 10
Council on Foreign Relations -- "1980s Project-North/South Relations" -- April 23, 1976 Meeting Materials -- Notes, Reports, Agenda, Participants List (3 of 4), 1976	box 16	folder 1
Council on Foreign Relations -- "1980s Project-North/South Relations" -- Memoranda Re: Meetings, Project Updates and Publications, Notes (4 of 4), 1976-1977	box 16	folder 2
Council on Foundations -- Report, "An Assessment for Grantmaking International" by Sheila Avrin McLean, April 1982	box 16	folder 3
Development Planning and Management -- Employment Study -- Labor Utilization Seminar (June 21, 1971) -- Memoranda, Notes, Discussion Papers, 1971	box 16	folder 4
Development Planning and Management -- Employment Study -- Memoranda, Reports, Meeting Materials Re: Employment in Developing Countries and FF Aid (1 of 2), 1971	box 16	folder 5
Development Planning and Management -- Employment Study -- Memoranda, Reports, Meeting Materials Re: Employment in Developing Countries and FF Aid (2 of 2), 1972-1973	box 16	folder 6
Development Planning and Management -- Employment Study -- Report, "Employment in Developing Countries" by Edgar O. Edwards, Aug 1973	box 16	folder 7
Development Planning and Management -- Employment Study -- Reports, Articles, 1971-1975	box 16	folder 8

Education -- Bellagio Education Meeting (9/16-18/75) -- Papers (1 of 2), 1975	box 17	folder 1
Education -- Bellagio Education Meeting (9/16-18/75) -- Papers, Memoranda, Agendas (folder 2 of 2), 1975	box 17	folder 2
Education -- Bellagio Plus (Oct, 1975) -- Notes, Meeting Materials, 1972-1975	box 17	folder 3
Education -- Education and Development Third Meeting -- Working Paper, Jun 27-29, 1976	box 17	folder 4
Education -- General -- Memoranda, Notes, Background Re: Bellagio Meetings, Budgets, etc. (1 of 2), 1969-1975	box 17	folder 5
Education -- General -- Memoranda, Notes, Background Re: Bellagio Meetings, Budgets, etc. (2 of 2), 1969-1975	box 17	folder 6
Education -- Guidelines and Understanding Re: Educational Development -- Memoranda, Notes, 1975-1976	box 17	folder 7
Education -- Information Paper for the Trustee Committee on Education and Public Policy, "The Arts Program", Mar 1980	box 18	folder 1
Education -- International Division Support for Third World Scholars Evaluation -- Memoranda, Notes, Nov 30, 1977-Mar 30, 1978	box 18	folder 2
Education -- Language Study -- Center for Applied Linguistics -- Memoranda, 1971-1974	box 18	folder 3
Education -- Language Study -- Language Development Study Group Papers (1 of 3), 1967	box 18	folder 4
Education -- Language Study -- Language Development Study Group Papers (2 of 3), 1967	box 18	folder 5
Education -- Language Study -- Language Development Study Group Papers (3 of 3), 1967	box 18	folder 6
Education -- Language Study -- Memoranda, Reports, Notes Re: Language Meetings and Foundation Language Activities, 1967-1972	box 18	folder 7
Education -- Language Study -- Report on Language Deliberations Re: Overseas Activities in Language Fields (1 of 2), 1971-1972	box 18	folder 8
Education -- Language Study -- Report on Language Deliberations Re: Overseas Activities in Language Fields (2 of 2), 1971	box 18	folder 9
Education -- Language Study -- Report, "Ford Foundation Foreign or Second Language Activities in the United States and Overseas, 1951-1966" by Melvin J. Fox, May-Jun 1967	box 19	folder 1
Education -- Language Study -- Report, "A Gloss on Fox: Some Implications of the Fox Report for Foundation Activities in the Language Field and Proposals for Follow-Up", Jan 8, 1968	box 19	folder 2
Education -- Language Study -- Report, "Language and Development: A Retrospective Survey of Ford Foundation	box 19	folder 3

Language Projects, 1952-1974" by Melvin J. Fox (separated),  
1975

Education -- Language Study -- Retrospective Language Survey -- Background Documents Packet incl. Memoranda, Reports, 1972-1973	box 19	folder 4
Education -- Language Study -- Retrospective Language Survey -- Memoranda, Reports Re: Survey Progress Meetings, 1973-1974	box 19	folder 5
Education -- Language Study -- Retrospective Language Survey -- Proposal/Report Re: Kenya Language Project by Roderick J. Hemphill, Oct 16, 1973	box 19	folder 6
Education -- Report for the Special Program in Education Division, "A Review of the Special Program of Capital Grants to Universities and Colleges" by Reuben Frodin, 1968	box 19	folder 7
Education -- Report for the Education and Research Division, "Dimensions of Recent Growth in Private Universities and Colleges" by Reuben Frodin, Sep 1968	box 19	folder 8
Education -- Report, "Report of the Task Force on National Manpower Targets for Advanced Research on Foreign Areas" by the National Council on Foreign Language and International Studies, Nov 1981	box 19	folder 9
Education -- University of London Seminar -- The Commonwealth as an Education Network -- Correspondence, Discussion Papers, 1982	box 19	folder 10
Education -- Ward, F. Champion Materials -- Education Conference Information, Memoranda, Background (1 of 3), 1976-1979	box 19	folder 11
Education -- Ward, F. Champion Materials -- Education Conference Information, Memoranda, Background (2 of 3), 1976-1979	box 19	folder 12
Education -- Ward, F. Champion Materials -- Education Conference Information, Memoranda, Background (3 of 3), 1976-1979	box 20	folder 1
Education -- Ward, F. Champion Materials -- "An Exile's Report", Feb 23, 1976	box 20	folder 2
Education and Culture -- Memoranda, Notes, Budget Proposals Re: Creation of Combined Program, 1981	box 20	folder 3
Europe and International Affairs (EIA) -- Canadian and European Grant Lists, 1968-1977	box 20	folder 4
Europe and International Affairs (EIA) -- Common Problems -- Memoranda, 1967-1972	box 20	folder 5
Europe and International Affairs (EIA) -- East European Program -- Memoranda, Meeting Information, Notes, Grant Projections, etc. (1 of 3), 1967-1968	box 20	folder 6

Europe and International Affairs (EIA) -- East European Program -- Memoranda, Meeting Information, Notes, Grant Projections, etc. (2 of 3), 1967-1968	box 20	folder 7
Europe and International Affairs (EIA) -- East European Program -- Memoranda, Meeting Information, Notes, Grant Projections, etc. (3 of 3), 1968-1974	box 20	folder 8
Europe and International Affairs (EIA) -- Eastern Europe and Soviet Union -- Memoranda, Reports, Notes Re: Trips, Grants, Programs incl. IREX (1 of 3), 1967-1980	box 20	folder 9
Europe and International Affairs (EIA) -- Eastern Europe and Soviet Union -- Memoranda, Reports, Notes Re: Trips, Grants, Programs incl. IREX (2 of 3), 1967-1980	box 20	folder 10
Europe and International Affairs (EIA) -- Eastern Europe and Soviet Union -- Memoranda, Reports, Notes Re: Trips, Grants, Programs incl. IREX (3 of 3), 1967-1980	box 21	folder 1
Europe and International Affairs (EIA) -- Foundation Programs in Europe Conference (Feb 1971) -- Agenda, Memoranda, Papers, 1970-1971	box 21	folder 2
Europe and International Affairs (EIA) -- General -- Discussion Papers, Correspondence and Memoranda Re: Grant and Trip Reports, Program Planning, Meetings, etc. (1 of 4), 1967-1970	box 21	folder 3
Europe and International Affairs (EIA) -- General -- Discussion Papers, Correspondence and Memoranda Re: Grant and Trip Reports, Program Planning, Meetings, etc. (2 of 4), 1971	box 21	folder 4
Europe and International Affairs (EIA) -- General -- Discussion Papers, Correspondence and Memoranda Re: Grant and Trip Reports, Program Planning, Meetings, etc. (3 of 4), 1972-1974	box 21	folder 5
Europe and International Affairs (EIA) -- General -- Discussion Papers, Correspondence and Memoranda Re: Grant and Trip Reports, Program Planning, Meetings, etc. (4 of 4), 1975-1981	box 21	folder 6
Europe and International Affairs (EIA) -- International Meetings -- Discussion Papers, Memoranda, 1967-1972	box 22	folder 1
Europe and International Affairs (EIA) -- Italy -- Memoranda, Notes Re: Student Unrest, Foundations, etc., 1968-1977	box 22	folder 2
Europe and International Affairs (EIA) -- Paris Office -- Memoranda Re: Office Opening, Information Paper, 1967-1974	box 22	folder 3
Europe and International Affairs (EIA) -- Program Reviews -- Memoranda, Discussion Notes, Budget Paper, etc., 1979-1980	box 22	folder 4
Europe and International Affairs (EIA) -- Report, "Planning for the Foundation's Activities in Europe", Dec 1967	box 22	folder 5
Europe and International Affairs (EIA) -- Southern Europe -- Itineraries for Visit, 1977-1978	box 22	folder 6
Europe and International Affairs (EIA) -- Spain -- Trip Report, Oct 23-Nov 19, 1968	box 22	folder 7



Ford Foundation -- Annual Report, 1970	box 22	folder 8
Grantmaking -- Grants to Terminating Ford Foundation Employees -- Memoranda, Reports, Grant Requests, 1973-1981	box 22	folder 9
Grantmaking -- International Training and Research and International Affairs Unpaid Grants through 1966 -- List, 1966-1971	box 22	folder 10
Grantmaking -- Issues -- Relationship Between Ford Foundation Activities and United States Government Programs -- Memoranda, Reports, Mar 1969	box 22	folder 11
Grantmaking -- Issues -- Policy Changes Re: Individual Awards, Foundation Grants to Government Officials and Private Foundations -- Memoranda, Reports, Apr-Nov 1969	box 22	folder 12
Grantmaking -- Issues -- Legal Status of International Organization Grantees -- Memoranda, Notes, Jul-Aug 1969	box 22	folder 13
Grantmaking -- Issues -- Possible Controversial Grants -- Memoranda, Sep 1969	box 23	folder 1
Grantmaking -- Issues -- Lists of Foreign and Domestic Grantees/ Funding Qualifications Checklist, [1969]	box 23	folder 2
Grantmaking -- Management and Trends -- Memoranda, Reports, Notes (1 of 3), 1970-1981	box 23	folder 3
Grantmaking -- Management and Trends -- Memoranda, Reports, Notes (2 of 3), 1970-1981	box 23	folder 4
Grantmaking -- Management and Trends -- Memoranda, Reports, Notes (3 of 3), 1970-1981	box 23	folder 5
Grantmaking -- Survey of Noteworthy Grants, 1969	box 23	folder 6
Human Rights -- Memoranda Re: Distasteful Regimes, Athens Press Conference Background, Relationship with CIA, 1971-1973	box 23	folder 7
Human Rights -- Memoranda, Reports, Background Re: Latin America and the Philippines, 1974	box 23	folder 8
Human Rights -- Memoranda Re: International Committee Meeting, IREX Correspondence, Budget Proposals, Jan-Mar 1975	box 23	folder 9
Human Rights -- Memoranda Re: Intellectual Communications, Conversations, Human Rights Draft Report, Notes, Aug-Oct 1975	box 23	folder 10
Human Rights -- Memoranda Re: Meetings, Board Paper, Background Papers, Nov 1975	box 24	folder 1
Human Rights -- Memoranda Re: Proposed Meeting, Information Paper, Notes, Background Material, Dec 1975	box 24	folder 2
Human Rights -- Memoranda Re: Survey Magazine, Committee Meetings, Meeting Minutes; Correspondence, etc., Jan-May 1976	box 24	folder 3
Human Rights -- Memoranda Re: Survey Magazine, Argentina; Grant Actions, Jun 1976	box 24	folder 4

