

Foundation Center of New York records

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Rockefeller Archive Center

15 Dayton Avenue Sleepy Hollow 10591

archive@rockarch.org

URL: http://www.rockarch.org

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Summary Information

Repository: Rockefeller Archive Center

Creator: Foundation Center

Title: Foundation Center of New York records

ID: FA023

Date [inclusive]: 1922-2004 (bulk 1954-1994)

Date [bulk]: 1954-1994

Physical Description: 65 Cubic Feet 173 microfilm reels

Language of the English

Material:

Preferred Citation

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

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Biographical/Historical note

The Foundation Center was created in 1956 by foundation leaders who felt the need for an independent organization that would collect and make available information about philanthropic and non-profit organizations in the United States and throughout the world. On May 25, 1956, the Foundation Library Center was incorporated as an educational institution under the authority of the New York State Board of Regents. The Center was to gather comprehensive information about foundations, stimulate reporting and accountability where it did not yet exist, and provide "a convenient place where any person may find accurate information about foundations."

F. Emerson Andrews, long-time president of the Russell Sage Foundation, was the first president of the Foundation Center, serving from 1956-1966. He wrote extensively on the topic of philanthropic and non-profit organizations and was a strong advocate for a central information-collecting agency. He was succeeded by Manning M. Pattillo (1967-1970), Thomas R. Buckman (1971-1991), and Sara Engelhardt (1992-2008).

The books, reports, and files of the Russell Sage Foundation formed a core collection of the Foundation Library Center. The Center also purchased photographic transcripts of financial and other data on approximately 7,000 organizations, and it solicited complete annual reports files where they existed. The library opened to the public in late 1956. In 1960, the Center published its first Foundation Directory.

In 1968, the Foundation Library Center changed its name to the Foundation Center. For further information see its website, http://foundationcenter.org, and its publication "Philanthropy in the 21st Century: The Foundation Center's 50th Anniversary Interviews."

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Scope and Contents note

The records of the Foundation Center span the years 1922-2004, with the majority of the records dating from the mid-1950s, when the Center was created, to the early 1990s. Most of the material prior to 1956 comes from F. Emerson Andrews, the first president of the Foundation Center. Prior to 1956, Andrews had worked at the Russell Sage Foundation, and much of the correspondence relating to the Foundation Center was addressed to him there.

Containing correspondence, annual reports, financial records, publications, clippings, and a large collection of organizational pamphlets, the collection reveals the history of the Foundation Center and its projects, including fund-raising programs, the directories, "Foundation News," and various seminars in technology and other areas of interest. It also provides a history of governmental influence and tax reform in relation to non-profit organizations. The collection contains manuscripts and articles by F. Emerson Andrews on the world of philanthropic organizations, including his book "The Foundation Watcher." It also includes photographs, a Foundation Center video entitled "Foundations: The People and The Money," a scrapbook containing articles on the Congressional tax reform hearings, and transcripts from these hearings.

The Foundation Center collection exists on 173 reels of 35mm preservation standard microfilm.

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Arrangement note

The records are divided into three series:

Series 1 - Administrative Files (1922-2004)

Series 2 - Program and Project Files (1924-1999)

Series 3 - Non-Related Foundation Center Files (1947-1990)

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File Plan note

Former Classification: XVII

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Administrative Information

Publication Statement

Rockefeller Archive Center

15 Dayton Avenue Sleepy Hollow 10591 archive@rockarch.org

URL: http://www.rockarch.org

Revision Description

Migrated from Re:discovery to the AT by Marisa Hudspeth. 5/29/2009

Conditions Governing Access

Open for research. Microfilm user copies are available for research.

Conditions Governing Use

RAC users must abide by all applicable provisions of United States copyright law. Reproduction/duplication of archival items is routinely provided in accordance with "fair use." If the RAC does not hold copyright for an archival collection, or items within a collection, it is the user's responsibility to contact the copyright holder, or make a fair effort to do so, prior to publication.

