

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

Table of Contents

Summary Information	3
Biographical/Historical note	3
Scope and Contents note	4
Arrangement note	4
File Plan note	5
Administrative Information	5
Related Materials	6
Controlled Access Headings	7
Collection Inventory	7
Administrative Files	7
Historical Information	7
Officer and Committee Files	8
Program and Project Files	47
Programs	47
Special Projects	20
Non-Related Foundation Center Files	27
Ralph L. Nelson Foundation Investment Study	27
Tax Reform Records	29

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

^ Return to Table of Contents

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."

^ Return to Table of Contents

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.

^ Return to Table of Contents

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)

^ Return to Table of Contents

File Plan note

Former Classification: XVII

^ Return to Table of Contents

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. The archival material has been reformatted. Access to the original paper records is restricted. 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.

^ Return to Table of Contents

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.

^ Return to Table of Contents

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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e/Description	Instances	
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
Confidential Letters to the Trustees, 1956-1967	reel 3	frame 1
Correspondence, 1922-1956	reel 3	frame 196
Correspondence, 1950-1969	reel 3	frame 307
Correspondence, 1970-1978	reel 3	frame 544
Correspondence and Memoranda, 1960-1974	reel 3	frame 737
Cox Committee - Correspondence to Questionnaire, 1953-1956	reel 4	frame 1
"Crazy" Letters, 1964-1965	reel 4	frame 195
Creation of The Foundation Center, 1956	reel 4	frame 242
Merle Curti, 1957-1967	reel 4	frame 256

Depository Libraries - Acknowledgements, 1959-1961	reel 4	frame 343
Depository Libraries - Atlanta, Georgia, 1960-1969	reel 4	frame 590
Depository Libraries - Austin, Texas, 1960-1971	reel 4	frame 717
Depository Libraries - Berkeley, California, 1960-1975	reel 5	frame 1
Depository Libraries - Center for Research Libraries, 1958-1965	reel 5	frame 70
Depository Libraries - Chicago, Illinois, 1965-1969	reel 5	frame 191
Depository Libraries - Cleveland, Ohio, 1960-1969	reel 5	frame 257
Depository Libraries - Kansas City, Missouri, 1959-1969	reel 5	frame 295
Depository Libraries - Los Angeles, California, 1961-1969	reel 5	frame 395
Depository Libraries - Miscellaneous, 1959-1971	reel 5	frame 467
Berrien C. Eaton, Jr., 1947-1962	reel 5	frame 580
Education and World Affairs, 1964	reel 5	frame 782
The English Speaking Union of the United States, 1963	reel 5	frame 797
Foreign Foundations Program, 1967-1969	reel 5	frame 812
Forty Year Old Foundations and Older, 1968-1969	reel 6	frame 1
Harry Emerson Fosdick - Centennial Year, 1978	reel 6	frame 20
Foundations Delinquent in Reporting, 1963-1965	reel 6	frame 41
Foundations Luncheon Group - Correspondence, 1956-1968	reel 6	frame 97
Foundations Luncheon Group - History, 1953-1960	reel 6	frame 371
Foundations Luncheon Group - History, 1961-1976	reel 6	frame 538
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
Foundation Reporting, 1961-1970	reel 6	frame 736
Foundation Service Company, 1958-1959	reel 7	frame 1
Foundation Services, 1963-1968	reel 7	frame 25
Marion Fremont-Smith, 1961-1967	reel 7	frame 50
Ray Garrett, 1951-1956	reel 7	frame 214
Giving in the United States of America in 1969, 1970	1.7	frame 404
	reel 7	Traine 404
Grants Statistics, 1962-1966	reel 7	frame 440

House of Representatives - Legal and Monetary Affairs Subcommittee, 1958	reel 7	frame 535
International Philanthropy - A Compilation of Grants by U.S. Foundations, 1979	reel 7	frame 544
Library of Congress, 1931-1963	reel 7	frame 828
Joseph C. Kiger, 1953-1958	reel 8	frame 1
Materials for Directory, 1958-1967	reel 8	frame 163
Meeting of Depository Librarians, 1961-1966	reel 8	frame 277
Meeting of Depository Librarians, February 6, 1969, 1968-1969	reel 8	frame 345
Memoranda, 1956-1967	reel 8	frame 422
Memoranda to File, 1953-1959	reel 8	frame 594
Memoranda to File, 1960-1963	reel 9	frame 1
Memoranda to File, 1964-1969	reel 9	frame 277
Memoranda to File, 1970	reel 9	frame 674
The Merrill Center for Economics, 1961	reel 9	frame 713
Mid-Continent Conference on Philanthropy, 1963-1964	reel 9	frame 721
Midwest Foundations Information Service, 1964	reel 9	frame 779
National Association of Social Workers, 1949-1963	reel 10	frame 1
National Bureau of Economic Research, 1951-1965	reel 10	frame 176
National Conference on the Administration of Research, September 9-11, 1964, 1964-1966	reel 10	frame 276
National Council of Churches, 1950-1966	reel 10	frame 291
National Council of the YWCA, 1951-1958	reel 10	frame 669
National Foundation for Infantile Paralysis, 1945-1953	reel 10	frame 702
National Opinion Research Center, 1950-1953	reel 11	frame 1
National Planning Association, 1951-1963	reel 11	frame 240
National Science Foundation, 1952-1968	reel 11	frame 286
National Science Foundation Survey, 1961-1963	reel 11	frame 514
National Social Welfare Assembly, 1949-1964	reel 11	frame 681
New Jersey Superior Court - Smith vs. Barlow, 1952-1953	reel 12	frame 1
New York State Legislative Committee on Investigation of Foundations and Charitable Organizations, 1953-1956	reel 12	frame 239
New York University - Conference on Charitable Foundations, 1952-1953	reel 12	frame 346

Office Memoranda, 1958-1967	reel 12	frame 373
Patman Hearings, 1964	reel 12	frame 479
Wright Patman and Patman Questionnaire #1, 1961-1966	reel 13	frame 1
Wright Patman - Select Committee on Small Business, 1961-1969	reel 13	frame 222
Private Agencies- Washington, D. C., 1944-1964	reel 13	frame 309
Private Philanthropy and Public Institutions, 1955-1956	reel 13	frame 373
Proceedings of the Conference on Foundations, January 18, 1957, 1957	reel 13	frame 420
Statistics, 1955-1967	reel 13	frame 494
Study of the Foundation Administrator, 1968-1973	reel 14	frame 1
United States Department of State, 1955-1967	reel 14	frame 426
Study of Philanthropic Foundations, 1952-1977	reel 14	frame 430
Surveys and Research Corporation, 1957-1958	reel 14	frame 495
United States Department of Justice, 1951-1952	reel 14	frame 509
United States Department of Labor, 1950-1954	reel 14	frame 517
United States House of Representatives, 1953-1966	reel 14	frame 551
United States Senate, 1949-1965	reel 14	frame 628
United States Treasury Department, 1959-1967	reel 15	frame 1
United States Treasury Department - Informal Advisory Group on Tax-Exempt Foundations, 1963-1964	reel 15	frame 159
University of Pennsylvania Meeting, 1959-1965	reel 15	frame 365
University of Wisconsin - Seminar, 1958	reel 15	frame 394
Virginia Law Review, 1950-1960	reel 15	frame 416
The Washington Center for Metropolitan Studies, 1962-1963	reel 15	frame 466
Western Reserve University, 1960-1961	reel 15	frame 502
Manuscripts and Other Published Works, undated	reel 15	frame 572
Manuscripts and Other Published Works - Administration of Foundations, n.d.	reel 15	frame 573
Manuscripts and Other Published Works - American Foundations - Reports to Shelby M. Harrison, 1945-1948	reel 15	frame 613
Manuscripts and Other Published Works - American Foundations for Social Welfare, 1945-1948	reel 15	frame 654
Manuscripts and Other Published Works - Bibliography of Reprinted Articles, 1934-1973	reel 15	frame 831

Manuscripts and Other Published Works - Cited Articles, 1957-1958	reel 15	frame 835
Manuscripts and Other Published Works - Classifications in Philanthropy - Prepared for the Ford Foundation, 1955-1956	reel 16	frame 1
Manuscripts and Other Published Works - Copyright, 1973-1991	reel 16	frame 100
Manuscripts and Other Published Works - Corporate Giving - Preface-Chapter 3, 1951-1952	reel 16	frame 129
Manuscripts and Other Published Works - Corporate Giving - Chapter 4-Chapter 10, 1951-1952	reel 16	frame 252
Manuscripts and Other Published Works - Corporate Giving - Chapter 11-Appendix B, 1951-1952	reel 16	frame 435
Manuscripts and Other Published Works - Corporate Giving - Appendix C-Table 3, 1951-1952	reel 16	frame 582
Manuscripts and Other Published Works - Corporate Giving - Source Material, 1950-1952	reel 16	frame 703
Manuscripts and Other Published Works - The Foundation Directory - First Edition, 1958-1960	reel 17	frame 1
Manuscripts and Other Published Works - The Foundation Directory - Second Edition, 1963	reel 17	frame 119
Manuscripts and Other Published Works - The Foundation Directory - Third Edition, 1967	reel 17	frame 203
Manuscripts and Other Published Works - Foundation Watcher - Published Book, 1973	reel 17	frame 310
Manuscripts and Other Published Works - Foundation Watcher - Chapter 1-10, 1973	reel 17	frame 312
Manuscripts and Other Published Works - Foundation Watcher - Chapter 11-17, 1973	reel 17	frame 485
Manuscripts and Other Published Works - Foundation Watcher - Chapter 18-Appendicies, 1973	reel 17	frame 624
Manuscripts and Other Published Works - National Science Foundation - Tables, n.d.	reel 17	frame 698
Manuscripts and Other Published Works - Occasional Papers - "The Foundation in the Year 2000" by Alan Pifer - Correspondence and Responses, 1968	reel 17	frame 702
Manuscripts and Other Published Works - Occasional Papers - "Foundation Reports to the Internal Revenue Service" - Correspondence, 1969-1970	reel 17	frame 761
Manuscripts and Other Published Works - Occasional Papers - "Foundation Reports to the Internal Revenue Service" - Manuscript, 1970	reel 17	frame 777

Manuscripts and Other Published Works - Occasional Papers - General Correspondence, 1968-1970	reel 17	frame 839
Manuscripts and Other Published Works - Occasional Papers - Barry D. Karl, 1969-1971	reel 17	frame 941
Manuscripts and Other Published Works - Occasional Papers - Manuscripts, 1968-1970	reel 18	frame 1
Manuscripts and Other Published Works - Occasional Papers - Mary Kiley Manuscript, 1970	reel 17	frame 246
Manuscripts and Other Published Works - Occasional Papers - "The Modern Foundation: Its Dual Character, Public and Private" by Milton Katz - Correspondence and Responses, 1968-1970	reel 18	frame 250
Manuscripts and Other Published Works - Occasional Papers - Organizations and Individuals Who Receive Multiple Copies, n.d.	reel 18	frame 315
Manuscripts and Other Published Works - Occasional Papers - "Patman and Foundations: Review and Assessment" - Correspondence and Responses, 1968-1969	reel 18	frame 317
Manuscripts and Other Published Works - Occasional Papers - J. Kellum Smith, Jr., 1970	reel 18	frame 503
Manuscripts and Other Published Works - Patman and Foundations: Review and Assessment, 1963	reel 18	frame 540
Manuscripts and Other Published Works - Philanthropic Foundations - Forward-Chapter 3, 1954-1955	reel 18	frame 623
Manuscripts and Other Published Works - Philanthropic Foundations - Chapter 4-Chapter 7, 1954-1955	reel 18	frame 794
Manuscripts and Other Published Works - Philanthropic Foundations - Chapter 8-Chapter 11, 1954-1955	reel 19	frame 1
Manuscripts and Other Published Works - Philanthropic Foundations - Chapter 12-Bibliography, 1954-1955	reel 19	frame 174
Manuscripts and Other Published Works - Philanthropic Foundations - Source Material, 1948-1955	reel 19	frame 348
Manuscripts and Other Published Works - Philanthropic Giving - Source Material, 1949	reel 19	frame 530
Manuscripts and Other Published Works - Philanthropy in the United States - Second Edition, 1978	reel 19	frame 739
"Who Said That?", n.d.	reel 19	frame 791
Jellicoe Foundation, n.d.	reel 19	frame 801
Jellicoe Foundation - Correspondence, January-July 1964	reel 19	frame 802
Jellicoe Foundation - Correspondence, August-December 1964	reel 20	frame 1

Jellicoe Foundation - Correspondence, January-March 1965	reel 20	frame 141
Jellicoe Foundation - Correspondence, April-June 1965	reel 20	frame 310
Jellicoe Foundation - Correspondence, July-September 1965	reel 20	frame 430
Jellicoe Foundation - Correspondence, October-December 1965	reel 20	frame 583
Jellicoe Foundation - Correspondence, January-March 1966	reel 21	frame 1
Jellicoe Foundation - Correspondence, April-June 1966	reel 21	frame 249
Jellicoe Foundation - Correspondence, July-September 1966	reel 21	frame 523
Jellicoe Foundation - Correspondence, October-December 1966	reel 21	frame 675
Jellicoe Foundation - Correspondence, January-May 1967	reel 22	frame 1
Jellicoe Foundation - Correspondence, June-December 1967	reel 22	frame 212
Jellicoe Foundation - Correspondence, 1968	reel 22	frame 296
Jellicoe Foundation - Correspondence, 1969-1970	reel 22	frame 467
Jellicoe Foundation - Memoranda, 1962-1972	reel 22	frame 540

F. Emerson Andrews and Manning M. Pattillo, Jr., 1945-1972 **Title/Description Instances** reel 22 frame 548 The American Alumni Council, 1952-1968 frame 704 The American Alumni Council - Airlie Symposium on reel 22 Education Fund-Raising and Taxation, February 7-8, 1966, February 7-8, 1966 The American Association of Fund-Raising Counsel, Inc., reel 23 frame 1 1954-1970 reel 23 frame 362 The American Association of Fund-Raising Counsel, Inc., n.d. frame 397 reel 23 The American Association of Fund-Raising Counsel, Inc. -East/West Conference, May 13-14, 1970, May 13-14, 1970 reel 23 frame 416 American Association for Higher Education, 1955-1970 American College Public Relations Association, 1962-1969 reel 23 frame 790 American College Public Relations Association reel 23 frame 876 Conference, July 1969, July 1969 frame 1 American College Public Relations Association - Special reel 24 Tax Conference, January 22-23, 1970, January 22-23, 1970 American Heart Association, 1949-1968 reel 24 frame 113 Association of American Colleges, 1955-1970 reel 24 frame 137

	reel 24	frame 230
The Brookings Institution, 1955-1970	reel 24	frame 301
Chase Manhattan Bank, 1957-1968	reel 24	frame 374
Council for Financial Aid to Education, Inc., 1953-1970	reel 24	frame 393
Government Agencies - Washington, D. C., 1949-1970	reel 24	frame 624
House Committee on Ways and Means - Correspondence, 1969	reel 24	frame 677
House Committee on Ways and Means - Testimonies on February 1969 Hearings, 1969	reel 25	frame 1
Internal Revenue Service - Correspondence, 1945-1970	reel 25	frame 340
Separated Materials: Separated Materials		
See also punch cards in Box 1, Folder 12, and corresponding microfiche card.		
Marts and Lundy, Inc., 1951-1969	reel 25	frame 665
Robert H. Mulreany, 1958-1970	reel 25	frame 753
National Council on Philanthropy - "A Plan for the Seventies for the National Council on Philanthropy", 1970	reel 26	frame 1
National Council on Philanthropy - Annual Financial Statements, 1965-1970	reel 26	frame 87
National Council on Philanthropy - Board Meetings, 1965-1970	reel 26	frame 143
National Council on Philanthropy - Correspondence, 1954-1971	reel 26	frame 534
National Council on Philanthropy - Planning Committee, 1970	reel 27	frame 1
National Council on Philanthropy - 13th National Conference, November 10-12, 1969, November 10-12, 1969	reel 27	frame 152
National Council on Philanthropy - 14th National Conference, April 12-14, 1971, April 12-14, 1971	reel 27	frame 659
National Foundation on the Arts and Humanities, 1966-1969	reel 27	frame 704
National Industrial Conference Board - Correspondence, 1949-1970	reel 27	frame 717
National Industrial Conference Board - Seminar, October 24-27, 1965, October 24-27, 1965	reel 28	frame 1
National Industrial Conference Board - Seminar, October 22-24, 1969, October 22-24, 1969	reel 28	frame 29
National Information Bureau, Inc., 1949-1968	reel 28	frame 162

New York State Law on Supervising Charitable Funds, 1966-1968	reel 28	frame 287
New York University - Institute on Federal Taxation - General Correspondence, 1953-1970	reel 28	frame 327
New York University - Institute on Federal Taxation - 6th & 7th Biennial Conference on Charitable Foundations, 1962-1965	reel 28	frame 420
New York University - Institute on Federal Taxation - 8th Biennial Conference on Charitable Foundations, May 15-16, 1967, 1967	reel 28	frame 446
New York University - Institute on Federal Taxation - 9th Biennial Conference on Charitable Foundations, May 19-20, 1969, 1969	reel 28	frame 551
New York University - Institute on Federal Taxation - 10th Biennial Conference on Charitable Foundations, May 10-11, 1971, 1971	reel 28	frame 585
Manning M. Pattillo, Jr., 1966-1970	reel 28	frame 599
Smithsonian Institution, 1945-1970	reel 28	frame 645
Testimony Before the Committee on Ways and Means, 1969	reel 28	frame 724
United States Department of Commerce, 1950-1972	reel 28	frame 763
United States Department of Health, Education and Welfare, 1944-1970	reel 29	frame 1
State Correspondence, n.d.	reel 29	frame 419
State Correspondence - Alabama, 1967	reel 29	frame 420
State Correspondence - Arizona, 1966-1968	reel 29	frame 443
State Correspondence - Arkansas, 1967-1968	reel 29	frame 526
State Correspondence - California, 1967-1968	reel 29	frame 540
State Correspondence - Canada, 1966-1968	reel 29	frame 856
State Correspondence - Colorado, 1965-1968	reel 29	frame 914
State Correspondence - Connecticut, 1966-1968	reel 30	frame 1
State Correspondence - Delaware, 1967	reel 30	frame 99
State Correspondence - Florida, 1967-1968	reel 30	frame 104
State Correspondence - Foreign, 1966-1968	reel 30	frame 160
State Correspondence - Georgia, 1967-1968	reel 30	frame 334
State Correspondence - Hawaii, 1967	reel 30	frame 363
State Correspondence - Illinois, 1966-1968	reel 30	frame 366
State Correspondence - Indiana, 1967-1968	reel 30	frame 527

State Correspondence - Iowa, 1966-1968	reel 30	frame 599
State Correspondence - Kansas, 1967-1968	reel 30	frame 614
State Correspondence - Kentucky, 1967-1968	reel 30	frame 635
State Correspondence - Louisiana, 1967-1968	reel 30	frame 652
State Correspondence - Maine, 1967-1968	reel 30	frame 669
State Correspondence - Maryland, 1967-1968	reel 30	frame 690
State Correspondence - Massachusetts, 1966-1968	reel 30	frame 724
State Correspondence - Michigan, 1967-1968	reel 31	frame 1
State Correspondence - Minnesota, 1966-1968	reel 31	frame 96
State Correspondence - Mississippi, 1966	reel 31	frame 183
State Correspondence - Missouri, 1967-1968	reel 31	frame 187
State Correspondence - Montana, 1967-1968	reel 31	frame 340
State Correspondence - Nebraska, 1967-1968	reel 31	frame 345
State Correspondence - Nevada, 1967	reel 31	frame 365
State Correspondence - New Hampshire, 1967	reel 31	frame 368
State Correspondence - New Jersey, 1966-1968	reel 31	frame 372
State Correspondence - New Mexico, 1967-1968	reel 31	frame 433
State Correspondence - New York City (A-K), 1967-1968	reel 31	frame 452
State Correspondence - New York City (L-Z), 1965-1968	reel 32	frame 1
State Correspondence - New York State, 1967-1968	reel 32	frame 242
State Correspondence - North Carolina, 1966-1968	reel 32	frame 401
State Correspondence - Ohio, 1967-1968	reel 32	frame 404
State Correspondence - Oklahoma, 1967-1968	reel 32	frame 530
State Correspondence - Oregon, 1966-1968	reel 32	frame 549
State Correspondence - Pennsylvania, 1967-1968	reel 32	frame 573
State Correspondence - Puerto Rico, 1967-1968	reel 32	frame 741
State Correspondence - Rhode Island, 1967-1968	reel 32	frame 767
State Correspondence - South Carolina, 1967	reel 32	frame 789
State Correspondence - Tennessee, 1966-1968	reel 32	frame 800
State Correspondence - Texas, 1967-1968	reel 32	frame 831
State Correspondence - Utah, 1967-1968	reel 32	frame 923
State Correspondence - Vermont, 1964-1968	reel 33	frame 1

State Correspondence - Virginia, 1967-1968	reel 33	frame 45	
State Correspondence - Washington, 1967-1968	reel 33	frame 75	
State Correspondence - Washington, D. C., 1967-1968	reel 33	frame 95	
State Correspondence - West Virginia, 1967-1968	reel 33	frame 172	
State Correspondence - Wisconsin, 1966-1968	reel 33	frame 182	
State Correspondence - Wyoming, 1967	reel 33	frame 215	

Manning M. Pattillo, Jr., 1951-1975

Scope and Contents note

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

Title/Description	Instances	
Academy for Educational Development, Inc., 1969-1970	reel 33	frame 223
Advisory Committee on Foundation - Booklet, 1968-1969	reel 33	frame 243
Advisory Committee on Foundation - Evaluation, 1968-1969	reel 33	frame 344
Advisory Committee on Foundation - Law, 1968-1970	reel 33	frame 444
Advisory Committee on History of Foundations, 1968-1969	reel 33	frame 511
American Association of State Colleges and Universities, 1970	reel 33	frame 529
American Council on Education - Correspondence, 1967-1970	reel 33	frame 557
American Council of Learned Societies, 1967	reel 33	frame 591
American Symphony Orchestra League, Inc., 1969	reel 33	frame 613
American University - Tax Conference, February 26-27, 1970, 1970	reel 33	frame 640
Annual Report - Correspondence, 1966-1969	reel 33	frame 864
Association of College and Research Libraries, 1969	reel 34	frame 1
Association of Governing Boards of Universities and Colleges, 1969-1970	reel 34	frame 230
Philip Broughton, 1967-1968	reel 34	frame 256
Committee on the Foundation Field, 1970	reel 34	frame 446
Committee on Foundation Publications, 1969-1970	reel 34	frame 794
Commission on Foundations and Private Philanthropy - Peterson COmmission, 1969-1971	reel 35	frame 1
Compensation of Foundation Officials, 1969	reel 35	frame 267

Computerization, 1967-1972	reel 35	frame 285
Coordinated Group - Grants to Individuals, 1969-1970	reel 35	frame 450
Consulting Service, 1967-1970	reel 35	frame 479
Corporation Foundations, 1969	reel 35	frame 541
Expense Accounts Reports, 1967-1970	reel 35	frame 567
Federation of World Health Foundations - Conference - Evian, France, June 16-19, 1969, 1969	reel 35	frame 646
Diocesan Office of Religious Education, 1971	reel 35	frame 936
501 (c) (3) Group, 1968-1972	reel 35	frame 940
The Ford Foundation, 1970	reel 35	frame 1,210
The Foundation Center - Richard H. Sullivan - Fund-Raising, 1968-1971	reel 35	frame 1,213
The Foundation Center - Washington, D. C. Office, 1968-1970	reel 36	frame 1
Foundation Executives Group, 1969	reel 36	frame 152
Foundation Information Group, 1967-1969	reel 36	frame 213
Foundation Luncheon Group, 1967-1970	reel 36	frame 243
Foundation Taxation in Texas, 1968-1969	reel 36	frame 578
Hunter College - East Harlem Community Leaders, 1970	reel 36	frame 634
Independent College Funds of America, 1969-1970	reel 36	frame 638
Internship Possibilities, 1967-1971	reel 36	frame 661
Martha Holden Jennings Foundation, 1969-1970	reel 36	frame 687
John Price Jones Company, 1970	reel 36	frame 715
Library of Presidential Papers, 1967-1968	reel 36	frame 728
Long Term Planning for Foundation Center, 1966-1967	reel 36	frame 782
Memoranda, 1961-1972	reel 36	frame 892
Miscellaneous Correspondence, 1968-1975	reel 36	frame 1,113
The Mott Program, 1969	reel 36	frame 1,312
National Association of Independent Schools, 1968-1970	reel 36	frame 1,314
National Better Business Bureau - Advisory Committee - Solicitations, 1970	reel 36	frame 1,319
National Center for Voluntary Action, 1970	reel 36	frame 1,328
National Council of the Churches of Christ - National Conference on Christian Philanthropy, April 1-3, 1970, 1970	reel 36	frame 1,333

National Council of the Churches of Christ - Stewardship Facts Magazine, 1969	reel 36	frame 1,357
National Institutes on Rehabilitation and Health Services, 1968-1969	reel 36	frame 1,370
National Public Relations Council of Health and Welfare Services, Inc., 1967-1968	reel 36	frame 1,385
National Society of Fund-Raisers, Inc., 1970-1971	reel 37	frame 1
National Society of Fund-Raisers, Inc First Annual Conference, March 20, 1969, 1969	reel 37	frame 62
The National Urban Coalition, 1970	reel 37	frame 106
Practicing Law Institute, 1967-1970	reel 37	frame 122
Principles of Foundation Management, 1968	reel 37	frame 262
Request for The Foundation Center to be a Depository, 1968-1970	reel 37	frame 269
Rockefeller Center Luncheon Club, Inc., 1967	reel 37	frame 286
Roper Research Associates, 1969	reel 37	frame 308
Self-Regulation of Philanthropic Foundations, 1969	reel 37	frame 320
Seminar on Foundations, 1965-1968	reel 37	frame 332
Seminar on Foundations, 1969-1970	reel 37	frame 482
Size and Growth of Philanthropic Foundations in the U. S., 1938-1968	reel 37	frame 568
Standards on Foundations, 1969-1970	reel 37	frame 725
Standards on Foundations - Responses to October 24, 1969 Letter, 1969-1970	reel 37	frame 1,110
Statement Regarding Tax Reform Legislation, H.R. 13270, September 25, 1969, 1969	reel 37	frame 1,317
Study of the Structure of the Foundation Field and Its Service Organizations, 1970	reel 37	frame 1,345
Summary of Foundation Legislation, 1970	reel 37	frame 1,358
Survey of Noteworthy Grants, 1969	reel 38	frame 1
Tax Conferences - Kansas City, Missouri and New York, New York, February 17, 23, 1970, 1970	reel 38	frame 268
Testimony Before Senate Committee on Finance, June 4, 1969, 1969	reel 38	frame 496
United States Securities and Exchange Commission, 1968	reel 38	frame 499
United States Senate - Finance Committee, 1969	reel 38	frame 545
University of Chicago - Julian Levi Tax Study, 1965	reel 38	frame 612

Wuerthner Associates, Inc., 1968-1970	reel 38	frame 670
State Correspondence, n.d.	reel 38	frame 757
State Correspondence - Alabama, 1969-1970	reel 38	frame 758
State Correspondence - Arkansas, 1969-1970	reel 38	frame 774
State Correspondence - California, 1969-1971	reel 38	frame 782
State Correspondence - Canada, 1969-1970	reel 38	frame 1,068
State Correspondence - Colorado, 1969	reel 38	frame 1,080
State Correspondence - Connecticut, 1968-1971	reel 38	frame 1,086
State Correspondence - Delaware, 1969-1970	reel 38	frame 1,199
State Correspondence - Florida, 1969-1971	reel 38	frame 1,204
State Correspondence - Foreign, 1969-1971	reel 38	frame 1,225
State Correspondence - Georgia, 1969-1970	reel 38	frame 1,288
State Correspondence - Idaho, 1969-1970	reel 38	frame 1,301
State Correspondence - Illinois, 1969-1971	reel 39	frame 1
State Correspondence - Indiana, 1968-1971	reel 39	frame 112
State Correspondence - Iowa, 1969-1970	reel 39	frame 174
State Correspondence - Kansas, 1969-1970	reel 39	frame 205
State Correspondence - Kentucky, 1970	reel 39	frame 210
State Correspondence - Louisiana, 1969	reel 39	frame 213
State Correspondence - Maine, 1969-1970	reel 39	frame 215
State Correspondence - Maryland, 1969-1970	reel 39	frame 244
State Correspondence - Massachusetts, 1968-1971	reel 39	frame 334
State Correspondence - Michigan, 1968-1971	reel 39	frame 455
State Correspondence - Minnesota, 1969-1970	reel 39	frame 511
State Correspondence - Mississippi, 1970	reel 39	frame 550
State Correspondence - Missouri, 1969-1971	reel 39	frame 576
State Correspondence - Montana, 1970	reel 39	frame 661
State Correspondence - Nebraska, 1969-1970	reel 39	frame 663
State Correspondence - New Hampshire, 1969	reel 39	frame 688
State Correspondence - New Jersey, 1969-1970	reel 39	frame 734
State Correspondence - New Mexico, 1970	reel 39	frame 773
State Correspondence - New York City (A-K), 1968-1971	reel 39	frame 784

State Correspondence - New York City (L-Z), 1968-1971	reel 40	frame 1
State Correspondence - New York State, 1969-1970	reel 40	frame 398
State Correspondence - North Carolina, 1969-1970	reel 40	frame 561
State Correspondence - North Dakota, 1970	reel 40	frame 582
State Correspondence - Ohio, 1969-1970	reel 40	frame 584
State Correspondence - Oklahoma, 1970	reel 40	frame 621
State Correspondence - Oregon, 1969-1970	reel 40	frame 655
State Correspondence - Pennsylvania, 1968-1970	reel 40	frame 726
State Correspondence - Puerto Rico, 1969-1970	reel 40	frame 877
State Correspondence - Rhode Island, 1970-1971	reel 40	frame 892
State Correspondence - South Carolina, 1969-1970	reel 40	frame 898
State Correspondence - Tennessee, 1968-1970	reel 40	frame 912
State Correspondence - Texas, 1969-1971	reel 40	frame 936
State Correspondence - Utah, 1969	reel 40	frame 1,008
State Correspondence - Vermont, 1969-1970	reel 40	frame 1,015
State Correspondence - Virginia, 1969-1970	reel 40	frame 1,021
State Correspondence - Washington, 1969-1970	reel 40	frame 1,071
State Correspondence - Washington, D. C., 1968-1971	reel 40	frame 1,090
State Correspondence - West Virginia, 1969-1970	reel 40	frame 1,224
State Correspondence - Wisconsin, 1969-1971	reel 40	frame 1,251
Trustee Correspondence, n.d.	reel 41	frame 1
Trustee Correspondence - John B. Coburn, 1969-1970	reel 41	frame 2
Trustee Correspondence - Marion Freemont-Smith, 1970	reel 41	frame 31
Trustee Correspondence - Paul R. Haas, 1969-1970	reel 41	frame 39
Trustee Correspondence - J. George Harrar, 1969-1970	reel 41	frame 61
Trustee Correspondence - Fred H. Harrington, 1968-1970	reel 41	frame 81
Trustee Correspondence - John G. Kemeny, 1970	reel 41	frame 119
Trustee Correspondence - W. McNeil Lowry, 1969-1970	reel 41	frame 127
Trustee Correspondence - Alan Pifer, 1967-1970	reel 41	frame 247
Trustee Correspondence - John G. Simon, 1968-1970	reel 41	frame 277
Trustee Correspondence - Richard H. Sullivan, 1967-1970	reel 41	frame 320
Trustee Correspondence - Edwin H. Vause, 1967-1970	reel 41	frame 411

Trustee Correspondence - Sidney J. Weinberg, 1968-1970	reel 41	frame 470	
Trustee Correspondence - Bernard Wolfman, 1970	reel 41	frame 525	
Trustee Correspondence - William R. Wright, 1969-1970	reel 41	frame 537	

Manning M. Pattillo, Jr. and Thomas R. Buckman, 1971-1976

Title/Description	Instances	
Internal Revenue Service - Correspondence and Notes,	reel 41	frame 560
1971-1976		

Instances

Thomas R. Buckman, 1957-1992

Scope and Contents note

Title/Description

Thomas R. Buckman was the third president of The Foundation Center, 1971-1991.