Human Rights -- Memoranda, Minutes, Grant Actions Re: Committee on Human Rights and Social Process, Aug-Sep 1976	box 24	folder 5
Human Rights -- Memoranda Re: South Africa, Discussion Papers, Grant Actions, Committee Meeting Minutes and Materials, Oct-Dec 1976	box 24	folder 6
Human Rights -- Memoranda Re: Committee Meetings and Foundation Work, Notes, Reports, Correspondence Re: International Seminar, Jan-Jul 1977	box 25	folder 1
Human Rights -- Correspondence, Notes, Reports, Grant Actions, Aug-Dec 1977	box 25	folder 2
Human Rights -- Memoranda, Information Paper, 1978	box 25	folder 3
Human Rights -- Memoranda Re: Trustees Committee, Information Paper, Grant Actions, 1979	box 25	folder 4
Human Rights -- Miscellaneous Handwritten Notes, 1973-1979	box 25	folder 5
International Committee of the Board of Trustees -- "Foundation Programs in Europe" Conference (2/24-25/1971) -- Papers Re: Foundation Work in Europe (1 of 4), 1971	box 25	folder 6
International Committee of the Board of Trustees -- "Foundation Programs in Europe" Conference (2/24-25/1971) -- Papers Re: Education and Research in Europe (2 of 4), 1970-1971	box 25	folder 7
International Committee of the Board of Trustees -- "Foundation Programs in Europe" Conference (2/24-25/1971) -- Papers Re: Humanities and the Arts (3 of 4), 1970	box 25	folder 8
International Committee of the Board of Trustees -- "Foundation Programs in Europe" Conference (2/24-25/1971) -- Papers Re: Population Grants, A&P/LAC/MEA Interest in Europe, Conference Summary (4 of 4), 1971	box 25	folder 9
International Division -- Division Reserve -- Memoranda, Grant Lists (1 of 2), May 1979-Jun 1980	box 26	folder 1
International Division -- Division Reserve -- Memoranda, Proposals, Grant Information (2 of 2), Sep 1980-Sep 1981	box 26	folder 2
International Division -- "Fairwell to International Division" Party -- Memoranda, Invitation List, Aug-Oct 1981	box 26	folder 3
International Division -- Foundation for International Technical Cooperation (FITC-ISTC) -- Memoranda, Correspondence, Proposal, 1978-1979	box 26	folder 4
International Division -- General Reserve, ID Reserve, ID Program Budget Summaries, ID Program Management Costs, 1967-1972	box 26	folder 5
International Division -- General Reserve -- Memoranda Re: Grant Recommendations and Budgeting (1 of 2), 1977-1979	box 26	folder 6
International Division -- General Reserve -- Memoranda Re: Grant Recommendations and Budgeting (2 of 2), 1980-1981	box 26	folder 7

International Division -- Memoranda Re: Grant Distribution, Program Management Consultants, Foreign Currencies, Office of the Vice President Reports, 1967-1974	box 26	folder 8
International Division -- Memoranda Re: Immigration and Nationality Act, Legal Basis of FF International Work, 1970	box 26	folder 9
International Division -- Memoranda, Reports Re: Nelson-Zeidenstein Paper on Division Organization (incl. Nelson-Zeidenstein Paper), Jan-Jun 1970	box 27	folder 1
International Division -- Memoranda Re: New Program Categories/Division Organization, Jun-Aug 1970	box 27	folder 2
International Division -- Memoranda Re: Training Associates Program and Overseas Personnel, Jun-Nov 1970	box 27	folder 3
International Division -- Memoranda Re: Foundation Audit Program, May-Jun 1971	box 27	folder 4
International Division -- Memoranda Re: Research Support Procedures, Mar-Sep 1971	box 27	folder 5
International Division -- Memoranda Re: Production of Grant Reports, Procedures, 1971-1972	box 27	folder 6
International Division -- Office of the Vice President -- Program Reviews -- Background Papers, 1979-1980	box 27	folder 7
International Division -- Reorganization -- Memoranda, Discussion Papers, Background (1 of 4), 1981	box 27	folder 8
International Division -- Reorganization -- Memoranda, Discussion Papers, Background (2 of 4), 1981	box 27	folder 9
International Division -- Reorganization -- Memoranda, Discussion Papers, Background (3 of 4), 1981	box 27	folder 10
International Division -- Reorganization -- Memoranda, Discussion Papers, Background (4 of 4), 1981	box 27	folder 11
International Division -- Resource Bases -- Reports; Memoranda Re: Grantmaking, Budgets; Proposals (1 of 4), 1967	box 27	folder 12
International Division -- Resource Bases -- Reports; Memoranda Re: Grantmaking, Budgets; Proposals (2 of 4), 1967	box 28	folder 1
International Division -- Resource Bases -- Reports; Memoranda Re: Grantmaking, Budgets; Proposals (3 of 4), 1967	box 28	folder 2
International Division -- Resource Bases -- Reports; Memoranda Re: Grantmaking, Budgets; Proposals (4 of 4), 1969-1971	box 28	folder 3
International Division -- Resource Bases (Regional and Non-Regional) -- Office of the Vice President -- Memoranda, Notes, Budget Projections, Reports (1 of 2), 1967-1968	box 28	folder 4
International Division -- Resource Bases (Regional and Non-Regional) -- Office of the Vice President -- Memoranda, Notes, Budget Projections, Reports (2 of 2), 1968-1972	box 28	folder 5

International Division -- Resource Bases -- Universities as Resource Bases -- Memoranda, Draft Paper, 1968-1970	box 28	folder 6
International Division -- Universities --Transitional Program -- Memoranda, Site Visits, Reports, Grant Recommendations (1 of 3), 1970-1974	box 28	folder 7
International Division -- Universities --Transitional Program -- Memoranda, Site Visits, Reports, Grant Recommendations (2 of 3), 1970-1974	box 29	folder 1
International Division -- Universities --Transitional Program -- Memoranda, Site Visits, Reports, Grant Recommendations (3 of 3), 1970-1974	box 29	folder 2
International Division -- Ward, F. Champion Materials -- Reminiscences of International Work, 1985	box 29	folder 3
International Division -- Women's Programs -- Coordinating Committee 1975 Annual Report, Jun 1976	box 29	folder 4
International Division -- Women's Programs -- Manpower Planning -- Memoranda, Reports, Notes, Proposals, etc. (1 of 3), 1970-1973	box 29	folder 5
International Division -- Women's Programs -- Manpower Planning -- Memoranda, Reports, Notes, Proposals, etc. (2 of 3), 1974-1975	box 29	folder 6
International Division -- Women's Programs -- Manpower Planning -- Memoranda, Reports, Notes, Proposals, etc. (3 of 3), 1975-1979	box 29	folder 7
International Division -- Women's Programs -- Report, "Survey of Foundation and Government Grants for Women's Rights and Opportunities, 1971-1975", 1975-1976	box 30	folder 1
International Division -- Women's Programs -- Report, "Feminism in 1975: The Non-Establishment, the Establishment, and the Future" by Maren Lockwood Carden, Mar 1976	box 30	folder 2
International Division -- Women's Programs -- Report, "The International Division's Women's Program - Interim Report" by Elinor G. Barber, Mar 1977	box 30	folder 3
International Division -- Women's Programs -- Report, "Review of Grant-Making for Women's Issues in the 1970's: Past Patterns and Future Priorities" by Rosabeth Moss Kanter, et al., Apr 30, 1977	box 30	folder 4
International Division -- Women's Programs -- Report, "Ford Foundation Coordinating Committee on Women's Programs", 1978	box 30	folder 5
International Division -- Women's Programs -- Report, "Report on Affirmative Action", Mar 1979	box 30	folder 6
International Division -- Women's Programs -- Report, "Ford Foundation Programs for Women: Plans and Budgets for Fiscal Years 1980 and 1981", Mar 1980	box 30	folder 7

International Division -- Women's Programs -- Sub-Committee on Women and Minorities -- Memoranda Re: Appointments, Meetings, Sep-Dec 1975	box 30	folder 8
International Division -- Women's Programs -- Women's Meeting -- Memoranda, Papers Re: Program Estimates, etc. (1 of 2), 1980	box 30	folder 9
International Division -- Women's Programs -- Women's Meeting -- Memoranda, Papers Re: Program Estimates, etc. (2 of 2), 1980	box 30	folder 10
International Division -- Women's Programs -- Women's Program Group -- Memoranda, 1980-1981	box 31	folder 1
International Economic Order -- International Policy Research Institute -- Memoranda, Notes, 1976-1977	box 31	folder 2
International Economic Order -- Memoranda, Reports, Meeting Notes, Grant Lists, 1972-1980	box 31	folder 3
International Economic Order -- Report, "The Foundation's Program Concerned with the World Economy", Jun 1980	box 31	folder 4
International Economic Order Review -- Memoranda, Notes, 1967-1973	box 31	folder 5
International Studies -- American and European Studies -- Memoranda, Notes, 1967-1975	box 31	folder 6
International Studies -- Conference Re: International Studies in Europe (Oct 1974) -- Background Papers (folder 1 of 3), 1974	box 78	folder 1
International Studies -- Conference Re: International Studies in Europe (Oct 1974) -- Background Papers (2 of 3), Oct 1974	box 31	folder 7
International Studies -- Conference Re: International Studies in Europe (Oct 1974) -- Background Papers (3 of 3), Oct 1974	box 31	folder 8
International Studies -- Conference Re: International Studies in Europe (5/26-27/1975) -- Memoranda, Notes, Correspondence, 1975	box 32	folder 1
International Studies -- Foreign Area Training Fellows -- Research Topics, Feb-Apr 1967	box 32	folder 2
International Studies -- Grant List (ITR Approvals of Selected Universities), Jan 22, 1969	box 31	folder 3
International Studies -- Grant List and Summary -- Appropriation Control (FY 1981), 1981	box 31	folder 4
International Studies -- Memoranda, Reports, Notes Re: Social Science Research Council, American Universities, Foundation Objectives, Language Studies, 1967-1980	box 31	folder 5
International Studies -- Report for International Division Conference (3/21-24/1979), "International Studies in Other Countries" by Felice Gaer, Mar 1979	box 32	folder 6
International Studies -- Robert McCaughey Book Re: Ford Foundation, International Studies, the University and American	box 32	folder 7

Learning -- Memoranda, Chapter Outlines, Data (1 of 4),  
1975-1976

International Studies -- Robert McCaughey Book Re: Ford Foundation, International Studies, the University and American Learning -- Correspondence, Report, Draft Chapters (2 of 4), 1977-1978	box 32	folder 8
International Studies -- Robert McCaughey Book Re: Ford Foundation, International Studies, the University and American Learning -- Correspondence, Draft Chapter, Data (3 of 4), 1977-1978	box 32	folder 9
International Studies -- Robert McCaughey Book Re: Ford Foundation, International Studies, the University and American Learning -- Draft Chapter, Comments (4 of 4), 1982	box 32	folder 10
International Studies Review -- Consultants -- Correspondence Re: Appointments, 1974-1975	box 32	folder 11
International Studies Review -- Federal Funding -- Correspondence, Memoranda Re: ACLS/SSRC, 1969-1973	box 32	folder 12
International Studies Review -- Foreign Area Fellowship Program (FAFP), Social Science Research Council (SSRC), and International Research and Exchanges (IREX) -- Memoranda, Reports, 1967-1975	box 33	folder 1
International Studies Review -- IREX Conference (5/10-13/1979) -- Schedule, Papers, 1979	box 33	folder 2
International Studies Review -- International Training and Research -- Swayzee Report, Memoranda, 1967	box 33	folder 3
International Studies Review -- Libraries -- Memoranda, 1967-1973	box 33	folder 4
International Studies Review -- Memoranda, Reports Re: Foundation Support, Survey Trips, Review Meetings, Consultant Work (1 of 2), 1973-1974	box 33	folder 5
International Studies Review -- Memoranda, Reports Re: Foundation Support, Survey Trips, Review Meetings, Consultant Work (2 of 2), 1974-1976	box 33	folder 6
International Studies Review -- National Defense Education Act (NDEA) -- Correspondence, Memoranda, Report Re: Impact of Federal Budget Cuts, 1971-1976	box 33	folder 7
Latin America and the Caribbean (LAC) -- Caribbean Program Review -- Reports, Memoranda, Meeting Minutes, Background (1 of 2), 1974	box 33	folder 8
Latin America and the Caribbean (LAC) -- Caribbean Program Review -- Reports, Memoranda, Meeting Minutes, Background (2 of 2), 1974	box 34	folder 1
Latin America and the Caribbean (LAC) -- Reorganization -- Memoranda, Discussion Papers (1 of 2), 1967-1969	box 34	folder 2