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Related Materials

Separated Materials

Published material that is readily available elsewhere (such as books or transcripts of Congressional hearings) and special format material, including audio and visual materials and computer disks and punch cards, have been separated and retained in their original formats. "Separation sheets" placed within the microfilmed collection will note the existence of this original documentation.

Separated Materials

The following books were removed from the Foundation Center collection and placed in the Rockefeller Archive Center library. They are available for research use.

Andrews, F. Emerson. Foundation watcher. Lancaster, PA: Franklin and Marshall College, 1973. Copy 2: Inscribed by author; autographed. Call Number: 361.7 AND.

America's voluntary spirit: a book of readings. Ed. Brian O'Connell. New York: Foundation Center, 1983. Call Number: 361.7 ROC.

An agile servant: community leadership by community foundations. Ed. Richard Magat. New York: Council on Foundations, 1989. Call Number: 361.8 AGI.

Zurcher, Arnold J., and Dustin, Jane. The foundation administrator: a study of those who manage America's foundations. New York: Russell Sage Foundation, 1972. Call Number: 361.7068 ZUR.

Duane, Thomas David. Opthalmic research: U. S. A.: a comprehensive national survey of eye research. New York: Research to Prevent Blindness, 1965. Call Number: 612.8 DUA.

Layton, Daphne Niobe. Philanthropy and voluntarism: an annotated bibliography. New York: Foundation Center, 1987. Call Number: 361.7016 LAY.

Kiger, Joseph C. Historiographic review of foundation literature: motivations and perceptions. New York: Foundation Center, 1987. Call Number: 361.7016 KIG.

The literature of the nonprofit sector: a bibliography with abstracts. New York: Foundation Center, 1989-1994. Call Number: 361.7016 LIT.

The foundation directory. Ed. David G. Jacobs. New York: Foundation Center, 2003. Call Number: 2nd Floor/361.7025 FOU.

Foundation Center. Annual report. New York, 1956-2007. (Variant Title, 1956-1967: Foundation Library Center annual report.) Call Number: 2nd Floor, Annual Reports.

Foundation Center. Foundation Center: 50th anniversary: knowledge to build on. New York, 2006. Call Number: 361.706 FOU.

Philanthropy in the 21st century. Ed. Mitch Nauffts. New York: Foundation Center, 2007. Call Number: 361,706 PHI.

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Controlled Access Headings

- Taxation -- Law and legislation -- United States
- Philanthropy
- Philanthropy, Charity and the Nonprofit Sector
- Charities
- Charitable uses, trusts, and foundations
- Foundation Library Center
- Buckman, Thomas R.
- Lewis, Marianna O.
- Russell Sage Foundation
- Andrews, Frank Emerson
- Pattillo, Manning M.
- Kirsch, William

Collection Inventory

Administrative Files, 1922-2004

Arrangement note

This series is arranged in two subseries:

Subseries 1 - Historical Information

Subseries 2 - Officer and Committee Files

Historical Information, 1956-2004

Scope and Contents note

This series contains historical information about The Foundation Center, including staff charts.

Title/Description	Instances	
The Foundation Center, 1956-1966	reel 1	frame 3
The Foundation Center, 1956-1971	reel 1	frame 58

The Foundation Center, 1990-1993	reel 1	frame 338
The Foundation Center - Annual Reports, 1956-2004	reel 1	frame 383
The Foundation Center - 30th Anniversary, November 21, 1986	reel 1	frame 385
Personnel and Organizational Chart, 1967-1968	reel 1	frame 422

Officer and Committee Files, 1922-1998

Arrangement note

Series 1.2 is arranged in two sections:

- A Officer Files
- B Committee Files

Title/Description Instances

Officer Files, 1922-1998

Arrangement note

Subseries A is arranged in 9 parts:

- 1 F. Emerson Andrews
- 2 F. Emerson Andrews and Manning M. Pattillo, Jr.
- 3 Manning M. Pattillo, Jr.
- 4 Manning M. Pattillo, Jr. and Thomas R. Buckman
- 5 Thomas R. Buckman
- 6 William Kirsch
- 7 Marianna O. Lewis
- 8 Nathaniel Spear III
- 9 Trustees (Deceased)