Histalices	
box 1	folder 1
reel 41	frame 792
reel 41	frame 859
reel 41	frame 876
reel 41	frame 885
reel 41	frame 890
reel 41	frame 916
reel 41	frame 944
reel 41	frame 1,166
reel 41	frame 1,172
reel 41	frame 1,202
reel 41	frame 1,219
reel 41	frame 1,223
reel 42	frame 1
reel 42	frame 189
reel 42	frame 258
reel 42	frame 270
reel 42	frame 343
	reel 41 reel 42 reel 42 reel 42 reel 42

Bowne Time Sharing, Inc Proposal Correspondence, 1971	reel 42	frame 361
The Canadian Centre for Philanthropy, 1983-1984	reel 42	frame 395
Center for Effective Philanthropy - Merrimon Cunninggim, 1985-1987	reel 42	frame 449
Charities Aid Foundation - Great Britain, 1982-1985	reel 42	frame 581
The Chronicles of Philanthropy, 1987-1988	reel 42	frame 678
Eleanor Cicerchi - Chronological File, 1986-1988	reel 42	frame 685
Cleaning, 1984-1986	reel 42	frame 711
Cleveland Foundation and Field Office, 1976-1984	reel 42	frame 723
Clippings, 1971-1976	reel 42	frame 913
Columbia University - Library School Alumni Association, March 11, 1978, 1978	reel 42	frame 936
Columbia University Press, 1975-1982	reel 42	frame 953
Columbia University Press - Discussions, 1974	reel 43	frame 1
Columbia University Press - Memorandum of Agreement, 1972-1974	reel 43	frame 108
Committee on Government Operations, May 11, 1983	reel 43	frame 144
Computerization, 1989	reel 43	frame 152
Conference Room Policy, 1979-1986	reel 43	frame 193
Council on Foundations, 1982-1986	reel 43	frame 206
Council on Library Resources, Inc., 1984-1985	reel 43	frame 248
Cresap, McCormick, and Paget, Inc., 1971-1975	reel 43	frame 257
Custom Searches - Correspondence, 1981-1985	reel 43	frame 338
John H. Delantoni, 1990	reel 43	frame 353
DIALOG, 1975-1986	reel 43	frame 360
DIALOG Training, 1976-1978	reel 43	frame 397
Warren R. Dix - Archer, Smith and Associates, 1976-1981	reel 43	frame 435
The Donors Forum Library - Statement to Illinois Foundations, n.d.	reel 43	frame 455
Editorial Projects, 1984-1989	reel 43	frame 461
8th Floor Space, 1987-1989	reel 43	frame 472
888 7th Avenue - Lease, June 22, 1971	reel 43	frame 631
Sara L. Engelhardt, 1987-1988	reel 43	frame 633
European Trip, 1979	reel 43	frame 642

Executive Staff - Minutes, 1982-1987	reel 43	frame 651
Federal Funding, 1986-1991	reel 43	frame 888
Foundation Annual Reports, 1976-1979	reel 43	frame 1,035
Existence and Location of Copies note: Existence and Location of Copies note		
See also corresponding microfiche card.		
Foundation Automation - Information Requests, 1984-1986	reel 43	frame 1,071
The Foundation Center - Finances - Grants and Sales, 1984-1989	reel 43	frame 1,099
The Foundation Center - 990 Form Inspections, 1987-1989	reel 43	frame 1,150
The Foundation Center - Reports, 1967-1989	reel 43	frame 1,158
The Foundation Center - Results of Employee Input, December 12, 1988	reel 44	frame 1
The Foundation Center - Trademark, 1985-1986	reel 44	frame 45
The Foundation Center Brochure, 1971	reel 44	frame 60
The Foundation Center and Council on Foundations - Information Systems Summary, February 1971	reel 44	frame 74
The Foundation Center Publications - Sale Summaries, 1978	reel 44	frame 115
The Foundation Directory, 1971-1978	reel 44	frame 138
The Foundation Directory - Complimentary Copies, 1971-1977	reel 44	frame 376
The Foundation Directory - Correspondence, 1971-1985	reel 44	frame 416
The Foundation Directory - Edition 5, 1972-1975	reel 44	frame 447
The Foundation Directory - Edition 6 - Introduction, 1976	reel 44	frame 483
The Foundation Directory - Edition 7 - Introduction, 1979	reel 44	frame 536
The Foundation Directory - Marketing, 1964-1972	reel 44	frame 542
The Foundation Directory - Publishing, 1968-1981	reel 44	frame 550
The Foundation Directory - Reception, 1975	reel 44	frame 625
The Foundation Luncheon Group - Energy Crisis, January 30, 1974	reel 44	frame 661
Foundation Managers, Inc., 1977	reel 44	frame 678
Foundation News, 1979-1985	reel 44	frame 682
Foundation News - Advisory Board, 1972	reel 44	frame 708
Foundation News - Reprint Permissions, 1971-1976	reel 44	frame 720

Foundation News Indexes - "Foundations: 20 Viewpoints", 1966-1971	reel 44	frame 725
Foundation Projects Reports, 1976-1977	reel 44	frame 741
Foundation Projects Reports - Power Proposal, 1975-1977	reel 44	frame 770
General Files, 1971-1997	reel 44	frame 808
Globe and National Examiner Tabloid Articles, 1982-1983	reel 44	frame 928
The Grant Foundation, Inc., 1976-1980	reel 44	frame 1,005
Grants Index, 1984	reel 44	frame 1,030
Grants Index - Proposals and Responses, 1971	reel 44	frame 1,040
Grantmaker Services, 1980-1983	reel 45	frame 1
Grantmaker Services and Custom Searching - History and Guidelines, 1983-1989	reel 45	frame 21
Grantmakers in Health, 1980-1987	reel 45	frame 60
The Grantmaker Center, 1984-1985	reel 45	frame 152
Harke Subcommittee - Senate Subcommittee on Foundations, 1973-1976	reel 45	frame 165
Hewlett-Packard Company Foundation, 1980-1983	reel 45	frame 296
House Subcommittee on Domestic Finance - Wright Patman, 1972-1973	reel 45	frame 355
Huenefeld Study, 1981-1992	reel 45	frame 443
Individual Grantseekers Referral, 1984	reel 45	frame 543
Information Systems Department, 1981-1986	reel 45	frame 547
Internal Revenue Service - Contacts and Procedures, 1979-1989	reel 45	frame 568
Interphil Collection Exchange, 1989-1991	reel 45	frame 630
Inventory of Videotape Equipment in METRO Libraries, 1973-1974	reel 45	frame 663
Investment Advisors - Selection Process, 1987	reel 45	frame 726
The Johnson Foundation - Wingspread Conference, July 23-25, 1986, 1986	reel 45	frame 736
Joint Committee on Functions, 1970-1971	reel 45	frame 807
Joint Committee on Research, 1972-1978	reel 45	frame 864
Junior Associates Program, 1985	reel 45	frame 1,021
Russell V. Kohr, 1973	reel 45	frame 1,029
Leases - Databases, 1974-1975	reel 45	frame 1,082

Marianna O. Lewis, 1983	reel 45	frame 1,111
Library Planning - Microforms, 1971	reel 45	frame 1,122
Existence and Location of Copies note:		
Existence and Location of Copies note		
See also corresponding microfiche cards.		
Library Survey - C. Lee Jones, 1985-1987	reel 46	frame 1
Literature Project - An Information System for the Non- Profit Voluntary Sector, 1984-1986	reel 46	frame 204
Literature Project - Herner and Company Proposal, 1986	reel 46	frame 279
Literature Project - King Research, Inc., 1986-1990	reel 46	frame 371
Literature Project - Library Indexing Project, 1982-1983	reel 46	frame 450
Literature Project - Request for Proposals, 1985-1986	reel 46	frame 545
Literature Project - Miscellaneous, 1985	reel 46	frame 653
Mailing to College Presidents, 1972	reel 46	frame 680
Major Gift Campaign - Thomas R. Buckman - History, 1991-1993	reel 46	frame 698
Major Gift Campaign - History Notes, 1989-1992	reel 46	frame 942
Major Gift Campaign - Index, May 1988	reel 46	frame 971
Major Gift Campaign - Themes, Overviews and Chronology, 1989-1993	reel 46	frame 974
Marketing Reports, 1977-1981	reel 46	frame 1,023
Meeting With The Sloan Foundation and The Spencer Foundation, 1972-1974	reel 46	frame 1,129
The Charles E. Merrill Trust Book Project, 1984	reel 46	frame 1,207
Microfilming Corporation of America, 1969-1972	reel 47	frame 1
Separated Materials: Separated Materials		
See also corresponding microfiche cards.		
Microfilming of Foundation News and Foundation Center Annual Reports, 1973-1991	reel 47	frame 20
Miscellaneous Cost Data and Income, 1975-1988	reel 47	frame 40
National Center for Charitable Statistics, 1983-1992	reel 47	frame 77
National Federation of Abstracting and Indexing, 1972-1979	reel 47	frame 404
National Institutes of Health, 1974-1976	reel 47	frame 492

National Taxonomy of Exempt Entities (NTEE), 1992-1993	reel 47	frame 621
National Taxonomy of Exempt Entities (NTEE) - Letters of Endorsement, 1989-1990	reel 47	frame 776
New Ideas Committee, 1984	reel 47	frame 787
New Office Reception, April 18, 1985	reel 47	frame 862
New York State Council on the Arts - Grants Project, 1972-1973	reel 47	frame 892
New York State Division for Youth - Project Proposal, 1982	reel 47	frame 950
The New York Times Book Review, 1976-1982	reel 47	frame 960
Nomination for the John W. Gardner Leadership Award, 1991-1992	reel 47	frame 971
Objectives, 1975	reel 47	frame 1,005
Open House, January 30, 1972	reel 47	frame 1,015
Overhead Policy, 1971-1972	reel 47	frame 1,046
Overseas Foundations, 1972-1976	reel 47	frame 1,059
Overseas Foundation - Charities Aid Fund, 1971-1975	reel 48	frame 1
Overseas Foundation - The Charity Commission, 1971-1975	reel 48	frame 116
Overseas Foundation - The Commonwealth Foundation, 1971-1977	reel 48	frame 151
Overseas Foundation - The Nuffield Foundation, 1971-1977	reel 48	frame 162
Panel of Consultants, 1970-1972	reel 48	frame 193
Peat Marwick Main Seminars, 1988-1989	reel 48	frame 228
Permissions Policy, 1983-1986	reel 48	frame 238
Philanthropy Literature Indexing - Proposal, 1982-1983	reel 48	frame 260
Planning Task Force - Five-Year Plan Update, 1986-1988	reel 48	frame 297
Policy on Charging for Services, 1972-1974	reel 48	frame 394
Richard L. Press, 1972-1973	reel 48	frame 406
Principal Staff, 1981-1987	reel 48	frame 488
"Private Foundation Information Returns, 1982" - Margaret Riley, 1982-1983	reel 48	frame 506
Program Goals, 1975-1981	reel 48	frame 535
Program Managers Meetings, 1987-1989	reel 48	frame 551
Proposed Merger of The Foundation Center and Council on Foundations, Inc., 1970-1971	reel 48	frame 659
Decimal Association of Countries 1002		

	reel 48	frame 776
Regional Association of Grantmakers, 1987	reel 48	frame 812
Regional Collections, 1971-1980	reel 48	frame 819
Regional Collections - Depository Collections, 1971-1972	reel 48	frame 970
Regional Collections - Letters and Enclosures, 1973	reel 48	frame 1,055
Regional Collections - Mailings, 1973	reel 48	frame 1,118
Regional Collections - Planning, 1972-1974	reel 49	frame 1
Regional Collections Bulletin, 1975-1976	reel 49	frame 107
Regional Depositing Libraries - Orientation, May 8, 1972, 1972	reel 49	frame 205
Relocation, 1984-1985	reel 49	frame 209
Report on Programs and Services, 1977	reel 49	frame 262
Research Committee - Independent Sector, 1982-1990	reel 49	frame 266
Research Workshops, 1986	reel 49	frame 295
Reserve Fund Papers, 1967-1990	reel 49	frame 305
Responses to Fund-Raising Letters, 1972	reel 49	frame 347
Retirement Party, 1991	reel 49	frame 396
Separated Materials: Separated Materials See also audio cassette in Box 1, Folder 1.		
Retreat, 1980	reel 49	frame 398
Retreat, 1981	reel 49	frame 412
Retreat, 1982	reel 49	frame 428
Retreat, 1983	reel 49	frame 452
Retreat, 1984	reel 49	frame 518
Retreat, 1985	reel 49	frame 621
Retreat, 1986	reel 49	frame 733
Retreat, 1987	reel 49	frame 817
F. James Rohlf, 1972	reel 49	frame 906
Roper Research Associates, Inc., 1969	reel 49	frame 919
Scandinavian Seminars, 1981	reel 49	frame 947
Robert A. Sellery, Jr., 1972	reel 49	frame 958
Sherry Seward, 1987	reel 49	frame 1,025

Eleanor Shelling, 1980-1983	reel 49	frame 1,029
Stephen J. Smallwood, 1977-1979	reel 49	frame 1,034
Nathaniel W. Spears III, 1968-1975	reel 49	frame 1,048
Special Libraries Association - Catering Contacts, 1974-1975	reel 50	frame 1
Speeches and Papers, 1972-1991	reel 50	frame 11
Speeches and Papers - "America's Voluntary Spirit" - B. O'Connell's Book - Independen Sector Conference, Arlington, Virginia, October 24, 1983, 1983	reel 50	frame 61
Speeches and Papers - "Communicating with Foundations" - Meeting of the Council of Deans and Directors Association of American Library Schools, Washington, D. C., January 11, 1979, 1979	reel 50	frame 70
Speeches and Papers - "Disclosure, Pro or Con?" - Washington Foundation Luncheon Group, Washington, D. C., February 23, 1979, 1979	reel 50	frame 98
Speeches and Papers - "The Foundation Center's Reserve Fund", 1982	reel 50	frame 111
Speeches and Papers - "Impact of Economic Changes on Libraries" - Detroit, Michigan, June 21, 1977, 1977	reel 50	frame 122
Speeches and Papers - "Remarks by Thomas R. Buckman" - Council of Michigan Foundations, Dearborn, Michigan, February 18, 1977, 1977	reel 50	frame 180
Speeches and Papers - "Remarks by Thomas R. Buckman" - 29th Annual Conference of the Council on Foundations, Inc., Washington, D. C., May 2, 1978, 1978	reel 50	frame 191
Speeches and Papers - Speech - San Francisco, November 28, 1984, 1984	reel 50	frame 198
Speeches and Papers - "Texas in The Foundation Center's Publications and Services" - American Library Association Annual Conference, Dallas, Texas, June 26, 1979, 1979	reel 50	frame 215
Staff Policies, 1987	reel 50	frame 233
Statement to the Staff, October 18, 1985	reel 50	frame 272
Statistics of Income (SOI) Samples Project, 1985-1986	reel 50	frame 276
Stock Gifts, 1973	reel 50	frame 283
Summaries, 1980-1986	reel 50	frame 286
Summaries, 1987-1993	reel 50	frame 403
Support Test Calculation, 1988	reel 50	frame 542
Yukihisa Suzuki, 1973-1976	reel 50	frame 545

Task Force - New Products, 1985-1986	reel 50	frame 586
Task Force - Program Planning, 1986-1987	reel 50	frame 620
Taxonomy Study - Patricia Read, 1988	reel 50	frame 657
Tracking Meetings, 1981-1982	reel 50	frame 753
Twentiety Century Fund Study, 1980-1983	reel 50	frame 776
User Attitudes Toward Electronic Delivery of Information, 1990	reel 50	frame 826
Washington, D. C. Transition Plan, 1990-1991	reel 50	frame 905
Wingspread Conference, September 14-15, 1976, 1976	reel 50	frame 1,050
Work Day Workshop, November 16, 1979	reel 50	frame 1,083
World Studies Data Bank, 1973	reel 50	frame 1,090
Series 1.2A - Administrative Files - Officer and Committee Files - Officer Files - Other Officers Section, n.d.	reel 50	frame 1,108

William Kirsch, 1971-1993

Scope and Contents note

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

Title/Description	Instances	
Financial History of The Foundation Center - Floppy Disk, 1990-1993	box 1	folder 2
Existence and Location of Copies:		
Existence and Location of Copies		
See also Reel 52, Frame 0001.		
Accounting, 1971-1989	reel 50	frame 1,110
Administrative Committee, 1986	reel 50	frame 1,122
Affiliates, 1981-1985	reel 50	frame 1,125
Agreements, 1977-1993	reel 51	frame 1
American Book Center, Inc., 1985-1986	reel 51	frame 558
American Express Card, 1989	reel 51	frame 576
America's Voluntary Spirit, 1982-1990	reel 51	frame 582
An Annotated Bibliography by Daphne Layton, 1987	reel 51	frame 606
Annual Plan, 1987	reel 51	frame 611
Archival Insurance, 1987-1990	reel 51	frame 615
Archival Projects, 1987-1990	reel 51	frame 627

Archives Project and Proposal, 1985-1987	reel 51	frame 635
Associates Program, 1975-1990	reel 51	frame 649
Association of American Publishers, 1979	reel 51	frame 690
Audits - Peat Marwick - Qualified Opinion, 1974-1976	reel 51	frame 693
Audits - Peat Marwick - Management Letter, 1981-1989	reel 51	frame 716
Better Business Bureau, 1981-1982	reel 51	frame 732
Blue Cross Blue Shield, 1987	reel 51	frame 738
The Board Member's Book, 1984-1986	reel 51	frame 741
Bookstore Sales, 1989	reel 51	frame 748
Gladys Brooks Foundation, 1987-1988	reel 51	frame 751
Burden Foundation Study on Aging, 1986-1987	reel 51	frame 767
Capitalization and Depreciation Policy, 1981	reel 51	frame 770
Cirker's Storage, 1984-1985	reel 51	frame 772
Citibank Leases, 1985-1990	reel 51	frame 775
Complimentary Publications and Services Policy, 1974-1987	reel 51	frame 847
Computerization, 1971-1989	reel 51	frame 865
COMSEARCH, 1985-1987	reel 51	frame 890
Consulting and Honoraria Policy, 1980-1984	reel 51	frame 909
Cooper and Company - National Institutes of Health, 1974-1977	reel 51	frame 917
Copyright Letters, 1976-1981	reel 51	frame 965
Corbel Construction Co., 1987-1988	reel 51	frame 969
Corporate Fund Raising, 1981	reel 51	frame 1,000
Corporate Reference Collection, 1985	reel 51	frame 1,009
Council-Center Relations, 1979-1982	reel 51	frame 1,020
Cushman and Wakefield, 1987	reel 51	frame 1,049
Customized Computer Searches, 1982-1985	reel 51	frame 1,053
Data Bank Allocation Bases, 1983-1986	reel 51	frame 1,096
Databases, 1984-1990	reel 51	frame 1,113
Debt Financing, 1982-1986	reel 51	frame 1,118
DIALOG, 1983-1984	reel 51	frame 1,141
Distribution, 1983-1989	reel 51	frame 1,159

Early Closings, 1989	reel 51	frame 1,195
Employee Benefits, 1975-1989	reel 51	frame 1,199
Fee Charging - Council on Foundations, Inc., 1974-1984	reel 51	frame 1,253
Fee Charging - Custom Searches, 1974-1980	reel 51	frame 1,259
Fee Charging - Mailing Labels, 1977-1980	reel 51	frame 1263
Fee Charging - Non-Custom Searches, 1974	reel 51	frame 1267
Financial History - Introduction, 1991	reel 51	frame 1,271
Financial History of The Foundation Center, 1990-1993	reel 52	frame 1
Separated Materials: Separated Materials		
See also floppy disks in Box 1, Folder 2.		
The Foundation Center - Cleveland Office, 1979-1989	reel 52	frame 216
Foundation Reporting Schedule, 1988	reel 52	frame 293
Fund-Raising - Miscellaneous, 1971-1989	reel 52	frame 297
Fund-Raising Data, 1985-1989	reel 52	frame 334
Grant Handling Procedures, 1988	reel 52	frame 358
Grants as Administrative Expense, 1984-1986	reel 52	frame 360
The Grantsmanship Center, 1983	reel 52	frame 373
Huenefeld Survey, 1981-1989	reel 52	frame 379
Indemnification of Trustees and Officers, 1986	reel 52	frame 478
Independent Sector, 1983-1986	reel 52	frame 483
Information Systems Division, 1982-1990	reel 52	frame 501
Insurance, 1972-1989	reel 52	frame 509
Investment Portfolio, 1972-1992	reel 52	frame 521
The Kresge Foundation, 1990	reel 52	frame 609
M. Day Consultants International, Inc., 1990	reel 52	frame 622
Major Gift Campaign - Campaign Expense, 1986-1988	reel 52	frame 632
Major Gift Campaign - Capital Items, 1988-1989	reel 52	frame 637
Major Gift Campaign - Five-Year Projections, 1988-1991	reel 52	frame 651
Major Gift Campaign - General Chronology, 1985-1992	reel 52	frame 663
Major Gift Campaign - Grants Receivable and Funds Applied Reports, 1987-1992	reel 52	frame 760

Major Gift Campaign - The Robert Woods Johnson Foundation, 1990	reel 52	frame 776
Major Gift Campaign - The Robert Woods Johnson Foundation Annual Grant, 1991-1992	reel 52	frame 817
Major Gift Campaign - The Rockefeller Foundation Grants, 1960-1970	reel 52	frame 837
"Managing for Profit in the Non-Profit World" - Paul Firstenberg, 1986	reel 52	frame 849
Marketing, 1982-1991	reel 52	frame 855
Memoranda, 1986-1992	reel 52	frame 890
The National Directory of Corporate Charity, 1986	reel 52	frame 910
National Guide to Funding in Aging, 1986-1989	reel 52	frame 946
Office Facilities, 1978-1989	reel 52	frame 957
Proposal and Financial History, 1987-1993	reel 52	frame 974
Publication to Congress Program, 1985	reel 52	frame 991
Rapid Growth, 1973-1991	reel 52	frame 1,000
Reserves and Endowments, 1967-1991	reel 52	frame 1,019
Shortfalls and Deficits, 1984-1992	reel 52	frame 1,055
Sweda International, Inc., 1984-1986	reel 52	frame 1,107
Toll-Free Telephone Lines, 1984-1987	reel 52	frame 1,125
Work Papers - The Louis Calder Foundation, 1987	reel 52	frame 1,141
Work Papers - The Commonwealth Fund, 1985	reel 52	frame 1,148
Work Papers - The Robert Wood Johnson Foundation, 1988	reel 52	frame 1,154
Work Papers - The Rockefeller Foundation, 1987	reel 52	frame 1,188
Work Papers - The Foundation Center - San Francisco, 1984-1988	reel 52	frame 1,196
Xerox, 1982-1988	reel 52	frame 1,216

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.

Title/Description	Instances	
Associates Program, 1974-1975	reel 53	frame 2
Central Intelligence Agency 1967	reel 53	frame 56

Columbia University Press, 1970-1981	reel 53	frame 87
Computerization, 1967-1971	reel 53	frame 167
Correspondence, 1960-1969	reel 53	frame 261
Correspondence, 1970	reel 53	frame 481
Correspondence, 1971	reel 53	frame 579
Correspondence, 1971-1972	reel 53	frame 711
Correspondence, 1972-1974	reel 53	frame 886
Correspondence (A-I), 1973-1974	reel 53	frame 1,204
Correspondence (J-Z), 1973-1974	reel 54	frame 1
Correspondence, 1974-1975	reel 54	frame 201
Datatab, 1963-1971	reel 54	frame 252
Dikkers Health Foundation, 1962-1969	reel 54	frame 268
Directory of Company-Sponsored Foundations, 1968	reel 54	frame 346
Directory of Evaluations - Mailing List, 1981-1982	reel 54	frame 371
Document Services - Department Manual, n.d.	reel 54	frame 403
Executive Meeting - Transcript of Corporate Contributions, September 3, 1980	reel 54	frame 439
The Foundation Center - Internal Revenue Service Data File, 1971	reel 54	frame 454
The Foundation Center - Internal Revenue Service Data File, 1972	reel 54	frame 486
The Foundation Center - Staff, 1975-1980	reel 54	frame 561
The Foundation Directory - Edition 1 - Comments, 1960	reel 54	frame 577
The Foundation Directory - Edition 1 - Connecticut Printers, Inc., 1958-1962	reel 54	frame 593
The Foundation Directory - Edition 1 - Format for Entries, 1957-1958	reel 54	frame 629
The Foundation Directory - Edition 1 - Introduction, n.d.	reel 54	frame 637
The Foundation Directory - Edition 1 - Publicity, 1960	reel 54	frame 740
The Foundation Directory - Edition 1 - Questionnaires, Forms and Form Letters, 1945-1958	reel 54	frame 773
The Foundation Directory - Edition 1 - Revisions for Questionnaire and Grants Index, 1960-1964	reel 54	frame 821
The Foundation Directory - Edition 2, 1961-1964	reel 54	frame 855
The Foundation Directory - Edition 2 - Abuses, 1961-1963	reel 54	frame 891

The Foundation Directory - Edition 2 - Accounts, 1961	reel 54	frame 896
The Foundation Directory - Edition 2 - Comments, 1959-1964	reel 54	frame 933
The Foundation Directory - Edition 2 - Complimentary Copies, 1963-1964	reel 54	frame 958
The Foundation Directory - Edition 2 - Connecticut Printers, Inc., 1962-1965	reel 54	frame 992
The Foundation Directory - Edition 2 - Copy to Printer - Knickerbocker Letter Shop, 1962-1963	reel 54	frame 1,015
The Foundation Directory - Edition 2 - Field Work, 1959-1968	reel 54	frame 1,027
The Foundation Directory - Edition 2 - Notes and Indexes, n.d.	reel 54	frame 1,200
The Foundation Directory - Edition 2 - Priliminary Introduction, 1963	reel 54	frame 1,222
The Foundation Directory - Edition 2 - Procedures, 1961-1964	reel 54	frame 1,297
The Foundation Directory - Edition 2 - Publicity, 1962-1965	reel 54	frame 1,325
The Foundation Directory - Edition 2 - Questionnaire, Forms and Form Letters, 1961	reel 55	frame 1
The Foundation Directory - Edition 2 - Sales, 1964-1966	reel 55	frame 18
The Foundation Directory - Edition 2 - Statistics, 1961-1965	reel 55	frame 22
The Foundation Directory - Edition 2 - Style Sheet, 1963	reel 55	frame 39
The Foundation Directory - Edition 2 and 3 - Permissions, 1964-1970	reel 55	frame 59
The Foundation Directory - Edition 3, 1960-1971	reel 55	frame 197
The Foundation Directory - Edition 3 - Format for Entries, 1965	reel 55	frame 252
The Foundation Directory - Edition 3 - Forms and Form Letters, 1964-1968	reel 55	frame 267
The Foundation Directory - Edition 3 - Introduction, n.d.	reel 55	frame 279
The Foundation Directory - Edition 3 - Notes, 1963-1967	reel 55	frame 292
The Foundation Directory - Edition 3 - Publicity, 1967-1970	reel 55	frame 298
The Foundation Directory - Edition 3 - Special Form Letters, 1966-1967	reel 55	frame 349
The Foundation Directory - Edition 4, 1967-1973	reel 55	frame 386
The Foundation Directory - Edition 4 - Index Problems, n.d.	reel 55	frame 451
The Foundation Directory - Edition 4 - Publicity 1971-1973		

	reel 55	frame 455
The Foundation Directory - Edition 4 - Reactions, 1971-1973	reel 55	frame 507
The Foundation Directory - Edition 5, 1973	reel 55	frame 560
The Foundation Directory - Edition 5 - Pending, 1974-1975	reel 55	frame 576
The Foundation Directory - Edition 6, 1977	reel 55	frame 606
The Foundation Directory - Edition 8 - Direct Mailing, 1981	reel 55	frame 615
The Foundation Library Center - Consulting Services, 1963-1967	reel 55	frame 623
The Foundation Library Center - Directory, 1957-1961	reel 55	frame 637
The Foundation Library Center - 990-A Control REcord, 1963-1970	reel 55	frame 701
Foundation Names from Telephone Inquiries, 1958-1967	reel 55	frame 763
Foundation News, 1960-1973	reel 55	frame 789
Foundation Personnel Study, 1968-1973	reel 55	frame 856
Foundation Project Reports, 1975-1977	reel 55	frame 874
Foundation Reports, 1959-1978	reel 55	frame 974
Foundation Self-Regulation and Accountability, 1970-1979	reel 55	frame 1,050
Foundation Statistics, 1962-1975	reel 55	frame 1,123
Foundation Stock Offerings, 1972-1973	reel 55	frame 1,210
Gardner Commission, 1970	reel 55	frame 1,255
Grants Index, 1966	reel 56	frame 1
Grants Index - Grants Data Bank, 1972-1973	reel 56	frame 12
Information Quarterly 2-1, 1973	reel 56	frame 27
Information Quarterly 2-2, 1973	reel 56	frame 35
Information Quarterly 2-3, 1973-1974	reel 56	frame 38
Information Quarterly 2-4, 1974	reel 56	frame 49
Internal Revenue Service - Data Bank Projects, 1974-1978	reel 56	frame 70
Internal Revenue Service - Depository, 1972-1978	reel 56	frame 154
Internal Revenue Service - Distribution of the Internal Revenue Service Films, 1972	reel 56	frame 179
Internal Revenue Service - Exempt Organizations Master File (EOMF), 1979	reel 56	frame 217
Internal Revenue Service - Forms, n.d.	reel 56	frame 227

Internal Revenue Service - Meeting, June 1975, 1974-1975	reel 56	frame 238
Internal Revenue Service - Meeting, February 20, 1976, February 20, 1976	reel 56	frame 296
Internal Revenue Service - Meeting, June 2, 1976, June 2, 1976	reel 56	frame 323
Internal Revenue Service - Memoranda and Correspondence, 1957-1967	reel 56	frame 354
Internal Revenue Service - Microfilm Project, 1971-1972	reel 56	frame 460
Internal Revenue Service - Procedures for Transcribing Form 990-A, 1958-1960	reel 56	frame 515
Internal Revenue Service - Reports by Marianna Olmstead, 1957-1961	reel 56	frame 542
Internal Revenue Service - Washington, D. C., 1961-1981	reel 56	frame 624
Internal Revenue Service Center, 1963-1981	reel 56	frame 804
Library Visitors, 1958-1960	reel 56	frame 1,049
List of Foundations, 1958-1963	reel 56	frame 1,077
Mark-Martin Associates, 1980-1981	reel 56	frame 1,128
Master Tables and Foundation Charts, n.d.	reel 57	frame 1
National Institute of Health - Draft Report on Foundation Spending, 1975	reel 57	frame 170
New York University - The Eighth Biennial Conference on Charitable Foundations, May 15-16, 1967, 1967	reel 57	frame 195
1973 Data Bank Project, 1974-1975	reel 57	frame 355
Pending, 1970-1977	reel 57	frame 389
Quarterly Bulletin, 1972-1973	reel 57	frame 503
Patricia Read, 1981-1982	reel 57	frame 520
Regional Collections, 1972-1978	reel 57	frame 668
Research Projects, 1968-1977	reel 57	frame 851
Commission on Foundations and Private Philanthropy (Rockefeller Commission), 1969-1970	reel 57	frame 924
William Ruiz, 1981-1982	reel 57	frame 983
Special Inquiries to Marianna O. Lewis, 1967-1981	reel 57	frame 994
Standards for Foundations, 1969-1970	reel 57	frame 1,125
Statistics and Analyses, 1971-1978	reel 57	frame 1,153
Status of Community Foundations, 1975	reel 58	frame 1

A Study of Systems and Procedures for The Foundation Center, 1975 reel 58

frame 32

Nathaniel Spear III, 1969-1974

Scope and Contents note

Nathaniel Spear III worked as the international specialist (1969-1974) for The Foundation Center.

Title/Description	Instances	
Nathaniel Spear III - International Specialist, 1969-1974	reel 58	frame 60

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.

This series contains correspondence and newspaper clippings about The Foundation Center's trustees.

Title/Description	Instances	
Charles W. Bailey II, 1973-1982	reel 58	frame 237
Geno Ballotti, 1982-1984	reel 58	frame 247
Harding F. Bancroft, 1973-1992	reel 58	frame 273
Robert C. Bates, 1963-1991	reel 58	frame 292
Wilbur J. Bender, 1968-1969	reel 58	frame 359
Anthony A. Bliss, 1974-1991	reel 58	frame 384
Landrum R. Bolling, 1975-1981	reel 58	frame 401
Julian P. Boyd, 1956-1971	reel 58	frame 424
William A. Buzick, Jr., 1972-1982	reel 58	frame 591
John B. Coburn, 1971-1973	reel 58	frame 676
Fred C. Cole, 1971-1986	reel 58	frame 683
Morris D. Crawford, 1963-1970	reel 58	frame 830
Merrimon Cunninggim, 1963-1995	reel 58	frame 913
G. Harold Duling, 1961-1965	reel 58	frame 1,032
William C. Greenough, 1961-1990	reel 58	frame 1,129
J. George Harrar, 1970-1982	reel 59	frame 1
Fred H. Harrington, 1968-1995	reel 59	frame 24

Rembrandt C. Hiller, Jr., 1962-1977	reel 59	frame 38
James Kimball Johnson II, 1956-1969	reel 59	frame 128
George S. Johnston, 1975-1991	reel 59	frame 272
Boisfeuillet Jones, 1975-2001	reel 59	frame 327
Vernon Jordan, 1971-1998	reel 59	frame 369
Wilbur K. Jordan, 1961-1971	reel 59	frame 387
John G. Kemeny, 1970-1991	reel 59	frame 452
John A. Krout, 1956-1979	reel 59	frame 472
W. McNeil Lowry, 1969-1991	reel 59	frame 526
Robert J. McCracken, 1956-1973	reel 59	frame 551
Deaderick C. Montague, 1983-1992	reel 59	frame 613
Emory W. Morris, 1956-1987	reel 59	frame 645
Robert H. Mulreany, 1989-1998	reel 59	frame 739
Vernon Munroe, Jr., 1956-1969	reel 59	frame 775
James A. Perkins, 1955-1998	reel 59	frame 833
Gordon N. Ray, 1962-1986	reel 60	frame 1
Frank A. Saunders, 1982-1990	reel 60	frame 231
Sydney Stein, Jr., 1964-1991	reel 60	frame 282
J. Tyson Stokes, 1963-1980	reel 60	frame 316
Richard H. Sullivan, 1967-1976	reel 60	frame 384
Robert L. Sutherland, 1956-1979	reel 60	frame 513
Alexander B. Trowbridge, 1973-1991	reel 60	frame 688
Walter M. Upchurch, Jr., 1958-1970	reel 60	frame 706
Edwin H. Vause, 1971-1973	reel 60	frame 817
Homer C. Wadsworth, 1978-1994	reel 60	frame 829
Martha R. Wallace, 1971-1989	reel 60	frame 922
Sidney J. Weinberg, Jr., 1971-1974	reel 60	frame 1,069
Herbert B. West, 1975-1990	reel 61	frame 1
John D. Wilson, 1956-1967	reel 61	frame 422
Bernard Wolfman, 1970-1976	reel 61	frame 447
John E. F. Wood, 1956-1969	reel 61	frame 471
William R. Wright, 1971-1975	reel 61	frame 499

Donald R. Young, 1956-1977	reel 61	frame 504
Arnold J. Zurcher, 1961-1974	reel 61	frame 555

Committee Files, 1967-1994

Scope and Contents note

This series contains correspondence, minutes, and agenda of various large committees in The Foundation Center: the Board of Trustees, the Executive Committee, and the Finance and Audit Committee.