Latin America and the Caribbean (LAC) -- Reorganization -- Memoranda, Discussion Papers (2 of 2), 1969-1980	box 34	folder 3
Middle East and Africa (MEA) -- Africa Review Conference (11/7-24/1970) -- Schedule, Participants, Discussion Papers, 1970	box 34	folder 4
Middle East and Africa (MEA) -- Agricultural and Resources Seminar, Khartoum, Sudan, Jan 6-9, 1980	box 34	folder 5
Middle East and Africa (MEA) -- East Africa -- Advisory Institute Proposal, Log Notes, Correspondence and Memoranda Re: Visit (1 of 5), 1967	box 34	folder 6
Middle East and Africa (MEA) -- East Africa -- Correspondence, Memoranda, Notes, Itinerary (2 of 5), 1967	box 34	folder 7
Middle East and Africa (MEA) -- East Africa -- Correspondence Re: Ethiopia (3 of 5), 1968	box 34	folder 8
Middle East and Africa (MEA) -- East Africa -- Correspondence and Memoranda Re: Tanzania, Nigeria (4 of 5), 1968-1970	box 34	folder 9
Middle East and Africa (MEA) -- East Africa -- Nairobi Survey Report (5 of 5), 1972-1978	box 35	folder 1
Middle East and Africa (MEA) -- East Africa -- Tanzania -- Memoranda, Correspondence, Background Re: Nationalizations, etc., 1967-1976	box 35	folder 2
Middle East and Africa (MEA) -- East Africa -- Tanzania -- Report, "A Study of the Utilisation of Tanzanian Science Graduates of the University of East Africa, 1962-1966" by James A. Johnson, Aug 1967	box 78	folder 2
Middle East and Africa (MEA) -- East Africa -- Woodman, Everett M. -- Temporary British East Africa Education Consultancy -- Correspondence, Report, Mar 31-May 18, 1960	box 35	folder 3
Middle East and Africa (MEA) -- Meeting on Social Science Research on Population (Sep 1971) -- Agenda, Background Papers, 1971	box 35	folder 4
Middle East and Africa (MEA) -- Memoranda Re: Meeting with AID, September Conference of Economic Program Advisors Meeting Materials, Notes, etc. (1 of 3), 1967-1971	box 35	folder 5
Middle East and Africa (MEA) -- Memoranda, Discussion Papers Re: Economics in Africa, Planning Budget (2 of 3), 1972-1974	box 35	folder 6
Middle East and Africa (MEA) -- Memoranda Re: Iran, UN Anti-Zionism; Budget Report (3 of 3), 1974-1980	box 35	folder 7
Middle East and Africa (MEA) -- Mid-East Economic Study (1 of 2), 1967-1968	box 36	folder 1
Middle East and Africa (MEA) -- Mid-East Economic Study (2 of 2), 1967-1968	box 36	folder 2
Middle East and Africa (MEA) -- North Africa -- Memoranda, Discussion Papers, 1964-1968	box 36	folder 3

Middle East and Africa (MEA) -- Refugees -- Memoranda, Notes Re: Palestinian Refugees and Senator Javits, 1967-1969	box 36	folder 4
Middle East and Africa (MEA) -- Report, "Africa Ten Years Later" by Francis X. Sutton, Dec 1970	box 36	folder 5
Middle East and Africa (MEA) -- Southern Africa -- Memoranda, Notes Re: Southern Africa (1 of 2), 1967-1972	box 36	folder 6
Middle East and Africa (MEA) -- Southern Africa -- Paper on Program Directions, Memoranda (2 of 2), 1972-1978	box 36	folder 7
Middle East and Africa (MEA) -- Sub-Saharan Africa -- Memoranda Re: Report to Ford Foundation Trustees, Mar 1970	box 36	folder 8
Middle East and Africa (MEA) -- Sudan -- Notes Re: University of Khartoum, Grants, 1966	box 36	folder 9
Middle East and Africa (MEA) -- Turkey -- Memoranda, Grants, Reports, Notes (1 of 3), 1966-1970	box 36	folder 10
Middle East and Africa (MEA) -- Turkey -- Memoranda, Grants, Reports, Notes (2 of 3), 1974-1976	box 37	folder 1
Middle East and Africa (MEA) -- Turkey -- Memoranda, Grants, Reports, Notes (3 of 3), 1976-1985	box 37	folder 2
Middle East and Africa (MEA) -- West Africa -- Ghana -- Correspondence from Bob Loken, Mar 22-Jul 5, 1961	box 37	folder 3
Middle East and Africa (MEA) -- West Africa -- Nigeria -- Education -- Memoranda, Reports Re: Possible Grants to Universities and Libraries, 1960-1961	box 37	folder 4
Middle East and Africa (MEA) -- West Africa -- Nigeria -- National Library Services Report, May 21, 1961	box 37	folder 5
Middle East and Africa (MEA) -- West Africa -- Report, Memoranda, 1967-1972	box 37	folder 6
Population -- Bellagio Conference (6/13-16/1971)-- Notes, Papers, 1967-1971	box 37	folder 7
Population -- Bellagio Conference (6/13-16/1971)-- Memoranda, Reports, Background Materials Re: Population Studies and Ford Foundation Work, 1969-1970	box 37	folder 8
Population -- Bellagio Conference Follow-Up Discussion on Social Science and Management (6/29/1971) -- Memoranda, Reports, 1971	box 37	folder 9
Population -- Conference on Social Science Research on Population and Development (10/29-30/1974) -- Memoranda, Reports, Discussion Papers, Participants List, 1971-1974	box 37	folder 10
Population -- Conference on Social Science Research on Population and Development (10/29-30/1974) -- Background Papers, 1970-1974	box 38	folder 1



Population -- Conference on Social Science Research on Population and Development (10/29-30/1974) -- Participants' Memoranda, 1974	box 38	folder 2
Population -- Conference on Social Science Research on Population and Development Follow-Up (1/9-10/1975) -- Agendas, Reports Re: Population, Family Planning, Fertility Studies, 1974-1975	box 38	folder 3
Population -- Discussion Papers (1 of 3), 1968-1972	box 38	folder 4
Population -- Discussion Papers (2 of 3), 1973-1977	box 38	folder 5
Population -- Discussion Papers (3 of 3), 1983	box 38	folder 6
Population -- General -- Memoranda, Reports Re: Foundation's Population Work, Country Visits, Meetings, Grants, Staff, 1967-1981	box 38	folder 7
Population -- International Migration Involving Developing Countries -- Research Competition Proposals, 1979	box 38	folder 8
Population -- Lecture, "Progress Possibilities - What Kind? What Direction?" by Oscar Harkavy, Mar 15, 1967	box 38	folder 9
Population -- Memoranda Re: International Institute for the Study of Human Reproduction, Aug-Sep 1967	box 39	folder 1
Population -- Memoranda, Reports Re: Oral Contraceptive Research and Contraceptive Development, Jan-Dec 1968	box 39	folder 2
Population -- Memoranda, Reports Re: Research Involving Human Subjects, 1972	box 39	folder 3
Population -- Memoranda, Reports Re: Bangladesh Institute and International Center for Health Research, Jan-May 1977	box 39	folder 4
Population -- Memoranda Re: Contraception, Family Planning and Pro-Natalism Issues, 1975-1981	box 39	folder 5
Population -- Miscellaneous Notes, Jun 23, 1970	box 39	folder 6
Population -- Notes, Clippings, Memoranda Re: Budget (1 of 2), 1967-1984	box 39	folder 7
Population -- Notes, Clippings, Memoranda Re: Budget (2 of 2), 1967-1984	box 39	folder 8
Population -- Program Evaluations -- Memoranda Re: 6/21/1979 Meeting, Jun 1979	box 39	folder 9
Population -- Reports Re: Pakistan and India, 1971-1972	box 39	folder 10
Population -- Report, "Population Information Paper" by Oscar Harkavy, Aug 1979	box 39	folder 11
Population -- Reproductive Planning -- Notes, Memoranda, Paper, Budget, 1966-1985	box 39	folder 12
Population Council -- Budget Information, Organizational Chart, Notes for 6/22-23/1972 Meeting, 1971-1972	box 40	folder 1

Population Council -- Evaluations of Council Work and 9/25/1979 Meeting Materials, Sep 1979	box 40	folder 2
Population Council -- Report, "Financing the Population Council" by Frederick O'R. Hayes, Sep 21, 1979	box 40	folder 3
Program Management -- Notes, Memoranda (1 of 3), 1974	box 40	folder 4
Program Management -- Notes, Drafts (2 of 3), 1975	box 40	folder 5
Program Management -- Notes, Drafts, and Background (3 of 3), 1976-1978	box 40	folder 6
Public Management -- Governments and Development Draft Paper, 1975-1976	box 40	folder 7
Public Management -- Report, "A Management Consultancy and Training Strategy for Public Management" by Robert W. Kerwin, [1972/1973]	box 40	folder 8
Public Management -- Report, "Observations on Public Management Trends in Africa and the Middle East" by George F. Gant, Jan 1973	box 40	folder 9
Public Management -- Review -- Memoranda, Notes, Background Materials, 1967-1976	box 40	folder 10
Public Management -- Review Papers for ID Conference (9/1975), Sep 1975	box 40	folder 11
Publications -- Ford Foundation Reports in First Author Order, Jan 27, 1969	box 40	folder 12
Refugees and Migration -- General -- Notes, Memoranda, 1980	box 41	folder 1
Refugees and Migration -- Indochina -- Schedule, Notes, Memoranda, etc., 1979	box 41	folder 2
Refugees and Migration -- Information Paper and Memoranda, 1980	box 41	folder 3
Refugees and Migration -- Memoranda, Notes, Background, 1972-1980	box 41	folder 4
Rural Development -- Agricultural Development Council (A/D/C) Meeting (2/16/1973) Materials -- Memoranda, Reports Re: Political Economy of Development, 1970-1973	box 41	folder 5
Science and Technology -- International Science -- Memoranda, Progress Reports, Notes, Grant Recommendations (1 of 2), 1968-1979	box 41	folder 6
Science and Technology -- International Science -- Memoranda, Progress Reports, Notes, Grant Recommendations (2 of 2), 1968-1979	box 41	folder 7
Science and Technology -- United Nations Conference -- Memoranda, Draft Papers (1 of 2), 1978-1979	box 41	folder 8
Science and Technology -- United Nations Conference -- Memoranda, Draft Papers (2 of 2), 1979	box 42	folder 1

Self-Study -- Budget -- Memoranda (1 of 2), 1971-1972	box 42	folder 2
Self-Study -- Budget -- Memoranda (2 of 2), 1971-1972	box 42	folder 3
Self-Study -- General -- Memoranda Re: Communication, Grant Requests, Study Process, etc.; Notes, Background Materials (1 of 4), 1971	box 42	folder 4
Self-Study -- General (2 of 4), 1971	box 42	folder 5
Self-Study -- General (3 of 4), 1972	box 42	folder 6
Self-Study -- General (4 of 4), 1972	box 42	folder 7
Self-Study -- Interviews -- Memoranda and Excerpts (1 of 3), 1971-1972	box 43	folder 1
Self-Study -- Interviews -- Notes, Interview Excerpts, Memoranda (2 of 3), 1971-1972	box 43	folder 2
Self-Study -- Interviews -- Notes, Interview Excerpts, Memoranda (3 of 3), 1971-1972	box 43	folder 3
Trustees Planning Project -- Discussion Papers (1 of 3), 1976	box 43	folder 4
Trustees Planning Project -- Discussion Papers (2 of 3), 1976	box 43	folder 5
Trustees Planning Project -- Discussion Papers (3 of 3), 1976	box 43	folder 6
Trustees Planning Project -- Review -- Notes and Memoranda Re: Discussion Papers (1 of 3), 1975	box 44	folder 1
Trustees Planning Project -- Review -- Notes and Memoranda Re: Discussion Papers (2 of 3), 1976	box 44	folder 2
Trustees Planning Project -- Review -- Notes and Memoranda Re: Discussion Papers (3 of 3), 1976	box 44	folder 3
Urban Affairs -- Conferences, Meetings -- Delos Symposium (7/3-10/1970) -- Memorandum, Report Re: Human Settlement in Developing Countries, 1970	box 44	folder 4
Urban Affairs -- Conferences, Meetings -- Bellagio Conference, "Social Science Research and Development" (2/13-15/1974) -- Memoranda, Report, 1973-1974	box 44	folder 5
Urban Affairs -- Conferences, Meetings -- Social Science Meeting (5/3/1974) -- Memoranda, Notes, Reports, Background/Reference Materials, 1973-1974	box 44	folder 6
Urban Affairs -- Conferences, Meetings -- Social Science Research and Rural Development Meetings, 1975	box 44	folder 7
Urban Affairs -- International Urbanization Survey -- Memoranda, Meeting Materials, Reports, 1970-1971	box 44	folder 8
Urban Affairs -- International Urbanization Survey -- Report, "Urbanization in Morocco" by Katherine Marshall Johnson (separated), undated	box 44	folder 9

Urban Affairs -- International Urbanization Survey -- Report, "Urbanization in Nigeria" by Leslie Green and Vincent Milone (separated), undated	box 44	folder 10
Urban Affairs -- International Urbanization Survey -- Report, "Urbanization in Tropical Africa" by Colin Rosser (separated), undated	box 44	folder 11
Urban Affairs -- International Urbanization Survey -- Report, "Urbanization in Zambia" by Alan J.F. Simmance (separated), undated	box 44	folder 12
Urban Affairs -- Rural Development, Population Studies, Education, Technological Development, Social Research -- Memoranda, Reports, 1968-1975	box 44	folder 13
Urban Poverty -- Grant Recommendation Re: Birzeit University Community Outreach Programs, 1982	box 45	folder 1
USIAP -- Polish Crisis -- Memoranda, Correspondence, Trustees Report, Notes, Background (1 of 4), 1981-1982	box 45	folder 2
USIAP -- Polish Crisis -- Memoranda, Notes, Grant Proposals, Background (2 of 4), 1981-1982	box 45	folder 3
USIAP -- Polish Crisis -- Consultant Report, Notes, Correspondence, Background Information (3 of 4), 1981-1982	box 45	folder 4
USIAP -- Polish Crisis -- Notes and Background (4 of 4), 1981-1982	box 45	folder 5
Values Conference (3/6/1974) -- Memoranda, Notes, Background Re: American Values, 1973-1974	box 45	folder 6

[^ Return to Table of Contents](#)

## Trip Files, 1957-1980

### Scope and Contents

Dr. Sutton's trip files document the meetings and conferences he attended and the country visits he made from 1957 through 1980. The files contain itineraries, reports, background information, pre-trip logistics and post-visit observations, as well as agendas, meeting books and materials prepared for and following the Foundation's international conferences. Dr. Sutton's trip files offer firsthand accounts of the developed and developing countries within which the International Division operated and detail the need for continued Foundation support in many of the regions. The files reveal the frequency and pace with which Dr. Sutton and his colleagues in the International Division traveled, often attending multiple conferences each month, and stopping in several countries and occasionally on different continents during a single trip.