Title/Description Instances

F. Emerson Andrews, 1922-1991

Scope and Contents note

F. Emerson Andrews served as the first president of The Foundation Center, 1956-1966. Before his time at The Foundation Center, he was president of the Russell Sage Foundation. He was very interested in and studied philanthropic foundations. His papers consist of correspondence, manuscripts and other published works, and material relating to the Jellicoe Foundation. The Jellicoe Foundation was a fictitious foundation created by Andrews to see if other publishing houses were copying from The Foundation Directory. If Jellicoe

Foundation was in the other directory he knew they copied directly and without The Foundation Center's permission.

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Albert Carriere, Inc., 1963	reel 1	frame 431
American Cancer Society, Inc., 1947-1958	reel 1	frame 435
American Council on Education, 1945-1967	reel 1	frame 468
American Foundations Information Service, 1945-1959	reel 1	frame 576
American Foundations Information Service - Purchasing Documents, 1956	reel 2	frame 1
American Historical Society and American Society of Church History - Joint Meeting, December 1961, 1961	reel 2	frame 30
The American National Red Cross, 1948-1962	reel 2	frame 55
American Philosophical Society - Project on Foundations, 1959-1963	reel 2	frame 134
American Society of Corporate Secretaries, 1950-1956	reel 2	frame 225
Annual Reports - Acknowledgements and Special Comments, 1962-1967	reel 2	frame 253
Annual Reports - Requests for Foundation Center Depositories, 1963-1964	reel 2	frame 288
Associates of Kenneth Rose, 1955-1960	reel 2	frame 381
Association for the Aid of Crippled Children, 1953-1965	reel 2	frame 438
Association of Independent Research Institutions, 1965	reel 2	frame 530
Robert Beach, 1957-1958	reel 2	frame 552
Classifications, 1957-1963	reel 2	frame 560
Code of Practice, 1964	reel 2	frame 671
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The English Speaking Union of the United States, 1963	reel 5	frame 797
Foreign Foundations Program, 1967-1969	reel 5	frame 812
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Harry Emerson Fosdick - Centennial Year, 1978	reel 6	frame 20
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Foundations Luncheon Group - History, 1953-1960	reel 6	frame 371
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Foundations Luncheon Group - Steering Committee Administration, 1957-1966	reel 6	frame 688
Foundation Management Studies - Proposals and Working Papers, 1964-1965	reel 6	frame 721
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Manning M. Pattillo, Jr., 1951-1975

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Manning M. Pattillo, Jr. served as the second president of The Foundation Center, 1967-1970.

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William Kirsch, 1971-1993

Scope and Contents note

William Kirsch served as Treasurer of The Foundation Center from 1972-1990.

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Marianna O. Lewis, 1945-1982

Scope and Contents note

Marianna O. Lewis was the first editor of the Foundation Directory (1957-1971). She then became senior research associate (1972-1982) and assistant secretary in 1974.

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Scope and Contents note

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Trustees (Deceased), 1955-1998

Scope and Contents note

Series 1.2A.9 is labeled "Deceased Trustees." At the time of filming many of these Trustees were not yet deceased. The material was originally labeled in this way because many of the trustees had passed away; but several of the trustees mentioned (such as Vernon Jordan) were placed in the category of "deceased" after declining to accept a Trustee Emeritus position with the Center.

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Committee Files, 1967-1994

Scope and Contents note

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Program and Project Files, 1924-1999

Arrangement note

Series 2 is arranged in two subseries:

Subseries 1 - Programs

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Programs, 1924-1998

Arrangement note

Series 2.1 is arranged in 6 sections:

- A Associates Program Files
- B Donor Files
- C Foundation Correspondence
- D Programs
- E Prospects
- F Sponsors

Scope and Contents note

Information in Series 2.1 is primarily centered around financial material and fund-raising that The Foundation Center actively pursued.

