



Ford Foundation records, Office of Management Services, Office Files of Steven Lawry

This finding aid was produced using ArchivesSpace on October 17, 2020.

Rockefeller Archive Center

15 Dayton Avenue
Sleepy Hollow 10591

archive@rockarch.org

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

Table of Contents

| | |
|---|---|
| Summary Information | 3 |
| Scope and Contents | 3 |
| Arrangement | 3 |
| Administrative Information | 4 |
| Collection Inventory | 4 |
| Program Assistants/Associates Program Files | 4 |

Summary Information

| | |
|----------------------------------|--|
| Repository: | Rockefeller Archive Center |
| Creator - aut: | Lawry, Steven W. |
| Creator: | Ford Foundation |
| Title: | Ford Foundation records, Office of Management Services, Office Files of Steven Lawry |
| ID: | FA652 |
| Date [inclusive]: | 1994-2003 |
| Physical Description: | 0.76 Cubic Feet |
| Language of the Material: | English . |

[^ Return to Table of Contents](#)

Scope and Contents

Contains documentation of meetings, orientation, surveys, reviews, etc.

[^ Return to Table of Contents](#)

Arrangement

Arranged in 1 series:

1. Program Assistants/Associates Program Files.

[^ 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>

Immediate Source of Acquisition

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

Processing Information

Level 1 Minimal Processing has been conducted to establish basic intellectual and physical control of the material and assess immediate preservation and conservation needs. Material remains as received, in original folders and storage boxes.

Conditions Governing Access

Records more than 10 years old are open for research with select materials restricted as noted. Brittle or damaged items are available at the discretion of RAC. Researchers interested in accessing digital media (floppy disks, CDs, DVDs, etc.) or audiovisual material (audio cassettes, VHS, etc.) in this collection must use an access surrogate. The original items may not be accessed because of preservation concerns. To request an access surrogate be made, or if you are unsure if there is an access surrogate, please contact an archivist.

[^ Return to Table of Contents](#)

Collection Inventory

Program Assistants/Associates Program Files, 1994-2003

| Title/Description | Instances |
|---|-----------|
| Program Assistants, 1994-1996 -- FAP, Expenses, 1994-1996 | box 1 |

| | |
|--|-------|
| Program Assistants, 1994-1996 -- PA Background, Diversity Information, 1994 | box 1 |
| Program Assistants, 1994-1996 -- Orientation, 1994 | box 1 |
| Program Assistants, 1994-1996 -- PA Meetings, Workshops, Interviews, 1994-1996 | box 1 |
| Program Assistants, 1996-1998 -- FAP, Budget, Expenses, 1995-1996 | box 1 |
| Program Assistants, 1996-1998 -- Orientation, 1996 | box 1 |
| Program Assistants, 1996-1998 -- Recruitment, Application Forms, 1995-1998 | box 1 |
| Program Assistants -- Survey, Results, 1996 July | box 1 |
| Program Assistants -- Miscellaneous Files, 1994-1997 | box 1 |
| Program Assistants -- Retreat, 1997 | box 2 |
| Program Assistants -- FAPs, 1997-1998 | box 2 |
| Program Assistants, 1998-2000 -- Guidelines, 1997 | box 2 |
| Program Associates -- Interviews, Evaluations (folder 1), 2002 | box 2 |
| Program Associates -- Interviews, Evaluations (folder 2), 2002-2003 | box 2 |
| Program Associates Program Review -- Steering Committee Meeting, 2002 April 16 | box 2 |
| Program Associates, 1998-2001 | box 2 |
| Program Associates -- Program Review Summary and Recommendations, Orientation Notebook, Directory, 2000-2003 | box 2 |

[^ Return to Table of Contents](#)