### Arrangement

Arranged chronologically.

Title/Description	Instances	
Africa Mission II -- Itinerary, Correspondence, Background Materials (see: Visual Materials), 1957-Mar 1958	box 46	folder 1

Paris, Tunisia, Beirut -- Feb 1960 -- Report and Memoranda, Jan-Apr 1960	box 46	folder 2
Ghana, Nigeria, Tunisia, Ivory Coast -- Itinerary, Memoranda Re: Visit Reports, Summer 1960	box 46	folder 3
Congo, Dakar, Ghana, Senegal -- Memoranda, Trip Reports, May 1961	box 46	folder 4
Oxford Conference on Tensions on Development (8/28-9/1/1961) -- Itinerary, Memoranda Re: Meetings and Proposals; Correspondence, 1961-1962	box 46	folder 5
International Division Representatives Meeting -- Beirut -- Notes and Discussion Papers (1 of 2), Jan 9-11, 1967	box 46	folder 6
International Division Representatives Meeting -- Beirut -- Notes and Discussion Papers (2 of 2), Jan 9-11, 1967	box 46	folder 7
Argentina, Brazil, Chile, Caribbean -- Itinerary, Notes, Background Materials, 1967	box 46	folder 8
Brazil -- Background Material -- Schedule, Organization, Grants, Appendix (1 of 2), Oct 9-21, 1967	box 46	folder 9
Brazil -- Background Material -- Schedule, Organization, Grants, Appendix (2 of 2), Oct 9-21, 1967	box 46	folder 10
International Division Representatives Meeting -- Nairobi -- Memoranda, Discussion Papers, June 6-8, 1968	box 47	folder 1
Japan -- Itinerary, Notes, Background Material, Oct 1968	box 47	folder 2
Japan -- Report, Oct 1968	box 47	folder 3
Indonesia -- Correspondence, Itinerary, Notes, Oct 1968	box 47	folder 4
India -- Notes, Memoranda, Background Materials, Oct 1968	box 47	folder 5
Africa -- Correspondence, Jun 1969	box 47	folder 6
International Division Representatives Meeting -- Mexico City -- Reports, Discussion Papers (1 of 3), Dec 3-5, 1969	box 47	folder 7
International Division Representatives Meeting -- Mexico City -- Reports, Discussion Papers (2 of 3), Dec 3-5, 1969	box 47	folder 8
International Division Representatives Meeting -- Mexico City -- Reports, Discussion Papers (3 of 3), Dec 3-5, 1969	box 47	folder 9
Bangkok -- Education -- Schedule, Memoranda, Background Material, Oct 1970	box 47	folder 10
Europe (Germany) -- Correspondence, Memoranda, Oct 1971	box 47	folder 11
Peru -- Schedule, Directory, Briefing Materials, [1972]	box 47	folder 12
Middle East, Africa, and Europe -- Visit and Report, Nov 1972	box 47	folder 13
International Division Conference -- Agenda, Reports, Memoranda, Discussion Papers (1 of 4), Sep 1973	box 48	folder 1

International Division Conference -- Agenda, Reports, Memoranda, Discussion Papers (2 of 4), Sep 1973	box 48	folder 2
International Division Conference -- Agenda, Reports, Memoranda, Discussion Papers (3 of 4), Sep 1973	box 48	folder 3
International Division Conference -- Agenda, Reports, Memoranda, Discussion Papers (4 of 4), Sep 1973	box 48	folder 4
Asia -- Perceptions Report, 1974	box 48	folder 5
Latin America -- Notes, Schedule, Oct 1974	box 48	folder 6
Russia -- Correspondence, Memoranda, Aug 1975	box 48	folder 7
International Division Conference -- Invitees, Memoranda, Discussion Papers (1 of 3), Sep 1975	box 48	folder 8
International Division Conference -- Invitees, Memoranda, Discussion Papers (2 of 3), Sep 1975	box 48	folder 9
International Division Conference -- Invitees, Memoranda, Discussion Papers (3 of 3), Sep 1975	box 49	folder 1
Asia/Europe -- Schedule, Memoranda, Feb-Mar 1977	box 49	folder 2
Latin America -- Chile, Argentina, Peru -- Reflections Paper, Nov 1977	box 49	folder 3
Africa/India Trip -- Itinerary, Memoranda, Background, Oct 1978	box 49	folder 4
International Division Conference -- Invitees, Memoranda, Papers, Jan 1979	box 49	folder 5
Sudan -- Itinerary, Agenda, Notes, Background, Jan 1980	box 49	folder 6
China, Manila, Jakarta, Bangkok -- Correspondence, Memoranda, Background Re: Chinese Law, May 1980	box 49	folder 7

[^ Return to Table of Contents](#)

## Budget Files, 1966-1983

### Scope and Contents

This series contains budget and expenditure reports, interoffice memoranda, background materials, and notes regarding the finances and accounting practices of the Foundation's International Division. Budget reports and appropriations summaries trace the Foundation's grant funding through several fiscal years, recording active and completed grants as well as actual and proposed program budgets. Subjects addressed within the series include the Foundation's long-range financial plans, budget cuts, program commitments and funding requirements, management costs, and overseas staffing and compensation.

### Arrangement

Arranged alphabetically.

Title/Description	Instances
-------------------	-----------

Budget Backup -- Programs -- Quarterly Reports, Memoranda, Budgets, Information Papers (1 of 4), 1973	box 49	folder 8
Budget Backup -- Programs -- Quarterly Reports, Memoranda, Budgets, Information Papers (2 of 4), 1973-1974	box 49	folder 9
Budget Backup -- Programs -- Quarterly Reports, Memoranda, Budgets, Information Papers (3 of 4), 1974-1977	box 50	folder 1
Budget Backup -- Programs -- Quarterly Reports, Memoranda, Budgets, Information Papers (4 of 4), 1977-1978	box 50	folder 2
Budget Discussion Meeting -- Notes, Projections, Background Memoranda, Sep 1974	box 50	folder 3
Budget -- Fiscal Year 1974-1975 (Pre-cuts) -- Memoranda (1 of 2), Jan 1972-Feb 1973	box 50	folder 4
Budget -- Fiscal Year 1974-1975 (Pre-cuts) -- Memoranda (2 of 2), Feb 1973-Mar 1974	box 50	folder 5
Budget -- Fiscal Year 1974-1975 (1 of 4), May-Jun 1973	box 50	folder 6
Budget -- Fiscal Year 1974-1975 (2 of 4), Jun-Nov 1973	box 50	folder 7
Budget -- Fiscal Year 1974-1975 (3 of 4), Apr-Jul 1974	box 50	folder 8
Budget -- Fiscal Year 1974-1975 -- Memoranda (4 of 4), Aug 1974-Jan 1975	box 51	folder 1
Budget -- 1980 -- Memoranda, Discussion Papers Re: Long-Range Budget (1 of 3), 1974	box 51	folder 2
Budget -- 1980 (2 of 3), 1974	box 51	folder 3
Budget -- 1980 (3 of 3), 1974	box 51	folder 4
Budget -- General -- Memoranda Re: Personnel, Planning, Grants; Budgets; Background (1 of 5), 1974	box 51	folder 5
Budget -- General (2 of 5), 1974-1975	box 51	folder 6
Budget -- General (3 of 5), 1975	box 51	folder 7
Budget -- General (4 of 5), 1975-1976	box 52	folder 1
Budget -- General (5 of 5), 1976-1980	box 52	folder 2
Dependent Organizations and Forward Commitments -- Memoranda, Information Paper, 1968-1971	box 52	folder 3
Development Assistance -- Completed Grants and Projects (1951-1968) (1 of 2), [1968]	box 78	folder 3
Development Assistance -- Completed Grants and Projects (1951-1968) (2 of 2), [1968]	box 78	folder 4
Development Assistance -- Interim Reports No. 38, 39 -- Appropriations Summaries, Mar-Jun 1968	box 78	folder 5

Development Assistance -- Standard Report No. 41 -- Appropriations Summaries, Status of Active Grants and Projects -- General and Asia (1 of 3), Sep 30, 1968	box 78	folder 6
Development Assistance -- Standard Report No. 41 -- Appropriations Summaries, Status of Active Grants and Projects -- MEA (2 of 3), Sep 30, 1968	box 78	folder 7
Development Assistance -- Standard Report No. 41 -- Appropriations Summaries, Status of Active Grants and Projects -- LAC, NY and Non-Regular (3 of 3), Sep 30, 1968	box 78	folder 8
Management Costs Plan -- Memoranda, Report, 1975	box 52	folder 4
Management Costs -- Retrenchment -- Memoranda, Progress Reports, Feb-Jul 1975	box 52	folder 5
Management Costs -- Proposed Budget Fiscal Year 1976, Sep 1975	box 52	folder 6
Management Costs -- Proposed Budget Fiscal Year 1977, Sep 1976	box 52	folder 7
Management Costs -- Memoranda Re: Regional Cost Reduction in International Division, 1980-1981	box 53	folder 1
Office for Latin America and the Caribbean (OLAC) -- Program Plans and Funding Request FY 1978-1979, Feb 1977	box 53	folder 2
Overseas Compensation Study -- Memoranda and Notes (folder 1 of 2), 1967-1969	box 53	folder 3
Overseas Compensation Study -- Memoranda and Notes (folder 2 of 2), 1969-1974	box 53	folder 4
Overseas Compensation Study -- Report, Apr 29, 1977	box 53	folder 5
Overseas Compensation -- Memoranda, Report (folder 1 of 5), 1980	box 53	folder 6
Overseas Compensation -- Memoranda (folder 2 of 5), 1980	box 53	folder 7
Overseas Compensation -- Memoranda Re: Taxes, Personnel Policy Manual, Report (folder 3 of 5), 1980	box 53	folder 8
Overseas Compensation -- Memoranda Re: Draft Report (folder 4 of 5), 1980	box 53	folder 9
Overseas Compensation -- Memoranda (folder 5 of 5), 1980	box 53	folder 10
Overseas Compensation -- Review -- Working Group -- Forms, Memoranda Re: Tax Withholding, 1980	box 54	folder 1
Overseas Compensation -- Taxes -- Memoranda and Discussion Paper (folder 1 of 2), 1977-1980	box 54	folder 2
Overseas Compensation -- Taxes -- Memoranda and Discussion Paper (folder 2 of 2), 1977-1980	box 54	folder 3
Overseas Development -- Completed Grants and Projects (1951-1967) (1 of 2), [1967]	box 78	folder 9



Overseas Development -- Completed Grants and Projects (1951-1967) (2 of 2), [1967]	box 78	folder 10
Overseas Development -- Interim Report No.34 -- Appropriations Summaries, Dec 31, 1966	box 79	folder 1
Overseas Development -- Interim Report No.35, 36, 37 -- Appropriations Summaries, Mar-Dec 1967	box 79	folder 2
Overseas Development -- Standard Report No.40 -- Appropriations Summaries, Status of Active Grants and Projects (1 of 2), Sep 30, 1967	box 79	folder 3
Overseas Development -- Standard Report No.40 -- Appropriations Summaries, Status of Active Grants and Projects (2 of 2), Sep 30, 1967	box 79	folder 4
Planning Agenda -- Memoranda Re: Cost Actions, Budget Planning for FY 1970-1975, Information Papers (folder 1 of 3), 1969-1972	box 54	folder 4
Planning Agenda -- Memoranda Re: Cost Actions, Budget Planning for FY 1970-1975, Information Papers (folder 2 of 3), 1972	box 54	folder 5
Planning Agenda -- Memoranda Re: Cost Actions, Budget Planning for FY 1970-1975, Information Papers (folder 3 of 3), 1972-1973	box 54	folder 6
Program Actions -- Budgets and Memoranda Re: Proposed Grant Actions (folder 1 of 5), 1979	box 54	folder 7
Program Actions (folder 2 of 5), 1979-1980	box 54	folder 8
Program Actions (folder 3 of 5), 1980	box 55	folder 1
Program Actions (folder 4 of 5), 1980-1981	box 55	folder 2
Program Actions (folder 5 of 5), 1981	box 55	folder 3
Program Management Costs -- Memoranda and Grant Recommendations/Cost Actions (folder 1 of 7), 1968-1970	box 55	folder 4
Program Management Costs -- Memoranda and Grant Recommendations/Cost Actions (folder 2 of 7), 1971-1972	box 55	folder 5
Program Management Costs -- Memoranda and Grant Recommendations/Cost Actions (folder 3 of 7), 1973	box 55	folder 6
Program Management Costs -- Memoranda and Grant Recommendations/Cost Actions (folder 4 of 7), 1974	box 56	folder 1
Program Management Costs -- Memoranda and Grant Recommendations/Cost actions (folder 5 of 7), 1975	box 56	folder 2
Program Management Costs -- Memoranda and Grant Recommendations/Cost Actions (folder 6 of 7), 1977	box 56	folder 3
Program Management Costs -- Memoranda and Grant Recommendations/Cost Actions (folder 7 of 7), 1978-1979	box 56	folder 4

Proposed Budget for Fiscal Years 1984-1985, Jun 1983	box 56	folder 5
Quarterly Reports -- Summaries of Grants and Projects, 1968-1971	box 79	folder 5
Statement of Appropriations (Oct 1966-Jan 31, 1967), 1967	box 56	folder 6
Tie-Off Appropriations -- Memoranda, Docket Item and Budget Information, 1975-1980	box 56	folder 7
Year-End Balances -- Memoranda and Notes, 1971-1980	box 56	folder 8

[^ Return to Table of Contents](#)

## Speeches and Articles, 1961-1989

### Scope and Contents

Dr. Sutton regularly presented and published his opinions on and the results of his Ford Foundation work. His speeches, lectures, and articles are arranged chronologically from 1961 through 1982. Speeches and lectures Dr. Sutton gave to university audiences, conference attendees, government employees and Foundation colleagues make up the bulk of the series. Also included are articles written by Dr. Sutton for print in non-Ford Foundation publications, including journals, magazines, and newspapers.