Title/Description	Instances	
Board of Trustees - Correspondence, 1981-1982	reel 61	frame 651
Board of Trustees - Correspondence, 1985	reel 61	frame 656
Board of Trustees - Correspondence, 1986	reel 61	frame 721
Board of Trustees - Correspondence, 1987	reel 61	frame 787
Board of Trustees - Correspondence, 1988	reel 61	frame 889
Board of Trustees - Correspondence, 1989	reel 61	frame 1,006
Board of Trustees - Correspondence, 1990	reel 61	frame 1,027
Board of Trustees - Correspondence, 1991	reel 61	frame 1,051
Board of Trustees - Correspondence, 1991-1992	reel 61	frame 1,083
Board of Trustees - Correspondence, 1993-1994	reel 61	frame 1,119
Board of Trustees - Meetings/Minutes, April 3, 1967	reel 62	frame 1
Board of Trustees - Meetings/Minutes, May 26, 1969	reel 62	frame 29
Board of Trustees - Meetings/Minutes, October 21, 1971	reel 62	frame 68
Board of Trustees - Meetings/Minutes, April 10, 1972	reel 62	frame 209
Board of Trustees - Meetings/Minutes, October 26, 1972	reel 62	frame 257
Board of Trustees - Meetings/Minutes, April 26, 1973	reel 62	frame 296
Board of Trustees - Meetings/Minutes, October 31, 1973	reel 62	folder 310
Board of Trustees - Meetings/Minutes, April 23, 1974	reel 62	frame 510
Board of Trustees - Meetings/Minutes, May 2, 1974	reel 62	frame 572
Board of Trustees - Meetings/Minutes, November 4, 1974	reel 62	frame 579
Board of Trustees - Meetings/Minutes, May 1, 1975	reel 62	frame 676
Board of Trustees - Meetings/Minutes, November 11, 1975	reel 62	frame 811
Board of Trustees - Meetings/Minutes, April 21, 1976	reel 62	frame 894
Board of Trustees - Meetings/Minutes, October 28, 1976	reel 62	frame 1,047
Board of Trustees - Meetings/Minutes, May 12, 1977	reel 63	frame 1

Board of Trustees - Meetings/Minutes, November 10, 1977	reel 63	frame 90
Board of Trustees - Meetings/Minutes, May 11, 1978	reel 63	frame 101
Board of Trustees - Meetings/Minutes, November 9, 1978	reel 63	frame 123
Board of Trustees - Meetings/Minutes, May 10, 1979	reel 63	frame 180
Board of Trustees - Meetings/Minutes, November 8, 1979	reel 63	frame 223
Board of Trustees - Meetings/Minutes, May 15, 1980	reel 63	frame 250
Board of Trustees - Meetings/Minutes, November 13, 1980	reel 63	frame 284
Board of Trustees - Meetings/Minutes, April 30, 1981	reel 63	frame 310
Board of Trustees - Meetings/Minutes, November 21, 1981	reel 63	frame 334
Board of Trustees - Meetings/Minutes, May 13, 1982	reel 63	frame 367
Board of Trustees - Meetings/Minutes, November 16, 1982	reel 63	frame 425
Board of Trustees - Meetings/Minutes, May 12, 1983	reel 63	frame 492
Board of Trustees - Meetings/Minutes, November 22, 1983	reel 63	frame 561
Board of Trustees - Meetings/Minutes, May 15, 1984	reel 63	frame 614
Board of Trustees - Meetings/Minutes, November 15, 1984	reel 63	frame 661
Board of Trustees - Meetings/Minutes, May 23, 1985	reel 63	frame 734
Board of Trustees - Meetings/Minutes, November 14, 1985	reel 63	frame 870
Board of Trustees - Meetings/Minutes, May 13, 1986	reel 63	frame 955
Board of Trustees - Meetings/Minutes, November 21, 1986	reel 63	frame 1,059
Board of Trustees - Meetings/Minutes, May 12, 1987	reel 63	frame 1,152
Board of Trustees - Meetings/Minutes, November 20, 1987	reel 64	frame 1
Board of Trustees - Meetings/Minutes, May 17, 1988	reel 64	frame 66
Board of Trustees - Meetings/Minutes, November 22, 1988	reel 64	frame 156
Board of Trustees - Meetings/Minutes, February 21, 1989	reel 64	frame 192
Board of Trustees - Meetings/Minutes, May 16, 1989	reel 64	frame 208
Board of Trustees - Meetings/Minutes, November 21, 1989	reel 64	frame 309
Board of Trustees - Meetings/Minutes, May 15, 1990	reel 64	frame 348
	1.64	frame 446
Board of Trustees - Meetings/Minutes, November 20, 1990	reel 64	Traine 440
Board of Trustees - Meetings/Minutes, November 20, 1990 Board of Trustees - Meetings/Minutes, May 14, 1991	reel 64	frame 510
<u> </u>		
Board of Trustees - Meetings/Minutes, May 14, 1991	reel 64	frame 510

Board of Trustees - Meetings/Minutes, May 18, 1993	reel 64	frame 822
Board of Trustees - Meetings/Minutes, November 16, 1993	reel 64	frame 896
Board of Trustees - Meetings/Minutes, May 17, 1994	reel 64	frame 941
Board of Trustees - Meetings/Minutes, November 15, 1994	reel 64	frame 1,004
Board of Trustees - Memoranda, 1977-1979	reel 64	frame 1,072
Board of Trustees - Progress Reports, 1974-1976	reel 64	frame 1,112
Board of Trustees - 30th Anniversary Luncheon, November 21, 1986	reel 65	frame 1
Board of Trustees - Year End Reports, 1987	reel 65	frame 119
Board of Trustees - Mid-Year Report, 1988	reel 65	frame 136
Board of Trustees - Year End Reports, 1988	reel 65	frame 164
Board of Trustees - Mid-Year Report, 1989	reel 65	frame 201
Board of Trustees - Year End Reports, 1989	reel 65	frame 232
Board of Trustees - Mid-Year Report, 1990	reel 65	frame 272
Board of Trustees - Year End Reports, 1990	reel 65	frame 308
Board of Trustees - Mid-Year Report, 1991	reel 65	frame 348
Board of Trustees - Year End Reports, 1991	reel 65	frame 374
Corporate Services Committee, 1978-1982	reel 65	frame 417
DeMarche Associates Reports, 1983	reel 65	frame 625
Executive Committee - Meetings/Minutes, November 2, 1973	reel 65	frame 674
Executive Committee - Meetings/Minutes, April 9, 1974	reel 65	frame 677
Executive Committee - Meetings/Minutes, October 8, 1974	reel 65	frame 730
Executive Committee - Meetings/Minutes, April 7, 1975	reel 65	frame 805
Executive Committee - Meetings/Minutes, October 9, 1975	reel 65	frame 874
Executive Committee - Meetings/Minutes, March 23, 1976	reel 65	frame 909
Executive Committee - Meetings/Minutes, September 30, 1976	reel 65	frame 935
Executive Committee - Meetings/Minutes, April 13, 1977	reel 65	frame 979
Executive Committee - Meetings/Minutes, October 13, 1977	reel 65	frame 989
Executive Committee - Meetings/Minutes, April 12, 1978	reel 65	frame 1,017
Executive Committee - Meetings/Minutes, October 12, 1978	reel 65	frame 1,024
Executive Committee - Meetings/Minutes, April 12, 1979	reel 65	frame 1,028
Executive Committee - Meetings/Minutes, October 12, 1979	reel 65	frame 1,034

Executive Committee - Meetings/Minutes, April 18, 1980	reel 65	frame 1,038
Executive Committee - Meetings/Minutes, October 16, 1980	reel 65	frame 1,043
Executive Committee - Meetings/Minutes, April 16, 1981	reel 65	frame 1,046
Executive Committee - Special Meeting, January 11, 1984	reel 65	frame 1,049
Executive Committee - Special Meeting, May 22, 1984	reel 65	frame 1,065
Finance Committee - Meetings/Minutes, March 29, 1974	reel 65	frame 1,085
Finance Committee - Meetings/Minutes, October 8, 1974	reel 65	frame 1,090
Finance Committee - Meetings/Minutes, April 7, 1975	reel 65	frame 1,094
Finance Committee - Meetings/Minutes, October 6, 1975	reel 65	frame 1,113
Finance and Audit Committee - Meetings/Minutes, September 28, 1976	reel 65	frame 1,134
Finance and Audit Committee - Meetings/Minutes, October 13, 1977	reel 66	frame 1
Finance and Audit Committee - Meetings/Minutes, April 12, 1978	reel 66	frame 49
Finance and Audit Committee - Meetings/Minutes, October 12, 1978	reel 66	frame 54
Finance and Audit Committee - Meetings/Minutes, April 12, 1979	reel 66	frame 60
Finance and Audit Committee - Meetings/Minutes, October 12, 1979	reel 66	frame 67
Finance and Audit Committee - Meetings/Minutes, April 18, 1980	reel 66	frame 74
Finance and Audit Committee - Meetings/Minutes, October 16, 1980	reel 66	frame 81
Finance and Audit Committee - Special Meeting, May 26, 1986	reel 66	frame 88
Finance and Audit Committee and Executive Committee - Correspondence, 1987	reel 66	frame 91
Finance and Audit Committee and Executive Committee - Meetings/Minutes, April 16, 1981	reel 66	frame 100
Finance and Audit Committee and Executive Committee - Meetings/Minutes, November 3, 1981	reel 66	frame 130
Finance and Audit Committee and Executive Committee - Meetings/Minutes, April 5, 1982	reel 66	frame 163
Finance and Audit Committee and Executive Committee - Meetings/Minutes, October 12, 1982	reel 66	frame 191
Finance and Audit Committee and Executive Committee - Meetings/Minutes, February 11, 1983	reel 66	frame 237

Finance and Audit Committee and Exe Meetings/Minutes, April 28, 1983	cutive Committee -	reel 66	frame 302
Finance and Audit Committee and Exe Meetings/Minutes, November 10, 1983		reel 66	frame 388
Finance and Audit Committee and Exe Meetings/Minutes, April 19, 1984	cutive Committee -	reel 66	frame 426
Finance and Audit Committee and Exe Meetings/Minutes, October 29, 1984	cutive Committee -	reel 66	frame 453
Finance and Audit Committee and Exe Meetings/Minutes, April 18, 1985	cutive Committee -	reel 66	frame 482
Finance and Audit Committee and Exe Meetings/Minutes, October 15, 1985	cutive Committee -	reel 66	frame 499
Finance and Audit Committee and Exe Meetings/Minutes, April 17, 1986	cutive Committee -	reel 66	frame 576
Finance and Audit Committee and Exe Meetings/Minutes, October 16, 1986	cutive Committee -	reel 66	frame 641
Finance and Audit Committee and Exe Meetings/Minutes, April 16, 1987	cutive Committee -	reel 66	frame 769
Finance and Audit Committee and Exe Meetings/Minutes, November 5, 1987	cutive Committee -	reel 66	frame 820
Finance and Audit Committee and Exe Meetings/Minutes, February 2, 1988	cutive Committee -	reel 66	frame 917
Finance and Audit Committee and Exe Meetings/Minutes, April 21, 1988	cutive Committee -	reel 66	frame 968
Finance and Audit Committee and Exe Meetings/Minutes, October 20, 1988	cutive Committee -	reel 66	frame 1,007
Finance and Audit Committee and Exe Meetings/Minutes, April 18, 1989	cutive Committee -	reel 66	frame 1,025
Finance and Audit Committee and Exe Meetings/Minutes, October 23, 1989	cutive Committee -	reel 66	frame 1,061
Finance and Audit Committee and Exe Meetings/Minutes, April 24, 1990	cutive Committee -	reel 66	frame 1,087
Finance and Audit Committee and Exe Meetings/Minutes, October 23, 1990	cutive Committee -	reel 66	frame 1,134
Finance and Audit Committee and Exe Meetings/Minutes, May 1, 1991	cutive Committee -	reel 67	frame 1
Finance and Audit Committee and Exe Meetings/Minutes, October 23, 1991	cutive Committee -	reel 67	frame 101
Finance and Audit Committee and Exe Meetings/Minutes, April 14, 1992	cutive Committee -	reel 67	frame 170

Finance and Audit Committee and Executive Committee - Meetings/Minutes, October 19, 1992	reel 67	frame 253	
Finance and Audit Committee and Executive Committee - Meetings/Minutes, April 20, 1993	reel 67	frame 350	
Finance and Audit Committee and Executive Committee - Meetings/Minutes, October 13, 1993	reel 67	frame 434	
Finance and Audit Committee and Executive Committee - Meetings/Minutes, April 14, 1994	reel 67	frame 488	
Finance and Audit Committee and Executive Committee - Meetings/Minutes, October 21, 1994	reel 67	frame 536	
Fund Development Committee, 1990-1991	reel 67	frame 575	
Fund-Raising Committee and Executive Committee, May 22, 1986	reel 67	frame 708	
Long Range Planning Committee, 1980-1982	reel 67	frame 751	
Nominating Committee, 1960-1981	reel 67	frame 939	
Nominating Committee, 1982-1987	reel 67	frame 1,100	

[^] Return to Table of Contents

Program and Project Files, 1924-1999

Arrangement note

Series 2 is arranged in two subseries:

Subseries 1 - Programs

Subseries 2 - Special Projects

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.

Title/Description	Instances	
Associate Files - Complete Listing, 1975-1997	reel 68	frame 4
Associate Files - Form LEtters, 1978-1987	reel 68	frame 35
Abilene Christian University, 1983-1986	reel 68	frame 46
AIDS Resource Center, 1990	reel 68	frame 49
Air Service International, 1994	reel 68	frame 56
Albert Einstein Healthcare Foundation, 1992	reel 68	frame 59
Albright College, 1981	reel 68	frame 61
Alderson Broaddus College, 1988	reel 68	frame 64
Alfred University, 1989-1990	reel 68	frame 66
Allegheny College, 1985-1990	reel 68	frame 74
American Academy of Dramatic Arts, 1987	reel 68	frame 78
American City Bureau, 1989-1990	reel 68	frame 80
American Council for the Arts, 1991	reel 68	frame 85
American Foundation for AIDS Research, 1991	reel 68	frame 87
American Friends of Asaf Harofeh Medical Center, 1992-1993	reel 68	frame 89
American Friends of the Hebrew Museum, Inc., 1981-1987	reel 68	frame 93
American Geriatrics Society, 1994	reel 68	frame 97
American Law Institute, 1995	reel 68	frame 99
American Red Cross, Washington, D. C., 1992-1997	reel 68	frame 101
American University, 1985-1989	reel 68	frame 107
Arluck Entertainment, 1994	reel 68	frame 113

Arts and Communication Counselors, 1987

	reel 68	frame 118	
Association of State and Territorial Solid Waste Management Officials Foundation (ASTSWMO), 1992	reel 68	frame 120	
Baltimore Museum of Art, 1976	reel 68	frame 123	
Bank Street College of Education, 1975	reel 68	frame 125	
Banyan Foundation, 1985	reel 68	frame 127	
Bayfront Medical Center, 1983-1985	reel 68	frame 129	
Booth Memorial Hospital, 1982-1985	reel 68	frame 132	
Boys and Girls Club of America, 1979-1993	reel 68	frame 152	
Boys Hope, 1989	reel 68	frame 159	
Boy Scouts of America, 1975-1988	reel 68	frame 161	
Bridgewater State College, 1991	reel 68	frame 167	
Brookdale Center on Aging, 1994	reel 68	frame 171	
Bucknell University, 1978-1982	reel 68	frame 173	
Capital University, 1989	reel 68	frame 177	
CARE, Inc., 1986-1987	reel 68	frame 179	
Canine Companions for Independence, 1993-1994	reel 68	frame 183	
Carol Krabbe, Inc., 1994	reel 68	frame 199	
Case Western Reserve University, 1974-1992	reel 68	frame 201	
Catholic University of America, 1976-1981	reel 68	frame 206	
Cedar Crest College, 1985-1987	reel 68	frame 209	
Center for Children and Families, 1988-1990	reel 68	frame 217	
The Chicago Public Library, 1986-1992	reel 68	frame 220	
The Children's Defense Fund, 1990	reel 68	frame 224	
Children's Aid Society, 1978-1989	reel 68	frame 228	
Children's Home of California, 1989	reel 68	frame 233	
Children's Hospital Foundation, 1989	reel 68	frame 235	
Children's Oncology of New York, 1990	reel 68	frame 237	
Christian Appalachian Project, 1987-1988	reel 68	frame 242	
Christian Brothers University, 1991	reel 68	frame 245	
Cities in Schools-New York, Inc., 1995	reel 68	frame 247	
College of the Holy Cross, 1975	reel 68	frame 250	
College of Notre Dame, 1991	reel 68	frame 252	

Columbia Grammar and Prep School, 1989	reel 68	frame 256
Columbia University, 1989	reel 68	frame 258
Competitive Enterprise Institute, 1990	reel 68	frame 260
Connecticut College, 1982-1996	reel 68	frame 263
Constance Kelly Associates, 1988-1991	reel 68	frame 272
Craver, Matthews, Smith and Company, 1976	reel 68	frame 277
D. T. Watson Rehabilitation Hospital for Children and Adults, 1990	reel 68	frame 279
Danbury Corporation, 1992	reel 68	frame 281
Davis and Elkins College, 1975	reel 68	frame 283
Development Support Initiative, 1995	reel 68	frame 285
Document Development, Inc., 1991-1992	reel 68	frame 306
Dowling College, 1989	reel 68	frame 309
Educational Alliance, 1986-1987	reel 68	frame 311
Empire Blue Cross Blue Shield, 1995	reel 68	frame 314
English Speaking Union Library, 1989-1992	reel 68	frame 318
Enterprise Foundation, 1993-1994	reel 68	frame 320
Episcopal Church Center, 1988-1995	reel 68	frame 323
Evanston Hospital Corporation, 1988	reel 68	frame 327
Fairfield University, 1976	reel 68	frame 239
Florida Institute of Technology, 1994	reel 68	frame 331
Foundation of the University of Medicine and Dentistry of New Jersey, 1975	reel 68	frame 334
Friends Academy, 1994	reel 68	frame 336
Fuller Theological Seminary, 1982	reel 68	frame 338
Gary W. Phillips and Associates, 1988	reel 68	frame 341
Georgia State University, Atlanta, Georgia, 1994	reel 68	frame 343
Goettler Associates, Inc., 1977-1980	reel 68	frame 346
Grand Center, Inc., 1995	reel 68	frame 353
Grand Street Settlement, 1986	reel 68	frame 355
Greater New York Councils - Boy Scouts of America, 1977-1982	reel 68	frame 357
Greenville College, 1978-1987	reel 68	frame 361

Guilford College, 1977	reel 68	frame 365
Gundersen Medical Foundation, Ltd., 1986	reel 68	frame 367
Hadassah the Women's Zionist Organization of America, Inc., 1997	reel 68	frame 369
Hammond School, 1994	reel 68	frame 374
Hamot Second Century Foundation, 1990	reel 68	frame 376
Haverford College, 1977-1981	reel 68	frame 378
Helen Keller Services for the Blind, 1980-1985	reel 68	frame 383
Hole in the Wall Gang Fund, 1990	reel 68	frame 392
Hood College, 1989	reel 68	frame 395
Hospice Florida Suncoast, 1988	reel 68	frame 397
Houston Grand Opera, 1988	reel 68	frame 401
Illinois Institute of Technology, 1987	reel 68	frame 403
Institute for Advanced Study, 1978-1980	reel 68	frame 405
Institute of International Education, 1988-1990	reel 68	frame 408
Iona College, 1976	reel 68	frame 413
Keep America Beautiful, Inc., 1977-1987	reel 68	frame 415
Kent Place School, 1987	reel 68	frame 423
Latino Issues Forum, 1994-1995	reel 68	frame 426
Leake and Watts Children's Home, 1987	reel 68	frame 428
Legal Aid Society, 1975	reel 68	frame 430
Lewis University, 1995	reel 68	frame 436
Lewis and Clark College, 1975	reel 68	frame 438
Library of Congress, 1989-1993	reel 68	frame 440
Ligonier Ministries, 1988	reel 68	frame 444
Logan College of Chiropractic, 1993	reel 68	frame 459
Loyola College, 1976	reel 68	frame 461
Loyola University, 1982-1983	reel 68	frame 463
Lutheran Resources Commission, 1975	reel 68	frame 466
Management Sciences for Health, 1990-1992	reel 68	frame 468
Massachusetts Society for the Prevention of Cruelty to Animals, 1975	reel 68	frame 471
The McCallie School, 1982-1985	reel 68	frame 473

Margaret J. McLean, CFRE, 1989	reel 68	frame 477	
McLean School, 1987-1988	reel 68	frame 479	
Meharry Medical College, 1985-1986	reel 68	frame 483	
Menninger Foundation, 1982	reel 68	frame 486	
Miami Project to Cure Paralysis, 1989-1994	reel 68	frame 489	
Moody Bible Institute, 1989	reel 68	frame 491	
Mount Saint Mary College, Newburgh, New York, 1995	reel 68	frame 493	
Mount Saint Mary's College, Emmitsburg, Maryland, 1996	reel 68	frame 496	
Muhlenberg College, 1985	reel 68	frame 498	
Municipal Art Society, 1992	reel 68	frame 500	
Murray State University, 1990	reel 68	frame 502	
Mystic Marinelife Aquarium, 1988-1990	reel 68	frame 504	
National Board of the YWCA of the United States of America, 1975	reel 68	frame 509	
National Council on Alcoholism, Inc., 1985-1990	reel 68	frame 511	
National 4-H Council, 1975-1982	reel 68	frame 515	
Natural Resources Defense Council, 1982-1986	reel 68	frame 519	
New England Medical Center, Inc., 1982-1985	reel 68	frame 523	
New Jersey Institute of Technology, 1977-1984	reel 68	frame 526	
New York Association for New Americans, 1985-1992	reel 68	frame 529	
New York City Mission Society, 1975	reel 68	frame 532	
New York Partnership, Inc., 1988	reel 68	frame 534	
New York Shakespeare Festival, 1983	reel 68	frame 536	
New York University School of Law, 1985-1987	reel 68	frame 538	
New York Zoological Society, 1982-1986	reel 68	frame 543	
Newington Children's Hospital, 1986	reel 68	frame 548	
North Carolina State University, 1977-1978	reel 68	frame 550	
Northeastern University, 1994	reel 68	frame 553	
Oakwood Healthcare Systems Foundations, 1995	reel 68	frame 555	
Oglethorpe University, 1977	reel 68	frame 558	
Ohio University, 1993	reel 68	frame 561	
Open Doors, 1991	reel 68	frame 563	
D 11 1 1004			

	reel 68	frame 566
Phelps Stokes Fund, 1984	reel 68	frame 569
Planned Parenthood of Westchester/Rockland, 1987	reel 68	frame 571
Planned Parenthood/World Population, 1976-1996	reel 68	frame 574
Ploughshares Fund, 1989-1992	reel 68	frame 582
Police Athletic League, 1994-1995	reel 68	frame 584
Pratt Institute, 1975	reel 68	frame 586
Princeton University, 1975	reel 68	frame 588
Private Agencies Collaborating Together (PACT), 1994	reel 68	frame 590
Protestant Episcopal Church in the United States of America, 1980-1986	reel 68	frame 592
Prudential Insurance Company, 1988-1989	reel 68	frame 596
Public Management Institute, 1991	reel 68	frame 602
Quebec-Labrador Foundation, Inc., 1978-1986	reel 68	frame 605
Quinnipiac College, 1979-1984	reel 68	frame 608
The Rand Corporation, 1990	reel 68	frame 613
Redwood Christian School, 1983-1984	reel 68	frame 615
Rice University, 1975	reel 68	frame 620
Rhode Island School of Design, 1975-1990	reel 68	frame 622
Rodale Institute, 1985-1987	reel 68	frame 625
Rollins College, 1983-1990	reel 68	frame 628
Sacred Heart University, 1994	reel 68	frame 633
San Francisco State University, 1993	reel 68	frame 638
Seattle Pacific University, 1995	reel 68	frame 641
Sengstack Foundation for Early Childhood, 1996	reel 68	frame 649
Sharp Hospitals Foundation, 1988	reel 68	frame 651
Shula G. Brudner Consultants, 1980	reel 68	frame 654
Springfield College, 1990	reel 68	frame 660
St. George's School, 1978-1986	reel 68	frame 662
St. Joseph's Medical Center, 1992	reel 68	frame 667
St. Louis Art Museum, 1993	reel 68	frame 669
State University of New York at Buffalo, 1995	reel 68	frame 671
Taft School, 1974	reel 68	frame 681

Texas Christian University, 1977-1987	reel 68	frame 683
Union College, 1976-1989	reel 68	frame 689
United Jewish Appeal Federation of New York, 1984-1990	reel 68	frame 692
United Negro College Fund, 1984-1996	reel 68	frame 697
United States Olympic Committee, New York, New York, 1991	reel 68	frame 704
United States Tennis Association, 1989-1991	reel 68	frame 706
United Way of America, 1989	reel 68	frame 713
University of Alabama in Birmingham, 1984	reel 68	frame 715
University of California, La Jolla, California, 1987-1989	reel 68	frame 717
University of California, Los Angeles, California, 1979-1981	reel 68	frame 720
University of Michigan, Dearborn, Michigan, 1993	reel 68	frame 723
University of Nevada, The National Judicial College, Reno, Nevada, 1993	reel 68	frame 725
University of Puget Sound, 1980-1985	reel 68	frame 729
University of Rochester, Rochester, New York, 1977-1987	reel 68	frame 732
University of the South, Sewanee, Tennessee, 1977-1992	reel 68	frame 740
University of Virginia, Charlottesville, Virginia, Central Development and Research, 1994	reel 68	frame 744
University of Virginia, Charlottesville, Virginia, Office of University Development, 1977	reel 68	frame 756
Vermont Institute of Natural Sciences, 1983	reel 68	frame 761
Virginia Military Institute (VMI) Foundation, 1978-1982	reel 68	frame 763
Virginia Polytechnic Institute and State University, 1989-1991	reel 68	frame 766
Washington Theological Union, 1977-1985	reel 68	frame 769
Wesleyan College, 1990	reel 68	frame 772
Wheaton College, 1978	reel 68	frame 774
Whelan Group, Inc., 1989	reel 68	frame 776
Whitman College, 1978-1988	reel 68	frame 778
Wiley House, 1990	reel 68	frame 782
The William Alanson White Institute of Psychiatry Psychoanalysis and Psychology, 1995	reel 68	frame 784
Winterthur Museum and Gardens, 1975	reel 68	frame 786
Woods Hole Oceanographic Institute, 1984-1985	reel 68	frame 788

The Woods School, 1986	reel 68	frame 791	
Worcester Foundation on Biomedical Research, 1991-1995	reel 68	frame 793	
Odette Wurzburger, 1976	reel 68	frame 796	
YMCA of Metropolitan Los Angeles, 1990	reel 68	frame 798	

Donor Files, 1970-1998

Arrangement note

The organizations in this series are arranged in two alphabetical runs: Donors, 1971-1997; and Donors-Defunct, 1970-1998.

Scope and Contents note

The materials in Series 2.1B consist mostly of correspondence and financial material from organizations that donated money to The Foundation Center.

Title/Description	Instances	
The A. S. Abell Company Foundation, 1985-1993	reel 68	frame 801
The Abington Foundation, 1986-1991	reel 68	frame 852
Louis and Anne Abrons Foundation, Inc., 1984-1992	reel 68	frame 873
Akron Community Foundation, 1981-1991	reel 68	frame 921
Alcoa Foundation, 1981-1992	reel 68	frame 996
Altman Foundation, 1980-1992	reel 68	frame 1,114
Hugh J. Andersen Foundation, 1985-1992	reel 68	frame 1,171
John W. Anderson Foundation, 1981-1990	reel 69	frame 1
Apple Education Foundation, 1979-1992	reel 69	frame 41
Arca Foundation, 1981-1992	reel 69	frame 145
Arcana Foundation, Inc., 1989-1993	reel 69	frame 204
The Ark Foundation, 1986-1992	reel 69	frame 263
J. Aron Charitable Foundation, Inc., 1981-1992	reel 69	frame 279
Atherton Family Foundation, 1985-1992	reel 69	frame 353
Atkinson Foundation, 1981-1992	reel 69	frame 374
Atlantic Richfield Foundation (ARCO), 1980-1992	reel 69	frame 439
AT&T Foundation, 1982-1997	reel 69	frame 568
Avon Products Foundation, 1981-1992	reel 69	frame 792
Axe-Houghton Foundation, 1991-1992	reel 69	frame 864
BankAmerica Foundation, 1980-1992	reel 69	frame 882

Bank One-Cleveland N.A., 1986-1992	reel 69	frame 947
The Barra Foundation, Inc., 1985-1992	reel 69	frame 966
Beazley Foundation, Inc., 1981-1992	reel 69	frame 1,005
Bell South Foundation, 1989-1992	reel 69	frame 1,064
Claude Worthington Benedum Foundation, 1972-1992	reel 69	frame 1,086
Benwood Foundation, Inc., 1980-1992	reel 69	frame 1,212
Diana and Norman Bernstein Foundation, Inc., 1991-1992	reel 70	frame 4
The Lowell Berry Foundation, 1982-1992	reel 70	frame 16
The Mary Duke Biddle Foundation, 1981-1992	reel 70	frame 58
The William Bingham Foundation, 1981-1992	reel 70	frame 150
Blandin Foundation, 1974-1992	reel 70	frame 241
The Blowitz-Ridgeway Foundation, 1989-1992	reel 70	frame 388
The Boehm Foundation, 1981-1992	reel 70	frame 410
Mary Owen Borden Memorial Foundation, 1985-1992	reel 70	frame 471
The Boston Globe Foundation, 1985-1992	reel 70	frame 561
The Bothin Foundation, 1981-1992	reel 70	frame 588
The Robert Bowne Foundation, Inc., 1985-1992	reel 70	frame 635
BP America, Inc., 1981-1992	reel 70	frame 697
The Lynde and Harry Bradley Foundation, 1985-1992	reel 70	frame 763
Otto Bremer Foundation, 1985-1992	reel 70	frame 828
Robert and Alice Bridges Foundation, 1988-1992	reel 70	frame 878
Bristol-Meyers Fund, 1972-1992	reel 70	frame 897
Eva L. and Joseph M. Bruening Foundation, 1989-1992	reel 70	frame 986
The Brush Foundation, 1991-1992	reel 70	frame 1,026
The Emil Buehler Foundation, 1991-1992	reel 70	frame 1,037
The Bullitt Foundation, Inc., 1985-1992	reel 70	frame 1,050
Florence V. Burden Foundation, 1981-1992	reel 70	frame 1,106
The Burkitt Foundation, 1981-1992	reel 70	frame 1,218
Anne Burnett and Charles D. Tandy Foundation, 1984-1992	reel 71	frame 2
The Burroughs Welcome Fund, 1981-1992	reel 71	frame 65
The Bush Foundation, 1981-1992	reel 71	frame 137
The Bydale Foundation, 1987-1992	reel 71	frame 391

C. S. Fund, 1985-1992	reel 71	frame 460
The Morris and Gwendolyn Cafritz Foundation, 1985-1992	reel 71	frame 556
The Louis Calder Foundation, 1982-1992	reel 71	frame 650
J. Bulow Campbell Foundation, 1985-1992	reel 71	frame 769
The Cannon Foundation, Inc., 1985-1992	reel 71	frame 815
CBS Foundation, Inc., 1981-1992	reel 71	frame 928
The Champlin Foundations, 1985-1992	reel 71	frame 1,056
The Charlpeg Foundation, Inc., 1985-1992	reel 71	frame 1,104
Chase Manhattan Foundation, 1985-1992	reel 71	frame 1,147
Chase Manhattan Foundation/Manufacturers Hanover Foundation, 1972-1992	reel 72	frame 1
Ben B. Cheney Foundation, 1985-1992	reel 72	frame 92
Chevron U. S. A., Inc., 1981-1993	reel 72	frame 142
The Chicago Community Trust, 1981-1992	reel 72	frame 210
Chrysler Corporation Fund, 1986-1992	reel 72	frame 354
Citibank, 1985-1992	reel 72	frame 388
Citicorp Foundation, 1981-1992	reel 72	frame 425
The Edna McConnell Clark Fuondation, 1981-1992	reel 72	frame 556
Robert Sterling Clark Foundation, Inc., 1981-1992	reel 72	frame 775
The Cleveland Foundation, 1981-1992	reel 72	frame 868
The Coca-cola Foundation, 1978-1992	reel 72	frame 1,058
The George W. Codrington Charitable Foundation, 1981-1992	reel 72	frame 1,142
Columbia Foundation, 1982-1991	reel 72	frame 1,195
The Columbus Foundation, 1980-1993	reel 73	
Common Counsel, 1989-1992	reel 73	frame 220
The Commonwealth Fund, 1981-1992	reel 73	frame 238
Community Foundation of Greater Washington, Inc., 1985-1990	reel 73	frame 643
The Community Foundation of Greater Lorain County, 1983-1992	reel 73	frame 658
Compton Foundation, Inc., 1981-1992	reel 73	frame 720
Cooper Foundation, 1981-1992	reel 73	frame 852
S. H. Cowell Foundation, 1974-1992	reel 73	frame 910

The Cowles Charitable Trust, 1985-1992	reel 73	frame 1,047
Bruce L. Crary Foundation, Inc., 1981-1992	reel 73	frame 1,097
The Daphne Seybolt Culpepper Memorial Foundation, Inc., 1991-1992	reel 73	frame 1,172
The Nathan Cummings Foundation, Inc., 1986-1992	reel 73	frame 1,182
Dorothy U. Dalton Foundation, Inc., 1986-1992	reel 74	frame 1
The Dammann Fund, Inc., 1980-1992	reel 74	frame 42
The Danforth Foundation, 1980-1992	reel 74	frame 106
The Alton F. and Carrie S. Davis Fund, 1982-1992	reel 74	frame 242
The Ira W. DeCamp Foundation, 1981-1992	reel 74	frame 315
Deer Creek Foundation, 1985-1992	reel 74	frame 418
John Deer Foundation, 1981-1992	reel 74	frame 473
Clarence and Anne Dillon Dunwalke Trust, 1991-1992	reel 74	frame 540
Dillon Foundation, 1985-1992	reel 74	frame 551
Cleveland H. Dodge Foundation, Inc., 1979-1992	reel 74	frame 589
Dodge Jones Foundation, 1986-1992	reel 74	frame 677
William H. Donner Foundation, Inc., 1968-1992	reel 74	frame 725
The Dorr Foundation, 1991-1992	reel 74	frame 874
The Camille and Henry Dreyfus Foundation, Inc., 1981-1992	reel 74	frame 886
The Max and Victoria Dreyfus Foundation, Inc., 1981-1992	reel 74	frame 976
The Duke Endowment, 1981-1992	reel 74	frame 1,070
Dyer-Ives Foundation, 1981-1992	reel 74	frame 1,215
The East Bay Community Foundation, 1981-1992	reel 75	frame 1
The East Ohio Gas Company, 1981-1992	reel 75	frame 50
The Educational Foundation of America, 1985-1992	reel 75	frame 91
The O. P. and W. E. Edwards Foundation, 1985-1992	reel 75	frame 156
Equitable Life Assurance Society of the United States, 1983-1992	reel 75	frame 209
The Erie Community Foundation, 1985-1992	reel 75	frame 334
Exxon Educational Foundation, 1980-1992	reel 75	frame 377
Maurice Falk Medical Foundation, 1981-1992	reel 75	frame 676
Fannie Mae Foundation, 1988-1992	reel 75	frame 837
The 1525 Foundation, 1985-1992	reel 75	frame 859