Title/Description Instances

Associates Program Files, 1975-1997

Scope and Contents note

The Associates Program is a fee-based program. Being a member of the Associates Program gave an organization the opportunity to use the resources of The Foundation Center for a small fee on top of the yearly fee. A primary benefit of membership was the ability to draw on the vast database The Foundation Center maintained.

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Arrangement note

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Scope and Contents note

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Series 2.1D is arranged in 8 parts:

- 1 Bibliographies
- 2 The Foundation Library Center
- 3 The Foundation Library Center, The New York Library
- 4 The Foundation Library Center, Regional Libraries and Cooperating Collections
- 5 Grant Classification Scheme (NTEE-National Taxonomy of Exempt Entities)
- 6 Major Gift Campaign

- 7 Public Services Seminars
- 8 Source Book Profiles

This series contains files pertaining to the major programs that were promoted.

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This series includes bibliographies of the Center's publications.

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Program and Project Files - Programs - Programs - The Foundation Library Center, Regional Libraries and Cooperating Collections, 1972-1998

Scope and Contents note

This series contains information about the cooperating collections that can be found in the Foundation Library Center's regional libraries based in Cleveland, San Francisco, and Washington, D.C. and in libraries, community foundations, and other non-profit resource centers. These centers provide a core collection of The Foundation Center's publications.

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Scope and Contents note

(4 x 6)" color photograph of Susan Pinsley, Superintendent; Plattsburgh Public Library

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Existence and Location of Copies note

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Program and Project Files - Programs - Programs - Grant Classification Scheme (NTEE-National Taxonomy of Exempt Entities), 1985-1994

This series contains files relating to a grants reporting system that enabled grant-seekers and grant-makers to identify grants in specific fields of interest. The system was based on a classification system using a national standard for classifying non-profit organizations.

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Program and Project Files - Programs - Programs - Major Gift Campaign, 1979-1991

Scope and Contents note

This series describes a large fund-raising campaign that was to raise \$7.5 million for a 5 year program to build the Foundation Center's capacities to meet the growing information needs in the field of private philanthropy, primarily in the area of technology.

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Weekly Situation Reports, 1986-1988 reel 124 frame 873	Weekly Situation Reports, 1986-1988	reel 124	frame 873

Program and Project Files - Programs - Programs - Public Services Seminars, 1966-1992

Scope and Contents note

This series contains materials on the seminars that The Foundation Center gave in various cities to help grant seekers of non-profit organizations who wanted to enhance their understanding of the grant-seeking process and other aspects of outside funding.

Title/Description	Instances		
New York Regional Association of Grantmakers - 'A Grantmakers Introduction to the Foundation Center', n.d.	box 1	folder 1	
Existence and Location of Copies note: Existence and Location of Copies note			
See also Reel 125, Frames 1105, 1154, 1171.			
Congressional Seminars, 1985-1992	box 1	folder 7	

Scope and Contents note

Foundation Center, Capital Hill, contact sheet, March 13, 1992 Photographer: Anna Ng

Existence and Location of Copies note:

Existence and Location of Copies note

See also Reel 125, Frame 0130.

AIDS Funding Sessions, March 1 and 7, 1987	reel 124	frame 1139	
Bibliographies on Philanthropic Foundations, 1966-1970	reel 124	frame 1192	
Centerline News - Transcripts, 1977-1979	reel 125	frame 1	