Title/Description	Instances	
Address to Plenary Session of UNESCO Conference on Higher Education in Africa, Addis Ababa, May 23, 1961	box 57	folder 1
"Education in Changing Africa" -- Address at 8th National Conference of the US National Commission for UNESCO, Boston, MA, Oct 22-26, 1961	box 57	folder 2
"Africa Today" -- Lecture at Cornell University, Nov 2, 1961	box 57	folder 3
"The Problem of Fitness for Self Government" -- Lecture at Swathmore College, Feb 11, 1962, revised Feb 1964	box 57	folder 4
"Developing the Idea of a New Social Science Encyclopedia" -- <i>American Behavioral Scientist</i> (reprint), Sep 1962	box 57	folder 5
"Fitness for Self-Government and Development in Modern Africa" -- 5th World Conference of Sociology, Washington, DC, Sep 1962	box 57	folder 6
"Africa's Educational Needs and Opportunities" -- Man and Africa Conference, Addis Ababa, Oct 1-6, 1964	box 57	folder 7
"Technical Assistance" -- Prepared for the <u>International Encyclopedia of the Social Sciences</u> , 1965	box 57	folder 8
"Observations on the Situations in East and Central Africa", Apr 1965	box 57	folder 9
Operation Janus -- 4 volumes, [1966]	box 57	folder 10

"Aid and the Problems of Education, Employment and Rural Development" -- Conference on Education, Employment and Rural Development, University College Nairobi, Sep 22, 1966	box 57	folder 11
"Tolerable Rates of Economic Development and Social Change" -- <i>African Social Research</i> , Dec 2, 1966	box 57	folder 12
"The Importance of Higher Education to Development" -- <u>Higher Education and the International Flow of Manpower: Implications for the Developing World</u> , 1967	box 57	folder 13
"American Foundations and U.S. Public Diplomacy" -- Symposium on Future of U.S. Public Diplomacy, Jul 22, 1968	box 57	folder 14
"The Future of Technical Assistance in Professional Cooperation" -- Presidential Task Force on International Cooperation, Dec 31, 1969	box 57	folder 15
"The Ford Foundation and Development in Tanzania" -- OECO Seminar on Foreign Aid and Rural Development, University College, Dar es Salaam, Jan 19-23, 1970	box 57	folder 16
"African Universities and the Process of Change in Middle Africa" -- Conference on the Tasks of Universities in a Changing World, University of Notre Dame, South Bend, IN, Feb 26, 1970	box 57	folder 17
"Cultural Implications of Aid Programs" -- <i>Harry S. Truman Research Institute of the Hebrew University of Jerusalem, Publication #6</i> (reprint), May 1970	box 57	folder 18
"Research, Scholarship and Cultural Development" -- Education Session, International Division Conference, New Delhi, India, Oct 25-29, 1971	box 57	folder 19
"Beginnings of the Foundation's Program in North Africa" -- Ford Foundation Review Conference on the Middle East and North Africa, Jun 1972	box 57	folder 20
"A Novitiate in Eastern Europe", Apr 24-May 5, 1973	box 57	folder 21
"Black Africa in 1973: The Search for Equality in an Unequal World" -- Council on Foreign Relations Discussion Group on African Development, May 10, 1973	box 57	folder 22
"Public Management and Development Assistance" -- Maxwell School, Syracuse University, Apr 18, 1974	box 57	folder 23
"Meeting on the Social Sciences in the Middle East" -- Alexandria, Egypt, Jul 1-8, 1974	box 57	folder 24
"International Studies in Our Future International Programs", Jul 17, 1974	box 57	folder 25
"Remarks on the Climate for Funding from Foundations" -- Conference on Funding for International Education, Columbia University, NYC, Feb 13-14, 1975	box 57	folder 26
"The Ford Foundation and African Studies" -- <i>A Quarterly Journal of Opinion</i> (reprint), Fall 1976	box 57	folder 27

"The Foundations and the Governments of Developing Countries" -- Annual Meeting of the American Political Science Association, Chicago, IL, Sep 2-5, 1976	box 57	folder 28
"Comments on International Education for the Sub-Committee on International Operations, US House of Representatives", Aug 29, 1978	box 57	folder 29
"The Public Purposes of Private Colleges" -- Panel Discussion at Sarah Lawrence College, Nov 6, 1981	box 57	folder 30
"The Funding of International Cooperation in Higher Education Scholarship and Research" -- University of Hawaii, Apr 29, 1982	box 57	folder 31
"Rationality, Development and Scholarship" -- 1st Annual Assembly of ACLS-SSRC Joint Area Committees, Oct 29, 1982	box 57	folder 32
"The Role of Foundations in Development" -- <i>The President's World University Series No. 1</i> , Texas A&M University, Dec 1982	box 57	folder 33
"Building Capability for Policy Analysis" by Samuel Paul, David Steedman and Francis Sutton, Jul 1989		

[^ Return to Table of Contents](#)

## Ford Foundation History Project, Regional Files, 1951-1985

### Scope and Contents

The files within this series consist of Dr. Sutton's research notes and materials on the history of the Ford Foundation's international activities and were amassed during his post-retirement consultancy. Comprised of memoranda, reports, meeting and conference materials, trip files, and notes, the History Project Regional Files detail the Foundation's international interests and provide a framework for understanding its grant-making agenda in each region.

### Arrangement

Arranged alphabetically by region.

Title/Description	Instances	
Asia and the Pacific -- Bangladesh -- Grant and Budget Lists, 1946-1982, 1981-1982	box 58	folder 1
Asia and the Pacific -- Burma -- Inventories/Box Listings of Reports and Office Files Regarding Burma in Ford Foundation Archives, 1983	box 58	folder 2
Asia and the Pacific -- Burma -- Memoranda Re: Burmese Development Planning, 1955-1956	box 58	folder 3
Asia and the Pacific -- Burma -- Notes Re: Foundation Work in Burma, 1981-1983	box 58	folder 4
Asia and the Pacific -- Burma -- Report, "Recommendations on Evaluation of MEC Program" by Ronald Jones, Sep 16, 1953	box 58	folder 5

Asia and the Pacific -- Burma -- Report, "Informational Meeting with John Everton", Dec 3, 1953	box 58	folder 6
Asia and the Pacific -- Burma -- Reports Re: Ford Foundation in Burma, 1953-1955	box 58	folder 7
Asia and the Pacific -- Burma -- Report, "Report on Education in Burma", Jul 18, 1956	box 58	folder 8
Asia and the Pacific -- Burma -- Report, "Historical Summary of the Ford Foundation Program in Burma, 1953-1962", May 1965	box 58	folder 9
Asia and the Pacific -- Burma -- Report, "Burma Revisited: 19 Years Later" by William K. Gamble, Nov 29, 1971	box 58	folder 10
Asia and the Pacific -- Burma -- Report, "More Than You Ever Wanted to Know About Burma and Were Too Wise to Ask" by David Finkelstein, Nov 21, 1975	box 58	folder 11
Asia and the Pacific -- China -- Grants -- Recommendations for Grant Action and Summary of Foundation Activities, 1979-1984	box 58	folder 12
Asia and the Pacific -- China -- Notes and Response to <i>Washington Post</i> Column Re: Ford Foundation Grant for U.S.-China Relations, 1967	box 58	folder 13
Asia and the Pacific -- China -- Reports Re: Foundation Work and Interests in China, 1971-1983	box 58	folder 14
Asia and the Pacific -- Grant Listings (South and Southeast Asia), 1981	box 58	folder 15
Asia and the Pacific -- India -- Country Visit (October 1968) -- Correspondence, Itinerary, Report, May-Dec 1968	box 58	folder 16
Asia and the Pacific -- India -- Country Visit (October 1978) -- Itinerary, Sep 1978	box 58	folder 17
Asia and the Pacific -- India -- Country Visit (Feb-Mar 1985) -- Correspondence, Pre-trip Planning Materials, Jan-Feb 1985	box 58	folder 18
Asia and the Pacific -- India -- Ford Foundation Booklets/Publications Re: Foundation Work in India, 1961-1968	box 59	folder 1
Asia and the Pacific -- India -- Meeting -- Family Planning/Population Programme (Sep 1969) -- Agendas, Memoranda, Meeting Materials, 1969	box 59	folder 2
Asia and the Pacific -- India -- Meeting (Apr 14, 1976) -- Agenda, Participants List, Notes, Apr 14, 1976	box 59	folder 3
Asia and the Pacific -- India -- Memoranda Re: Ford Foundation in India (main correspondents: F.F. Hill and F.C. Ward) (folder 1 of 2), 1951-1957	box 59	folder 4
Asia and the Pacific -- India -- Memoranda Re: Ford Foundation in India (folder 2 of 2), 1967-1985	box 59	folder 5
Asia and the Pacific -- India -- Memoranda Re: Program Budgets for FY 1980-1981, 1979-1980	box 59	folder 6

Asia and the Pacific -- India -- Memoranda Re: Goldsmith Report, "Foreign Aid and Agricultural Development in India", 1984-1985	box 59	folder 7
Asia and the Pacific -- India -- Notes, Observations Re: Visits to India, 1977-1984	box 59	folder 8
Asia and the Pacific -- India -- Notes, Reflections on India by Douglas Enslinger, 1985-1986	box 59	folder 9
Asia and the Pacific -- India -- Notes, Research Materials Re: Foundation Work in India, [1985]	box 59	folder 10
Asia and the Pacific -- India -- Reports, Program Updates Re: Foundation Work in India, 1952-1959, 1982	box 59	folder 11
Asia and the Pacific -- India -- Report, "The Social Sciences in India: A Preliminary View" by John Bresnan, Apr 25, 1968	box 59	folder 12
Asia and the Pacific -- India -- Report, "History of the Foundation in India", Jun 1978	box 59	folder 13
<b>General</b>		
File is empty. The report was moved to Ford Foundation 'Cataloged Reports' #019666.		
Asia and the Pacific -- India -- Report, "The Role of a Private Foreign Philanthropy in India" by Lincoln C. Chen, Sep 14, 1984	box 59	folder 14
Asia and the Pacific -- India -- Report, "The International Philanthropic Foundations and Developing Countries" by Jagat Mehta, Apr 9, 1985	box 59	folder 15
Asia and the Pacific -- India -- Report, "A Brief Note on the Ford Foundation's Current Program in India" With Photo (separated, see: Visual Materials), Sep 19, 1985	box 59	folder 16
Asia and the Pacific -- India -- Report, "Ford Philanthropy and Indian Education" by Neelu Sancheti, undated	box 59	folder 17
Asia and the Pacific -- India and Nepal -- Bibliography of Ford Foundation Papers on India and Nepal, Oct 1967	box 59	folder 18
Asia and the Pacific -- India and Pakistan -- Memoranda Re: Early Work and Foundation Grants, Oct-Dec 1951	box 59	folder 19
Asia and the Pacific -- India and Pakistan -- Manuscript, Correspondence, Notes Re: "Western Intellectuals and South Asia: The Ford Foundation and Western Economists in India and Pakistan, 1950-1970" by George Rosen (folder 1 of 2), 1982-1983	box 59	folder 20
Asia and the Pacific -- India and Pakistan -- Manuscript, "Western Intellectuals and South Asia: The Ford Foundation and Western Economists in India and Pakistan, 1950-1970" by George Rosen (folder 2 of 2), 1983	box 59	folder 21
Asia and the Pacific -- India and Pakistan -- Report, "Report on Visit to Near East, South Asia and Far East" and Report Summary by Paul Hoffman, Oct 1, 1951, 1984	box 60	folder 1