Leland Fikes Foundation, Inc., 1981-1992	reel 75	frame 890
Fireman's Fund Insurance Company Foundation, 1981-1992	reel 75	frame 964
First Energy Foundation/The Cleveland Electric Illuminating Foundation/Centeriom, n.d.	reel 75	frame 1,009
Mortimer Fleishhacker Foundation, 1981-1992	reel 75	frame 1,069
The Flinn Foundation, 1985-1992	reel 75	frame 1,123
Forest City Enterprises Charitable Foundation, Inc., 1983-1991	reel 75	frame 1,195
Foundation for Microbiology, 1981-1992	reel 75	frame 1,232
John Edward Fowler Memorial Foundation, 1985-1992	reel 75	frame 1,298
The Harry K. Fox and Emma R. Fox Charitable Foundation, 1980-1992	reel 76	frame 1
Frear Eleemosynary Trust, 1981-1992	reel 76	frame 131
The Freed Foundation, Inc., 1985-1992	reel 76	frame 194
Freedom Forum/Gannett Foundation, 1980-1992	reel 76	frame 240
Friedman Family Foundation, 1988-1992	reel 76	frame 696
Charles A. Frueauff Foundation, Inc., 1990	reel 76	frame 707
The Fund for the City of New York, 1980-1992	reel 76	frame 729
The Fund for New Jersey, 1980-1992	reel 76	frame 846
Furth Foundation, 1981-1992	reel 76	frame 913
Gosh All Friday Fishhooks Foundation (G. A. F. F.), 1986-1992	reel 76	frame 950
The GAR Foundation, 1984-1992	reel 76	frame 969
Gates Foundation, 1980-1992	reel 76	frame 1,025
The General Electric Foundation, 1983-1992	reel 76	frame 1,190
Gebbie Foundation, Inc., 1980-1992	reel 76	frame 1,266
The Fred Gellert Foundation, 1983-1992	reel 77	frame 1
The Carl Gellert Foundation - The Celia Berta Gellert Foundation, 1981-1992	reel 77	frame 47
General Mills Foundation, 1981-1992	reel 77	frame 105
General Service Foundation, 1974-1985	reel 77	frame 244
Gerber Companies Foundation, 1981-1992	reel 77	frame 281
The Wallace Alexander Gerbode Foundation, 1981-1992	reel 77	frame 350
The German Marshall Fund of the United States, 1981-1992	reel 77	frame 505

Benjamin S. Gerson Family Foundation, 1981-1992	reel 77	frame 597
William G. Gilmore Foundation, 1981-1992	reel 77	frame 633
Herman Goldman Foundation, 1972-1992	reel 77	frame 676
Richard and Rhoda Goldman Fund, 1982-1992	reel 77	frame 836
The Horace W. Goldsmith Foundation, 1984-1992	reel 77	frame 888
Graham Foundation for Advanced Studies in the Fine Arts, 1985-1992	reel 77	frame 927
The Phillip L. Graham Fund, 1982-1984	reel 77	frame 975
The Grainger Foundation, 1985-1992	reel 77	frame 981
William T. Grant Foundation, 1981-1992	reel 77	frame 1,026
Great Western Bank, 1989-1992	reel 77	frame 1,144
The Lucile and Robert H. Gries Charity Fund, 1981-1992	reel 77	frame 1,151
Mary Livingston Griggs and Mary Griggs Burke Foundation, 1985-1992	reel 77	frame 1,210
Grotto Foundation, Inc., 1981-1992	reel 77	frame 1,271
The Harry Frank Guggenheim Foundation, 1989-1992	reel 78	frame 1
The George Gund Foundation, 1981-1992	reel 78	frame 34
Paul and Mary Haas Foundation, 1981-1992	reel 78	frame 145
Evelyn and Walter Haas, Jr. Fund, 1981-1992	reel 78	frame 208
Miriam and Peter Haas Fund, 1981-1992	reel 78	frame 265
Walter and Elise Haas Fund, 1981-1992	reel 78	frame 322
The Haigh-Scatena Foundation, 1986-1992	reel 78	frame 374
Crescent Porter Hale Foundation, 1987-1992	reel 78	frame 402
The Luke B. Hancock Foundation, 1981-1992	reel 78	frame 426
The Hankins Foundation, 1981-1992	reel 78	frame 497
The Phil Hardin Foundation, 1980-1992	reel 78	frame 542
The Harkness Foundation for Dance, 1991-1992	reel 78	frame 609
John H. and Wilhelmina D. Harland Charitable Foundation, Inc., 1981-1992	reel 78	frame 624
The Harris Foundation, 1981-1992	reel 78	frame 690
The Edward W. Hazen Foundation, 1983-1988	reel 78	frame 755
The HCA Foundation, 1990-1992	reel 78	frame 784
The Heckscher Foundation for Children, 1986-1992	reel 78	frame 802

Howa	ard Heinz Endowment, 1981-1992	reel 78	frame 842
Vira	I. Heinz Endowment, 1987-1992	reel 78	frame 914
Natha	an L. and Regina Herman Charitable Fund, 1986-1992	reel 78	frame 968
The I	Hershey Foundation, 1990-1992	reel 78	frame 1,004
Hewl	lett-Packard Company, 1980-1992	reel 78	frame 1,019
Corin	na Higginson Trust, 1985-1992	reel 78	frame 1,079
The I	Hillman Foundation, Inc., 1981-1992	reel 78	frame 1,108
Conr	ad N. Hilton Foundation, 1976-1992	reel 78	frame 1,172
Paul	and Annetta Himmelfarb Foundation, Inc., 1990-1992	reel 78	frame 1,224
The I	Hitachi Foundation, 1985-1992	reel 78	frame 1,237
Hoffi	man-LaRoche, Inc., 1981-1992	reel 79	frame 1
The S	Stewart W. and Willma C. Hoyt Foundation, 1985-1992	reel 79	frame 73
The I	Huber Foundation, 1985-1992	reel 79	frame 144
Huds	on-Webber Foundation, 1981-1992	reel 79	frame 187
Howa	ard Hughes Medical Institute, 1987-1992	reel 79	frame 266
IBM	Foundation (International Business Machine), 1981-1992	reel 79	frame 386
Iddin	gs Foundation, 1985-1992	reel 79	frame 489
Indep	pendence Foundation, 1981-1992	reel 79	frame 526
The I	Indianapolis Foundation, 1980-1992	reel 79	frame 604
The I	International Foundation, 1985-1992	reel 79	frame 693
The J	James Irvine Foundation, 1980-1993	reel 79	frame 732
Ittles	on Foundation, Inc., 1981-1992	reel 79	frame 804
Janes	sville Foundation, Inc., 1980-1992	reel 79	frame 891
Martl	ha Holden Jennings Foundation, 1981-1992	reel 79	frame 964
The M	Mary Hillman Jennings Foundation, 1985-1992	reel 79	frame 1,086
The A	Andrew Jergens Foundation, 1981-1992	reel 79	frame 1,136
Jeron	ne Foundation, Inc., 1981-1992	reel 79	frame 1,198
Georg	ge Frederick Jewett Foundation, 1981-1992	reel 80	frame 1
	son & Johnson Family of Companies Contribution Fund, -1992	reel 80	frame 91
The C	Christian A. Johnson Endeavor Foundation, 1981-1992	reel 80	frame 139
The V	Walter S. Johnson Foundation, 1982-1992	reel 80	frame 233
Daies	W Marquis Iones Foundation 1981-1992		

	reel 80	frame 285
The Harvey and Bernice Jones Foundation, 1985-1992	reel 80	frame 369
Kaiser Permanente, 1986-1992	reel 80	frame 415
Kalamazoo Foundation, 1985-1992	reel 80	frame 447
The J. M. Kaplan Foundation, Inc., 1981-1992	reel 80	frame 496
Ewing Marion Kauffman Foundation, 1991-1996	reel 80	frame 614
W. M. Keck Foundation, 1976-1992	reel 80	frame 643
William R. Kenan, Jr. Charitable Trust, 1981-1992	reel 80	frame 782
Key Foundation/Society National Bank, 1986-1992	reel 80	frame 838
Maria Kip Orphanage Foundation, 1985-1992	reel 80	frame 852
The Kiplinger Foundation, 1981-1992	reel 80	frame 894
F. M. Kirby Foundation, Inc., 1981-1992	reel 80	frame 959
Komes Foundation, 1983-1992	reel 80	frame 1,072
Koret Foundation, 1980-1992	reel 80	frame 1,111
Samuel H. Kress Foundation, 1981-1992	reel 80	frame 1,218
Kulas Foundation, 1980-1992	reel 80	frame 1,284
Albert Kunstadter Family Foundation, 1982-1992	reel 81	frame 3
The Stanley S. Langendorf Foundation, 1989-1992	reel 81	frame 77
Lannan Foundation, 1990-1992	reel 81	frame 107
The Laub Foundation, 1981-1992	reel 81	frame 127
Helen Sperry Lea Foundation, 1989-1992	reel 81	frame 191
The Lyda Ebert Family Foundation, 1987-1992	reel 81	frame 205
Levi Strauss Foundation, 1980-1990	reel 81	frame 259
The Lucius N. Littauer Foundation, 1989-1992	reel 81	frame 388
Richard Lounsbery Foundation, 1985-1992	reel 81	frame 413
The Joe and Emily Lowe Foundation, Inc., 1981-1992	reel 81	frame 458
Loyola Foundation, Inc., 1981-1992	reel 81	frame 525
LTV Foundation/Republic Steel Corporation Educational and Charitable Trust, 1981-1992	reel 81	frame 587
The Lubrizol Foundation, 1981-1992	reel 81	frame 652
The Lumpkin Foundation, 1981-1992	reel 81	frame 711
Louis R. Lurie Foundation, 1981-1992	reel 81	frame 786
Miranda Lux Foundation, 1981-1992	reel 81	frame 837

reel 81	frame 896
reel 81	frame 963
reel 81	frame 998
reel 81	frame 1,056
reel 81	frame 1,069
reel 81	frame 1,105
reel 81	frame 1,137
reel 81	frame 1,285
reel 81	frame 1,330
reel 81	frame 1,363
reel 82	frame 1
reel 82	frame 92
reel 82	frame 143
reel 82	frame 212
reel 82	frame 271
reel 82	frame 331
reel 82	frame 460
reel 82	frame 513
reel 82	frame 546
reel 82	frame 647
reel 82	frame 720
reel 82	frame 774
reel 82	frame 863
reel 82	frame 878
reel 82	frame 928
reel 82	frame 1,077
reel 82	frame 1,140
reel 82	frame 1,140 frame 1,185
reel 82	frame 1,185
	reel 81 reel 82

Fred Meyer Charitable Trust, 1984-1992	reel 83	frame 234
The Miller Foundation, 1981-1992	reel 83	frame 317
Mobil Corporation, 1982-1993	reel 83	frame 378
Monsanto Fund, 1981-1992	reel 83	frame 498
Caroline and Roxanna Montrose Educational Foundation, 1989-1992	reel 83	frame 565
The Burton D. Morgan Foundation, Inc., 1991-1992	reel 83	frame 581
Morgan Guaranty Trust Company of New York - J. P. Morgan, 1981-1992	reel 83	frame 594
Motorola Foundation, 1986-1992	reel 83	frame 693
M. J. Murdock Charitable Trust, 1981-1992	reel 83	frame 709
The Murphy Family Foundation, 1991-1992	reel 83	frame 952
John P. Murphy Foundation, 1981-1992	reel 83	frame 968
Muskegon County Community Foundation, 1985-1992	reel 83	frame 1,032
David and Inez Myers Fund, 1979-1992	reel 83	frame 1,077
National City Bank, 1986-1992	reel 83	frame 1,133
Nationwide Insurance Foundation, 1983-1992	reel 83	frame 1,158
New Hampshire Charitable Fund, 1986-1992	reel 83	frame 1,200
The New World Foundation, 1981-1990	reel 83	frame 1,273
New York Foundation, 1985-1992	reel 84	frame 1
The Charlotte W. Newcombe Foundation, 1985-1992	reel 84	frame 89
Edward John Noble Foundation, Inc., 1980-1992	reel 84	frame 132
The Samuel Roberts Nobel Foundation, Inc., 1983-1993	reel 84	frame 211
The Norcross Wildlife Foundation, Inc., 1991-1993	reel 84	frame 280
The Nordson Corporation Foundation, 1989-1992	reel 84	frame 302
Nordson Foundation, 1981-1992	reel 84	frame 330
North Dakota Community Foundation, 1985-1992	reel 84	frame 411
Northwest Area Foundation, 1980-1992	reel 84	frame 459
Jessie Smith Noyes Foundation, 1981-1994	reel 84	frame 653
The A. Lindsay and Olive B. O'Connor Foundation, 1981-1992	reel 84	frame 762
F. W. Olin Foundation, Inc., 1989-1992	reel 84	frame 880
John M. Olin Foundation, Inc., 1981-1992	reel 84	frame 908

The Overbrook Foundation, 1985-1992	reel 84	frame 978
Pacific Gas and Electric Company, 1981-1992	reel 84	frame 1,001
Panasonic Foundation, 1984-1992	reel 84	frame 1,058
Amelia Peabody Charitable Fund, 1989-1992	reel 84	frame 1,113
The Pfizer Foundation, Inc., 1981-1992	reel 84	frame 1,142
Ellis L. Phillips Foundation, 1985-1992	reel 84	frame 1,212
The Pinkerton Foundation, 1981-1992	reel 84	frame 1,262
The Pittsburgh Foundation, 1981-1992	reel 85	frame 1
Plough Foundation, 1990-1992	reel 85	frame 77
The Powell Family Foundation, 1981-1992	reel 85	frame 113
The Louis and Harold Price Foundation, Inc., 1981-1992	reel 85	frame 184
The Prudential Foundation, 1981-1992	reel 85	frame 230
Raytheon Charitable Foundation, 1972-1992	reel 85	frame 356
The Reed Foundation, Inc., 1985-1992	reel 85	frame 438
The Reinberger Foundation, 1981-1992	reel 85	frame 552
Research Corporation, 1985-1992	reel 85	frame 608
The Retirement Research Foundation, 1985-1992	reel 85	frame 682
Charles H. Revson Foundation, 1986-1992	reel 85	frame 783
The Christopher Reynolds Foundation, Inc., 1985-1992	reel 85	frame 855
Sid W. Richardson Foundation, 1972-1993	reel 85	frame 905
Smith Richardson Foundation, Inc., 1981-1992	reel 85	frame 969
Richland County Foundation, 1992	reel 85	frame 1,051
Fannie E. Rippel Foundation, 1981-1992	reel 85	frame 1,057
The Rittenhouse Foundation, 1981-1992	reel 85	frame 1,126
The Roberts Foundation, 1989-1992	reel 85	frame 1,186
Rosenberg Foundation, 1972-1992	reel 85	frame 1,201
The Samuel Rosenthal Foundation, 1984-1992	reel 86	frame 1
Samuel Rubin Foundation, 1982-1992	reel 86	frame 15
Helena Rubenstein Foundation, Inc., 1982-1992	reel 86	frame 115
Russell Sage Foundation, 1971-1992	reel 86	frame 225
The Fan Fox and Leslie R. Samuels Foundation, Inc., 1985-1992	reel 86	frame 365
The Con Francisco Foundation 1001 1002		

	reel 86	frame 422
Sasco Foundation, 1981-1992	reel 86	frame 770
Schering-Plough Foundation, Inc., 1981-1992	reel 86	frame 855
The Florence and John Schumann Foundation, 1981-1992	reel 86	frame 987
Walter Scott Foundation, 1981-1992	reel 86	frame 1,072
William E. Scott Foundation, 1981-1992	reel 86	frame 1,137
The Sears Family Foundation/Sears Swetland Foundation, 1981-1992	reel 86	frame 1,203
Sears, Roebuck and Company, 1981-1992	reel 86	frame 1,260
Second Foundation, 1988-1992	reel 86	frame 1,343
The Sedgwick Foundation, 1981-1993	reel 87	frame 1
Sequoia Foundation, 1985-1992	reel 87	frame 92
Seven Springs Foundation, 1985-1992	reel 87	frame 143
The Sherwick Fund, 1981-1992	reel 87	frame 176
Sherwin-Williams Foundation, 1981-1992	reel 87	frame 265
The Shubert Foundation, Inc., 1981-1992	reel 87	frame 326
The Sihler Mental Health Foundation, 1987-1992	reel 87	frame 386
The Siragusa Foundation, 1985-1992	reel 87	frame 417
The Sisler McFawn Foundation, 1991-1992	reel 87	frame 467
The Skillman Foundation, 1980-1992	reel 87	frame 480
May and Stanley Smith Charitable Trust, 1989-1992	reel 87	frame 665
The Kelvin and Eleanor Smith Foundation, 1985-1992	reel 87	frame 693
SmithKline Beckman Foundation, 1981-1992	reel 87	frame 722
The Harold B. and Dorothy A. Snyder Fund, 1989-1992	reel 87	frame 815
Sonoma County Foundation, 1989-1992	reel 87	frame 839
Southern Education Foundation, Inc., 1985-1997	reel 87	frame 869
The Stark County Foundation, 1983-1992	reel 87	frame 919
State Farm Companies Foundation, 1978-1992	reel 87	frame 958
Harry and Grace Steele Foundation, 1981-1992	reel 87	frame 1,044
David S. Stein Foundation, 1986-1992	reel 87	frame 1,098
The Stocker Foundation, 1981-1992	reel 87	frame 1,132
The Stone Foundation, Inc., 1981-1992	reel 87	frame 1,207
Hattie M. Strong Foundation, Inc., 1981-1992	reel 88	frame 1

Stuart Foundation, 1985-1992	reel 88	frame 115
The Morris Stulsaft Foundation, 1984-1992	reel 88	frame 159
The Frank M. Tait Foundation, 1981-1992	reel 88	frame 201
The Teagle Foundation, Inc., 1972-1992	reel 88	frame 267
T. L. L. Temple Foundation, 1985-1992	reel 88	frame 346
Herbert A. Templeton Foundation, 1981-1997	reel 88	frame 406
The Tinker Foundation, 1971-1991	reel 88	frame 487
Toledo Community Foundation, 1983-1992	reel 88	frame 612
Town Creek Foundation, Inc., 1985-1992	reel 88	frame 667
The Harry A. and Margaret D. Towsley Foundation, 1977-1994	reel 88	frame 732
Toyota USA Foundation, 1992	reel 88	frame 820
Transamerica Foundation, 1981-1992	reel 88	frame 829
The Travelers Companies Foundation, Inc./Primerica Foundation, 1983-1993	reel 88	frame 878
The Treu-Mart Fund, 1981-1992	reel 88	frame 1,014
True North Foundation, 1990-1992	reel 88	frame 1,102
The Trull Foundation, 1981-1997	reel 88	frame 1,121
Trust Company of Georgia Foundation, 1989-1992	reel 88	frame 1,209
Trust Funds Inc., 1981-1992	reel 88	frame 1,321
TRW Foundation, 1981-1992	reel 89	frame 1
Union Foundation, 1989-1992	reel 89	frame 64
The UPS Foundation, 1980-1992	reel 89	frame 88
UST, 1988-1992	reel 89	frame 181
van Ameringen Foundation, Inc., 1981-1992	reel 89	frame 213
Ernst D. van Loben Sels - Eleanor Slate van Loben Sels Charitable Foundation, 1981-1992	reel 89	frame 299
Victoria Foundation, Inc., 1981-1992	reel 89	frame 380
Virginia Environmental Endowment, 1981-1992	reel 89	frame 437
The Laura B. Vogler Foundation, Inc., 1981-1992	reel 89	frame 519
The Walstrom Foundation, Inc., 1976-1992	reel 89	frame 587
Archie D. and Bertha H. Walker Foundation, 1985-1992	reel 89	frame 645
DeWitt Wallace-Reader's Digest Fund, Inc., 1981-1992	reel 89	frame 678

Lila Wallace-Reader's Digest Fund, Inc., 1992-1993	reel 89	frame 758
Anna Emory Warfield Memorial Fund, Inc., 1980-1992	reel 89	frame 776
Washington Forrest Foundation, 1981-1992	reel 89	frame 852
The Washington Post Company, 1986-1992	reel 89	frame 895
Wells Fargo Foundation, 1981-1992	reel 89	frame 914
Wenner-Gren Foundation for Anthropological Research, Inc., 1981-1992	reel 89	frame 977
Weyerhaeuser Family Foundation, Inc., 1981-1992	reel 89	frame 1,059
The Whitaker Foundation, 1981-1992	reel 89	frame 1,130
Thomas H. White Charitable Trust, 1980-1992	reel 89	frame 1,209
The Whitehead Foundation, 1991-1992	reel 89	frame 1,280
G. N. Wilcox Trust Company, Limited, 1981-1992	reel 89	frame 1,290
Wilsey Foundation, 1989-1992	reel 89	frame 1,360
The Mark and Catherine Winkler Foundation, 1988-1989	reel 90	frame 1
The Dean Witter Foundation, 1976-1992	reel 90	frame 7
The Wolpert Fund, 1982-1992	reel 90	frame 54
Woods Charitable Fund, Inc., 1981-1992	reel 90	frame 131
The Farny R. Wurlitzer Foundation, 1981-1992	reel 90	frame 212
The Xerox Foundation, 1981-1992	reel 90	frame 275
The Zellerbach Family Fund, 1981-1992	reel 90	frame 364
Series 2.1B - Program and Project Files - Programs - Donor Files - Defunct Section	reel 90	frame 496
The Agricultural Development Council, Inc., 1981-1988	reel 90	frame 497
Amax Foundation, Inc., 1981-1998	reel 90	frame 526
AmeriTrust Company, 1983-1998	reel 90	frame 603
Amfac Foundation, 1981-1988	reel 90	frame 646
Ampex Corporation, 1985-1998	reel 90	frame 683
The April Trust, 1985-1988	reel 90	frame 722
The Vincent Astor Foundation, 1983-1998	reel 90	frame 752
The Bancroft, Avery & McAlister Foundation, 1989-1998	reel 90	frame 834
Battelle Memorial Institute Foundation, 1977-1983	reel 90	frame 864
The Edna and Jack Belasco Foundation, 1985-1993	reel 90	frame 893
Bell Atlantic/C & P Telephone, 1989-1998	reel 90	frame 940

Chemical Bank, 1980-1998	reel 90	frame 956
Conoco Inc., 1981-1987	reel 90	frame 1,101
Consolidated Capital Companies, 1984-1990	reel 90	frame 1,144
Queene Ferry Coonely Foundation, Inc., 1981-1994	reel 90	frame 1,162
Crocker National Bank Foundation, 1982-1987	reel 90	frame 1,301
The Dakin Fund, 1984-1992	reel 90	frame 1,327
Del Monte Corporation, 1985-1992	reel 91	frame 1
The Aaron Diamond Foundation, Inc., 1987-1997	reel 91	frame 30
Doric Development Inc., 1989-1993	reel 91	frame 161
Fairchild Semiconductor Corporation, 1985-1989	reel 91	frame 175
Field Corporation Fund, 1981-1991	reel 91	frame 190
The Field Foundation, 1981-1992	reel 91	frame 225
First Interstate Bank of California Foundation, 1981-1997	reel 91	frame 280
Fisher Fund - c/o Pittsburgh Foundation, 1981-1983	reel 91	frame 354
The Janet and Mortimer Fleishhacker Foundation, 1986-1996	reel 91	frame 370
The Parker B. Francis Foundation, 1981-1989	reel 91	frame 382
Garvey Foundation, 1981-1993	reel 91	frame 420
Eva Gebhard-Gourgaud Foundation, 1981-1989	reel 91	frame 466
Getty Oil Company, 1982-1984	reel 91	frame 516
Glen Eagles Foundation, 1991-1997	reel 91	frame 535
Home Savings of America, 1989-1996	reel 91	frame 587
Cecil Howard Charitable Trust, 1985-1994	reel 91	frame 604
INA Foundation, 1981	reel 91	frame 630
International Telephone & Telegraph Corporation, 1981-1995	reel 91	frame 635
JDR 3rd Fund, 1981	reel 91	frame 675
Kokoro Foundation, 1994-1997	reel 91	frame 680
Kraft General Foods Foundation, 1981-1990	reel 91	frame 698
The Kroc Foundation, 1981-1991	reel 91	frame 760
Lasdon Foundation, 1986-1995	reel 91	frame 794
The Lavanburg-Corner House, 1981-1996	reel 91	frame 840
Leaseway Transportation Corporation, 1986-1987	reel 91	frame 973
George A. Macpherson Fund, 1976-1979	reel 91	frame 983

reel 91	frame 990
	name 990
reel 91	frame 1,039
reel 91	frame 1,070
reel 91	frame 1,083
reel 91	frame 1,196
reel 91	frame 1,209
reel 91	frame 1,235
reel 91	frame 1,253
reel 91	frame 1,300
reel 91	frame 1,326
reel 92	frame 1
reel 92	frame 16
reel 92	frame 24
reel 92	frame 157
reel 92	frame 166
reel 92	frame 212
reel 92	frame 266
reel 92	frame 289
reel 92	frame 301
reel 92	frame 366
reel 92	frame 419
reel 92	frame 427
reel 92	frame 484
reel 92	frame 524
reel 92	frame 590
reel 92	frame 590 frame 599
reel 92	frame 599
reel 92	frame 599 frame 631
reel 92 reel 92 reel 92	frame 599 frame 631 frame 654
	reel 91 reel 92

John Hay Whitney Foundation, 1981-1983

reel 92

frame 749

Foundation Correspondence, 1924-1979

Arrangement note

The correspondence in this series is arranged in two alphabetical runs: United States, 1924-1979; and Foreign, 1956-1975.

Scope and Contents note

Series 2.1C consists of correspondence with non-profit organizations.

Title/Description	Instances	
United States - Jowa 1926-1970	hov 1	folder 4

Scope and Contents note

The Maytag Company, Public Relations Department, Newton, Iowa Betty Dickinson, (2.5 x 3.5)", black and white J. D. Cox, (2.5 x 3.5)", black and white

Existence and Location of Copies note:

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See also Reel 95, Frame 0313.

United States - New York - New York Community Trust, 1945-1970

box 1

folder 5

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Unidentified, Male, (2 x 2.5)", black and white Unidentified, Family, 2 images (3.5 x 3.5)", black and white

Existence and Location of Copies note:

Existence and Location of Copies note

See also Reel 98, Frame 0991.

United States - Alabama, 1945-1966	reel 92	frame 805
United States - Alaska, 1960	reel 92	frame 824
United States - Arizona, 1966-1969	reel 92	frame 826
United States - Arkansas, 1952-1975	reel 92	frame 834
United States - California, 1924-1970	reel 92	frame 840
United States - California - The Asia Foundation, 1968-1971	reel 92	frame 1,249
United States - California - The Claremore Fund, 1956-1962	reel 93	frame 1
United States - California - The Grantsmanship Center, 1973	reel 93	frame 116

United States - California - Howland Project, 1964-1966	reel 93	frame 119
United States - California - The James Irvine Foundation, 1965-1969	reel 93	frame 143
United States - California - Rosenberg Foundation, 1945-1969	reel 93	frame 186
United States - California - San Francisco Foundation, 1949-1970	reel 93	frame 334
United States - Colorado, 1930-1971	reel 93	frame 474
United States - Colorado - El Pomar Foundation, 1951-1968	reel 93	frame 540
United States - Connecticut, 1930-1971	reel 93	frame 574
United States - Connecticut - Hartford Foundation for Public Giving, 1949-1979	reel 93	frame 772
United States - Connecticut - Edward W. Hazen Foundation, 1949-1969	reel 93	frame 832
United States - Connecticut - The New Haven Foundation, 1949-1973	reel 93	frame 869
United States - Delaware, 1945-1971	reel 93	frame 1,174
United States - Delaware - The Nemours Foundation, 1951-1969	reel 93	frame 1,221
United States - Florida, 1945-1971	reel 93	frame 1,256
United States - Georgia, 1928-1970	reel 94	frame 1
United States - Georgia - Metropolitan Foundation of Atlanta, 1960-1965	reel 94	frame 88
United States - Georgia - Southern Education Foundation, 1954-1970	reel 94	frame 126
United States - Hawaii, 1957-1969	reel 94	frame 210
United States - Hawaii - Watumull Foundation, 1945-1969	reel 94	frame 238
United States - Idaho, 1930-1953	reel 94	frame 288
United States - Illinois, 1939-1970	reel 94	frame 292
United States - Illinois - American Bar Foundation, 1957-1967	reel 94	frame 414
United States - Illinois - Chicago - Miscellaneous (A-K), 1947-1970	reel 94	frame 456
United States - Illinois - Chicago - Miscellaneous (L-Z), 1929-1969	reel 94	frame 701
United States - Illinois - Chicago Community Trust, 1950-1970	reel 94	frame 856
United States - Illinois - Community Fund of Chicago, 1949-1953	reel 94	frame 915

United States - Illinois - David C. Cook Foundation, 1953-1968	reel 94	frame 933
United States - Illinois - Edison Electric Institute, 1963-1964	reel 94	frame 1,037
United States - Illinois - Field Foundation, 1956-1967	reel 94	frame 1,063
United States - Illinois - Inland Steel-Ryerson Foundation, Inc., 1951-1968	reel 94	frame 1,077
United States - Illinois - International Harvester Foundation, 1951-1968	reel 94	frame 1,120
United States - Illinois - National Committee on Foundations and Trusts for Community Welfare, 1953	reel 94	frame 1,138
United States - Illinois - National Society for Crippled Children and Adults, 1949-1959	reel 94	frame 1,149
United States - Illinois - Rotary Educational Foundation, 1945-1958	reel 94	frame 1,193
United States - Illinois - Sears-Roebuck Foundation, 1951-1970	reel 94	frame 1,209
United States - Illinois - Wieboldt Foundation, 1961-1967	reel 94	frame 1,256
United States - Illinois - Woods Charitable Fund, Inc., 1951-1967	reel 94	frame 1,285
United States - Indiana, 1945-1969	reel 95	frame 1
United States - Indiana - The Indianapolis Foundation, 1951-1968	reel 95	frame 130
United States - Indiana - Lilly Endowment, Inc., 1950-1970	reel 95	frame 153
United States - Iowa, 1926-1970	reel 95	frame 313
Separated Materials: Separated Materials		
See Box 1, Folder 4, for photographs.		
United States - Kansas, 1927-1970	reel 95	frame 350
United States - Kentucky, 1926-1970	reel 95	frame 408
United States - Louisiana, 1952-1963	reel 95	frame 428
United States - Louisiana - Edward G. Schlieder Education Foundation, 1954-1970	reel 95	frame 436
United States - Maine, 1960	reel 95	frame 482
United States - Maryland, 1945-1973	reel 95	frame 486
United States - Massachusetts, 1926-1975	reel 95	frame 513
United States - Massachusetts - The Associated Foundation of Greater Boston, 1969-1971	reel 95	frame 848

United States - Massachusetts - Committee of the Permanent Charity Fund, Inc., 1953-1969	reel 95	frame 882
United States - Massachusetts - The Franklin Foundation, 1917-1962	reel 95	frame 949
United States - Massachusetts - Godfrey M. Hyams Trust, 1945-1954	reel 95	frame 996
United States - Michigan, 1944-1970	reel 95	frame 1,023
United States - Michigan - Ford Motor Company Fund, 1945-1965	reel 95	frame 1,247
United States - Michigan - James Foster Foundation, 1954-1957	reel 96	frame 1
United States - Michigan - W. K. Kellogg Foundation, 1930-1971	reel 96	frame 89
United States - Michigan - The Kresge Foundation, 1945-1969	reel 96	frame 293
United States - Michigan - Charles Stewart Mott Foundation, 1945-1970	reel 96	frame 367
United States - Michigan - United Foundation, 1949-1951	reel 96	frame 427
United States - Minnesota, 1930-1970	reel 96	frame 458
United States - Minnesota - Louis W. & Maud Hill Family Foundation, 1953-1970	reel 96	frame 700
United States - Mississippi, 1947-1970	reel 96	frame 945
United States - Mississippi - Mississippi Valley Historical Association, 1957-1958	reel 96	frame 951
United States - Missouri, 1926-1969	reel 96	frame 987
United States - Missouri - Danforth Foundation, 1954-1970	reel 97	frame 1
United States - Missouri - Danforth Foundation - Danforth Case, 1962-1965	reel 97	frame 314
United States - Missouri - Danforth Foundation - Meeting on Precollegiate Education, 1969-1970	reel 97	frame 401
United States - Missouri - Danforth Foundation - Meeting of Religious Studies in Higher Education, 1968-1969	reel 97	frame 517
United States - Missouri - Danforth Foundation - Theological Education Program Proposal, 1967-1968	reel 97	frame 568
United States - Missouri - Kansas City Association of Trusts and Foundations, 1956-1970	reel 97	frame 653
United States - Montana, 1965	reel 97	frame 771
United States - Nebraska, 1952-1967	reel 97	frame 773
United States - Nevada, 1966	reel 97	frame 817

United States - Nevada - Max Fleischmann Foundation of Nevada, 1953-1971	reel 97	frame 823
United States - New Hampshire, 1945-1969	reel 97	frame 903
United States - New Hampshire - Register - Charitable Trusts - Ernest R. D'Amours, 1949-1962	reel 97	frame 953
United States - New Jersey (A-K), 1930-1970	reel 97	frame 975
United States - New Jersey (L-Z), 1945-1970	reel 98	frame 1
United States - New Jersey - Fannie E. Rippel Foundation, 1951-1970	reel 98	frame 252
United States - New Jersey - Victoria Foundation, Inc., 1945-1970	reel 98	frame 276
United States - New Jersey - Woodrow Wilson National Fellowship Foundation, 1960-1970	reel 98	frame 301
United States - New Mexico, 1957-1975	reel 98	frame 339
United States - New York, 1931-1971	reel 98	frame 348
United States - New York - Allen Arlett, 1969-1974	reel 98	frame 564
United States - New York - The Conference Board, 1972	reel 98	frame 664
United States - New York - Coudert Brothers - George Nebolsine, 1961-1963	reel 98	frame 668
United States - New York - Council on Foundations, Inc., 1971-1974	reel 98	frame 708
United States - New York - The Ford Foundation, 1969-1974	reel 98	frame 734
United States - New York - General Electric Foundation, 1951-1970	reel 98	frame 744
United States - New York - The Rosamond Gifford Charitable Corporation, 1958-1976	reel 98	frame 797
United States - New York - Institute of Modern Languages, Inc., 1969-1970	reel 98	frame 887
United States - New York - New World Foundation, 1954-1969	reel 98	frame 893
United States - New York - New York Community Trust, 1945-1970	reel 98	frame 991
Separated Materials: Separated Materials		
See Box 1, Folder 5, for photographs.		
United States - New York - New York Foundation, 1945-1966	reel 98	frame 1,242