Complete List of Seminar Dates and Sites, 1979-1984	reel 125	frame 109	
Congressional Seminars, 1985-1992	reel 125	frame 130	
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Separated Materials			
See Box 1, Folder 7, for photographs.			
Congressional Workshop, 1991	reel 125	frame 227	
Criminal Justice Programs, November 18, 1982	reel 125	frame 288	
Donors Forum of Chicago, 1988-1989	reel 125	frame 302	
Equitable Seminars, 1981-1985	reel 125	frame 336	
Equitable Seminars - Planning Notes, 1981-1982	reel 125	frame 470	
Equitable Seminars - Summary Sheets, 1982-1985	reel 125	frame 537	
The Foundation Center Accession List, January 1976- December 1977	reel 125	frame 646	
The Foundation Center Pamphlets, 1973-1978	reel 125	frame 730	
Foundation Funding in New York State, September 28, 1989, 1989	reel 125	frame 760	
Fund Fare Exchange, 1990-1991	reel 125	frame 797	
Grant Seeking in Mississippi, November 6-7, 1986, 1986	reel 125	frame 820	
Deborah Koch - Congressional Sunbelt Caucus, 1992	reel 125	frame 850	
Kresge Foundation Program, 1992-1993	reel 125	frame 862	
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McDonald's Report, 1979-1981	reel 125	frame 982	
New York Regional Association of Grantmakers - A Grantmaker's Introduction to the Foundation Center, May 1, 1987, 1987	reel 125	frame 1105	
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See also audio cassette in Box 1, Folder 1.			
New York Regional Association of Grantmakers - A Grantmaker's Introduction to the Foundation Center, March 8, 1989, May 11, 1989, 1989	reel 125	frame 1154	
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reel 125

Separated Materials:

Separated Materials

See also audio cassette in Box 1, Folder 1.

New York State Charities Law - Panel, 1986-1987	reel 125	frame 1178
Peat Marwick Seminars, 1988-1989	reel 126	frame 1
Regional Seminars for Grant Seekers, 1984-1985	reel 126	frame 112
Resource Development Systems Seminar, 1988	reel 126	frame 120
Michael S. Seltzer, 1981-1982	reel 126	frame 139
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Technical Assistance Seminars - Budget Preparation and Fiscal Planning, March 26, 1981, 1981	reel 126	frame 347
Technical Assistance Seminars - Corporate Funding, March 19, 1981, May 21, 1981, 1981	reel 126	frame 422
Technical Assistance Seminars - Direct Mail and Special Events, April 16, 1981, June 18, 1981, 1981	reel 126	frame 473
Technical Assistance Seminars - Effective Public Relations for Non-Profits, June 25, 1981, 1981	reel 126	frame 574
Technical Assistance Seminars - Foundation Funding, March 12, 1981, May 7, 1981, 1981	reel 126	frame 622
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Technical Assistance Seminars - Legal Problems, April 23, 1981, 1981	reel 126	frame 720
Technical Assistance Seminars - Program Planning and Proposal Writing, March 5, 1981, 1981	reel 126	frame 755

Program and Project Files - Programs - Programs - Source Book Profiles, 1977-1994

Source Book Profiles was a loose leaf based book that contained important and public information on the top one thousand foundations in the United States compiled by The Foundation Center.

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Prospects, 1972-1991

Scope and Contents note

This series contains material on foundations who were not annual contributors to The Foundation Center, and the solicitation of donations from these foundations on behalf of The Foundation Center.

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Sponsors, 1972-1985

This series contains material on foundations that made annual donations to The Foundation Center. At the beginning of this series, there is a grouping of attachments that have been filmed labeled Attachments. They were duplicated throughout the series, and the duplicates have been removed to save space and repetition.

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Special Projects, 1965-1999

Arrangement note

Series 2.2 is arranged in 5 sections:

A - Fellows

B - Film/Video Project

- C Fund-Raising
- D Speeches
- E Technology Information Service (TIS)

This series contains material on limited projects that The Foundation Center embarked on.

Title/Description Instances

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Scope and Contents note

This series contains material on fellows who were part of The Foundation Center and other organizations.

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Film/Video Project, 1982-1993

Scope and Contents note

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Related Archival Materials note:

Related Archival Materials note

See also Box 1, Folders 8-10, for photographs.

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Scope and Contents note

(8x10)" black and white photographs: Foundations: The People and the Money; Albert Maysles and Susan Froemke of Maysles Films; Albert Maysles and David Maysles.

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Existence and Location of Copies note:

Existence and Location of Copies note

See also Reel 157, Frame 0337.

Photographs and Negatives, 1987 box 1 folder 8A

Photographs; Contact Sheets, black and white.

Existence and Location of Copies note:

Existence and Location of Copies note

See also Reels 156-157.