Asia and the Pacific -- Indonesia -- Grant Listings and Funding Reports, 1980-1981	box 60	folder 2
Asia and the Pacific -- Indonesia -- Notes, Program Staff List, undated	box 60	folder 3
Asia and the Pacific -- Indonesia and Burma -- Report, "Indonesia and Burma" by Edwin G. Arnold and Dyke Brown, Sep 21, 1952	box 60	folder 4
Asia and the Pacific -- Indonesia -- Report, "Population and Family Planning in Indonesia" by Gordon W. Perkin, Oct 1968	box 60	folder 5
Asia and the Pacific -- Indonesia -- Reports Re: Foundation Work in Indonesia and Indonesian Government, Sep 1969	box 60	folder 6
Asia and the Pacific -- Indonesia -- Report, "Indonesia's Sociolinguistic Situation" by John M. Echols, [1970]	box 60	folder 7
Asia and the Pacific -- Indonesia -- Reports -- Ford Foundation Annual Reports on Indonesian Activities, 1970-1972	box 60	folder 8
Asia and the Pacific -- Meeting Files -- Social Science and Management Research on Population (10/1/71) -- Agendas, Discussion Papers, Notes (folder 1 of 2), 1970-1971	box 60	folder 9
Asia and the Pacific -- Meeting Files -- Social Science and Management Research on Population (10/1/71) -- Discussion Papers (folder 2 of 2), May-Jun 1971	box 60	folder 10
Asia and the Pacific -- Memorandum, "Notes on a Trip Across Asia" by Don K Price, Jan 19, 1955	box 60	folder 11
Asia and the Pacific -- Memoranda Re: Arts in Asia and Cultural Programming, 1968	box 60	folder 12
Asia and the Pacific -- Memoranda, Reports, Grant Summaries Re: Foundation Work in Asia, FY 1968-1970, 1969-1971	box 60	folder 13
Asia and the Pacific -- Nepal -- Memoranda, Correspondence, Notes, Grant Requests, Expenditure Reports Re: Foundation Work in Nepal, 1952-1985	box 60	folder 14
Asia and the Pacific -- Pakistan -- Ford Foundation Booklets/ Publications Re: Work in Pakistan, May 1959	box 60	folder 15
Asia and the Pacific -- Pakistan -- Meeting Files -- Beirut Meetings (Apr 21-22, 1971) -- Suggested Agenda and Meeting Materials, Dec 1970-Apr 1971	box 60	folder 16
Asia and the Pacific -- Pakistan -- Memoranda Re: Beirut Meetings on Pakistan and Foundation Work in Pakistan, Mar-Jun 1971	box 60	folder 17
Asia and the Pacific -- Pakistan -- Memoranda, Reports Re: Foundation Work in Pakistan and Pakistan Review, 1969-1971	box 61	folder 1
Asia and the Pacific -- Pakistan -- Memoranda Re: 1979 Riots in Pakistan, Burning of U.S. Embassy, Office Closing, 1979-1981	box 61	folder 2

Asia and the Pacific -- Pakistan -- Public Management Review, Sep 1973	box 61	folder 3
Asia and the Pacific -- Pakistan -- U.S. Overseas Loans and Grants to Pakistan, 1946-1982, [1982]	box 61	folder 4
Asia and the Pacific -- Report, "Asian Population Review: A Tentative Frame of Reference" by Samuel Bunker, Mar 31, 1972	box 61	folder 5
Asia and the Pacific -- Report, "An Asian Regional Program in Archaeology, Conservation and Museology" by Lisa Lyons, 1977	box 61	folder 6
Asia and the Pacific -- Report, "The Ford Foundation and Asia" by John Bresnall, Oct 1979	box 61	folder 7
Asia and the Pacific -- Report, "Report to the Ford Foundation on International Economics Programs in South East Asia" by Ronald Findlay, Aug 1983	box 61	folder 8
Asia and the Pacific -- Report, "The Ford Foundation and Asia" for Board of Trustees Meeting, Sep 28, 1983	box 61	folder 9
Europe -- Correspondence, Board of Trustees Meeting Program Docket (1958), Article Re: Artists in Residence and Free University of Berlin Foundation Programs, 1958-1964	box 61	folder 10
Europe -- Grant Recommendation Re: European Security Study, 1983	box 61	folder 11
Europe -- Notes, Reference Materials Re: Eastern Europe, Poland and Foundation Work, 1983-1984	box 61	folder 12
Europe -- Program Docket for Board of Trustees Meeting (Dec 7, 1956) -- "Program for Europe", 1956	box 61	folder 13
Europe -- Report, "The Foundation's Activities in Europe", Mar 1968	box 61	folder 14
Europe -- Report, "Europe and the United States in a Changing World", Mar 1973	box 61	folder 15
Europe -- Report, "A Novitiate in Eastern Europe" by Francis X. Sutton, Jul 1973	box 61	folder 16
Europe -- Report, "Memorandum on East European Emigre Publishing in the Field of Human Rights" by Michael Scammell and Leonard Shatzkin, Oct 11, 1983	box 61	folder 17
Latin America and the Caribbean -- General -- Notes, Grant Information, [1984-1985]	box 61	folder 18
Latin America and the Caribbean -- Memoranda Re: Grant Evaluations, 1960-1967	box 61	folder 19
Latin America and the Caribbean -- Report, "The Development of the Social Sciences in Latin America" by Reynold E. Carlson, Nov 1965	box 61	folder 20



Latin America and the Caribbean -- Report, "The Ford Foundation's Activities in Latin America and the Caribbean", Sep 1967	box 61	folder 21
Latin America and the Caribbean -- Report, <i>Ford Foundation in Mexico and Central America</i> , Feb 1969	box 61	folder 22
Latin America and the Caribbean -- Report, "The Foundation's Latin America and the Caribbean Program: A Review and a Look Ahead", Mar 5, 1972	box 62	folder 1
Latin America and the Caribbean -- Report, <i>Ford Foundation Program in Peru</i> , Dec 1974	box 62	folder 2
Latin America and the Caribbean -- Report, "The Ford Foundation's Latin America and the Caribbean Program" (separated), Mar 28, 1984	box 62	folder 3
Latin America and the Caribbean -- Resources for the Future Grant Evaluation, Dec 26, 1984	box 62	folder 4
Latin America and the Caribbean -- University of the West Indies Grant Proposal, Feb 1984	box 62	folder 5
Middle East and Africa -- Africa Program Review (Dec 1970) -- Reports, Discussion Papers, Grant Statistics (folder 1 of 7), 1969-1970	box 62	folder 6
Middle East and Africa -- Africa Program Review (Dec 1970) -- Reports, Discussion Papers (folder 2 of 7), 1970	box 62	folder 7
Middle East and Africa -- Africa Program Review (Dec 1970) -- Reports, Discussion Papers (folder 3 of 7), 1970	box 62	folder 8
Middle East and Africa -- Africa Program Review (Dec 1970) -- Reports, Discussion Papers (folder 4 of 7), undated	box 62	folder 9
Middle East and Africa -- Africa Program Review (Dec 1970) -- Reports, Discussion Papers (folder 5 of 7), 1970	box 62	folder 10
Middle East and Africa -- Africa Program Review (Dec 1970) -- Reports, Discussion Papers (folder 6 of 7), [1970]	box 62	folder 11
Middle East and Africa -- Africa Program Review (Dec 1970) -- Reports, Discussion Papers (folder 7 of 7), 1970	box 62	folder 12
Middle East and Africa -- Annual Reports (folder 1 of 2), 1964-1974 (gaps)	box 62	folder 13
Middle East and Africa -- Annual Reports (folder 2 of 2), 1964-1974 (gaps)	box 63	folder 1
Middle East and Africa -- Development Planning Reviews -- Tanzania and Kenya, 1970	box 63	folder 2
Middle East and Africa -- East Africa -- Report, "Administrative and Economic Program Review" by Courtney Nelson, Mar 4, 1977	box 63	folder 3

Middle East and Africa -- East and Central Africa -- Report, <i>Ford Foundation in East and Central Africa</i> , Jun 1969	box 63	folder 4
Middle East and Africa -- East and Southern Africa (Nairobi) -- Report, "Fostering Progress in Africa" by Goran Hyden, Oct 23, 1984	box 63	folder 5
Middle East and Africa -- General -- Correspondence, Memoranda and Notes Re: Corfu Conference, Travel, etc., 1958-1984	box 63	folder 6
Middle East and Africa -- General -- Notes Re: Foundation Work in Africa, Multilateral Aid, Education, Population, Government Studies, 1961-1984	box 63	folder 7
Middle East and Africa -- Iran -- Report on Iran and Correspondence, 1953-1984	box 63	folder 8
Middle East and Africa -- Notes and Grant Information, 1955-[1985]	box 63	folder 9
Middle East and Africa -- Report, "Near East Program, Report and Recommendations", Jul 1952	box 63	folder 10
Middle East and Africa -- Report, "Report of Ford Foundation Mission to Africa" by William Brown, Melvin J. Fox and John B. Howard, Jan 16, 1957	box 63	folder 11
Middle East and Africa -- Report, <i>Tapestry for Tomorrow: The Ford Foundation Program in the Middle East</i> , Feb 1964	box 63	folder 12
Middle East and Africa -- Report, <i>The Ford Foundation in Turkey 1952-1967</i> , 1968	box 63	folder 13
Middle East and Africa -- Report, "Africa Ten Years Later" by Francis X. Sutton, Dec 1970	box 64	folder 1
Middle East and Africa -- Report, "The Ford Foundation in the Middle East and North Africa" (folder 1 of 2), Mar 1973	box 64	folder 2
Middle East and Africa -- Report, "The Ford Foundation in the Middle East and North Africa" (folder 2 of 2), Mar 1973	box 64	folder 3
Middle East and Africa -- Report, "Africa and Middle East-Related Organizations in the United States Part I" by Jennifer C. Ward, Aug 1973	box 64	folder 4
Middle East and Africa -- Report, <i>Ford Foundation Assistance in North Africa</i> , Sep 1974	box 64	folder 5
Middle East and Africa -- Report, "Office for the Middle East and Africa Program Review and Funding Request for FY 1980-1981", Jul 1979	box 64	folder 6
Middle East and Africa -- Report, <i>Ford Foundation Assistance in the Arab Middle East and North Africa</i> , Aug 1979	box 64	folder 7
Middle East and Africa -- Report, "Agricultural Development in Tropical Africa and the Role of the Ford Foundation" by Haldore Hanson, Nov 2, 1984	box 64	folder 8

Middle East and Africa -- Review Conference -- Discussion Papers (folder 1 of 2), Jun 1972	box 64	folder 9
Middle East and Africa -- Review Conference -- Discussion Papers (folder 2 of 2), Jun 1972	box 64	folder 10
Middle East and Africa -- Trip Files -- Africa Trip Notes (Jun-Sep 1959) (folder 1 of 2), Jun-Jul 1959	box 64	folder 11
Middle East and Africa -- Trip Files -- Africa Trip Notes (Jun-Sep 1959) (folder 2 of 2), Aug-Sep 1959	box 65	folder 1
Middle East and Africa -- West Africa -- Nigeria -- Correspondence, Notes Re: Foundation Work, 1985	box 65	folder 2
Middle East and Africa -- West Africa -- Nigeria -- Dissertation Re: Ford Foundation Development of Nigerian University by Christiana Tamuno, 1983	box 65	folder 3
Middle East and Africa -- West Africa -- Nigeria -- Grant Funding -- Summaries and Grant List, 1963-1981	box 65	folder 4
Middle East and Africa -- West Africa -- Nigeria -- Public Service Review Commission and Ford Foundation Support, 1972-1976	box 79	folder 6
Middle East and Africa -- West Africa -- Nigeria -- Report, "The Ford Foundation and Public Management in Nigeria" by Stephanie Warren and Clark Bloom, Jun 15, 1963	box 65	folder 5
Middle East and Africa -- West Africa -- Nigeria -- Reports, Proposals Re: International Institute of Tropical Agriculture, 1963-1982	box 65	folder 6
Middle East and Africa -- West Africa -- Trip Files -- Sutton Trip for History Fact Gathering -- Correspondence, Notes, Agendas, Reports, Grant Lists, 1984	box 65	folder 7
Middle East and Africa -- West Africa -- Trip Files -- Report on Trip to Guinea (Apr 1-3, 1985) by Richard Horovitz, Apr 19, 1985	box 65	folder 8
Middle East and Africa -- United Arab Republic -- Egypt -- Annual Program Expenditures/Grants List, 1981	box 65	folder 9
Middle East and Africa -- United Arab Republic -- Egypt -- Report Re: Ford Foundation Grants to American University in Cairo, Nov 1984	box 65	folder 10
Middle East and Africa -- United Arab Republic -- Egypt -- Grant Proposal, Evaluations, Reports Re: Egypt's Institute of National Planning, 1959-1980	box 65	folder 11
Middle East and Africa -- United Arab Republic -- Memorandum Re: Recent Developments in the UAR, Sep 12, 1961	box 65	folder 12
Middle East and Africa -- United Arab Republic -- Reference/Background Materials on United Arab Republic, 1968-1984	box 65	folder 13
Middle East and Africa -- United Arab Republic -- Report, "Manpower Resources in Economic Development" by John T. Hilliard, Jun 1961	box 65	folder 14

Middle East and Africa -- United Arab Republic -- Report, "The Ford Foundation in the United Arab Republic: Information for Consultants", 1963	box 65	folder 15
Middle East and Africa -- United Arab Republic -- Report, "Position Paper on the American University in Cairo" by James T. Ivy, Sep 22, 1969	box 65	folder 16
Middle East and Africa -- United Arab Republic -- Trip Files -- Sutton and Donald Kingsley Visit to Cairo Field Office (Nov 1969) -- Agenda, UAR Program Review, Grant Reports, 1969	box 65	folder 17

[^ Return to Table of Contents](#)

## Ford Foundation History Project, Subject Files, 1949-1985

### Scope and Contents

The Ford Foundation History Project Subject Files include correspondence, memoranda, grant proposals, reports, meeting materials, and notes. The History Project Subject Files document the Foundation's broad-based, issue-focused efforts aimed at education and educational reform, international studies and relations, development planning and management, and arts and culture, among others. The Subject Files include program management materials, budget reports, and International Division administrative and operational files.