United States - New York - Olin Foundation, Inc., 1947-1970	reel 99	frame 1
United States - New York - Gustavus and Louis Pfeiffer Research Foundation, 1945-1964	reel 99	frame 162
United States - New York - Phelps-Stokes Fund, 1956-1974	reel 99	frame 189
United States - New York - Puerto Ricans-Spanish Speaking Communities, 1972-1973	reel 99	frame 236
United States - New York - Research Corporation, 1945-1970	reel 99	frame 243
United States - New York - Rockefeller Brothers Fund, Inc., 1945-1976	reel 99	frame 402
United States - New York - The Rockefeller Foundation, 1945-1973	reel 99	frame 649
United States - New York - The Rockefeller Institute, 1960	reel 99	frame 1,079
United States - New York - Benjamin Rosenthal Foundation, Inc., 1951-1965	reel 99	frame 1,082
United States - New York - Russell Sage Foundation, 1957-1971	reel 100	frame 1
United States - New York - Russell Sage Foundation - Project - Charitable Contributions of Wisconsin Residents, 1963-1964	reel 100	frame 464
United States - New York - Russell Sage Foundation - Meeting on Future Research on Foundations, September 30, 1970, September 30, 1970	reel 100	frame 479
United States - New York - Shell Companies Foundation, 1951-1970	reel 100	frame 520
United States - New York - Alfred P. Sloan Foundation, 1945-1971	reel 100	frame 603
United States - New York - Spectemur Agendo, Inc., 1965-1970	reel 100	frame 818
United States - New York - Twentieth Century Fund, 1945-1969	reel 100	frame 872
United States - New York - United Community Fund and Council, 1950-1963	reel 100	frame 1,034
United States - New York - United States Steel Foundation, 1951-1970	reel 100	frame 1,107
United States - New York - Vas Dias International, 1969	reel 100	frame 1,254
United States - New York - The Helen Hay Whitney Foundation, 1955-1964	reel 100	frame 1,270
United States - North Carolina, 1948-1970	reel 101	frame 1
United States - North Carolina - Mary Reynolds Babcock Foundation, Inc., 1961-1970	reel 101	frame 62

United States - North Carolina - The Winston-Salem Foundation, 1960-1970 recl 101 frame 97 United States - North Dakota, 1964 reel 101 frame 97 United States - Ohio, 1931-1971 recl 101 frame 101 United States - Ohio - The Cleveland Foundation, 1953-1970 reel 101 frame 424 United States - Ohio - Charles F. Kettering Foundation, 20:2-1973 reel 101 frame 616 United States - Ohio - Charles F. Kettering Foundation - Conference on the Future of Foundations, November 11-13, 1970 reel 101 frame 936 United States - Ohio - Edward Drummond Libbey Estate, 1953-1957 reel 101 frame 1,039 United States - Ohio - The Weatherhead Foundation, 1953-1970 reel 101 frame 1,067 United States - Origon, 1945-1962 reel 101 frame 1,162 United States - Pennsylvania, 1930-1972 reel 102 frame 293 United States - Pennsylvania - Board of Directors of City Trusts - City of Philadelphia, 1945-1962 reel 102 frame 293 United States - Pennsylvania - Buhl Foundation, 1945-1969 reel 102 frame 372 United States - Pennsylvania - Charitable Registration Bill - Defo reel 102 frame 415 United States - Pennsylvania - Charitable Registration Bill - Defo frame 415 United States - Pennsylvania - Samuel S. Fels Fund, 1945-1969 frame 415 frame 629 United States -			
United States - Ohio , 1931-1971 reel 101 frame 101 United States - Ohio - The Cleveland Foundation, 1953-1970 reel 101 frame 424 United States - Ohio - Charles F. Kettering Foundation - reel 101 frame 616 1962-1973 United States - Ohio - Charles F. Kettering Foundation - reel 101 frame 936 United States - Ohio - Charles F. Kettering Foundation - reel 101 frame 936 United States - Ohio - Edward Drummond Libbey Estate, 1970, November 11-13, 1970 United States - Ohio - Edward Drummond Libbey Estate, 1953-1957 United States - Ohio - The Weatherhead Foundation, reel 101 frame 1,067 1969-1970 United States - Oklahoma, 1945-1970 reel 101 frame 1,128 United States - Oregon, 1945-1962 reel 101 frame 1,162 United States - Pennsylvania, 1930-1972 reel 102 frame 1 United States - Pennsylvania - Board of Directors of City Trusts - City of Philadelphia, 1945-1962 United States - Pennsylvania - Buhl Foundation, 1945-1969 reel 102 frame 342 United States - Pennsylvania - Carnegie Hero Fund reel 102 frame 372 United States - Pennsylvania - Carnegie Hero Fund reel 102 frame 415 United States - Pennsylvania - Charitable Registration Bill - Department of Justice, 1961-1966 United States - Pennsylvania - Maurice and Laura Falk reel 102 frame 465 United States - Pennsylvania - Maurice and Laura Falk reel 102 frame 529 United States - Pennsylvania - Maurice and Laura Falk reel 102 frame 629 United States - Pennsylvania - The A. W. Mellon Educational reel 102 frame 651 united States - Pennsylvania - Richard King Mellon reel 102 frame 788 United States - Pennsylvania - The Pew Memorial Trust, reel 102 frame 839 United States - Pennsylvania - The Pew Memorial Trust, reel 102 frame 857		reel 101	frame 66
United States - Ohio - The Cleveland Foundation, 1953-1970 reel 101 frame 424 United States - Ohio - Charles F. Kettering Foundation, reel 101 frame 616 United States - Ohio - Charles F. Kettering Foundation - Conference on the Future of Foundations, November 11-13, 1970 United States - Ohio - Edward Drummond Libbey Estate, reel 101 frame 1,039 United States - Ohio - Edward Drummond Libbey Estate, reel 101 frame 1,039 United States - Ohio - The Weatherhead Foundation, reel 101 frame 1,1067 United States - Ohio - The Weatherhead Foundation, reel 101 frame 1,1067 United States - Oklahoma, 1945-1970 reel 101 frame 1,162 United States - Oregon, 1945-1962 reel 101 frame 1,162 United States - Pennsylvania - Board of Directors of City reel 102 frame 1 United States - Pennsylvania - Buhl Foundation, 1945-1969 reel 102 frame 293 United States - Pennsylvania - Carnegie Hero Fund reel 102 frame 342 United States - Pennsylvania - Charitable Registration Bill - Department of Justice, 1961-1966 United States - Pennsylvania - Maurice and Laura Falk reel 102 frame 415 United States - Pennsylvania - Maurice and Laura Falk reel 102 frame 629 United States - Pennsylvania - The A. W. Mellon Educational and Charitable Trust, 1945-1969 United States - Pennsylvania - The A. W. Mellon Educational and Charitable Trust, 1945-1969 United States - Pennsylvania - The Pew Memorial Trust, reel 102 frame 788 United States - Pennsylvania - The Pew Memorial Trust, reel 102 frame 839 United States - Pennsylvania - The Pew Memorial Trust, reel 102 frame 857	United States - North Dakota, 1964	reel 101	frame 97
United States - Ohio - Charles F. Kettering Foundation, 1962-1973 United States - Ohio - Charles F. Kettering Foundation - Conference on the Future of Foundations, November 11-13, 1970, November 11-13, 1970 United States - Ohio - Edward Drummond Libbey Estate, 1970, November 11-13, 1970 United States - Ohio - Edward Drummond Libbey Estate, 1983-1957 United States - Ohio - The Weatherhead Foundation, 1969-1970 United States - Ohio - The Weatherhead Foundation, 1969-1970 United States - Ohio - The Weatherhead Foundation, 1969-1970 United States - Ohio - The Weatherhead Foundation, 1969-1970 United States - Ohio - The Weatherhead Foundation, 1969-1970 United States - Ohio - The Weatherhead Foundation, 1945-1962 United States - Pennsylvania - Board of Directors of City 1970 United States - Pennsylvania - Board of Directors of City 1971 Trusts - City of Philadelphia, 1945-1962 United States - Pennsylvania - Buhl Foundation, 1945-1969 United States - Pennsylvania - Carnegie Hero Fund 1945-1969 United States - Pennsylvania - Charitable Registration Bill - 1969 United States - Pennsylvania - Charitable Registration Bill - 1945-1969 United States - Pennsylvania - Maurice and Laura Falk 1945-1969 United States - Pennsylvania - Maurice and Laura Falk 1962-1970 United States - Pennsylvania - Maurice and Laura Falk 1962-1970 United States - Pennsylvania - The A. W. Mellon Educational 1962-1970 United States - Pennsylvania - The A. W. Mellon Educational 1964-1970 United States - Pennsylvania - The Pew Memorial Trust, 1964-1969 United States - Pennsylvania - The Pew Memorial Trust, 1964-1969 United States - Pennsylvania - The Pew Memorial Trust, 1964-1969 United States - Pennsylvania - The Pew Memorial Trust, 1964-1969 United States - Pennsylvania - The Pew Memorial Trust, 1964-1969 United States - Pennsylvania - The Pew Memorial Trust, 1964-1969	United States - Ohio, 1931-1971	reel 101	frame 101
United States - Ohio - Charles F. Kettering Foundation - Conference on the Future of Foundations, November 11-13, 1970, November 11-13, 1970. United States - Ohio - Edward Drummond Libbey Estate, 1953-1957 United States - Ohio - The Weatherhead Foundation, reel 101 frame 1,039 United States - Ohio - The Weatherhead Foundation, reel 101 frame 1,067 United States - Ohio - The Weatherhead Foundation, reel 101 frame 1,128 United States - Ohio - The Weatherhead Foundation, reel 101 frame 1,128 United States - Oregon, 1945-1962 reel 101 frame 1,162 United States - Pennsylvania - Board of Directors of City reel 102 frame 1 United States - Pennsylvania - Board of Directors of City reel 102 frame 293 United States - Pennsylvania - Buhl Foundation, 1945-1969 reel 102 frame 342 United States - Pennsylvania - Carnegie Hero Fund reel 102 frame 372 United States - Pennsylvania - Charitable Registration Bill - reel 102 frame 415 United States - Pennsylvania - Samuel S. Fels Fund, reel 102 frame 465 United States - Pennsylvania - Maurice and Laura Falk reel 102 frame 651 United States - Pennsylvania - Maurice and Laura Falk reel 102 frame 629 United States - Pennsylvania - The A. W. Mellon Educational reel 102 frame 651 United States - Pennsylvania - Richard King Mellon reel 102 frame 651 United States - Pennsylvania - Richard King Mellon reel 102 frame 839 United States - Pennsylvania - The Pew Memorial Trust, reel 102 frame 839 United States - Pennsylvania - The Pew Memorial Trust, reel 102 frame 857	United States - Ohio - The Cleveland Foundation, 1953-1970	reel 101	frame 424
Conference on the Future of Foundations, November 11-13, 1970. November 11-13, 1970 United States - Ohio - Edward Drummond Libbey Estate, 1953-1957 United States - Ohio - The Weatherhead Foundation, 1969-1970 United States - Oklahoma, 1945-1970 United States - Oregon, 1945-1962 United States - Pennsylvania, 1930-1972 United States - Pennsylvania, 1930-1972 United States - Pennsylvania - Board of Directors of City reel 102 United States - Pennsylvania - Buhl Foundation, 1945-1969 United States - Pennsylvania - Buhl Foundation, 1945-1969 United States - Pennsylvania - Carnegie Hero Fund reel 102 United States - Pennsylvania - Charitable Registration Bill - Department of Justice, 1961-1966 United States - Pennsylvania - Samuel S. Fels Fund, reel 102 United States - Pennsylvania - Maurice and Laura Falk Foundation, 1945-1970 United States - Pennsylvania - Independence Foundation, reel 102 United States - Pennsylvania - Independence Foundation, reel 102 United States - Pennsylvania - The A. W. Mellon Educational and Charitable Trust, 1945-1969 United States - Pennsylvania - Richard King Mellon reel 102 United States - Pennsylvania - Richard King Mellon reel 102 United States - Pennsylvania - The Pew Memorial Trust, reel 102 United States - Pennsylvania - The Pew Memorial Trust, reel 102 United States - Pennsylvania - The Pew Memorial Trust, reel 102 United States - Pennsylvania - The Pew Memorial Trust, reel 102 United States - Pennsylvania - The Pew Memorial Trust, reel 102 United States - Pennsylvania - The Pew Memorial Trust, reel 102 United States - Pennsylvania - The Pew Memorial Trust, reel 102 United States - Pennsylvania - The Pew Memorial Trust, reel 102 United States - Pennsylvania - The Pew Memorial Trust, reel 102 United States - Pennsylvania - The Pew Memorial Trust, reel 102 United States - Pennsylvania - The Pew Memorial Trust, reel 102 United States - Pennsylvania - The Pew Memorial Trust, reel 102 United States - Pennsylvania - The Pew Memorial Trust, reel 102 United		reel 101	frame 616
United States - Ohio - The Weatherhead Foundation, 1969-1970 United States - Oklahoma, 1945-1970 United States - Oregon, 1945-1962 United States - Oregon, 1945-1962 United States - Pennsylvania, 1930-1972 United States - Pennsylvania - Board of Directors of City Trusts - City of Philadelphia, 1945-1962 United States - Pennsylvania - Buhl Foundation, 1945-1969 United States - Pennsylvania - Carnegie Hero Fund Commission, 1955-1970 United States - Pennsylvania - Charitable Registration Bill - Department of Justice, 1961-1966 United States - Pennsylvania - Samuel S. Fels Fund, 1945-1969 United States - Pennsylvania - Maurice and Laura Falk recel 102 United States - Pennsylvania - Maurice and Laura Falk recel 102 United States - Pennsylvania - Maurice and Laura Falk recel 102 United States - Pennsylvania - The A. W. Mellon Educational and Charitable Trust, 1945-1969 United States - Pennsylvania - Richard King Mellon recel 102 United States - Pennsylvania - Richard King Mellon recel 102 United States - Pennsylvania - The Pew Memorial Trust, 1954-1969 United States - Pennsylvania - The Pew Memorial Trust, 1954-1969 United States - Pennsylvania - The Pew Memorial Trust, 1954-1969 United States - Pennsylvania - The Philadelphia Foundation, recel 102 United States - Pennsylvania - The Pew Memorial Trust, 1954-1969 United States - Pennsylvania - The Philadelphia Foundation, recel 102 United States - Pennsylvania - The Philadelphia Foundation, recel 102 United States - Pennsylvania - The Philadelphia Foundation, recel 102 United States - Pennsylvania - The Philadelphia Foundation, recel 102 United States - Pennsylvania - The Philadelphia Foundation, recel 102 United States - Pennsylvania - The Philadelphia Foundation, recel 102 United States - Pennsylvania - The Philadelphia Foundation, recel 102 United States - Pennsylvania - The Philadelphia Foundation, recel 102 United States - Pennsylvania - The Philadelphia Foundation, recel 102 United States - Pennsylvania - The Pew Memorial Trust, rece	Conference on the Future of Foundations, November 11-13,	reel 101	frame 936
United States - Oklahoma, 1945-1970 reel 101 frame 1,128 United States - Oregon, 1945-1962 reel 101 frame 1,162 United States - Pennsylvania, 1930-1972 reel 102 frame 1 United States - Pennsylvania - Board of Directors of City Trusts - City of Philadelphia, 1945-1962 United States - Pennsylvania - Buhl Foundation, 1945-1969 reel 102 frame 342 United States - Pennsylvania - Carnegie Hero Fund reel 102 frame 372 United States - Pennsylvania - Charitable Registration Bill - Department of Justice, 1961-1966 United States - Pennsylvania - Samuel S. Fels Fund, reel 102 frame 465 United States - Pennsylvania - Maurice and Laura Falk reel 102 frame 529 United States - Pennsylvania - Maurice and Laura Falk reel 102 frame 629 United States - Pennsylvania - Independence Foundation, 1945-1970 United States - Pennsylvania - The A. W. Mellon Educational and Charitable Trust, 1945-1969 United States - Pennsylvania - Richard King Mellon reel 102 frame 651 United States - Pennsylvania - The Pew Memorial Trust, reel 102 frame 839 United States - Pennsylvania - The Pew Memorial Trust, reel 102 frame 839 United States - Pennsylvania - The Pew Memorial Trust, reel 102 frame 839 United States - Pennsylvania - The Pew Memorial Trust, reel 102 frame 857	· · · · · · · · · · · · · · · · · · ·	reel 101	frame 1,039
United States - Oregon, 1945-1962 reel 101 frame 1,162 United States - Pennsylvania, 1930-1972 reel 102 frame 1 United States - Pennsylvania - Board of Directors of City reel 102 frame 293 United States - Pennsylvania - Buhl Foundation, 1945-1969 reel 102 frame 342 United States - Pennsylvania - Carnegie Hero Fund reel 102 frame 372 United States - Pennsylvania - Charitable Registration Bill - Pennsylvania - Charitable Registration Bill - Pennsylvania - Samuel S. Fels Fund, reel 102 frame 415 United States - Pennsylvania - Samuel S. Fels Fund, reel 102 frame 465 United States - Pennsylvania - Maurice and Laura Falk reel 102 frame 529 United States - Pennsylvania - Independence Foundation, reel 102 frame 629 United States - Pennsylvania - The A. W. Mellon Educational reel 102 frame 651 United States - Pennsylvania - Richard King Mellon reel 102 frame 788 United States - Pennsylvania - Richard King Mellon reel 102 frame 839 United States - Pennsylvania - The Pew Memorial Trust, reel 102 frame 839 United States - Pennsylvania - The Pew Memorial Trust, reel 102 frame 839 United States - Pennsylvania - The Pew Memorial Trust, reel 102 frame 839 United States - Pennsylvania - The Pew Memorial Trust, reel 102 frame 839 United States - Pennsylvania - The Penliadelphia Foundation, reel 102 frame 857		reel 101	frame 1,067
United States - Pennsylvania - Board of Directors of City reel 102 frame 293 Trusts - City of Philadelphia, 1945-1962 United States - Pennsylvania - Buhl Foundation, 1945-1969 reel 102 frame 342 United States - Pennsylvania - Carnegie Hero Fund reel 102 frame 372 United States - Pennsylvania - Charitable Registration Bill - Department of Justice, 1961-1966 United States - Pennsylvania - Samuel S. Fels Fund, reel 102 frame 415 United States - Pennsylvania - Samuel S. Fels Fund, reel 102 frame 465 United States - Pennsylvania - Maurice and Laura Falk reel 102 frame 529 United States - Pennsylvania - Independence Foundation, reel 102 frame 629 United States - Pennsylvania - The A. W. Mellon Educational and Charitable Trust, 1945-1969 United States - Pennsylvania - Richard King Mellon reel 102 frame 788 United States - Pennsylvania - The Pew Memorial Trust, reel 102 frame 839 United States - Pennsylvania - The Pew Memorial Trust, reel 102 frame 839 United States - Pennsylvania - The Pew Memorial Trust, reel 102 frame 857	United States - Oklahoma, 1945-1970	reel 101	frame 1,128
United States - Pennsylvania - Board of Directors of City Trusts - City of Philadelphia, 1945-1962 United States - Pennsylvania - Buhl Foundation, 1945-1969 United States - Pennsylvania - Carnegie Hero Fund Commission, 1955-1970 United States - Pennsylvania - Charitable Registration Bill - Department of Justice, 1961-1966 United States - Pennsylvania - Samuel S. Fels Fund, 1945-1969 United States - Pennsylvania - Maurice and Laura Falk Foundation, 1945-1970 United States - Pennsylvania - Independence Foundation, 1945-1970 United States - Pennsylvania - The A. W. Mellon Educational and Charitable Trust, 1945-1969 United States - Pennsylvania - Richard King Mellon Foundation, 1954-1970 United States - Pennsylvania - Richard King Mellon Foundation, 1954-1970 United States - Pennsylvania - The Pew Memorial Trust, 1954-1969 United States - Pennsylvania - The Pew Memorial Trust, 1954-1969 United States - Pennsylvania - The Pew Memorial Trust, 1954-1969 United States - Pennsylvania - The Pew Memorial Trust, 1954-1969 United States - Pennsylvania - The Pew Memorial Trust, 1954-1969 United States - Pennsylvania - The Pew Memorial Trust, 1954-1969 United States - Pennsylvania - The Pew Memorial Trust, 1954-1969 United States - Pennsylvania - The Philadelphia Foundation, 1954-1969 United States - Pennsylvania - The Philadelphia Foundation, 1954-1969 United States - Pennsylvania - The Philadelphia Foundation, 1954-1969	United States - Oregon, 1945-1962	reel 101	frame 1,162
Trusts - City of Philadelphia, 1945-1962 United States - Pennsylvania - Buhl Foundation, 1945-1969 reel 102 frame 342 United States - Pennsylvania - Carnegie Hero Fund reel 102 frame 372 Commission, 1955-1970 United States - Pennsylvania - Charitable Registration Bill - pepartment of Justice, 1961-1966 United States - Pennsylvania - Samuel S. Fels Fund, reel 102 frame 465 1945-1969 United States - Pennsylvania - Maurice and Laura Falk reel 102 frame 529 Foundation, 1945-1970 United States - Pennsylvania - Independence Foundation, reel 102 frame 629 1962-1970 United States - Pennsylvania - The A. W. Mellon Educational reel 102 frame 651 united States - Pennsylvania - Richard King Mellon reel 102 frame 788 United States - Pennsylvania - The Pew Memorial Trust, reel 102 frame 839 United States - Pennsylvania - The Pew Memorial Trust, reel 102 frame 839 United States - Pennsylvania - The Philadelphia Foundation, reel 102 frame 857	United States - Pennsylvania, 1930-1972	reel 102	frame 1
United States - Pennsylvania - Carnegie Hero Fund reel 102 frame 372 United States - Pennsylvania - Charitable Registration Bill - reel 102 frame 415 United States - Pennsylvania - Samuel S. Fels Fund, reel 102 frame 465 United States - Pennsylvania - Maurice and Laura Falk reel 102 frame 529 United States - Pennsylvania - Maurice and Laura Falk reel 102 frame 529 United States - Pennsylvania - Independence Foundation, reel 102 frame 629 United States - Pennsylvania - The A. W. Mellon Educational and Charitable Trust, 1945-1969 United States - Pennsylvania - Richard King Mellon reel 102 frame 788 Foundation, 1954-1970 United States - Pennsylvania - The Pew Memorial Trust, reel 102 frame 839 United States - Pennsylvania - The Pew Memorial Trust, reel 102 frame 839 United States - Pennsylvania - The Philadelphia Foundation, reel 102 frame 857	· · · · · · · · · · · · · · · · · · ·	reel 102	frame 293
United States - Pennsylvania - Charitable Registration Bill - reel 102 frame 415 Department of Justice, 1961-1966 United States - Pennsylvania - Samuel S. Fels Fund, reel 102 frame 465 1945-1969 United States - Pennsylvania - Maurice and Laura Falk reel 102 frame 529 Foundation, 1945-1970 United States - Pennsylvania - Independence Foundation, reel 102 frame 629 1962-1970 United States - Pennsylvania - The A. W. Mellon Educational reel 102 frame 651 United States - Pennsylvania - Richard King Mellon reel 102 frame 788 Foundation, 1954-1970 United States - Pennsylvania - The Pew Memorial Trust, reel 102 frame 839 United States - Pennsylvania - The Pew Memorial Trust, reel 102 frame 839 United States - Pennsylvania - The Philadelphia Foundation, reel 102 frame 857	United States - Pennsylvania - Buhl Foundation, 1945-1969	reel 102	frame 342
United States - Pennsylvania - Maurice and Laura Falk reel 102 frame 465 United States - Pennsylvania - Maurice and Laura Falk reel 102 frame 529 United States - Pennsylvania - Independence Foundation, reel 102 frame 629 United States - Pennsylvania - Independence Foundation, reel 102 frame 629 United States - Pennsylvania - The A. W. Mellon Educational reel 102 frame 651 United States - Pennsylvania - Richard King Mellon reel 102 frame 788 United States - Pennsylvania - The Pew Memorial Trust, reel 102 frame 839 United States - Pennsylvania - The Pew Memorial Trust, reel 102 frame 839 United States - Pennsylvania - The Philadelphia Foundation, reel 102 frame 857		reel 102	frame 372
United States - Pennsylvania - Maurice and Laura Falk reel 102 frame 529 United States - Pennsylvania - Independence Foundation, reel 102 frame 629 United States - Pennsylvania - The A. W. Mellon Educational and Charitable Trust, 1945-1969 United States - Pennsylvania - Richard King Mellon reel 102 frame 788 Foundation, 1954-1970 United States - Pennsylvania - The Pew Memorial Trust, reel 102 frame 839 United States - Pennsylvania - The Pew Memorial Trust, reel 102 frame 839 United States - Pennsylvania - The Philadelphia Foundation, reel 102 frame 857		reel 102	frame 415
Foundation, 1945-1970 United States - Pennsylvania - Independence Foundation, 1962-1970 United States - Pennsylvania - The A. W. Mellon Educational 1962 reel 102 frame 651 United States - Pennsylvania - Richard King Mellon 1954-1969 United States - Pennsylvania - Richard King Mellon 1954-1970 United States - Pennsylvania - The Pew Memorial Trust, 1954-1969 United States - Pennsylvania - The Philadelphia Foundation, 1954-1969 United States - Pennsylvania - The Philadelphia Foundation, 1954-1969 United States - Pennsylvania - The Philadelphia Foundation, 1954-1969	· · · · · · · · · · · · · · · · · · ·	reel 102	frame 465
United States - Pennsylvania - The A. W. Mellon Educational reel 102 frame 651 United States - Pennsylvania - Richard King Mellon reel 102 frame 788 United States - Pennsylvania - Richard King Mellon reel 102 frame 788 United States - Pennsylvania - The Pew Memorial Trust, reel 102 frame 839 United States - Pennsylvania - The Philadelphia Foundation, reel 102 frame 857	· · · · · · · · · · · · · · · · · · ·	reel 102	frame 529
and Charitable Trust, 1945-1969 United States - Pennsylvania - Richard King Mellon reel 102 frame 788 Foundation, 1954-1970 United States - Pennsylvania - The Pew Memorial Trust, reel 102 frame 839 United States - Pennsylvania - The Philadelphia Foundation, reel 102 frame 857		reel 102	frame 629
Foundation, 1954-1970 United States - Pennsylvania - The Pew Memorial Trust, reel 102 frame 839 United States - Pennsylvania - The Philadelphia Foundation, reel 102 frame 857		reel 102	frame 651
United States - Pennsylvania - The Philadelphia Foundation, reel 102 frame 857		reel 102	frame 788
· · · · · · · · · · · · · · · · · · ·	· · · · · · · · · · · · · · · · · · ·	reel 102	frame 839
	· · · · · · · · · · · · · · · · · · ·	reel 102	frame 857

United States - Pennsylvania - Pittsburgh - Miscellaneous, 1930-1966	reel 102	frame 921
United States - Pennsylvania - The Pittsburgh Foundation, 1945-1969	reel 102	frame 994
United States - Pennsylvania - Provident Tradesmens Bank and Trust Company, 1962	reel 102	frame 1,128
United States - Pennsylvania - Sarah Mellon Scaife Foundation, 1949-1969	reel 102	frame 1,178
United States - Pennsylvania - Carl Schurz Memorial Foundation, Inc., 1945-1962	reel 102	frame 1,222
United States - Pennsylvania - Smith Kline and Frence Foundation, 1956-1969	reel 102	frame 1,251
United States - Pennsylvania - Trexler Foundation, 1930-1970	reel 103	frame 1
United States - Rhode Island, 1945-1958	reel 103	frame 84
United States - Rhode Island - The Rhode Island Foundation, 1944-1968	reel 103	frame 100
United States - Rhode Island - Textron, Inc., 1949-1954	reel 103	frame 123
United States - South Carolina, 1951-1970	reel 103	frame 129
United States - Tennessee, 1945-1970	reel 103	frame 142
United States - Tennessee - Education Commission - Southern Baptist Convention, 1952	reel 103	frame 181
United States - Tennessee - Educational Institutions of the Methodist Church, 1951-1953	reel 103	frame 207
United States - Texas, 1921-1971	reel 103	frame 263
United States - Texas - Amarillo Area Foundation, 1959-1966	reel 103	frame 480
United States - Texas - Amon G. Carter Foundation, 1953-1964	reel 103	frame 514
United States - Texas - Conference of Southern Foundations, 1953-1969	reel 103	frame 540
United States - Texas - Conference of Southern Foundations - 5th-16th Annual Conference, 1953-1964	reel 103	frame 601
United States - Texas - Conference of Southern Foundations - 17th Annual Conference, April 22-24, 1965, April 22-24, 1965	reel 103	frame 762
United States - Texas - Conference of Southern Foundations - 18th Annual Conference, May 5-6, 1966, May 5-6, 1966	reel 103	frame 803
United States - Texas - Conference of Southern Foundations - 19th Annual Conference, April 12-14, 1967, April 12-14, 1967	reel 103	frame 824

United States - Texas - Conference of Southern Foundations - 20th Annual Conference, May 9-10, 1968, May 9-10, 1968	reel 103	frame 853
United States - Texas - Conference of Southern Foundations - 21st Annual Conference, May 8-10, 1969, May 8-10, 1969	reel 103	frame 899
United States - Texas - Conference of Southern Foundations - 22nd Annual Conference, April 8-10, 1970, April 8-10, 1970	reel 103	frame 934
United States - Texas - Cooper Foundation, 1959-1967	reel 103	frame 952
United States - Texas - The Hogg Foundation, 1954-1970	reel 103	frame 989
United States - Texas - The Hogg Foundation - Philanthropy in the Southwest, 1963-1965	reel 103	frame 1,129
United States - Texas - The Moody Foundation, 1955-1971	reel 103	frame 1,211
United States - Texas - Perot Foundation, 1969	reel 103	frame 1,299
United States - Texas - Minnie Stevens Piper Foundation, 1957-1966	reel 103	frame 1,313
United States - Texas - Robert A. Welch Foundation, 1954-1970	reel 104	frame 1
United States - Vermont, 1952-1972	reel 104	frame 28
United States - Virginia, 1945-1971	reel 104	frame 35
United States - Virginia - Inter-American Foundation, 1972-1973	reel 104	frame 122
United States - Virginia - National Association of Foundations, 1957-1971	reel 104	frame 140
United States - Washington, 1949-1975	reel 104	frame 268
United States - Washington - The Seattle Foundation, 1958-1966	reel 104	frame 325
United States - Washington, D. C., 1936-1974	reel 104	frame 420
United States - Washington, D. C Margot Brinkley, 1973	reel 104	frame 595
United States - Washington, D. C Carnegie Institution of Washington, 1953-1971	reel 104	frame 597
United States - Washington, D. C Pan American Development Foundation, 1963-1974	reel 104	frame 640
United States - Washington, D. C United States Department of State, 1973-1974	reel 104	frame 724
United States - Washington, D. C United States Senate, 1973	reel 104	frame 751
United States - West Virginia, 1928-1966	reel 104	frame 807
United States - Wisconsin, 1931-1974	reel 104	frame 818
United States Wissensin Laborate For a Letter 1057 1070		

United States - Wisconsin - Johnson Foundation, 1957-1970

	reel 104	frame 937
United States - Wyoming, 1955-1957	reel 104	frame 1,345
Series 2.1C - Program and Project Files - Programs - Foundation Correspondence - Foreign Section, n.d.	reel 105	frame 1
Foreign, 1961-1970	reel 105	frame 2
Foreign, 1969	reel 105	frame 72
Foreign, 1969-1970	reel 105	frame 166
Foreign, 1970-1971	reel 105	frame 240
Foreign, 1971-1972	reel 105	frame 351
Foreign, 1970-1974	reel 105	frame 507
Foreign - Africa, 1969-1970	reel 105	frame 764
Foreign - Argentina, 1972-1974	reel 105	frame 767
Foreign - Argentina - Funcacion Bariloche, 1969-1971	reel 105	frame 816
Foreign - Argentina - Instituto Torcuato Di Tella, 1969-1973	reel 105	frame 823
Foreign - Australia, 1968-1975	reel 105	frame 833
Foreign - Australia - Australian Directory, 1962-1974	reel 105	frame 999
Foreign - Australia - Australian Development Research Foundation, 1960	reel 105	frame 1,046
Foreign - Australia - The James N. Kirby Foundation, 1970-1974	reel 105	frame 1,049
Foreign - Australia - The Myer Foundation, 1967-1974	reel 105	frame 1,056
Foreign - Australia - The National Youth Council of Australia, 1966	reel 105	frame 1,148
Foreign - Australia - The Ian Potter Foundation, 1970-1974	reel 105	frame 1,150
Foreign - Australia - Ian Clunies Ross Memorial Foundation, 1966	reel 105	frame 1,164
Foreign - Australia - The Peter Stuyvesant Trust for the Development of the Arts, 1969-1970	reel 105	frame 1,169
Foreign - Australia - Tyree Foundation, 1970-1971	reel 105	frame 1,173
Foreign - Australia - The Winston Churchill Memorial Trust, 1970-1972	reel 105	frame 1,177
Foreign - Austria, 1972	reel 105	frame 1,185
Foreign - Belgium, 1969-1973	reel 105	frame 1,189
Foreign - Belgium - Fondation Universitaire, 1970	reel 105	frame 1,195
Foreign - Belgium - Fonds National de la Recherche Scientifique, 1970-1972	reel 105	frame 1,198

Foreign - Canada, 1957-1974	reel 105	frame 1,204
Foreign - Canada - Association of Universities and Colleges of Canada Directory, 1964-1973	reel 106	frame 1
Foreign - Canada - The Atkinson Charitable Foundation, 1948-1973	reel 106	frame 24
Foreign - Canada - J. P. Brickell Foundation, 1970-1974	reel 106	frame 92
Foreign - Canada - The Canada Council, 1959-1974	reel 106	frame 101
Foreign - Canada - Foundation J Louis Levesque, 1970-1971	reel 106	frame 157
Foreign - Canada - The Richard Ivey Foundation, 1958-1974	reel 106	frame 170
Foreign - Canada - The Richard & Jean Ivey Foundation, 1971-1973	reel 106	frame 182
Foreign - Canada - Laidlaw Fuondation, 1963-1973	reel 106	frame 186
Foreign - Canada - The R. Samuel McLaughlin Foundation, 1970-1971	reel 106	frame 206
Foreign - Canada - Vancouver Foundation, 1961-1974	reel 106	frame 213
Foreign - Canada - The Winnipeg Foundation, 1956-1974	reel 106	frame 230
Foreign - Cameroon, 1972	reel 106	frame 262
Foreign - Chile, 1969	reel 106	frame 267
Foreign - Colombia - Fundacion Hernando Carvajal B., 1972-1975	reel 106	frame 270
Foreign - Denmark, 1970-1972	reel 106	frame 282
Foreign - Denmark - Landsindsamlingens Fond, 1970	reel 106	frame 288
Foreign - Denmark - Otto Monsteds Fond, 1970-1971	reel 106	frame 291
Foreign - Denmark - The Novo Foundation, 1970	reel 106	frame 294
Foreign - Dominican Republic, 1971-1975	reel 106	frame 297
Foreign - Ecuador, 1971-1975	reel 106	frame 354
Foreign - El Salvador, 1973	reel 106	frame 371
Foreign - England - The Animal Health Trust, 1970	reel 106	frame 379
Foreign - England - Charities Aid Fund, 1967-1971	reel 106	frame 383
Foreign - England - The Charity Commission, 1960-1974	reel 106	frame 443
Foreign - England - The Ciba Foundation, 1969-1974	reel 106	frame 523
Foreign - England - The Commonwealth Foundation, 1966-1974	reel 106	frame 533
Foreign - England - The Ditchley Foundation, 1966-1969	reel 106	frame 590