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Scope and Contents note

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Existence and Location of Copies note:

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Scope and Contents note

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Arrangement note

Series 2.2E is arranged in two parts:

1 - General 2 - Historical

Scope and Contents note

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The New York Times - Information Bank-II, 1981	reel 163	frame 840
Non-Foundation Center Survey, 1982	reel 163	frame 861
The Notepad System - Instructions, 1980	reel 163	frame 869
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Supplements for the DATAPRO Directory of Microcomputer Software, 1981-1982	reel 164	frame 1	
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Non-Related Foundation Center Files, 1947-1990

Arrangement note

This series is arranged in two subseries:

Subseries 1 - Ralph L. Nelson Foundation Investment Study

Subseries 2 - Tax Reform Records

Scope and Contents note

This series pertains to all non-profit organizations and how they use their monies.

Ralph L. Nelson Foundation Investment Study, 1962-1985

Scope and Contents note

This series contains material on the study that Ralph L. Nelson did comparing the investment policies of a select group of foundations.

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Cover Letters for Questionnaire, 1963-1966	reel 164	frame 504
The Investment Policies of Foundations, July 1965	reel 164	frame 862
Investment Policy Questionnaire, 1962-1963	reel 164	frame 1075

Large Endowed Foundations - Investment Policies and Practices - First Draft of Chapter, n.d.	reel 165	frame 1
Manuscript - "The Economic History of Philanthropic Foundations in the United States in the Past Quarter Century: Creation, Growth and Turnover" - Revised First Draft, 1985	reel 165	frame 70
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Tax Reform Records, 1947-1990

Arrangement note

Series 3.2 is arranged in three sections:

A - Cox and Reece Tax Committee Hearings

B - Tax Reform Act of 1969

C - Internal Revenue Service, Congressional Hearings from the 1970s-1990

This series contains files of correspondence, newspaper clippings, a scrapbook, and IRS forms having to do with the changes in the tax system for non-profit organizations.

Title/Description Instances

Cox & Reece Tax Committee Hearings, 1947-1955

Scope and Contents note

Series 3.2A includes information about the first of the tax reforms that Congress enacted which affected non-profit organizations.

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Hearings Before the Ways and Means Committee on Income Tax Exemptions, 1947	reel 168	frame 957
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Report from the Russell Sage Foundation, December 3, 1953	reel 168	frame 977
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Tax Reform Act of 1969, 1962-1981

Information in Series 3.2B details the second set of actions and changes that Congress made relating to non-profit organizations and their taxation.

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Conferences on the Tax Reform Act of 1969 - Kansas City, Missouri and New York, New York, 1969	reel 169	frame 339
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Foundations and the Tax Bill - Testimony on Title I of the Tax Reform Act of 1969 - Submitted by Witnesses Appearing Before the United States Senate Finance Committee, 1969	reel 169	frame 566
Hartke Subcommittee, 1973-1975	reel 169	frame 682
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Tax Reform Act of 1969 - Clippings, 1969-1974	reel 170	frame 680
Tax Reform Act of 1969 - House Resolution 13270, 1969	reel 170	frame 826
Tax Reform Act of 1969 - Miscellaneous - Congressional Record - Memoranda and Press Releases, 1961-1981	reel 170	frame 829
Technical Explanation of Treasury Tax Reform Proposals, April 22, 1969	reel 171	frame 1
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United States Department of the Treasury - Internal Revenue Service - Transcript of Proceedings, December 7, 1971	reel 171	frame 278

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Scope and Contents note

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Congressional Hearings - Witness Statements Before the Subcommittee on Oversight Concerning the Operations and Activities of Private Foundations, June 27, 28 and 30, 1983	reel 171	frame 669
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Internal Revenue Service - Financial Accounting Standards Board, 1983-1984	reel 172	frame 999
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Internal Revenue Service - Revision of Form 990-PF, 1981-1984	reel 173	frame 441
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Internal Revenue Service - Systems Modernization Forum, May 30-June 1, 1990	reel 173	frame 616
Report and Recommendations to the Commission on Private Philanthropy and Public Needs on Private Philanthropic Foundations, August 12, 1974	reel 173	frame 752
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