Also within this series are the Ford Foundation internal history files outlined by Dr. Sutton in chapter and section order. These files contain notes and background information on the early history of the Foundation and the formation of its international programs. Biographical information on the Foundation's original trustees and staff, initial budgeting demands, program considerations and later developments shaped the structure of Dr. Sutton's history outline. The Sutton/McCarthy History Text Files consist of the chapters that Dr. Sutton and his research assistant, Nancy McCarthy, composed using the materials found within this series. Some of these chapters also double as independent Foundation reports.

### Arrangement

Arranged alphabetically.

Title/Description	Instances	
Arts -- Materials for Arts Review -- Reports, Outlines, 1966-1981	box 66	folder 1
Arts -- Reports Re: Humanities and the Arts Division and Foundation Work, Jun 1972	box 66	folder 2
Arts -- Reports, Memoranda Re: Foundation Support of Arts and Culture Overseas, 1976-1980	box 66	folder 3
Arts -- Report, "The Arts and Culture in the Ford Foundation", Jun 1981	box 66	folder 4
Budget -- Foundation-Wide Proposed Budget, FY 1974-1975, Jun 1973	box 66	folder 5
Budget -- Foundation-Wide Proposed Budget, FY 1976-1977, Jun 1975	box 66	folder 6

Budget -- Foundation-Wide Proposed Budget, FY 1978-1979, Jun 1977	box 66	folder 7
Budget -- Report, "Choices Under a Reduced Program Budget", Nov 1974	box 66	folder 8
Budget -- Review Material -- "FY 1978-1979 Budget Planning: Program Alternatives and Options", Mar 1977	box 66	folder 9
Development Planning and Management -- Economic Planning and Advisory Programs -- Memoranda and Notes, 1968-1984	box 66	folder 10
Development Planning and Management -- Management and Business -- Grant Proposal, Memoranda Re: Al-Ahram Center for Political and Strategic Studies (Egypt), 1982	box 66	folder 11
Development Planning and Management -- Management and Business -- Indian Institute of Management, Ahmedabad (IIMA) -- Annual Report, Social Development Conference Agenda, Papers Re: Program Management, 1976-1982	box 67	folder 1
Development Planning and Management -- Management and Business -- Report, "Training for Public Administration and Management in Developing Countries" by Samuel Paul, 1983	box 67	folder 2
Development Planning and Management -- Memoranda, Notes, Reports Re: Public Administration, Training of Specialists and Additional Foundation Assistance, 1973-1974	box 67	folder 3
Development Planning and Management -- Political Development and Policy Making Initiatives -- Notes, Paper, 1971-1983	box 67	folder 4
Development Planning and Management -- Public Management Review Materials -- Memoranda, Notes, Reports, 1972-1975	box 67	folder 5
Development Planning and Management -- Report, "The Ford Foundation and Public Management in the Less-Developed Countries" by Francis X. Sutton and Theodore Smith, Aug 6, 1975	box 67	folder 6
Development Planning and Management -- Report, "Administration and Economic Planning in Eastern Africa" by Courtney Nelson, Apr 1977	box 67	folder 7
Development Planning and Management -- Report, "The Rise and Fall of Political Development" by Fred Riggs with Related Correspondence, 1980-1983	box 67	folder 8
Development Planning and Management -- Report, "The Role of Foundations in Development" by Francis X. Sutton, Dec 1982	box 67	folder 9
Development Planning and Management -- Reports Re: Post-Graduate Training Abroad by Robert Myers, undated	box 67	folder 10
Education and Public Policy Division -- Program Reviews -- Background Material, Jan 1981	box 67	folder 11
Education and Research -- Cultural Development -- Memoranda, Notes, Grant Requests, Papers, etc. (1 of 3), 1968-1982	box 68	folder 1

Education and Research -- Cultural Development -- Memoranda, Notes, Grant Requests, Papers, etc. (2 of 3), 1968-1982	box 68	folder 2
Education and Research -- Cultural Development -- Memoranda, Notes, Grant Requests, Papers, etc. (3 of 3), 1968-1982	box 68	folder 3
Education and Research -- Grant Requests, 1967-1982	box 68	folder 4
Education and Research -- Memoranda Re: Institute of International Education Research Program, 1983-1984	box 68	folder 5
Education and Research -- Report, "The Land-Grant Colleges in International Affairs" by Forrest F. Hill, [1962]	box 68	folder 6
Education and Research -- Report, "Education in the Developing Countries" by Forrest F. Hill, Dec 1962	box 68	folder 7
Education and Research -- Report, "America the Resilient" by F. Champion Ward, Nov 1967	box 68	folder 8
Education and Research -- Report, "Reflections on the 'Internationalizing' of Higher Education" by F. Champion Ward, Mar 1974	box 68	folder 9
Education and Research -- Report, "The Funding of International Cooperation in Higher Education, Scholarship and Research" by Francis X. Sutton, Apr 29, 1982	box 68	folder 10
Education and Research -- Report -- Manuscript, "The School and the University: An International Perspective" by Burton R. Clark (ed.) (1 of 2), Feb 1984	box 68	folder 11
Education and Research -- Report -- Manuscript -- "The School and the University: An International Perspective" by Burton R. Clark (ed.) (2 of 2), Feb 1984	box 68	folder 12
Education and Research -- Science and Technology -- Outline, Notes Re: Foundation's International Programs, 1983	box 68	folder 13
Education and Research -- Science and Technology -- Report, "Swimming for 25 Years as a Pilot Fish at the Ford Foundation" by Richard Magat, Sep 1982	box 68	folder 14
History General Files -- Bibliography -- Notes, Book Reviews, Index to Ford Foundation Reports, 1969-1985	box 69	folder 1
History General Files -- Correspondence Re: Ford Foundation History Reconnaissance, 1983-1984	box 69	folder 2
History General Files -- Ford Foundation Archives -- List of Ford Foundation Conference Papers, 1953-1980, 1985	box 69	folder 3
History General Files -- Foundations -- Organization and General Information, 1983	box 69	folder 4
History General Files -- History Project Proposal, Budget, Consultant Work, 1983-1984	box 69	folder 5

History General Files -- Interviews/Oral Histories for Ford Foundation History Project, A-L -- Summaries, Notes, Related Materials (1 of 2), 1980-1984	box 69	folder 6
History General Files -- Interviews/Oral Histories for Ford Foundation History Project, M-W -- Summaries, Notes, Related Materials (2 of 2), 1984	box 69	folder 7
History General Files -- Outlines, Progress Report, Memoranda Re: History Project, 1983-1986	box 69	folder 8
History General Files -- Related Studies -- Arnold Thackray and the Center for Advanced Study in the Behavioral Sciences -- Correspondence and Report, 1984	box 69	folder 9
History General Files -- Related Studies -- Ed Mason and the Harvard Institute for International Development -- Correspondence, Notes, Grant Listings, 1984	box 69	folder 10
History General Files -- Related Work -- Rockefeller Foundation Overseas Program -- Interview with Lindsley Kimball, Apr 1, 1955	box 69	folder 11
History General Files -- Trustees -- Biographies, Press Clippings, 1968-1983	box 69	folder 12
Internal History 1.1 -- The Founding -- Study Group and Follow-up by McPeak and Others, [1983]	box 69	folder 13
Internal History 1.2 -- The Founding -- Initial Board Composition -- Notes Re: Trustees and Manuscript on Karl T. Compton, 1959-1983	box 69	folder 14
Internal History 1.3 -- The Founding -- Initial Staff and Delegation of Power -- Correspondence between Robert Hutchins and F. Champion Ward, 1954-1984	box 69	folder 15
Internal History 1.4 -- The Founding -- Initial Financial Situation -- Summary of Conversation with Eli Whitney Debevoise, Mar 2, 1984	box 69	folder 16
Internal History 2.1 -- Organization to 1966 -- The Board -- Correspondence, Memoranda, Organizational Chart of Officers, Summaries of Interviews, 1952-1985	box 69	folder 17
Internal History 2.2 -- Organization to 1966 -- Staff and Program Organization -- Ford Foundation Program Timeline, Memoranda, Notes, Staff Lists, Organizational Charts, Interview Summaries, 1954-1984	box 69	folder 18
Internal History 2.3 -- Organization to 1966 -- Field Offices -- List of Ford Foundation Field Offices, 1984	box 69	folder 19
Internal History 3.1 -- Organizational Evolution, 1966-1981 -- The Board -- List of Officers, Trustee Travel Information, Notes, Background Materials, 1984	box 69	folder 20
Internal History 3.2 -- Organizational Evolution, 1966-1981 -- Staff and Program Organization -- List of Program Officers, Notes, 1966	box 69	folder 21

Internal History 3.3 -- Organizational Evolution, 1966-1981 -- Field Offices -- List of Overseas Offices, 1984	box 69	folder 22
Internal History 4 -- Financial and Statistical Record -- International Division Program Strategy -- Memoranda and Budget Projections, 1968	box 70	folder 1
Internal History 4 -- Financial and Statistical Record -- Foundation Grants and Projects -- Memoranda and Program-Related Investment Report, 1969-1974	box 70	folder 2
Internal History 5 -- Major Program and Policy History -- Memoranda, Reports to Trustees Re: Program Area One and Program for Peace Development (1 of 2), 1949-1953	box 70	folder 3
Internal History 5 -- Major Program and Policy History -- Memoranda, Reports to Trustees Re: Program Area One and Program for Peace Development (2 of 2), 1949-1953	box 70	folder 4
Internal History 5 -- Major Program and Policy History -- Budget Reports and Treasurer's/Financial Reports, 1956-1981	box 70	folder 5
Internal History 5 -- Major Program and Policy History -- Report, "A Review of Progress at the Ford Foundation" by Paul Hoffman, 1952	box 70	folder 6
Internal History 5 -- Major Program and Policy History -- Report, "History of the Ford Foundation" by Oona Sullivan, 1983	box 70	folder 7
Internal History 6 -- Major Program Changes -- International Affairs -- Discussion Papers, Memoranda, Reports Re: Foundation's International Programs and Organization, 1962-1971	box 70	folder 8
Internal History 6 -- Major Program Changes -- International Affairs -- Notes Re: Foreign Governments and Pakistan Program, 1984	box 70	folder 9
Internal History 6 -- Major Program Changes -- Report, "History of the Ford Foundation's International Affairs Program" by James Robert Huntley, Dec 3, 1965	box 70	folder 10
International Division -- Administration -- Report, "Report on Overseas Compensation Review" and Related Memoranda, Jul- Aug 1980	box 70	folder 11
International Division -- International Affairs -- Grant Recommendations, Lists Re: Projects to Strengthen International Peace, Understanding and Security, 1961-1985	box 70	folder 12
International Division -- International Economics -- Correspondence, Notes, 1983	box 70	folder 13
International Division -- Program Management Costs -- Press Release Re: Phased Reductions in Expenditures, Dec 1974	box 70	folder 14
International Division -- Reports, Memorandum Re: Foundation Work in Less Developed Countries, 1967-1972	box 71	folder 1
International Division -- Report, "The Ford Foundation's Program in the Changing Role of Women", Mar 1973	box 71	folder 2