Foreign - England - Foundation for Management Education, 1970	reel 106	frame 799
Foreign - England - Calouste Gulbenkian Foundation - Lisbon, 1971-1973	reel 106	frame 803
Foreign - England - International Foundation Directory, 1973-1974	reel 106	frame 808
Foreign - England - Guy W. Keeling, 1948-1960	reel 106	frame 833
Foreign - England - The P. D. Leake Trust, 1970	reel 106	frame 883
Foreign - England - The Leverhulme Trust Fund, 1969-1973	reel 106	frame 887
Foreign - England - Nathan Committee, 1952-1963	reel 106	frame 901
Foreign - England - The Nuffield Foundation, 1957-1973	reel 106	frame 923
Foreign - England - The Pilgrim Trust, 1966-1971	reel 106	frame 1,043
Foreign - England - The Plunkett Foundation, 1970	reel 106	frame 1,052
Foreign - England - Political and Economic Planning, 1966-1969	reel 106	frame 1,058
Foreign - England - Ramsay Memorial Fellowships Trust, 1970-1974	reel 106	frame 1,072
Foreign - England - Reference Center on Charitable Trusts and Foundations, 1960-1961	reel 106	frame 1,083
Foreign - England - Joseph Rowntree Memorial Trust, 1961-1966	reel 106	frame 1,117
Foreign - England - The Thomson Foundation, 1970	reel 106	frame 1,147
Foreign - England - The Wates Foundation, 1970	reel 106	frame 1,149
Foreign - England - The Wolfson Foundation, 1970-1971	reel 106	frame 1,154
Foreign - Ethiopia, 1972	reel 106	frame 1,162
Foreign - Ethiopia - Haile Selassie I Foundation, 1971-1973	reel 106	frame 1,183
Foreign - Finland, 1973-1974	reel 106	frame 1,191
Foreign - Finland - Alkoholitutkimussaatio, 1973-1974	reel 106	frame 1,196
Foreign - Finland - Tekniikan Edistamissaatio, 1973-1974	reel 106	frame 1,200
Foreign - Finland - Tyoterveyssaatio, 1970-1973	reel 106	frame 1,205
Foreign - France, 1969-1975	reel 106	frame 1,209
Foreign - France - Fondation Royaumont, 1965-1975	reel 106	frame 1,263
Foreign - France - Fondation Teihard de Chardin, 1970-1972	reel 107	frame 1
Foreign - Germany, 1969-1975	reel 107	frame 10
Foreign - Germany - Friedrich Nuamann-Stiftung, 1965	reel 107	frame 49

Foreign - Germany - Georg Michael Pfaff Gedachtnisstiftung, 1971-1974	reel 107	frame 52
Foreign - Germany - Stiftung Michael, 1969-1973	reel 107	frame 71
Foreign - Germany - Stiftung Volkswagenwerk, 1965-1975	reel 107	frame 74
Foreign - Germany - Stiftung Wissenschaft und Presse, 1970	reel 107	frame 117
Foreign - Germany - Walter-Raymond-Stiftung, 1970	reel 107	frame 119
Foreign - Germany - Wener Reimers-Stiftung fur Anthropogenetische Forschung, 1970-1972	reel 107	frame 122
Foreign - Greece, 1970	reel 107	frame 129
Foreign - Guatamala, 1972-1974	reel 107	frame 135
Foreign - Honduras, 1971	reel 107	frame 147
Foreign - Hong Kong, 1967-1974	reel 107	frame 151
Foreign - Hong Kong - The Li Shu-Fan Medical Foundation, Ltd., 1970-1971	reel 107	frame 201
Foreign - India, 1969-1974	reel 107	frame 212
Foreign - India - Tata Trusts, 1971-1973	reel 107	frame 341
Foreign - Indonesia, 1971-1974	reel 107	frame 355
Foreign - Iran, 1949-1972	reel 107	frame 361
Foreign - Iran - Alborz Cultural Foundation, 1972	reel 107	frame 369
Foreign - Israel, 1971-1974	reel 107	frame 374
Foreign - Italy, 1970-1975	reel 107	frame 382
Foreign - Italy - Fondazione Adriano Olivetti, 1969-1971	reel 107	frame 400
Foreign - Italy - Fondazione Carlo Erba, 1969	reel 107	frame 412
Foreign - Italy - Fondazione Europea Dragan, 1969-1973	reel 107	frame 417
Foreign - Italy - Fondazione Giorgio Cini, 1970-1972	reel 107	frame 422
Foreign - Japan, 1970-1974	reel 107	frame 430
Foreign - Japan - Capital Market Promotion Foundation, Inc., 1971-1975	reel 107	frame 508
Foreign - Japan - Charitable Trust Study Team - Japanese Philanthropy Group, 1970-1974	reel 107	frame 524
Foreign - Japan - Hitachi Foundation, 1970	reel 107	frame 609
Foreign - Japan - The Japan Foundation, 1973-1974	reel 107	frame 614
Foreign - Japan - Mitsubishi Zaidan, 1970	reel 107	frame 620
Foreign - Japan - The Naito Foundation, 1969-1973	reel 107	frame 632

Foreign - Japan - Toyo Reiyon Kagaku Shinkokai, 1969-1974	reel 107	frame 647
Foreign - Japan - Yoshida Kokusai Kyoiku Kikan, 1969-1971	reel 107	frame 666
Foreign - Kenya - Sheikh Fazal Ilahi Noordin Charitable Trust, 1956-1961	reel 107	frame 674
Foreign - Korea, 1970-1972	reel 107	frame 683
Foreign - Kuwait, 1968	reel 107	frame 714
Foreign - Latin America, 1970-1975	reel 107	frame 719
Foreign - Liechtenstein, 1971	reel 107	frame 783
Foreign - Malaysia, 1969-1974	reel 107	frame 787
Foreign - Malaysia - Yayasan Pelajaran MARA, 1970	reel 107	frame 811
Foreign - Mexico, 1970-1974	reel 107	frame 818
Foreign - Middle East, 1969-1974	reel 107	frame 839
Foreign - Netherlands, 1968-1972	reel 107	frame 847
Foreign - Netherlands - Bernard van Leer Foundation, Inc., 1958-1971	reel 107	frame 858
Foreign - Netherlands - DONEMUS, 1970	reel 107	frame 881
Foreign - Netherlands - Fondation Europeenne de la Culture, 1962-1971	reel 107	frame 886
Foreign - Netherlands - Internationaal Instituut voor Sociale Geshiedenis, 1970	reel 107	frame 956
Foreign - Netherlands - Stichting Prins Bernhard Fonds, 1967-1971	reel 107	frame 959
Foreign - Netherlands - Stichting voor Moeilijk Toegankelijke Wetenschappelijke Literatuur, 1970	reel 107	frame 967
Foreign - New Zealand, 1970-1974	reel 107	frame 970
Foreign - New Zealand - Arawa Maori Trust, 1970	reel 107	frame 993
Foreign - New Zealand - J. R. McKenzie Trust, 1961-1970	reel 107	frame 995
Foreign - New Zealand - Thomas George Macarthy Trust, 1970	reel 107	frame 1,015
Foreign - New Zealand - New Zealand Council for Educational Research, 1970-1973	reel 107	frame 1,020
Foreign - New Zealand - The Sutherland Self Help Trust, 1970-1974	reel 107	frame 1,035
Foreign - Nicaragua - FUNDE, 1973-1974	reel 107	frame 1,048
Foreign - Nicaragua - Instituto Centroamericano de Administracion de Empresas, 1973	reel 107	frame 1,051

Foreign - Nigeria, 1969	reel 107	
		frame 1,060
Foreign - Norway - Nansenfondet, 1970	reel 107	frame 1,066
Foreign - Norway - Norges Tekniske Hogskole, 1970-1973	reel 107	frame 1,068
Foreign - Norway - A/S Norsk Varekrigsfrosikrings Fond, 1970	reel 107	frame 1,073
Foreign - Pakistan, 1969-1970	reel 107	frame 1,076
Foreign - Pakistan - Adamjee Foundation, 1970-1972	reel 107	frame 1,079
Foreign - Pakistan - Agakanh Ismailia Charitable Trust, 1970-1974	reel 107	frame 1,087
Foreign - Pakistan - The Anin0-Mohiuddin Foundation, Ltd., 1969-1971	reel 107	frame 1,093
Foreign - Pakistan - The Captain Foundation, 1970-1971	reel 107	frame 1,111
Foreign - Pakistan - The Dawood Foundation, 1969-1975	reel 107	frame 1,118
Foreign - Pakistan - Fancy Foundation, 1970	reel 107	frame 1,130
Foreign - Pakistan - Fauji Foundation, 1970	reel 107	frame 1,132
Foreign - Pakistan - Hamdard National Foundation, 1970-1974	reel 107	frame 1,136
Foreign - Pakistan - Saigol Foundation, 1969-1970	reel 107	frame 1,188
Foreign - Panama, 1973	reel 107	frame 1,199
Foreign - Paraguay, 1972-1974	reel 107	frame 1,212
Foreign - Peru, 1970-1972	reel 107	frame 1,216
Foreign - Philippines, 1971-1975	reel 107	frame 1,240
Foreign - Philippines - The ALA-ALA Foundation (Jose Antonio Delgado Memorial Foundation, Inc.), 1970-1975	reel 108	frame 1
Foreign - Philippines - Ramon Magsaysay Award Foundation, 1969-1974	reel 108	frame 91
Foreign - Saudi Arabia, 1969-1972	reel 108	frame 106
Foreign - Scotland - The Carnegie Trust for the Universities of Scotland, 1970-1974	reel 108	frame 112
	reel 108	frame 122
Foreign - Scotland - The Carnegie Dunfermline Trust, 1964-1973		
· ·	reel 108	frame 147
1964-1973 Foreign - Scotland - The Carnegie United Kingdom Trust,	reel 108	frame 147

Foreign - Singapore - Lee Foundation, 1971	reel 108	frame 195
Foreign - South Africa, 1969-1971	reel 108	frame 201
Foreign - Spain, 1969-1975	reel 108	frame 215
Foreign - Spain - Fundacion Elias Ahuja y Andria, 1969	reel 108	frame 298
Foreign - Spain - Fundacion General Mediterranea, 1971-1974	reel 108	frame 302
Foreign - Spain - Fundacion Juan March, 1969-1975	reel 108	frame 330
Foreign - Spain - Fundacion Rafael Leoz Para la Investigacion y Promocion de la Arquitectura Social, 1970-1973	reel 108	frame 375
Foreign - Sweden, 1970-1971	reel 108	frame 435
Foreign - Sweden - Ahlen-stiftelsen, 1970	reel 108	frame 460
Foreign - Sweden - Magn. Bergvalls Stiftelse, 1970	reel 108	frame 473
Foreign - Sweden - Nobelstiftelsen, 1970-1973	reel 108	frame 476
Foreign - Sweden - Norrlandsfonden, 1970-1973	reel 108	frame 492
Foreign - Sweden - Stiftelsen Riksbankens Jubileumsfond, 1970	reel 108	frame 498
Foreign - Switzerland, 1966-1973	reel 108	frame 501
Foreign - Switzerland - Fondation Marcel Benoist, 1970	reel 108	frame 515
Foreign - Switzerland - Eidgenossische Stiftung zur Forderung, 1970-1973	reel 108	frame 517
Foreign - Switzerland - Geobotanische Institute an der ETH Stiftung Rubel, 1970-1973	reel 108	frame 522
Foreign - Switzerland - InterPhil (International Standing Conference on Non-Profit Services), 1969	reel 108	frame 527
Foreign - Switzerland - InterPhil (International Standing Conference on Non-Profit Services), 1970	reel 108	frame 692
Foreign - Switzerland - InterPhil (International Standing Conference on Non-Profit Services), 1970-1971	reel 108	frame 984
Foreign - Switzerland - InterPhil (International Standing Conference on Non-Profit Services), 1971-1972	reel 108	frame 1,050
Foreign - Switzerland - Sandoz-Stiftung, 1970	reel 108	frame 1,210
Foreign - Switzerland - Schweizerische Stiftung fur Technische Entwicklungshilfe, 1970	reel 108	frame 1,218
Foreign - Switzerland - Volkart Foundation, 1970	reel 108	frame 1,220
Foreign - Taiwan, 1970-1975	reel 108	frame 1223
Foreign - Tanzania - Community Development Trust Fund of Tanzania, 1969	reel 108	frame 1261

Foreign - Thailand, 1969-1974	reel 108	frame 1267
Foreign - Thailand - The Education of Public Welfare Foundation, 1970	reel 108	frame 1289
Foreign - Thailand - League of Foundations, 1969	reel 108	frame 1291
Foreign - Thailand - Thai Watana T. Suwan Foundation, 1970	reel 108	frame 1295
Foreign - Turkey - Development Foundation of Turkey, 1971-1973	reel 108	frame 1300
Foreign - Turkey - Vehbi Koc Vakfi, 1970-1971	reel 108	frame 1321
Foreign - Turkey - Vakiflar Genel Murdurlugu, 1964	reel 108	frame 1336
Foreign - United Kingdom, 1960-1975	reel 109	frame 1
Foreign - Uruguay, 1972-1973	reel 109	frame 88
Foreign - Venezuela, 1972-1975	reel 109	frame 92
Foreign - Venezuela - Centro Medico Docente la Trinidad, 1973	reel 109	frame 142
Foreign - Venezuela - Dividendo Voluntario para la Comunidad, 1972	reel 109	frame 144
Foreign - Venezuela - Fundacion Creole, 1956-1973	reel 109	frame 149
Foreign - Venezuela - Fundacion Shell, 1972-1973	reel 109	frame 165
Foreign - Venezuela - Fundaciones, 1972-1973	reel 109	frame 170
Foreign - Yugoslavia, 1969-1970	reel 109	frame 181
Foreign - Bibliographies of International Foundations, 1969-1974	reel 109	frame 186
Foreign - "Complimentary" Foundation News, 1971	reel 109	frame 206
Foreign - Philanthropy Abroad, 1970-1971	reel 109	frame 254

Programs, 1955-1998

Arrangement note

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.

Title/Description Instances

Program and Project Files - Programs - Programs - Bibliographies, 1984-1997 Scope and Contents note

This series includes bibliographies of the Center's publications.

Title/Description	Instances	
Library Shelf, 1984	reel 109	frame 276
Library Shelf, 1985	reel 109	frame 297
Library Shelf, 1986	reel 109	frame 369
Library Shelf, 1987	reel 109	frame 410
Bi-Monthly Bibliography, 1987	reel 109	frame 498
Bi-Monthly Bibliography, 1988	reel 109	frame 582
Bi-Monthly Bibliography, 1989	reel 109	frame 655
Bi-Monthly Bibliography, 1990	reel 109	frame 1000
Bi-Monthly Bibliography, 1991	reel 110	frame 1
Bi-Monthly Bibliography, 1992	reel 110	frame 278
Bi-Monthly Bibliography, 1993	reel 110	frame 456
Bi-Monthly Bibliography, 1994	reel 110	frame 668
Bi-Monthly Bibliography, 1995	reel 110	frame 898
Bi-Monthly Bibliography, 1996	reel 110	frame 1093
Bi-Monthly Bibliography, 1997	reel 111	frame 1
Bibliographic Information Service - Database, 1987-1988	reel 111	frame 171
Bobst Library, New York University, 1989	reel 111	frame 253
Cataloging Information, 1986-1988	reel 111	frame 259
Literature Project, 1984-1987	reel 111	frame 304
Literature Project - Title, 1988-1989	reel 111	frame 374
Literature Project - Preface, 1988-1989	reel 111	frame 387

Program and Project Files - Programs - Programs - The Foundation Library Center, 1958-1991

Scope and Contents note

This series includes files concerning the Center's projects and programs.

itle/Description	Instances	
Consulting Service, 1967	reel 111	frame 411
Consulting Service, 1967-1968	reel 111	frame 516
Consulting Service, 1968-1969	reel 111	frame 889
Consulting Service, 1969-1970	reel 112	frame 1
Consulting Service - Non-Cases, 1970	reel 112	frame 202
Consulting Service - Cases, 1970	reel 112	frame 299
Consulting Service - Cases, 1971	reel 112	frame 414
Consulting Service - Non-Cases, 1971	reel 112	frame 561
Consulting Service - General and Miscellaneous Items, 1967	reel 112	frame 619
The Foundation Library Center, 1955-1963	reel 112	frame 682
Foundation News - Author Payments, 1970-1971	reel 112	frame 760
Foundation News - Compliments, 1967-1970	reel 112	frame 804
Foundation News - Correspondence, 1967-1968	reel 112	frame 810
Foundation News - Correspondence, 1968-1969	reel 112	frame 1018
Foundation News - Correspondence, 1969-1970	reel 113	frame 1
Foundation News - Correspondence, 1970-1971	reel 113	frame 212
Foundation News - General, 1967-1968	reel 113	frame 406
Foundation News - Samuel G. Macfarlane - Subscriptions, 1962-1964	reel 113	frame 412
Foundation News - Miscellaneous Issues, 1960-1991	reel 113	frame 475
Foundation News - Permissions, 1963-1965	reel 113	frame 477
Foundation News - Permissions, 1964-1969	reel 113	frame 563
Foundation News - Permissions, 1965-1972	reel 113	frame 786
Foundation News - Permissions for Filming, 1973-1975	reel 113	frame 978
Foundation News - Statement of Ownership, Management and Circulation - Postal Report, 1968-1971	reel 113	frame 989
Harvey B. Matthews, Jr., 1962-1970	reel 113	frame 1024

Burton Raffel, 1958-1965

	reel 113	frame 1105
J. Richard Taft - Branch Office Manager, 1966-1970	reel 113	frame 1142

Program and Project Files - Programs - Programs - The Foundation Library Center, The New York Library, 1975-1997

Scope and Contents note

This series contains information on the main library in the New York City office.

Title/Description	Instances	
Annual Report, 1975	reel 114	frame 2
Committees, 1991-1992	reel 114	frame 5
Correspondence, 1986	reel 114	frame 144
Correspondence, 1989-1991	reel 114	frame 199
Correspondence, 1992	reel 114	frame 293
Correspondence, 1993	reel 114	frame 377
Correspondence, 1993-1994	reel 114	frame 463
Correspondence, 1994-1995	reel 114	frame 582
The Foundation Center - Five-Year Plan 1993-1997, November 1992	reel 114	frame 735
Library Director's Conference Calls, 1993-1994	reel 114	frame 763
Library Reference - Statistics, 1983	reel 114	frame 792
Library Services Workshop - European Foundation Centre, October 6-7, 1994, 1994	reel 114	frame 798
New York Foundation for the Arts Program, 1989-1997	reel 114	frame 851
Program Files, 1988-1989	reel 114	frame 944
Program Files, 1990-1991	reel 115	frame 1
Program Files, 1991-1992	reel 115	frame 160
Program Files, 1992-1993	reel 115	frame 251
Program Files, 1993-1994	reel 115	frame 255
Program Files, 1995	reel 115	frame 327
Reports, 1982	reel 115	frame 408
Reports, 1983	reel 115	frame 528
Reports, 1984	reel 115	frame 554
Reports, 1985	reel 115	frame 596
Reports, 1986	reel 115	frame 674

Reports, 1987	reel 115	frame 725
Reports, 1988	reel 115	frame 752
Reports, 1989	reel 115	frame 797
Reports, 1990	reel 115	frame 863
Reports, 1991	reel 115	frame 951
Reports, 1992	reel 115	frame 970
Reports, 1993	reel 115	frame 978
Reports, 1994	reel 115	frame 987
Reports, 1995	reel 115	frame 1010
Reports, 1996	reel 115	frame 1025
Scholarship Survey, 1989-1990	reel 115	frame 1040
Seminar - Take 2 - Finding Funding Through Grant Writing and Planned Giving, Seton Hall University, March 7, 1997, 1997	reel 115	frame 1046

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.

Title/Description	Instances	
Plattshurgh Public Library 1976-1998	hox 1	folder 6

Scope and Contents note

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

Existence and Location of Copies note:

Existence and Location of Copies note

See also Reel 117, Frame 0356.

The Associated Foundation of Greater Boston, Inc., 1974-1985	reel 115	frame 1085	
Belleville Public Library, 1982-1992	reel 115	frame 1157	
The James V. Brown Library, 1983-1988	reel 115	frame 1179	
California Community Foundation, 1980-1998	reel 116	frame 1	

California State Library - State Information and Reference Center, 1980-1993	reel 116	frame 184
Carroll County Library, 1989-1992	reel 116	frame 333
Cleveland Office - Final and Activities Reports, 1977-1995	reel 116	frame 352
Cleveland Office - Financial, 1977-1994	reel 116	frame 577
Cleveland Office - Miscellaneous Correspondence, 1989-1995	reel 116	frame 645
Cleveland Office - Renewal and Prospect Mailing, 1988-1993	reel 116	frame 777
College of the Virgin Islands, St. Croix Campus, 1980-1982	reel 116	frame 861
Dalton Regional Library, 1992-1996	reel 116	frame 887
DATA - Development and Technical Assistance Center - Hartford, Connecticut, 1983-1989	reel 116	frame 912
DATA - Development and Technical Assistance Center - New Haven, Connecticut, 1980-1995	reel 116	frame 934
Donors Forum of Chicago, 1975-1976	reel 116	frame 1070
DuPage Township, 1983-1989	reel 116	frame 1218
Foreign Countries, 1972-1996	reel 117	frame 1
Hillman Library, University of Pittsburgh, 1973-1991	reel 117	frame 199
Leon County Public Library and Junior League of Tallahassee, Inc., 1981-1990	reel 117	frame 236
Littleton Public Library, 1981-1990	reel 117	frame 303
Orange County Community Development Council, Inc., 1982-1990	reel 117	frame 337
Plattsburgh Public Library, 1976-1998	reel 117	frame 356
Separated Materials: Separated Materials		
See Box 1, Folder 6, for photographs.		
Regional Miscellaneous, 1983-1984	reel 117	frame 426
San Francisco Breakfast Program - Trends in California, 1992	reel 117	frame 433
San Francisco Office - Acknowledgement Letters, 1988-1990	reel 117	frame 436
San Francisco Office - Activites Reports, 1977-1994	reel 117	frame 440
San Francisco Office - Director Job Mailing List, 1994	reel 117	frame 664
San Francisco Office - Financial, 1979-1994	reel 117	frame 694

San Francisco Office - Miscellaneous Correspondence, 1989-1994	reel 117	frame 746
San Francisco Office - Past Proposals, 1986-1989	reel 117	frame 918
San Francisco Office - Renewal Mailing, 1988-1994	reel 117	frame 944
Sault Ste. Marie Area Public Schools, 1987-1996	reel 117	frame 1072
State University of New York at Old Westbury, 1982-1993	reel 117	frame 1107
Staten Island Council on the Arts, Inc., 1984-1991	reel 117	frame 1143
Support Center of New Jersey, 1982-1992	reel 117	frame 1167
Tuolumne County Free Library and Central Sierra Arts Council, 1981-1990	reel 117	frame 1192
University of Puerto Rico Library - Ponce Technological University College, 1987-1998	reel 117	frame 1219
The University of Texas - Pan American Foundation, 1984-1993	reel 117	frame 1244
University of the Virgin Islands, The Ralph M. Paiewonsky Library, 1979-1993	reel 118	frame 1
Walpole Public Library, 1981-1989	reel 118	frame 57
Washington, D. C. Office - Activities Report, 1994	reel 118	frame 73
Washington, D. C. Office - End of Year Support - Individuals - Non-Grants, 1993-1994	reel 118	frame 80
Washington, D. C. Office - Expansion, 1990	reel 118	frame 85
Washington, D. C. Office - Final Report, 1987-1992	reel 118	frame 99
Washington, D. C. Office - Financial, 1985-1994	reel 118	frame 127
Washington, D. C. Office - Letter Sent to Friends about Mary Ann de Barbieri's Resignation, 1994	reel 118	frame 165
Washington, D. C. Office - Miscellaneous Correspondence, 1988-1994	reel 118	frame 204
Washington, D. C. Office - Renewal Mailing, 1989-1991	reel 118	frame 398
Washington, D. C. Office - "This Month in The Foundation Center, Washington, D. C. Library", 1995	reel 118	frame 447

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.

Title/Description	Instances	
Miscellaneous - Floppy Disk, n.d.	box 1	folder 3
Existence and Location of Copies note:		
Existence and Location of Copies note		
See also Reel 119, Frame 1253.		
Authority Control - Clearing "Mod Permitted", 1989-1990	reel 118	frame 478
Authority List, 1990	reel 118	frame 508
James Calloway - Trinity Grants Program, 1989-1990	reel 118	frame 533
Classification - Mini-Database, 1989-1990	reel 118	frame 647
Coding, 1988-1989	reel 118	frame 700
Common Codes, 1991	reel 118	frame 872
COMSEARCH, 1990	reel 118	frame 877
Council Meeting, 1989-1990	reel 118	frame 957
Database, 1985	reel 118	frame 1021
Database - Regenerating, 1985-1986	reel 118	frame 1074
Dear Colleague Letter and Order Form, 1991	reel 118	frame 1184
DIALOG, 1989-1990	reel 118	frame 1188
Donors Forum of Chicago, 1990	reel 119	frame 1
FD II - Grants Processing Issues, 1989	reel 119	frame 3
Field Tags, 1989	reel 119	frame 11
Foreign Countries, 1989	reel 119	frame 44
Foundation Center - New FC-400 Form, 1989	reel 119	frame 59
The Foundation Center's Grants Classification System, n.d.	reel 119	frame 92
Foundation News Articles, 1990-1991	reel 119	frame 203
Fund-Raising, 1989-1991	reel 119	frame 289
Global Coding - Modifiers TR, GP, 1989	reel 119	frame 375
Grants Classification System Workshops, Chicago, June 14, 1990, 1990	reel 119	frame 397

Grants Classification System Workshops, Cooperating Collection Meeting, Training Manual, Working Draft, July 1988, 1988	reel 119	frame 427
Grants Classification System Workshops, Minneapolis, June 15, 1990, 1990	reel 119	frame 436
Grants Classification System Workshops, New York, September 27, 1990, 1990	reel 119	frame 464
Grants Classification System Workshops, New York, October 9, 1990, 1990	reel 119	frame 555
Grants Classification System Workshops, New York, November 29, 1990, 1990	reel 119	frame 560
Grants Classification System Workshops - Additional Meetings, 1990	reel 119	frame 577
Grants Classification System Workshops, New York, February 7, 1991, 1991	reel 119	frame 602
Grants Classification System Workshops, San Francisco, February 25, 1991, 1991	reel 119	frame 615
Grants Classification System Workshops, Washington, D. C., January 14, 1991, 1991	reel 119	frame 651
Grants Index, 1988-1994	reel 119	frame 668
Grants Index Quarterly, 1989	reel 119	frame 730
Guide to the Classification System - Drafts, 1990	reel 119	frame 779
ISD Output Request Form, 1989-1990	reel 119	frame 911
Key Work Project, 1985-1988	reel 119	frame 920
Key Work Taxonomy, 1980-1983	reel 119	frame 1185
Location Records Added, 1989	reel 119	frame 1246
Miscellaneous, n.d.	reel 119	frame 1253
Separated Materials:		
Separated Materials		
See also floppy disks in Box 1, Folder 3.		
MPLS, 1990	reel 120	frame 1
National Taxonomy Committee, 1990-1991	reel 120	frame 159
National Taxonomy of Exempt Entities, 1988-1990	reel 120	frame 345
National Taxonomy of Exempt Entities, 1990	reel 120	frame 557
National Taxonomy of Exempt Entities - Development, 1988	reel 120	frame 624

National Taxonomy of Exempt Entities - Reports, 1987-1990	reel 120	frame 680
National Taxonomy of Exempt Entities - Translate Tables, 1990-1991	reel 120	frame 810
National Taxonomy of Exempt Entities - Twenty Six Major Fields, 1990-1991	reel 120	frame 861
National Taxonomy of Exempt Entities/Foundation Center - Comparison Study, 1988	reel 120	frame 908
New York Taxonomy Workshop, 1990	reel 120	frame 987
Regional Associations of Grantmakers, 1990-1991	reel 120	frame 1122
Reprints, 1991	reel 120	frame 1133
Source Book Profiles Issues, 1989-1990	reel 120	frame 1149
Status Report, 1990	reel 120	frame 1201
Style Manual and Indexing Notes, 1982-1984	reel 121	frame 1
Taxonomy Contacts Database, 1990-1991	reel 121	frame 167
Taxonomy - Draft Versions - Fall, 1990	reel 121	frame 180
Taxonomy - Test, n.d.	reel 121	frame 580
Telecommunications Cooperative Network, 1990	reel 121	frame 598
Thesaurus Project, 1977	reel 121	frame 613
Washington, D. C. Taxonomy Workshop, 1990-1991	reel 121	frame 670

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.

Title/Description	Instances	
Audit Report, 1979-1986	reel 121	frame 750
Budget and Finance, 1986-1989	reel 121	frame 871
Brochure - Roger Williams, 1987-1988	reel 121	frame 905
Campaign Executive Committee, 1987-1988	reel 121	frame 987
Campaign Organizing Committee - Correspondence, 1986-1989	reel 121	frame 1082
Campaign Organizing Committee - Minutes and Agendas,	reel 121	frame 1131

Campaign Plans - Phase I and II, 1987-1992	reel 121	frame 1264
Eleanor Cicerchi - Campaign Director, 1986	reel 121	frame 1279
Eleanor Cicerchi - Chronological Files, 1985-1987	reel 122	frame 1
Eleanor Cicerchi - Chronological Files, 1987-1988	reel 122	frame 686
Eleanor Cicerchi - Correspondence and Memorandum, 1986-1988	reel 122	frame 1170
Expenditures and Allocations, 1987-1991	reel 123	frame 1
Financial Reports, 1987-1988	reel 123	frame 79
Fund-Raising Advisory Committee, 1985-1989	reel 123	frame 94
Fund-Raising Advisory Committee - Sara L. Engelhardt, 1985-1987	reel 123	frame 303
Fund-Raising Progress Report, 1986	reel 123	frame 342
Generic Proposals, 1987-1988	reel 123	frame 359
Gift Range Tables, n.d.	reel 123	frame 383
Highlights and Significant Accomplishments, 1988-1991	reel 123	frame 391
Income, 1987-1992	reel 123	frame 397
The Robert Woods Johnson Foundation, 1988	reel 123	frame 416
Key Statements, n.d.	reel 123	frame 458
The Kresge Foundation, 1988-1989	reel 123	frame 494
Major Gift Campaign Dinner, November 21, 1988, 1988	reel 123	frame 543
Russ Mawby - Campaign Chair, 1986-1988	reel 123	frame 601
Miscellaneous, 1986-1987	reel 123	frame 763
Needs, 1986-1988	reel 123	frame 779
Opinion of Counsel, 1987	reel 123	frame 889
Pew Memorial Trust, 1988-1989	reel 123	frame 895
Phase II - Board Meeting, May 15, 1989, 1989	reel 123	frame 907
Phase II - Correspondence, 1988-192	reel 123	frame 937
Phase II - Declinations, 1990-1992	reel 123	frame 1031
Phase II - Prospects Lists, 1988-1990	reel 123	frame 1039
Phase II - Strategy, 1988-1989	reel 123	frame 1115
Planning Task Force, 1986-1988	reel 123	frame 1193
Walter Plotch, 1983-1990	reel 124	frame 1
Pre and Early Campaign, 1982-1986	reel 124	frame 117

Presentation, n.d. reel 124 frame 289 Proposal List and Prospectus Reports, 1986-1987 reel 124 frame 300 Publication Project Budget, 1988 reel 124 frame 375 Regional Cultivation and Reports, 1987-1988 reel 124 frame 380 Reports to Major Gift Donors, 1986-1992 reel 124 frame 427 Restrictions on Grants - Legal Advice, 1987 reel 124 frame 577 Services to New York City and Washington, D. C. Reports, reel 124 frame 584 Solicitation Status Reports, 1987-1992 reel 124 frame 598			
Publication Project Budget, 1988 reel 124 frame 375 Regional Cultivation and Reports, 1987-1988 reel 124 frame 380 Reports to Major Gift Donors, 1986-1992 reel 124 frame 427 Restrictions on Grants - Legal Advice, 1987 reel 124 frame 577 Services to New York City and Washington, D. C. Reports, reel 124 frame 584 1988-1989	Presentation, n.d.	reel 124	frame 289
Regional Cultivation and Reports, 1987-1988 reel 124 frame 380 Reports to Major Gift Donors, 1986-1992 reel 124 frame 427 Restrictions on Grants - Legal Advice, 1987 reel 124 frame 577 Services to New York City and Washington, D. C. Reports, reel 124 frame 584 1988-1989	Proposal List and Prospectus Reports, 1986-1987	reel 124	frame 300
Reports to Major Gift Donors, 1986-1992 reel 124 frame 427 Restrictions on Grants - Legal Advice, 1987 reel 124 frame 577 Services to New York City and Washington, D. C. Reports, reel 124 frame 584 1988-1989	Publication Project Budget, 1988	reel 124	frame 375
Restrictions on Grants - Legal Advice, 1987 reel 124 frame 577 Services to New York City and Washington, D. C. Reports, reel 124 frame 584 1988-1989	Regional Cultivation and Reports, 1987-1988	reel 124	frame 380
Services to New York City and Washington, D. C. Reports, reel 124 frame 584 1988-1989	Reports to Major Gift Donors, 1986-1992	reel 124	frame 427
1988-1989	Restrictions on Grants - Legal Advice, 1987	reel 124	frame 577
Solicitation Status Reports, 1987-1992 reel 124 frame 598	•	reel 124	frame 584
	Solicitation Status Reports, 1987-1992	reel 124	frame 598
Strategic Planning, 1987-1992 reel 124 frame 674	Strategic Planning, 1987-1992	reel 124	frame 674
Timeline and Schedules, 1986-1988 reel 124 frame 814	Timeline and Schedules, 1986-1988	reel 124	frame 814
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	
Separated Materials:			
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	
Levi Strauss Foundation - Proposals, Seminars, Correspondence, 1980-1986	reel 125	frame 886	
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	
Separated Materials: Separated Materials			
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	
Separated Materials:			

- Page 99-

Separated Materials

See also audio cassette in Box 1, Folder 1.