International Division Conference -- Summary Notes, 1979	box 71	folder 3
International Relations -- Arms Control -- Report, "The Ford Foundation's Program in International Peace, Security and Arms Control" by Enid C.B. Schoettle, Jun 23, 1982	box 71	folder 4
International Relations -- Human Rights -- Congress for Cultural Freedom and International Association for Cultural Freedom -- Memoranda, Notes, Reports, 1967-1984	box 71	folder 5
International Relations -- Human Rights -- East European Emigre Publishing -- Meeting Agenda, Memoranda, Reports, 1983-1984	box 71	folder 6
International Relations -- Human Rights -- Grant Actions, [1979]	box 71	folder 7
International Relations -- Human Rights -- Helsinki Watch, 1983-1984	box 71	folder 8
International Relations -- Human Rights -- Report, "Human Rights and Intellectual Freedom", Mar 1978	box 71	folder 9
International Relations -- Human Rights -- Report (draft), "The International Dimension of Foundation Programs in Human Rights and Social Justice" by Eric Schwartz, Sep 1984	box 71	folder 10
International Relations -- Intellectual Refugees -- Correspondence with Social Science Research Council (SSRC) and Notes, 1983-1984	box 71	folder 11
International Relations -- Intellectual Refugees -- Meeting Materials, Memoranda, Refugee Lists Re: Vietnamese Refugees, 1975	box 72	folder 1
International Relations -- Refugees -- Memoranda and Notes Re: Cornelius Report, "Mexican and Caribbean Migration to the United States", Apr-May 1979	box 72	folder 2
International Relations -- Refugees -- National Coalition for Refugee Resettlement -- Grant Proposal, Memoranda, 1981-1982	box 72	folder 3
International Relations -- Refugees -- Refugee Policy Group -- Correspondence, Newsletters, Report, Program Reviews/ Summaries, 1983-1985	box 72	folder 4
International Relations -- Refugees -- Report, "Asian Worker Migration to the Middle East" by Charles B. Keeley, Jan 1980	box 72	folder 5
International Relations -- Refugees -- Report, "International Migration and Refugees", Mar 1980	box 72	folder 6
International Relations -- Refugees -- Report for June 1983 Board of Trustees Meeting, "Refugees and Migrants: Problems and Program Responses", Jun 1983	box 72	folder 7
International Relations -- Refugees -- Report, "Refugee Assistance in Developing Countries" by Barry N. Stein, Oct 1984	box 72	folder 8
International Relations -- Refugees -- Report, "Refugees and Mass Exoduses: The Search for Humane and Effective Policy"	box 72	folder 9

and Accompanying Notes and Research by Francis X. Sutton,  
1979-1983

International Relations -- Relationship to the United Nations -- Memoranda, Notes, Grant Recommendations Re: Foundation Work with UN, 1952-1984	box 72	folder 10
International Relations -- World Economy -- Report, "The Foundation's Program Concerned with the World Economy", Jun 1980	box 72	folder 11
International Relations -- World Economy -- Report for Council on Foreign Relations, "The United States in the World Economy: A Fifty-Year View" by William Diebold, Jr., May 16, 1983	box 72	folder 12
International Relations -- World Problems -- Lecture, "Human Rights and Mass Exodus" Delivered by Aga Khan, Feb 10, 1983	box 72	folder 13
International Studies -- Asian Studies -- Discussion Papers/ Summaries Re: History and Value of I.S., 1974	box 72	folder 14
International Studies -- Asian Studies -- Memoranda, Proposal Re: Funding of Stanford University's Center of Asian Studies, 1951	box 72	folder 15
International Studies -- Asian Studies -- Memorandum, Grant/ Expenditure Charts Re: Asian Studies at Select Universities, 1975	box 72	folder 16
International Studies -- Asian Studies -- Report, "Ford Foundation Grants and China Studies in the UK: An Evaluation" by Christopher Howe, Jun 11, 1974	box 72	folder 17
International Studies -- Asian Studies -- "Southeast Asian Studies: Options for the Future" Conference (3/26/1984) -- Agenda, Grant Recommendations, Memoranda, Reports, 1972-1984	box 72	folder 18
International Studies -- Ford Foundation International Studies Projects and General I.S. Information, 1968-1984	box 72	folder 19
International Studies -- History and Tying-Off of Grant Funding -- Memoranda, Notes, Outline Re: International Programs and University Endowed Chairs, 1982-1985	box 73	folder 1
International Studies -- Overseas Training and Research/ International Training and Research Program -- Memoranda, Outlines, Reviews Re: History, 1953-1961	box 73	folder 2
International Studies -- Report, "International Training and Research in the Ford Foundation" by Cleon O. Swayzee, Jun 1967	box 73	folder 3
International Studies -- Report, "The Foundation's Current Strategy in the Support of International Studies", Dec 1967	box 57	folder 4
International Studies -- Report, "Support of International Studies in American Universities", Mar 1969	box 73	folder 5
International Studies -- Report, "The Program of Transitional Support to International Studies in American Universities", Dec 1969	box 73	folder 6

International Studies -- Report, "Report on the 9,000,000 Special Transitional Program in Support of International Studies in American Universities", Nov 1972	box 73	folder 7
International Studies -- Report, "International Studies Review: A Staff Study" by Elinor Barber and Warren Ilchman, Sep 1979	box 73	folder 8
International Studies -- United Nations University -- Memoranda, Reports Re: Role and Issues of UNU, 1980-1983	box 73	folder 9
International Studies -- University Funding and Endowed Chairs -- University of California, Los Angeles, 1984-1985	box 73	folder 10
International Studies -- University Funding and Endowed Chairs -- University of Chicago, 1961-1983	box 73	folder 11
International Studies -- University Funding and Endowed Chairs -- Cornell University, 1967-1985	box 73	folder 12
International Studies -- University Funding and Endowed Chairs -- Harvard University, 1958-1985	box 73	folder 13
International Studies -- University Funding and Endowed Chairs -- MIT, 1981-1985	box 73	folder 14
International Studies -- University Funding and Endowed Chairs -- Stanford University, 1966-1981	box 73	folder 15
International Studies -- University Funding and Endowed Chairs -- Yale University, 1955-1986	box 73	folder 16
International Studies -- University Funding and Endowed Chairs -- Duke, Illinois, Johns Hopkins, Michigan State, Midwest University Consortium, Minnesota, 1979-1982	box 74	folder 1
International Studies -- University Funding and Endowed Chairs -- New York University, Northwestern, Pennsylvania State, Washington, Wisconsin, 1977-1981	box 74	folder 2
International Studies -- University Funding -- Additional Information, 1968-1969	box 74	folder 3
International Studies Review -- Memoranda and Grant Recommendations, 1973-1975	box 74	folder 4
International Studies Review -- Reports, 1973-1975	box 74	folder 5
International Training and Research -- Soviet and Eastern European Grants (1 of 2), 1986	box 79	folder 7
International Training and Research -- Soviet and Eastern European Grants (2 of 2), 1986	box 79	folder 8
National Affairs Division -- Program Reviews -- Background Material, Jan 1981	box 74	folder 6
Overseas Development Program -- Memoranda, Conference/Program Meeting Notes Re: Economic Development and Foundation Work Overseas, 1955-1960	box 74	folder 7

Overseas Development Program -- Notes, Memoranda Re: Foundation Opportunities in Africa, Apr-Dec 1956	box 74	folder 8
Overseas Development Program -- Notes Re: Economic Development, 1984	box 74	folder 9
Overseas Development Program -- Reports, Project Charts, May 1955 Docket Re: Division History, Activities, Operating Methods, 1952-1955	box 74	folder 10
Overseas Development Program -- Reports to Trustees and Program Summary, 1954-1956	box 74	folder 11
Overseas Development Program -- Program Docket for Board of Trustees Meeting, Jun 21-22, 1957	box 74	folder 12
Overseas Development Program -- Program Docket for Board of Trustees Meeting, 1958	box 74	folder 13
Overseas Development Program -- Report, "Africa Program, 1957-1958", Jul 3, 1958	box 74	folder 14
Overseas Development Program -- Program Dockets for Board of Trustees Meetings, 1959-1961	box 75	folder 1
Personnel Directory, Nov 1, 1963	box 75	folder 2
Personnel Flow Charts, Jan 1, 1981	box 75	folder 3
Population -- Report, "The Ford Foundation's Activities in Population", Aug 1968	box 75	folder 4
Social Science Conference (Feb 10-11, 1972) -- Agenda, List of Participants, Minutes, Reflections, 1971-1972	box 75	folder 5
Social Science Research Council - American Council of Learned Societies (SSRC-ACLS) Grants/Joint Committees -- Memoranda, Notes, Grant Recommendations, 1970-1982	box 75	folder 6
Sutton -- Foundation History Text -- Introduction, 1984	box 75	folder 7
Sutton -- Foundation History Text -- Part 1, [1984-1985]	box 75	folder 8
Sutton -- Foundation History Text -- Africa, Latin America and Regional Approaches, Jul 1, 1985	box 75	folder 9
Sutton -- Foundation History Text -- The Ford Foundation in the Middle East and Africa, Dec 10, 1984	box 75	folder 10
Sutton -- Foundation History Text -- The Ford Foundation in Nepal, Mar 28, 1985	box 75	folder 11
Sutton -- Foundation History Text -- The Ford Foundation in Turkey, Apr 24, 1985	box 75	folder 12
Sutton -- Foundation History Text -- Overseas Development Part II -- The Initial Shaping of Policy, Aug 30, 1984	box 76	folder 1
Sutton -- Foundation History Text -- Working Out Overseas Development to 1966 -- The Guiding Motivations and Strategies, Jun 18, 1985	box 76	folder 2

Sutton -- Foundation History Text -- Nation Building: Social Transformation and Cultural Unity, [1984-1985]	box 76	folder 3
Sutton -- Foundation History Text -- Tables and Charts, undated	box 76	folder 4
Sutton -- Foundation History Text -- "From Cold War to Cultural Development: The International Cultural Activities of the Ford Foundation, 1950-1982" by Kathleen D. McCarthy, Apr 1985	box 76	folder 5
Sutton -- Foundation History Text -- "The Ford Foundation's Population Programs in India, Pakistan and Bangladesh, 1959-1981" by Kathleen D. McCarthy, [1985]	box 76	folder 6

[^ Return to Table of Contents](#)

## Researcher Files, Bulk, 1985-1987 1983-2002 (bulk 1985-1987) (1985-1987)

### Scope and Contents

The six "Researcher" files document Dr. Sutton's use of the Ford Foundation Archives. They record the collections he consulted and the documents he requested while working on his history of the Foundation's international activities, as well as reference copies of some of the chapters he wrote. The series also includes correspondence between Dr. Sutton and Ann Newhall, the Foundation's archivist, regarding his citation of archival materials within the history text.

### Arrangement

The files are arranged by box number according to the original Records Management boxes from which they were pulled, and then chronologically.

Title/Description	Instances	
Archive Use Re: History of Ford Foundation, 1983-1985	box 76	folder 7
Citation Check Re: Sutton Manuscript, "American Philanthropy in Educational and Cultural Exchange with the People's Republic of China" (1 of 3), 1985-1987	box 76	folder 8
Citation Check Re: History of the Ford Foundation International Division Part I (2 of 3), 1986-1987	box 76	folder 9
Citation Check re: Sutton Manuscript, "International Philanthropy in a Large Foundation" (3 of 3), 1987	box 76	folder 10
Research on Dwight Macdonald for Book Introduction (1 of 2), 1987	box 76	folder 11
Research on Ford Foundation International Work and Grants, Records of Individuals (2 of 2), 2001-2002	box 76	folder 12

[^ Return to Table of Contents](#)

## Visual Materials, 1951-1985

Separated Materials:

## Separated Materials

Several of the files within this series were separated from the Program and Ford Foundation History Project Files series.

## Scope and Contents

This series contains photographs of Ford Foundation staff, officers, and trustees, program work abroad, field offices and international visits. There is also one sheet of slides of miscellaneous museum artifacts, artwork, and antiques.

## Arrangement

Alphabetical arrangement.

Title/Description	Instances	
Africa Mission II -- Francis X. Sutton, Alfred C. Wolf, Melvin J. Fox (separated from Trip Files--Africa Mission II), [1957]	box 77	folder 1
Asia and the Pacific -- India -- New Delhi Staff (separated from report "A Brief Note on the Ford Foundation's Current Program in India"), Sep 1985	box 77	folder 2
Center for Advanced Studies in the Behavioral Sciences Reception, Jan 7, 1955	box 77	folder 3
Inventory of Photographs in the Ford Foundation History File and List of Ford Foundation Negatives, 1958-[1985]	box 77	folder 4
Miscellaneous Foundation Images -- Field Offices, Staff Working Abroad, Agriculture, International Universities, Rural Development and Family Planning Programs, 1965-1967	box 77	folder 5
Photographs from F. Champion Ward -- International Visits including Beirut, [1956]	box 77	folder 6
Staff/Officer/Trustee Photographs, A-E, [1954-1974]	box 77	folder 7
Staff/Officer/Trustee Photographs, F-H, [1951-1970]	box 77	folder 8
Staff/Officer/Trustee Photographs. K-N, undated	box 77	folder 9
Staff/Officer/Trustee Photographs. P-Z, [1961-1968]	box 77	folder 10
Slides -- Artwork, undated	box 77	folder 11

[^ Return to Table of Contents](#)