New York Regional Association of Grantmakers - A Grantmaker's Introduction to the Foundation Center, February 21, 1990, 1990 frame 1171

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
Seminar for the Aged, 1982	reel 126	frame 169
Seminar Ideas, 1984-1987	reel 126	frame 189
Technical Assistance Seminars, 1981	reel 126	frame 193
Technical Assistance Seminars - Board Development, April 9, 1981, June 111, 1981	reel 126	frame 310
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
Technical Assistance Seminars - Government Funding, April 2, 1981, June 4, 1981, 1981	reel 126	frame 660
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.

Title/Description	Instances	
Analysis, 1990	reel 126	frame 806
Changes, 1990-1991	reel 126	frame 827
Corporate Mailing Responses, 1978	reel 126	frame 954
Correspondence, 1979	reel 126	frame 975
Cost Reduction Measures for Series 3, 1979	reel 126	frame 1120
Foundation 1000 - Revamp, 1994	reel 126	frame 1130
Foundation Staff Survey, 1982	reel 126	frame 1243
Historical - Series 2 and 3, 1979-1980	reel 127	frame 1
Index Redesign, 1984-1985	reel 127	frame 178
Index Redesign, 1989-1990	reel 127	frame 232
Indexing Procedures, 1977-1978	reel 127	frame 395
Initial Materials Consulted for Source Books Profiles, 1977	reel 127	frame 467
Initial Printing and Mailing Estimates, 1977	reel 127	frame 521
Initial Reactions to Proposed Format, 1977	reel 127	frame 529
Issues and Grant Numbers, 1989	reel 127	frame 549
Mailing List, 1977-1979	reel 127	frame 585
Mailing List Removal Due to Non-Payment, 1978-1979	reel 127	frame 654
Narrative Shell, 1989-1990	reel 127	frame 665
Original Guide to Foundation Profile Updates, 1978	reel 127	frame 788
Original Guidelines, n.d.	reel 127	frame 798
Purchasers of Series 1, 1979	reel 127	frame 850
Questionnaire, 1978	reel 127	frame 922
Reference Manual, 1980-1982	reel 127	frame 964
Renewal Information for Series 3, 1979-1980	reel 127	frame 1084
Response Rates, 1978	reel 127	frame 1141
Revamp, 1981-1985	reel 128	frame 1
Source Profile 13, 1988-1989	reel 128	frame 43
Source Profile 13, 1990	reel 128	frame 140

Statistical Tables, 1989-1990	reel 128	frame 349
Taft Organization, 1979	reel 128	frame 588

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.

Title/Description	Instances	
Declined Fund-Raising Letters (A-C), 1985-1990	reel 128	frame 598
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Declined Fund-Raising Letters (D-H), 1985-1991	reel 128	frame 758
Declined Fund-Raising Letters (I-M), 1985-1987	reel 128	frame 938
Declined Fund-Raising Letters (N-S), 1985-1989	reel 128	frame 1073
Declined Fund-Raising Letters (T-Y), 1985-1986	reel 128	frame 1228
Fund-Raising Letters, 1972-1979	reel 129	frame 1
Fund-Raising Letters, 1975-1979	reel 129	frame 65
Mailing Results of Prospects, 1989-1990	reel 129	frame 168
Prospect Strategies of the 1970's, 1976-1979	reel 129	frame 178
Prospects, 1978	reel 129	frame 210
Prospects, 1981	reel 129	frame 214
Prospects, 1983-1985	reel 129	frame 241
Prospects, 1985-1986	reel 129	frame 379
AAV Foundation - Marshall H. and Nellie Alworth Memorial Fund, 1972-1979	reel 129	frame 423
Maurice Amado Foundation - The ARW Foundation, 1972-1980	reel 129	frame 702
ASARCO Foundation - The R. C. Baker Foundation, 1972-1980	reel 129	frame 1024
Summerfield Baldwin, Jr. Foundation - S. D. Bechtel, Jr. Foundation, 1974-1979	reel 130	frame 1
The Bedford Fund, Inc Bezalel Foundation, Inc., 1972-1979	reel 130	frame 242
The Bibb Foundation, Inc Borg-Warner Foundation, Inc., 1972-1980	reel 130	frame 501
Boston Fatherless and Widows Society - Carrie Baum Browning Trust, 1972-1979	reel 130	frame 820
Broyhill Foundation, Inc Milton H. Callner Foundation, 1972-1979	reel 131	frame 1

The Cambridge Foundation - Carter Fund, 1972-1979	reel 131	frame 242
Casey Family Program - Chichester du Pont Foundation, Inc., 1972-1979	reel 131	frame 493
Children's Foundation of Erie County, Inc Cluett, Peabody and Company Inc., 1972-1981	reel 131	frame 765
Ty Cobb Educational Foundation - Cooper Industries Foundation, 1972-1979	reel 131	frame 961
Copeland Andelot Foundation, Inc Crystal Trust, 1972-1979	reel 132	frame 1
The Patrick and Anna M. Cudahy Fund - The Westmoreland Davis Memorial Foundation, Inc., 1972-1979	reel 132	frame 277
Davison-Foreman Foundation - The Deutsch Foundation, 1974-1981	reel 132	frame 498
De Vilbiss Fund - Doyle Charitable Foundation, 1974-1979	reel 132	frame 716
Dravo Corporation and Subsidiaries Charitable Trust - Jack Eckerd Corporation Foundation, 1972-1980	reel 132	frame 975
C. K. Eddy Family Memorial Fund - The J. F. Ervin Foundation, 1972-1979	reel 133	frame 1
ESB Foundation - S. C. Feuerstein Family Foundation, 1972-1979	reel 133	frame 254
Fidelity Foundation - Albert W. and Edith V. Flowers Charitable Foundation, 1972-1979	reel 133	frame 495
FMC Foundation - Herman Frasch Foundation for Chemical Research, 1972-1979	reel 133	frame 741
Free Quaker Society - Gazette Foundation, 1974-1979	reel 133	frame 983
The Carl Gellert Foundation - Girard Trust Bank Foundation, 1972-1979	reel 134	frame 1
Lenora and Alfred Glancy Foundation, Inc Josephine H. Graeber Foundation, 1972-1979	reel 134	frame 180
The Greater Kanawha Valley Foundation - G. A. C. Halff Foundation, 1972-1980	reel 134	frame 450
Hall Foundation Fund - Merrill G. and Emita E. Hastings Foundation, 1972-1979	reel 134	frame 722
Margaret Milliken Hatch Charitable Trust - Hervey Foundation, 1974-1980	reel 134	frame 940
Hess Foundation, Inc James and Lynelle Holden Fund, 1974-1979	reel 134	frame 1202
The Hollywood Canteen Foundation - The Humphreys Foundation, 1974-1979	reel 135	frame 1
The Hunt Foundation - Joe Ingram Trust, 1972-1980	reel 135	frame 220

Initial Teaching Alphabet Foundation - Leon Jaworski Foundation, 1972-1981	reel 135	frame 472
Michael Jeffers Memorial Foundation - Edith C. Justus Trust and Samuel Justus Charitable Trust, 1972-1981	reel 135	frame 735
Kachelmacher Memorial, Inc Harris and Eliza Kemper Fund, 1972-1981	reel 136	frame 1
The George R. Kendall Foundation - The Kirkpatrick Foundation, 1972-1979	reel 136	frame 205
The David and Sadie Klau Foundation - Lanier Brothers Foundation, 1972-1979	reel 136	frame 418
Mary P. Lard Trust - Margaret and Irvin Lesher Foundation, 1972-1979	reel 136	frame 737
The Letourneau Foundation - Linn-Henley Charitable Trust, 1972-1979	reel 136	frame 945
Lippman Schnurmacher Fund, Inc Bertha Russ Lytel Foundation, 1972-1979	reel 137	frame 1
The M. E. Foundation - Maryland National Foundation, Inc., 1972-1979	reel 137	frame 262
Massachusetts Society of Cincinnati - Charles L. McCune Charitable Trust, 1972-1979	reel 137	frame 547
The McDermott Foundation - McWilliams Memorial Hospital Trust, 1972-1979	reel 137	frame 831
Mead Corporation Foundation - Allen H. Meyers Foundation, Inc., 1972-1979	reel 137	frame 1115
Herbert I. and Elsa B. Michael Foundation - The John Motley Morehead Foundation, 1974-1979	reel 138	frame 1
The Morgan City Fund - Myra Foundation, 1972-1979	reel 138	frame 220
N. F. L. Alumni Foundation Fund - Carl A. Norgren Foundation, 1972-1979	reel 138	frame 413
The Norman Foundation, Inc Lottie E. Olberg Testamentary Trust, 1972-1979	reel 138	frame 725
Old Stone Bank Educational Foundation - The Frank Loomis Palmer Fund, 1974-1979	reel 138	frame 959
Pamplin Foundation - The M. G. and Johnnye D. Perry Foundation, 1975-1980	reel 138	frame 1155
The Pet Milk Foundation - The Pilgrim Foundation, 1972-1979	reel 139	frame 1
Pine Level Foundation, Inc Pritzker Foundation, 1972-1979	reel 139	frame 247
Prospect Hill Foundation - Ransom Fidelity Company, 1972-1979	reel 139	frame 479

The Rapids-Standard Foundation - Donald A. Rhoades Family Foundation, 1972-1979	reel 139	frame 679
Eugene J. and Corinne A. Ribakoff Charitable Foundation - Fred M. Roddy Charitable Trust, 1974-1979	reel 139	frame 908
Rogers Brothers Foundation Inc Edward Rutledge Charity, 1972-1979	reel 139	frame 1117
The S & H Foundation, Inc S. H. and Helen R. Scheuer Family Foundation, Inc., 1972-1980	reel 140	frame 1
The Schiff Foundation - George and Effie Seay Memorial Trust, 1972-1979	reel 140	frame 226
Charles See Foundation - The Thomas B. and Elizabeth M. Sheridan Foundation, Inc., 1974-1981	reel 140	frame 472
Sherman Foundation - The Stanley Smith Horticultural Trust, 1974-1980	reel 140	frame 678
Frank L. and Laura L. Smock Foundation - Stackpole-Hall Foundation, 1972-1979	reel 140	frame 883
A. E. Staley Manufacturing Company - The Steel-Reese Foundation, 1972-1979	reel 140	frame 1145
Jules and Doris Stein Foundation - Stop and Shop Foundation, 1972-1979	reel 141	frame 1
The Louis L. Stott Foundation - Doss T. Sutton Charitable Foundation, 1974-1982	reel 141	frame 241
The Swanson Foundation - Edgar A. Thurman Charitable Foundation for Children, 1972-1981	reel 141	frame 468
Ticor Foundation - Tyler Foundation, 1972-1980	reel 141	frame 758
UMC Industries Foundation, Inc UVB Foundation, 1972-1980	reel 141	frame 1010
The Vale-Asche Foundation - Wahlert Foundation, 1974-1979	reel 142	frame 1
The Walgreen Benefit Fund - Rama Watumull Fund, 1972-1979	reel 142	frame 202
The Raymond John Wean Foundation - The Frederick and Margaret Weyerhaeuser Foundation, 1972-1979	reel 142	frame 439
Wheeler Foundation - J. Harvie Wilkinson, Jr. Charitable Foundation Trust, 1974-1979	reel 142	frame 687
Gordon Fay Willey Trust - Woman's Seamen's Friend Society of Connecticut, 1974-1979	reel 142	frame 887
Cornelius A. and Muriel P. Wood Charity Fund - Marie and	reel 142	frame 1144

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.

tle/Description	Instances	
<u> </u>		
Sponsor Summary Sheets, 1985	reel 143	frame 2
Support Granted or Pledged for 1976-1977, 1976-1977	reel 143	frame 30
Summary of Fund-Raising Results 1974, 1976-1977, 1974, 1976-1977	reel 143	frame 72
Support Granted or Pledged for 1977-1978, 1977-1978	reel 143	frame 138
Summary of Fund-Raising Results 1977-1978, 1977-1978	reel 143	frame 225
Support Granted or Pledged for 1978-1979, 1978-1979	reel 143	frame 316
Summary of Fund-Raising Results 1979, 1979	reel 143	frame 415
Support Allocated to Cleveland and San Francisco Field OFfices, 1979	reel 143	frame 501
Series 2.1F - Programs and Projects Files - Programs - Sponsors - Attachments, 1977-1980	reel 143	frame 534
The Abelard Foundation, 1974-1980	reel 143	frame 560
Louis and Anne Abrons Foundation, Inc., 1977-1986	reel 143	frame 584
The Achelis Foundation, 1974-1979	reel 143	frame 592
Aetna Life and Casualty Foundation, 1978-1980	reel 143	frame 622
The Agricultural Development Council, Inc., 1974-1980	reel 143	frame 637
The Ahmanson Foundation, 1975-1980	reel 143	frame 664
AHS Foundation, 1976-1980	reel 143	frame 702
Akron Community Trust, 1975-1980	reel 143	frame 742
Alcoa Foundation, 1972-1983	reel 143	frame 775
Allied Chemical Foundation, 1972-1980	reel 143	frame 817
Altman Foundation, 1972-1979	reel 143	frame 861
Amax Foundation, Inc., 1976-1980	reel 143	frame 874
American Can Company Foundation, 1972-1983	reel 143	frame 899
American Express Foundation, 1972-1980	reel 143	frame 914
American Standard Foundation, 1978	reel 143	frame 965
AMFAC Inc., 1977-1979	reel 143	frame 968
AMOCO Foundation, Inc., 1972-1985	reel 143	frame 977

John W. Anderson Foundation, 1974-1980	reel 143	frame 1004
The ARCA Foundation, 1972-1980	reel 143	frame 1029
The Arcadia Foundation, 1974-1980	reel 143	frame 1097
Armco Foundation, 1974-1979	reel 143	frame 1109
J. Aron Charitable Foundation, Inc., 1974-1980	reel 143	frame 1122
The Vincent Astor Foundation, 1972-1978	reel 143	frame 1141
Atkinson Foundation, 1974-1978	reel 143	frame 1168
Atlantic Richfield Foundation, 1972-1985	reel 144	frame 1
The Austin Memorial Foundation, 1975-1980	reel 144	frame 49
Avon Products Foundation, Inc., 1972-1980	reel 144	frame 67
Mary Reynolds Babcock Foundation, Inc., 1972-1980	reel 144	frame 98
Bank of America Foundation, 1972-1980	reel 144	frame 167
Bankers Trust Company Fund, 1978	reel 144	frame 186
The Barker Welfare Foundation, 1974-1980	reel 144	frame 189
The Bass Foundation, 1974-1980	reel 144	frame 215
Adelaide Breed Bayrd Foundation, 1975-1980	reel 144	frame 245
Beazley Foundation, Inc., 1974-1980	reel 144	frame 271
Beatrice Companies, Inc., 1975-1980	reel 144	frame 291
The Lowell Berry Foundation, 1976-1979	reel 144	frame 310
Benwood Foundation, Inc., 1974-1980	reel 144	frame 316
Alvin M. Bentley Foundation, 1975-1980	reel 144	frame 340
The Mary Duke Biddle Foundation, 1972-1985	reel 144	frame 358
Mr. Bingham's Trust for Charity, 1976-1980	reel 144	frame 418
The William Bingham Foundation, 1974-1980	reel 144	frame 440
The Bodman Foundation, 1972-1979	reel 144	frame 511
The Boehm Foundation, 1974-1980	reel 144	frame 559
Booth Ferris Foundation, 1972-1980	reel 144	frame 590
Borden Foundation, Inc., 1978-1979	reel 144	frame 647
Mary Owen Borden Memorial Foundation, 1974-1979	reel 144	frame 653
The Bothin Helping Fund, 1974-1980	reel 144	frame 664
Otto Bremer Foundation, 1974-1980	reel 144	frame 688
The Brunswick Foundation, Inc., 1976-1980	reel 144	frame 716

The Bullitt Foundation, Inc., 1976-1979	reel 144	frame 730
Florence V. Burden Foundation, 1974-1980	reel 144	frame 737
The Burkitt Foundation, 1976-1980	reel 144	frame 775
The Burroughs Foundation, 1975-1980	reel 144	frame 793
The Bush Foundation, 1972-1980	reel 144	frame 827
Patrick and Aimee Butler Family Foundation, 1974-1980	reel 144	frame 911
The Bydale Foundation, 1974-1985	reel 144	frame 943
Godfrey L. Cabot Family Charitable Trust, 1976-1980	reel 144	frame 971
The Louis Calder Foundation, 1972-1980	reel 144	frame 991
The Gunard Berry Carlson Memorial Foundation, Inc., 1974-1980	reel 144	frame 1054
Carnegie Corporation of New York, 1972-1981	reel 144	frame 1088
Mary Flagler Cary Charitable Trust, 1972-1980	reel 144	frame 1169
Samuel N. and Mary Castle Foundation, 1972-1980	reel 144	frame 1248
Central Broadcasting System (CBS) Foundation, Inc., 1972-1980	reel 144	frame 1290
Champion International Corporation, 1974-1979	reel 144	frame 1344
Robert Lee and Thomas M. Chastain Charitable Foundation, 1976-1982	reel 144	frame 1355
Chemical Bank, 1978	reel 144	frame 1377
Chevron, United States of America, Inc., 1980	reel 144	frame 1381
The Chicago Community Trust, 1974-1985	reel 144	frame 1386
Clark Foundation, 1977-1985	reel 145	frame 1
Robert Sterling Clark Foundation, Inc., 1972-1980	reel 145	frame 16
The Edna McConnell Clark Foundation, 1970-1980	reel 145	frame 85
The Cleveland Foundation, 1978-1980	reel 145	frame 174
The Cleveland Electric Illuminating Foundation, 1975-1980	reel 145	frame 225
The George W. Codrington Charitable Foundation, 1974-1980	reel 145	frame 244
The Columbus Foundation, 1974-1980	reel 145	frame 269
The Commonwealth Fund, 1972-1980	reel 145	frame 343
Compton Foundation, Inc., 1974-1980	reel 145	frame 392
David C. Cook Foundation, 1976-1980	reel 145	frame 414
Charles M. and Anna C. Cooke, Ltd., 1974-1980	reel 145	frame 434

Queene Ferry Coonley Foundation, Inc., 1976-1980	reel 145	frame 461
Cooper Foundation, 1974-1980	reel 145	frame 490
Adolph Coors Foundation, 1978-1979	reel 145	frame 518
Peter C. Cornell Trust, 1976-1985	reel 145	frame 534
Gardner and Florence Call Cowles Foundation, Inc., 1974-1980	reel 145	frame 563
Bruce L. Crary Foundation, Inc., 1979-1980	reel 145	frame 594
The Mary A. Crocker Trust, 1974-1979	reel 145	frame 606
Crown Zellerbach Foundation, 1972-1980	reel 145	frame 619
The Dammann Fund, Inc., 1975-1979	reel 145	frame 635
Charles E. Culpeper Foundation, Inc., 1972-1980	reel 145	frame 658
Cummins Engine Foundation, 1972-1980	reel 145	frame 706
The Charles A. Dana Foundation, Inc., 1972-1980	reel 145	frame 763
The Danforth Foundation, 1972-1980	reel 145	frame 839
Fred Harris Daniels Foundation, Inc., 1975-1985	reel 145	frame 920
The Arthur Vining Davis Foundations, 1972-1980	reel 145	frame 948
Day Companies Foundation, Inc., 1980	reel 145	frame 1006
Dayton Hudson Foundation, 1972-1979	reel 145	frame 1012
The Ira W. DeCamp Foundation, 1979-1980	reel 145	frame 1026
John Deere Foundation, 1972-1980	reel 145	frame 1037
The DeKalb AgResearch Foundation, 1976-1985	reel 145	frame 1065
Deluxe Check Printers Foundation, 1978-1980	reel 145	frame 1085
Division Fund/The Distribution Fund, 1976-1980	reel 145	frame 1096
Cleveland H. Dodge Foundation, Inc., 1972-1985	reel 145	frame 1122
Geraldine R. Dodge Foundation, 1976-1980	reel 145	frame 1175
Carrie Estelle Doheny Foundation, 1972-1979	reel 145	frame 1199
The Henry L. and Grace Doherty Charitable Foundation, Inc., 1972-1980	reel 145	frame 1240
Dolfinger-McMahon Foundation, 1974-1980	reel 145	frame 1286
The Gaylord Donnelley Foundation, 1975-1980	reel 145	frame 1323
Dr. Scholl Foundation, 1974-1980	reel 145	frame 1354
The Camille & Henry Dreyfus Foundation, Inc., 1972-1980	reel 145	frame 1405
The Max & Victoria Dreyfus Foundation, Inc., 1977-1980	reel 145	frame 1465

The Duke Endowment, 1972-1980	reel 146	frame 1
Dyer-Ives Foundation, 1976-1985	reel 146	frame 29
The Dyson Foundation, 1976-1980	reel 146	frame 48
Earhart Foundation, 1974-1980	reel 146	frame 63
The East Bay Community Foundation, 1976-1985	reel 146	frame 85
The East Ohio Gas Company, 1976-1980	reel 146	frame 100
The Eaton Charitable Fund, 1976-1980	reel 146	frame 116
Lettie Pate Evans Foundation, Inc., 1974-1985	reel 146	frame 133
Exxon Corporation, 1973	reel 146	frame 173
Exxon Education Foundation, 1972-1980	reel 146	frame 179
Maurice Falk Medical Fund, 1972-1980	reel 146	frame 245
Isadore and Sunny Familian Family Foundation, 1975-1980	reel 146	frame 315
Samuel S. Fels Fund, 1972-1980	reel 146	frame 332
Field Enterprises Charitable Corporation, 1972-1980	reel 146	frame 377
The Field Foundation, Inc., 1972-1985	reel 146	frame 414
Leland Fikes Foundation, Inc., 1974-1985	reel 146	frame 447
Fireman's Fund American Foundation, 1979-1980	reel 146	frame 468
Fisher Charitable Trust, 1974-1980	reel 146	frame 481
Max C. Fleischmann Foundation, 1972-1980	reel 146	frame 500
Mortimer Fleishhacker Foundation, 1972-1980	reel 146	frame 567
The Flinn Foundation, 1979	reel 146	frame 607
The Ford Foundation, 1972-1980	reel 146	frame 611
The Edward E. Ford Foundation, 1974-1980	reel 146	frame 773
Foundation for Child Development, 1972-1980	reel 146	frame 825
Foundation for Microbiology, 1975-1980	reel 146	frame 873
The Harry K. Fox and Emma R. Fox Charitable Foundation, 1976-1980	reel 146	frame 901
Parker B. Francis Foundation, 1974-1980	reel 146	frame 934
Frear Eleemonsynary Trust, 1975-1985	reel 146	frame 957
The Fund for New Jersey, 1972-1980	reel 146	frame 994
Fund for The City of New York, Inc., 1974-1980	reel 146	frame 1040
The Furth Foundation, 1976-1980	reel 146	frame 1091
E 1 E C N E 1 1052 1000		

Frank E. Gannett Newspaper Foundation, Inc., 1972-1980

	reel 146	frame 1109
Garvey Foundation, 1975-1980	reel 146	frame 1181
Gates Foundation, 1974-1980	reel 146	frame 1216
Gebbie Foundation, Inc., 1972-1979	reel 146	frame 1278
Eva Gebhard-Gourgaud Foundation, 1975-1980	reel 146	frame 1334
The General Electric Foundation, 1972-1979	reel 146	frame 1369
The General Foods Fund, Inc., 1972-1980	reel 146	frame 1399
General Mills Foundation, 1972-1980	reel 146	frame 1413
Gerber Baby Foods Fund, 1975-1980	reel 146	frame 1468
Wallace Alexander Gerbode Foundation, 1976-1980	reel 147	frame 1
The German Marshall Fund of the United States, 1975-1979	reel 147	frame 43
Benjamin S. Gerson Family Foundation, 1979-1980	reel 147	frame 81
Getty Oil Company Foundation, 1979	reel 147	frame 98
Josephine Goodyear Foundation, 1976-1980	reel 147	frame 101
Grace Foundation, Inc., 1974-1980	reel 147	frame 118
Philip L. Graham Fund, 1974-1979	reel 147	frame 165
The Grant Foundation, Inc., 1972-1976	reel 147	frame 178
William T. Grant Foundation, 1977-1980	reel 147	frame 216
The Harry Greenburg Foundation, Inc., 1975-1980	reel 147	frame 274
Susan Greenwal Foundation, Inc., 1976-1980	reel 147	frame 288
The Lucile and Robert H. Gries Charity Fund, 1975-1980	reel 147	frame 308
Grotto Foundation, Inc., 1976-1980	reel 147	frame 337
Ernest A. Grunsfeld Memorial Fund, 1976-1980	reel 147	frame 365
The Guinzburg Fund, 1976-1980	reel 147	frame 380
Gulf & Western Foundation, 1972-1980	reel 147	frame 394
The George Gund Foundation, 1974-1980	reel 147	frame 444
Evelyn and Walter Haas, Jr. Fund, 1980	reel 147	frame 537
Josephine and Peter Haas Fund, 1976-1979	reel 147	frame 543
Paul and Mary Haas Foundation, 1974-1980	reel 147	frame 547
The Luke B. Hancock Foundation, 1974-1980	reel 147	frame 577
The Hankins Foundation, 1976-1980	reel 147	frame 621
The Phil Hardin Foundation, 1976-1980	reel 147	frame 636

John H. and Wilhelmina D. Harland Charitable Foundation, Inc., 1976-1980	reel 147	frame 652
The Harris Foundation, 1976-1980	reel 147	frame 664
The William H . and Mattie Wattis Harris Foundation, 1976-1980	reel 147	frame 685
The John A. Hartford Foundation, 1972-1982	reel 147	frame 706
Charles Hayden Foundation, 1972-1979	reel 147	frame 775
The Edward W. Hazen Foundation, 1972-1980	reel 147	frame 821
William Randolph Hearst Foundation, 1972-1980	reel 147	frame 894
H. J. Heinz Company Foundation, 1976-1982	reel 147	frame 964
Howard Heinz Endowment, 1974-1980	reel 147	frame 973
Mark P. Herschede Foundation, 1976-1980	reel 147	frame 1012
The William & Flora Hewlett Foundation, 1974-1980	reel 147	frame 1038
Hewlett-Packard Foundation, 1979-1980	reel 147	frame 1084
The Hillman Foundation, Inc., 1972-1980	reel 147	frame 1183
The Hoffmann-La Roche Foundation, 1972-1980	reel 147	frame 1189
The Howard and Bush Foundation, Inc., 1972-1980	reel 147	frame 1236
The Lillia Babbitt Hyde Foundation and The John Jay and Eliza Jane Watson Foundation, 1974-1980	reel 147	frame 1264
INA Foundation, 1972-1980	reel 147	frame 1393
Independence Foundation, 1972-1980	reel 147	frame 1426
The Indianapolis Foundation, 1974-1980	reel 148	frame 1
International Business Machines (IBM) Corporation, 1978-1980	reel 148	frame 27
International Paper Company Foundation, 1972-1980	reel 148	frame 46
ITT Corporation (The International Telephone and Telegraph), 1978-1980	reel 148	frame 87
The James Irvine Foundation, 1972-1981	reel 148	frame 104
Ittleson Foundation, Inc., 1972-1980	reel 148	frame 143
The JDR 3rd Fund, Inc., 1972-1984	reel 148	frame 201
The JDR 3rd Fund, Inc., 1972-1984 The J. M. Foundation, 1974-1980	reel 148	frame 201 frame 245
The J. M. Foundation, 1974-1980	reel 148	frame 245

The Andrew Jergens Foundation, 1975-1980	reel 148	frame 354
Jerome Foundation, Inc./Avon Foundation, Inc., 1974-1980	reel 148	frame 394
George Frederick Jewett Foundation, 1974-1980	reel 148	frame 433
The Johnson Foundation, 1972-1980	reel 148	frame 476
Christian A. Johnson Endeavor Foundation, 1974-1980	reel 148	frame 567
Johnson and Johnson Associated Industries Fund, 1975-1983	reel 148	frame 597
The Robert Wood Johnson Foundation, 1972-1986	reel 148	frame 612
The S. S. Johnson Foundation, 1976-1980	reel 148	frame 999
Daisy Marquis Jones Foundation, 1974-1980	reel 148	frame 1017
W. Alton Jones Foundation, Inc., 1972-1980	reel 148	frame 1040
The Joyce Foundation, 1976-1981	reel 149	frame 1
Alfred Jurzykowski Foundation, Inc., 1974-1980	reel 149	frame 44
The Henry J. Kaiser Family Foundation, 1972-1980	reel 149	frame 75
The J. M. Kaplan Fund, Inc., 1972-1980	reel 149	frame 137
William R. Kenan, Jr. Charitable Trust, 1972-1980	reel 149	frame 169
The Kerr Foundation, Inc., 1976-1979	reel 149	frame 228
Kerr-McGee Foundation, Inc., 1974-1980	reel 149	frame 239
Charles F. Kettering Foundation, 1975-1981	reel 149	frame 265
Kimberly-Clark Foundation, Inc., 1972-1980	reel 149	frame 391
The Kiplinger Foundation, Inc., 1975-1980	reel 149	frame 435
F. M. Kirby Foundation, Inc., 1972-1980	reel 149	frame 468
The Kissinger Family Foundation, 1976-1980	reel 149	frame 514
Robert J. Kleberg, Jr. and Helen C. Kleberg Foundation, 1976-1980	reel 149	frame 531
The Esther and Joseph Klingenstein Fund, Inc., 1974-1983	reel 149	frame 549
Knight Foundation, 1974-1980	reel 149	frame 570
Koret Foundation, 1980	reel 149	frame 631
Samuel H. Kress Foundation, 1972-1980	reel 149	frame 646
The Kroc Foundation, 1974-1980	reel 149	frame 713
Kulas Foundation, 1974-1980	reel 149	frame 750
The Albert Kunstadter Family Foundation, 1974-1979	reel 149	frame 784
The Laras Fund, 1976-1978	reel 149	frame 800
T 1 1 T 1 1 405 (1000		

The Laub Foundation, 1976-1980

	reel 149	frame 810
The Lavanburg-Corner House, 1975-1980	reel 149	frame 827
The Lazar Foundation, 1976-1980	reel 149	frame 867
The Robert Ingram Leitch and Carrie Scott Leitch Foundation, Inc., 1976-1979	reel 149	frame 880
Leslie Fund, Inc., 1976-1980	reel 149	frame 901
Lever Brothers Company, 1976-1985	reel 149	frame 922
Levi Strauss Foundation, 1976-1980	reel 149	frame 947
Lilly Endowment, Inc., 1972-1981	reel 150	frame 1
Lincoln Foundation, Inc., 1976-1980	reel 150	frame 190
Albert A. and Bertram N. Linder Foundation, Inc., 1976-1980	reel 150	frame 210
The Joe and Emily Lowe Foundation, Inc., 1974-1980	reel 150	frame 227
Loyola Foundation, Inc., 1976-1980	reel 150	frame 255
The LTV Corporation, 1978-1980	reel 150	frame 277
The Lubrizol Foundation, 1972-1980	reel 150	frame 304
The Lukens Steel Foundation, 1976-1980	reel 150	frame 326
The Lumpkin Foundation, 1975-1980	reel 150	frame 361
Louis R. Lurie Foundation, 1974-1980	reel 150	frame 391
Miranda Lux Foundation, 1974-1979	reel 150	frame 431
Lyndhurst Foundation/Memorial Welfare Foundation, 1974-1980	reel 150	frame 440
The J. E. and L. E. Mabee Foundation, Inc., 1974-1980	reel 150	frame 504
John D. and Catherine T. MacArthur Foundation, 1979-1980	reel 150	frame 539
Josiah Macy, Jr. Foundation, 1972-1980	reel 150	frame 580
The John and Mary R. Markle Foundation, 1972-1980	reel 150	frame 605
The Marsden Foundation, 1976-1980	reel 150	frame 670
Harriet McDaniel Marshall Trust in Memory of Sanders McDaniel, 1976-1980	reel 150	frame 687
Elizabeth Ring Mather and William Gwinn Mather Fund, 1974-1980	reel 150	frame 708
Richard Mather Fund, 1976-1980	reel 150	frame 728
S. Livingston Mather Charitable Trust, 1960-1980	reel 150	frame 743
The Maytag Company Foundation, Inc., 1978-1980	reel 150	frame 795
James J. McCann Charitable Trust, 1974-1980	reel 150	frame 804

Robert R. McCormack Foundation, 1972-1980	reel 150	frame 843
McDonald's Corporation, 1978-1980	reel 150	frame 878
McInerny Foundation, 1974-1980	reel 150	frame 991
McGregor Fund, 1972-1980	reel 150	frame 1021
Foremost-McKesson Foundation, Inc., 1975-1980	reel 151	frame 1
The McKnight Foundation, 1974-1980	reel 151	frame 21
Meadows Foundation, Inc., 1974-1979	reel 151	frame 50
The Andrew W. Mellon Foundation, 1972-1980	reel 151	frame 63
Richard King Mellon Foundation, 1968-1980	reel 151	frame 149
The Merck Company Foundation, 1972-1980	reel 151	frame 199
Merrill Lynch, Pierce, Fenner & Smith Foundation, Inc., 1972-1979	reel 151	frame 254
Joyce Mertz-Gilmore Foundation, 1972-1985	reel 151	frame 272
Mervyn's, 1980	reel 151	frame 322
Metropolitan Life Foundation, 1978-1980	reel 151	frame 327
Eugene and Agnes E. Meyer Foundation, 1972-1980	reel 151	frame 345
Milbank Memorial Fund, 1972-1980	reel 151	frame 398
The Miller Foundation and Albert L. and Louise B. Miller Foundation, Inc., 1974-1985	reel 151	frame 450
Mobil Oil Corporation, 1972-1979	reel 151	frame 490
Monsanto Fund, 1972-1985	reel 151	frame 507
Morgan Guaranty Trust Company of New York, 1972-1985	reel 151	frame 542
Henry and Lucy Moses Fund, Inc., 1975-1980	reel 151	frame 591
M. J. Murdock Charitable Trust/The Millicent Foundation, 1974-1980	reel 151	frame 622
John P. Murphy Foundation, 1974-1980	reel 151	frame 663
David and Inez Myers Fund, 1979-1980	reel 151	frame 696
The Needmor Fund, 1975-1980	reel 151	frame 707
The New World Foundation, 1972-1980	reel 151	frame 735
New York Foundation, 1972-1979	reel 151	frame 760
The New York Community Trust, 1976-1980	reel 151	frame 780
The New York Times Company Foundation, Inc., 1972-1985	reel 151	frame 848
Edward John Noble Foundation, 1972-1980	reel 151	frame 880

The Samuel Roberts Noble Foundation, Inc., 1974-1979	reel 151	frame 954
Nordson Foundation, 1977-1981	reel 151	frame 967
Northwest Area Foundation, 1972-1980	reel 151	frame 992
Jessie Smith Noyes Foundation, Inc., 1972-1980	reel 151	frame 1071
The A. Lindsay and Olive B. O'Connor Foundation, 1974-1980	reel 152	frame 1
John M. Olin Foundation, Inc., 1974-1980	reel 152	frame 54
Spencer T. and Ann W. Olin Foundation, 1972-1980	reel 152	frame 71
Onan Family Foundation, 1975-1980	reel 152	frame 109
Paccar Foundation, 1976-1980	reel 152	frame 128
The David and Lucile Packard Foundation, 1972-1980	reel 152	frame 140
The Pew Memorial Trust/The Glenmede Trust Company, 1974-1980	reel 152	frame 179
The Pfizer Foundation, Inc., 1975-1980	reel 152	frame 284
Phillips Petroleum Foundation, Inc., 1976-1979	reel 152	frame 299
The Pillsbury Company Foundation, 1976-1978	reel 152	frame 304
The Pillsbury Foundation, 1974-1985	reel 152	frame 309
The Pinkerton Foundation, 1976-1980	reel 152	frame 327
Pitcairn-Crabbe Foundation, 1974-1980	reel 152	frame 345
The Piton Foundation, 1979-1980	reel 152	frame 371
The Pittsburgh Foundation, 1974-1985	reel 152	frame 390
Polaroid Foundation, Inc., 1974-1980	reel 152	frame 416
Potlatch Corporation, 1976-1985	reel 152	frame 453
The Powell Family Foundation, 1977-1980	reel 152	frame 465
The Presser Foundation, 1974-1980	reel 152	frame 480
The Louis and Harold Price Foundation, Inc., 1974-1980	reel 152	frame 507
The Prudential Foundation, 1979-1985	reel 152	frame 526
Public Welfare Foundation, Inc., 1974-1985	reel 152	frame 550
Henry A. Rafsky Research Fund, Inc., 1976-1980	reel 152	frame 594
The Reinberger Foundation, 1977-1980	reel 152	frame 609
Republic Steel Corporation Educational and Charitable Trust, 1972-1980	reel 152	frame 622
Research Corporation, 1972-1980	reel 152	frame 667

R. J. Reynolds Industries, Inc., 1979-1980 Anne S. Richardson Fund, 1974-1980 Smith Richardson Foundation, Inc., 1972-1980 The Frederick W. Richmond Foundation, Inc., 1976-1980 Fannie E. Rippel Foundation, 1972-1980 The Rittenhouse Foundation, 1976-1980 The Martha Baird Rockefeller Fund for Music, Inc., 1976-1980 The Rockefeller Foundation, 1971-1980 Rockefeller Brothers Fund, 1972-1980	reel 152	frame 720 frame 731 frame 766 frame 819 frame 844 frame 888 frame 902
Smith Richardson Foundation, Inc., 1972-1980 The Frederick W. Richmond Foundation, Inc., 1976-1980 Fannie E. Rippel Foundation, 1972-1980 The Rittenhouse Foundation, 1976-1980 The Martha Baird Rockefeller Fund for Music, Inc., 1976-1980 The Rockefeller Foundation, 1971-1980	reel 152 reel 152 reel 152 reel 152 reel 152	frame 766 frame 819 frame 844 frame 888
The Frederick W. Richmond Foundation, Inc., 1976-1980 Fannie E. Rippel Foundation, 1972-1980 The Rittenhouse Foundation, 1976-1980 The Martha Baird Rockefeller Fund for Music, Inc., 1976-1980 The Rockefeller Foundation, 1971-1980	reel 152 reel 152 reel 152 reel 152	frame 819 frame 844 frame 888
Fannie E. Rippel Foundation, 1972-1980 The Rittenhouse Foundation, 1976-1980 The Martha Baird Rockefeller Fund for Music, Inc., 1976-1980 The Rockefeller Foundation, 1971-1980	reel 152 reel 152 reel 152	frame 844 frame 888
The Rittenhouse Foundation, 1976-1980 The Martha Baird Rockefeller Fund for Music, Inc., 1976-1980 The Rockefeller Foundation, 1971-1980	reel 152 reel 152	frame 888
The Martha Baird Rockefeller Fund for Music, Inc., 1976-1980 The Rockefeller Foundation, 1971-1980	reel 152	
1976-1980 The Rockefeller Foundation, 1971-1980		frame 902
	reel 152	
Rockefeller Brothers Fund, 1972-1980		frame 919
	reel 152	frame 1005
Rockefeller Family Fund, Inc., 1974-1980	reel 152	frame 1099
Rockwell Fund, Inc., 1974-1985	reel 152	frame 1140
Rosenberg Foundation, 1972-1981	reel 153	frame 1
Benjamin Rosenthal Foundation, Inc., 1974-1980	reel 153	frame 98
The Samuel Rosenthal Foundation, 1976-1981	reel 153	frame 135
The Rosenstiel Foundation, 1974-1980	reel 153	frame 153
Samuel Rubin Foundation, Inc., 1974-1979	reel 153	frame 173
Helena Rubinstein Foundation, Inc., 1974-1979	reel 153	frame 184
Sachem Fund, 1975-1980	reel 153	frame 198
Russell Sage Foundation, 1957-1980	reel 153	frame 222
Saint Ann Foundation, 1978-1979	reel 153	frame 306
The Salomon Brothers Foundation, Inc., 1975-1980	reel 153	frame 334
The San Francisco Foundation, 1974-1980	reel 153	frame 358
Sandoz Foundation, 1975-1980	reel 153	frame 387
George H. Sandy Foundation, 1975-1980	reel 153	frame 406
Sasco Foundation, 1976-1980	reel 153	frame 424
Walter Scott Foundation, 1974-1980	reel 153	frame 454
William E. Scott Foundation, 1975-1980	reel 153	frame 474
Schering-Plough Foundation, Inc., 1972-1980	reel 153	frame 502
Jacob G. Schmidlapp Fund #2 and Charlotte R. Schmidlapp Fund, 1974-1980	reel 153	frame 554
The Schultz Foundation and The William Lightfoot Schultz Foundation, 1975-1980	reel 153	frame 582

The Florence and John Schumann Foundation, 1972-1979	reel 153	frame 621
Loyd Strickland Foundation, Inc., 1976-1980	reel 153	frame 645
The Sears Family Foundation, 1975-1980	reel 153	frame 659
The Sears-Roebuck Foundation, 1972-1980	reel 153	frame 693
The Sherwick Fund, 1976-1980	reel 153	frame 745
The Sherwin-Williams Foundation, 1976-1980	reel 153	frame 783
The Shubert Foundation, Inc., 1974-1980	reel 153	frame 798
The Lois and Samuel Silberman Fund, Inc., 1974-1980	reel 153	frame 816
The Singer Company Foundation, 1972-1980	reel 153	frame 849
The L. J. Skaggs and Mary C. Skaggs Foundation, 1976-1979	reel 153	frame 888
The Skillman Foundation, 1974-1980	reel 153	frame 901
P. W. Skogmo Foundation, 1974-1980	reel 153	frame 927
Alfred P. Sloan Foundation, 1972-1980	reel 153	frame 947
George M. and Mabel H. Slocum Foundation, 1976-1980	reel 153	frame 1078
The Christopher D. Smithers Foundation, Inc., 1972-1980	reel 153	frame 1094
smith Kline and French Foundation, 1972-1980	reel 153	frame 1138
The John Ben Snow Foundation, Inc., 1975-1980	reel 153	frame 1175
The Spencer Foundation, 1972-1980	reel 154	frame 1
The Standard Oil Company of Ohio (SOHIO), 1972-1980	reel 154	frame 93
The Standard Products Foundation, 1976-1980	reel 154	frame 109
The Starr Foundation, 1974-1980	reel 154	frame 124
State Farm Companies Foundation, 1974-1979	reel 154	frame 165
Harry G. Steele Foundation, 1974-1980	reel 154	frame 177
Joseph F. Stein Foundation, Inc., 1975-1985	reel 154	frame 213
The Albert and Marie Steinert Foundation, 1976-1980	reel 154	frame 247
The Stewardship Foundation, 1975-1980	reel 154	frame 270
The Stone Foundation, Inc., 1972-1980	reel 154	frame 301
W. Clement and Jessie V. Stone Foundation, 1972-1980	reel 154	frame 317
Margaret Dorrance Strawbridge Foundation, Inc., 1975-1980	reel 154	frame 363
Hattie M. Strong Foundation, 1974-1980	reel 154	frame 386
The Charles J. Strosacker Foundation, 1974-1980	reel 154	frame 421

Surdna Foundation, Inc., 1971-1980	reel 154	frame 487
Carl and Caroline Swanson Foundation, Inc., 1976-1980	reel 154	frame 536
Taconic Foundation, Inc., 1972-1980	reel 154	frame 556
The Frank M. Tait Foundation, 1976-1980	reel 154	frame 616
Herbert A. Templeton Foundation, 1976-1985	reel 154	frame 367
Texas Educational Association, 1974-1980	reel 154	frame 653
The Thorson Foundation, 1976-1980	reel 154	frame 672
The Thrasher Research Fund, 1979-1980	reel 154	frame 686
The Treuhaft Foundation, 1976-1985	reel 154	frame 698
The Trull Foundation, 1977-1980	reel 154	frame 716
Trust Funds Inc., 1975-1980	reel 154	frame 741
TRW Foundation, 1972-1980	reel 154	frame 776
The Twentieth Century Fund, Inc., 1972-1979	reel 154	frame 795
Tyndale House Foundation, 1976-1980	reel 154	frame 847
The United Parcel Service (UPS) Foundation/The 1907 Foundation, Inc., 1972-1980	reel 154	frame 870
Union Commerce Bank, 1978-1980	reel 154	frame 918
Uris Brothers Foundation, Inc., 1977-1980	reel 154	frame 953
van Ameringen Foundation, Inc., 1972-1980	reel 154	frame 968
Union Pacific Foundation, 1972-1985	reel 154	frame 993
Ernst D. van Loben Sels-Eleanor Slate van Loben Sels Charitable Foundation, 1974-1980	reel 154	frame 1073
R. T. Vanderbilt Trust, 1975-1980	reel 154	frame 1097
Victoria Foundation, Inc., 1972-1980	reel 154	frame 1112
Virginia Environmental Endowment, 1979-1985	reel 154	frame 1150
The Laura B. Vogler Foundation, Inc., 1976-1980	reel 154	frame 1165
The Wahlstrom Foundation, Inc., 1975-1980	reel 154	frame 1175
T. B. Walker Foundation, Inc., 1974-1977	reel 154	frame 1208
DeWitt Wallace Fund, Inc., 1972-1980	reel 154	frame 1215
Anna Emory Warfield Memorial Fund, Inc., 1975-1980	reel 154	frame 1281
Washington Forrest Foundation, 1976-1980	reel 154	frame 1298
The Weatherhead Foundation, 1972-1980	reel 155	frame 1
Eloise and Richard Webber Foundation, 1974-1980	reel 155	frame 75

John F. Wegman Foundation, Inc., 1975-1980	reel 155	frame 121
The Wehrle Foundation, 1972-1978	reel 155	frame 142
Norman and Vivian Weiden Foundation, Inc., 1976-1980	reel 155	frame 172
Weingart Foundation, 1979-1985	reel 155	frame 186
Wells Fargo Foundation, 1980-1985	reel 155	frame 199
Wenner-Gren Foundation for Anthropological Research, Inc., 1974-1980	reel 155	frame 207
Western Electric Fund, 1972-1980	reel 155	frame 231
Westfield-Wallace Fund, Inc., 1976-1980	reel 155	frame 260
Westinghouse Educational Foundation, 1975-1980	reel 155	frame 283
Westinghouse Electric Fund, 1972-1980	reel 155	frame 325
Weyerhaeuser Foundation, Inc., 1975-1981	reel 155	frame 366
Weyerhaeuser Company Foundation, 1972-1980	reel 155	frame 400
The Whitaker Foundation, 1977-1980	reel 155	frame 430
Thomas H. White Charitable Trust, 1975-1980	reel 155	frame 449
John Hay Whitney Foundation, 1974-1980	reel 155	frame 463
G. N. Wilcox Trust, 1974-1980	reel 155	frame 507
The H. W. Wilson Foundation, Inc., 1975-1985	reel 155	frame 544
Robert T. Wilson Foundation, 1977-1980	reel 155	frame 591
Winn-Dixie Stores Foundation, 1976-1980	reel 155	frame 608
Samuel D. and May Wise Philanthropic Fund, 1980	reel 155	frame 622
Woods Charitable Fund, Inc., 1972-1980	reel 155	frame 627
The Farny R. Wurlitzer Foundation, 1976-1980	reel 155	frame 679
The Helene Wurlitzer Foundation of New Mexico, 1975-1980	reel 155	frame 694
The Xerox Foundation, 1972-1985	reel 155	frame 716
The Zellerbach Family Fund, 1972-1980	reel 155	frame 739

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

Fellows, 1965-1995

Scope and Contents note

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

Title/Description	Instances		
Richard Magat - Visiting Fellow, 1965-1995	reel 155	frame 812	
The Rockefeller Foundation - Warren Weaver Fellows,	reel 155	frame 1095	

Film/Video Project, 1982-1993

Scope and Contents note

This series contains the files, photographs, and the video of the film/video project that The Foundation Center made about the workings of non-profit organizations.

Related Archival Materials note:

Related Archival Materials note

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

Title/Description	Instances	
Publicity and Reviews, 1986-1989	box 1	folder 8

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.

Photographs and Negatives, 1987

box 1

folder 9

Scope and Contents note

Negatives

Existence and Location of Copies note:

Existence and Location of Copies note

See also Reels 156-157.

Photographs and Negatives, 1987

box 1

folder 10

Scope and Contents note

Negatives

Existence and Location of Copies note:

Existence and Location of Copies note

See also Reels 156-157.

Fit Divisit in 1D 11; iv 1005 1002	1.156	C 2
Film Distribution and Publicity, 1985-1993	reel 156	frame 2
Fund-Raising, 1985-1989	reel 156	frame 207
General, 1984-1987	reel 156	frame 380
General, 1988-1997	reel 156	frame 561
Grants Transcriptions - Reel 1-31, 1987	reel 156	frame 705
Rockefeller Gentlemen - David, Sr. and David, Jr Reel 1, n.d.	reel 156	frame 706
Shakely with Los Angeles AIDS Project, n.d.	reel 156	frame 741
Shakely Interview, n.d.	reel 156	frame 764
Bob Beech Interview - Reel 30, n.d.	reel 156	frame 799
Grants Transcriptions - Reel 33-40, 1987	reel 156	frame 835
Partial Land Stewardship - Reel 33, n.d.	reel 156	frame 846
Maysles Film, Inc Contract and Correspondence, 1986-1988	reel 156	frame 965
Media Coverage, 1987-1988	reel 156	frame 1059
PBS Broadcast, 1987-1991	reel 156	frame 1098

Premieres, 1987	reel 157	frame 1	
Premieres - Cleveland, November 13, 1987	reel 157	frame 119	
Premieres - Minneapolis, November 20, 1987	reel 157	frame 134	
Premieres - New York, November 10, 1987	reel 157	frame 178	
Premieres - San Francisco, November 12, 1987	reel 157	frame 247	
Premieres - Washington, D. C., November 24, 1987	reel 157	frame 287	
Promotional Folder - South Carolina, 1988-1990	reel 157	frame 320	
Publicity and Reviews, 1986-1989	reel 157	frame 337	
Comments 1 March 1 Lo			

Separated Materials:

Separated Materials

See also Box 1, Folder 8, for photographs.

Requests for Proposals, 1984-1986	reel 157	frame 442	
Steering Committee - Meetings and Minutes, 1984-1991	reel 157	frame 555	
Steering Committee - Membership, 1984-1989	reel 157	frame 730	
Videotape - "Foundations: The People and The Money", October 3, 1988	reel 157	frame 812	

Fund-Raising, 1981-1995

Scope and Contents note

This series consists of files pertaining to the fund-raising for various special projects.

Citle/Description	Instances	
Correspondence with Funders, 1985-1990	reel 157	frame 815
Facelift Project, 1994-1995	reel 157	frame 1006
Film/Video Project - Fund-Raising, 1984-1988	reel 158	frame 1
Film/Video Project - Funding, 1985-1990	reel 158	frame 151
Film/Video Project - Report, 1988	reel 158	frame 210
Film/Video Project - Report to Funders and Renewal Campaign, 1987-1991	reel 158	frame 226
Film/Video Proposals to Funders, 1986	reel 158	frame 337
Grants Classification System (NTEE-National Taxonomy of Exempt Entities) Budget, 1989-1991	reel 158	frame 346
Grants Classification System (NTEE-National Taxonomy of Exempt Entities) Funding, 1987-1996	reel 158	frame 363
Grants Classification System (NTEE-National Taxonomy of Exempt Entities) Proposal, 1982	reel 158	frame 486

Grants Classification System (NTEE-National Taxonomy of Exempt Entities) Requests, 1991	reel 158	frame 558	
Grants Classification System (NTEE-National Taxonomy of Exempt Entities) Special Project, 1988-1991	reel 158	frame 566	
Major Gift Campaign, 1986-1988	reel 158	frame 644	
Major Gift Campaign, 1986-1992	reel 158	frame 964	
Major Gift Campaign - Reports, 1988-1992	reel 159	frame 1	
Miscellaneous, 1980-1981	reel 159	frame 135	
Program Related Investments Project, 1993-1996	reel 159	frame 163	
Relocation of New York City Office, 1983-1986	reel 159	frame 197	
Technology Information Service, 1982	reel 159	frame 350	
Technology Information Service - Proposal, Reports, Newsletters, 1981-1983	reel 159	frame 431	
Washington, D. C. Expansion, 1989	reel 159	frame 507	

Speeches, 1979-1999

Scope and Contents note

This series contains a list of speeches from members of The Foundation Center.

Title/Description	Instances	
Miscellaneous Speeches, 1979-1993	reel 159	frame 523
Speeches and Presentations List, 1989	reel 159	frame 565
Speeches - Sarah Collins, 1992-1998	reel 159	frame 574
Speeches - Sara L. Engelhardt, 1988-1999	reel 159	frame 601
Speeches - Richard Magat, 1988-1990	reel 159	frame 767
Speeches - Loren Renz, 1989-1993	reel 159	frame 824

Technology Information Service (TIS), 1977-1983

Arrangement note

Series 2.2E is arranged in two parts:

1 - General 2 - Historical

Scope and Contents note

This series is about an experimental reference service to provide private, grantmaking foundations with information on office technology and automation.

Title/Description	Instances
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Description	Instances	
Administrative Correspondence, 1979	reel 159	frame 902
Brochure, n.d.	reel 159	frame 910
Correspondence, 1978-1982	reel 159	frame 927
Federal Assistance Programs Retrieval System (FAPRS), 1981	reel 159	frame 1057
Foundation Cooperative Meating, November 17, 1982, 1982	reel 159	frame 1059
Information Survey, 1980	reel 159	frame 1076
Memoranda, 1981-1983	reel 159	frame 1086
Monthly Reports, 1980-1981	reel 159	frame 1098
Possible Resources to Contact, 1979	reel 159	frame 1164
Proposal, 1981-1982	reel 160	frame 1
Proposals Promotion, 1979	reel 160	frame 85
Publications Listing, 1982	reel 160	frame 114
Session Attendees - Council on Foundations Meeting, 1981	reel 160	frame 141
Requests, 1980	reel 160	frame 144
Requests, 1981	reel 160	frame 293
Requests, 1982-1983	reel 160	frame 429
Seminars, 1981-1982	reel 160	frame 456
Seminar - Aspen, Colorado, November 16-17, 1981	reel 160	frame 468
Seminar - Chicago, Illinois, October 10, 1982	reel 160	frame 578
Seminar - Dallas, Texas, May 28, 1980	reel 160	frame 625
Seminar - Evaluations, 1980-1981	reel 160	frame 628
Seminar - New York, New York, October 2, 1980	reel 160	frame 679
Seminar - New York, New York - Names of Attendees, October 2, 1980	reel 160	frame 839
Seminar - New York, New York, May 21, 1982	reel 160	frame 893
Seminar - San Francisco, California, March 11, 1981	reel 160	frame 920
Seminar - San Francisco, California, December 10, 1982	reel 160	frame 983
Speakers for Future Seminars, 1980	reel 160	frame 991

Historical, 1977-1982

Series 2.2E.1 is about the history of office technology that has affected non-profit organizations. Files include brochures, surveys, and manuals on the emergence of office equipment and software.

Title/Description	Instances	
1st Annual Foundation Survey Questionnaire, 1979	reel 161	frame 2
Results of the 1st Annual Foundation Survey Questionnaire, 1979	reel 161	frame 452
2nd Annual Foundation Survey Questionnaire, 1980	reel 161	frame 527
Results of the 2nd Annual Foundation Survey Questionnaire, 1980	reel 161	frame 994
3rd Annual Foundation Survey Questionnaire, 1981	reel 162	frame 1
Results of the 3rd Annual Foundation Survey Questionnaire, 1981	reel 162	frame 415
Drafts of the 4th Annual Foundation Survey Questionnaire, 1982	reel 162	frame 425
4th Annual Foundation Survey Questionnaire, 1982	reel 162	frame 453
Survey Notes and Drafts of the 4th Annual Foundation Survey Questionnaire, 1982	reel 163	frame 1
Data Processing/Word Processing - Getting Started and Selecting a System, 1978-1982	reel 163	frame 154
Information Unlimited Software, Inc EasyMailer, 1981	reel 163	frame 419
Jabeth Enterprises, Inc., 1980	reel 163	frame 424
Lockheed Martin - DIALOG, 1980-1982	reel 163	frame 427
Lockheed Martin - DIALOG Manuals, 1979-1980	reel 163	frame 506
Lockheed Martin - Searching DIALOG, 1977-1981	reel 163	frame 669
Micrographics, 1980-1982	reel 163	frame 768
Micronet, Inc The Paperless Office, 1981	reel 163	frame 827
Modems, 1981	reel 163	frame 836
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
Optical Character Recognition (OCR) - Equipment, 1980	reel 163	frame 921
The Office Center - Saddle Brook, New Jersey, 1980	reel 163	frame 933
Public Interest Clearinghouse, Inc., 1981	reel 163	frame 935
Reprint Permission Letters, 1980	reel 163	frame 939

Savin Corporation, 1979	reel 163	frame 954	
The Source - Electronic Mail, 1982	reel 163	frame 959	
Supplements for the DATAPRO Directory of Microcomputer Software, 1981-1982	reel 164	frame 1	
Terminals, 1980-1981	reel 164	frame 144	
Tymshare, 1980	reel 164	frame 178	
User Ratings - Mainframes, 1981	reel 164	frame 203	
User Ratings - Microcomputers, 1979-1981	reel 164	frame 214	
User Ratings - Minicomputers, 1980-1981	reel 164	frame 223	
Wang Laboratories, Inc., 1980-1981	reel 164	frame 269	
Thomas Wilds Associates, Inc., 1979-1981	reel 164	frame 340	
Women in Data Processing, Inc., 1981	reel 164	frame 365	

^ Return to Table of Contents

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.

Title/Description	Instances	
F. Emerson Andrews Correspondence, 1962-1967	reel 164	frame 384
Company-Sponsored Foundations - First Draft of Chapter, n.d.	reel 164	frame 459
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
Printing Instructions for Investment Study, 1965	reel 165	frame 155
The Vincent Astor Foundation, 1963	reel 165	frame 196
Avalon Foundation, 1962-1963	reel 165	frame 220
Booth Ferris Foundation, 1963	reel 165	frame 252
The Buhl Foundation, 1963	reel 165	frame 290
Carnegie Corporation of New York, 1963	reel 165	frame 307
Carnegie Endowment for International Peace, 1963	reel 165	frame 312
Carnegie Institution of Washington, 1963	reel 165	frame 324
China Medical Board of New York, Inc., 1963	reel 165	frame 487
The Commonwealth Fund, 1963	reel 165	frame 580
The Charles A. Dana Foundation, Inc., 1963	reel 165	frame 597
The Danforth Foundation, 1963	reel 165	frame 601
The Donner Foundation, 1963	reel 165	frame 707
The Duke Endowment, 1962-1963	reel 165	frame 710
The Field Foundation, Inc., 1963	reel 165	frame 753
Max C. Fleischmann Foundation of Nevada, 1963	reel 165	frame 784
The Ford Foundation, 1963-1964	reel 165	frame 1000
The Solomon R. Guggenheim Foundation, 1963	reel 166	frame 1
John A. Hartford Foundation, 1963	reel 166	frame 3
Charles Hayden Foundation, 1963	reel 166	frame 9
Howard Heinz Endowment, 1963	reel 166	frame 13
Louis W. and Maud Hill Family Foundation, 1963	reel 166	frame 16
Hoblitzelle Foundation, 1963	reel 166	frame 213
Godfrey M. Hyams Trust, 1963	reel 166	frame 224
James Foundation of New York, Inc., 1963	reel 166	frame 227
The J. M. Kaplan Fund, Inc., 1963	reel 166	frame 236
W. K. Kellogg Foundation, 1963	reel 166	frame 238
Charles F. Kettering Foundation, 1963	reel 166	frame 313

The Kresge Foundation, 1963	reel 166	frame 326
Samuel H. Kress Foundation, 1963	reel 166	frame 415
Kate Macy Ladd Fund, 1963	reel 166	frame 446
Lilly Endowment, Inc., 1963	reel 166	frame 449
Longwood Foundation, 1962-1963	reel 166	frame 453
The John and Mary R. Markle Foundation, 1963	reel 166	frame 481
The A. W. Mellon Educational and Charitable Trust, 1962-1963	reel 166	frame 487
Richard King Mellon Foundation, 1963	reel 166	frame 511
The Moody Foundation, 1963	reel 166	frame 537
Charles Stewart Mott Foundation, 1963	reel 166	frame 540
Old Dominion Foundation, 1963	reel 166	frame 553
Olin Foundation, Inc., 1963	reel 166	frame 586
Raskob Foundation for Catholic Activities, Inc., 1963	reel 166	frame 593
Z. Smith Reynolds Foundation, 1963	reel 166	frame 597
Rockefeller Brothers Fund, 1963	reel 166	frame 687
The Rockefeller Foundation, 1963	reel 166	frame 827
Russell Sage Foundation, 1962-1963	reel 166	frame 839
Alfred P. Sloan Foundation, 1963-1964	reel 167	frame 1
Seth Sprague Educational and Charitable Foundation, 1963	reel 167	frame 75
Trexler Foundation, 1963	reel 167	frame 77
Turrell Fund, 1963	reel 167	frame 115
Victoria Foundation, Inc., 1963	reel 167	frame 121
Amherst H. Wilder Foundation, 1963	reel 167	frame 156
Winterthur Corporation, 1963	reel 167	frame 260

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.

Title/Description	Instances	
F. Emerson Andrews - Testimony Before the Select Committee to Investigate Tax-Exempt Foundations and Comparable Organizations - House of Representatives, November 18, 1952, 1952	reel 167	frame 264
Congressional Questionnaire and Address List, 1952	reel 167	frame 407
Answers to Congressional Questionnaire - Carnegie Corporation of New York, 1952-1954	reel 167	frame 435
Answers to Congressional Questionnaire - Carnegie Foundation for the Advancement of Teaching, 1952	reel 167	frame 508
Answers to Congressional Questionnaire - Carnegie Institution of Washington, 1952	reel 167	frame 561
Answers to Congressional Questionnaire - The Cleveland Foundation, 1952	reel 167	frame 696
Answers to Congressional Questionnaire - The Field Foundation, Inc., 1952	reel 167	frame 734
Answers to Congressional Questionnaire - General Education Board, 1952	reel 167	frame 807
Answers to Congressional Questionnaire - John Simon Guggenheim Memorial Foundation, 1952	reel 167	frame 946
Answers to Congressional Questionnaire - Louis W. and Maud Hill Family Foundation, 1952	reel 168	frame 1
Answers to Congressional Questionnaire - The Henry J. Kaiser Family Foundation, 1952	reel 168	frame 47
Answers to Congressional Questionnaire - Kate Macy Ladd Fund, 1952	reel 168	frame 81
Answers to Congressional Questionnaire - John and Mary R. Markle Foundation, 1952	reel 168	frame 101
Answers to Congressional Questionnaire - The A. W. Mellon Educational and Charitable Trust, 1952	reel 168	frame 256

Answers to Congressional Questionnaire - New York Community Trust, 1952	reel 168	frame 307
Answers to Congressional Questionnaire - Old Dominion Foundation, Inc., 1952	reel 168	frame 310
Answers to Congressional Questionnaire - The Rockefeller Foundation, 1952	reel 168	frame 377
Answers to Congressional Questionnaire - Russell Sage Foundation, 1952	reel 168	frame 543
Answers to Congressional Questionnaire - Sarah Mellon Scaife Foundation, 1952	reel 168	frame 581
Answers to Congressional Questionnaire - Trexler Foundation, 1952	reel 168	frame 609
Answers to Congressional Questionnaire - Twentieth Century Fund, Inc., 1952	reel 168	frame 628
Additional Views of Angier L. Goodwin, December 16, 1954	reel 168	frame 684
Congressional Record - Proceedings and Debates of the 84th Congress, June 14, 1955, 1955	reel 168	frame 690
Correspondence and Memoranda, 1952-1955	reel 168	frame 692
The Ford Foundation - Statement of H. Rowan Gaither, Jr., President and Trustee - Special Committee to Investigate Tax Exempt Foundations - House of Representatives - 83rd Congress, July 16, 1954, 1954	reel 168	frame 847
Hearings Before the Committee to Investigate Tax-Exempt Foundations and Comparable Organizations (House Resolution 651), 1952-1953	reel 168	frame 946
Hearings Before the Ways and Means Committee on Income Tax Exemptions, 1947	reel 168	frame 957
Hearings of the Special Committee to Investigate Tax Exempt Foundations (House Resolution 217), 1953-1955	reel 168	frame 975
Report from the Russell Sage Foundation, December 3, 1953	reel 168	frame 977
Rich List - A-Z, n.d.	reel 168	frame 1074
Special Committee on Tax-Exempt Foundations - Speech by Honorable Carroll Reece of Tennessee, August 20, 1954	reel 168	frame 1093
Tax Exempt Application, 1951-1952	reel 168	frame 1095
Treasury List (A-Z), n.d.	reel 169	frame 1
Scrapbook, 1951-1953	reel 169	frame 202

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.

Title/Description	Instances	
Commission on Foundations and Private Philanthropy, May 10, 1970	reel 169	frame 299
Conferences on the Tax Reform Act of 1969 - Kansas City, Missouri and New York, New York, 1969	reel 169	frame 339
Congressional Hearings, 1969	reel 169	frame 471
Federal Register - Part 1, April 2, 1971	reel 169	frame 523
Foundations and the Tax Bill, 1969	reel 169	frame 525
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
House Resolutions, 1965-1973	reel 169	frame 840
Internal Revenue Service Tax Reform Act Regulations and New York City Real Estate Tax, 1970-1973	reel 169	frame 843
Marianna O. Lewis - Congressional Tax Reform Act, 1969-1971	reel 169	frame 963
Dick Magats' Materials on Tax Reform Act of 1969, 1969	reel 170	frame 1
Memoranda, 1971-1973	reel 170	frame 143
Wright Patman, 1964-1972	reel 170	frame 167
Private Foundations - Hearings Before the Subcommittee on Foundations of the Committee on Finance - United States Senate, 1973-1974	reel 170	frame 201
Senate Resolutions, 1965-1969	reel 170	frame 203
"Speaking Freely" - WNBC Television, January 29, 1968	reel 170	frame 205
Summaries, 1965-1970	reel 170	frame 242
Summary of the Tax Reform Act of 1969 by The Foundation Center, 1970	reel 170	frame 291
Tax Exempt Foundations - Their Impact on Small Business, 1964-1967	reel 170	frame 308
Tax Exempt Foundations and Charitable Trusts - Their Impact on Our Economy, 1962-1972	reel 170	frame 310
Tax Reform Act of 1969 - Clippings, March-September 1969	reel 170	frame 312
Tax Reform Act of 1969 - Clippings, October-December 1969	reel 170	frame 451

Tax Reform Act of 1969 - Clippings, January-April 1970	reel 170	frame 668
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
Testimonies, 1969-1974	reel 171	frame 223
Treasury Department Report on Private Foundations, 1965	reel 171	frame 276
United States Department of the Treasury - Internal Revenue Service - Transcript of Proceedings, December 7, 1971	reel 171	frame 278

Internal Revenue Service, Congressional Hearings from the 1970s-1990, 1976-1990

Scope and Contents note

Series 3.2C includes material about the third set of tax-related actions taken by Congress against non-profit organizations.

Title/Description	Instances	
Congressional Hearings - Thomas R. Buckman's Statement to the Subcommittee on Taxation and Debt Management, February 24, 1984	reel 171	frame 281
Congressional Hearings - General Accounting Office Study, 1981-1984	reel 171	frame 370
Congressional Hearings - House and Senate, 1983-1984	reel 171	frame 519
Congressional Hearings - House Subcommittee on Commerce - Consumer and Monetary Affairs, 1983	reel 171	frame 645
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
General Accounting Office - Draft of Proposed Report - Public Information Reporting By Tax-Exempt Private Foundations Needs More Attention by IRS, 1982	reel 171	frame 990
Hearing Before the Subcommittee on Government Operations, May 11, 1983	reel 171	frame 1082
Hearing Before the Subcommittee on Oversight of the Committee on Ways and Means, 1983	reel 171	frame 1084
Internal Revenue Service, 1976-1986	reel 172	frame 1
Internal Revenue Service - Aperture Cards Shipping and Delays, 1985-1987	reel 172	frame 263

Internal Revenue Service - Articles, 1989-1990	reel 172	frame 309
Internal Revenue Service - Correspondence, 1983-1990	reel 172	frame 328
Internal Revenue Service - Designation of the Foundation Center, 1977-1980	reel 172	frame 492
Internal Revenue Service - Financial Accounting Standards Board, 1983-1984	reel 172	frame 999
Internal Revenue Service - Form 990 Advisory Committee, 1980-1985	reel 173	frame 1
Internal Revenue Service - Revision of Form 990-PF, 1981-1984	reel 173	frame 441
Internal Revenue Service - Russell Mawby, 1990	reel 173	frame 533
Internal Revenue Service - Meeting in Philadelphia, December 10, 1985, 1985	reel 173	frame 544
Internal Revenue Service - Mid-Atlantic Service Center, 1971-1978	reel 173	frame 593
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
Statistics of Income Bulletin, Fall 1985	reel 173	frame 907

[^] Return to Table of Contents