Ford Foundation records, Grants

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English
Describing Archives: A Content Standard

Rockefeller Archive Center

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Sleepy Hollow 10591
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URL: http://www.rockarch.org

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Summary Information

Repository:	Rockefeller Archive Center
Creator:	Ford Foundation
Title:	Ford Foundation records, Grants
ID:	FA732
Date [inclusive]:	1936-2005
Physical Description:	9281 microform reels 9281 microfilm reels.
Physical Description:	Grant Files are housed on 9,281 reels of microfilm. The initial 1,064 reels are formatted on 35mm microfilm, while the remaining 8,217 reels are 16mm microfilm. Each reel of microfilm is identified by a unique box number beginning with the letter "R"; for instance R-0001, R-002, etc. However, the Grant Files were not microfilmed in numerical order. To identify which reel of microfilm a Grant File is housed on, please see the 'Reel #' field in the LINKS database.
Language of the Material:	English

Preferred Citation

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

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Scope and Contents

This collection contains 44,821 Grant Files documenting the Foundation's grant-making activities between 1936 and 2005.

Arrangement

Each Ford Foundation Grant and the corresponding Grant File is identified by a unique Program Action (PA) number. PA numbers begin with the year a grant was made (2-digits), followed by a sequential number within that year (4-digits).

For example: PA 55-0123 was the 123rd grant made in the year 1955. PA numbers are often typed or handwritten on Ford documents in the following format: 55-123 (year)-(####). However, the Ford Foundation's grants database (LINKS) uses an 8-digit format for PA numbers: 05500123 (0YY#####).

Beginning in the 1970s the 4th digit in the 8-digit PA number was used to encode at least three different types of Ford grants:

0YY5#### = Unknown Code. 0YY6#### = Grants to Individuals (see Chp. 1.1) 0YY9#### = Foundation-Administered-Projects (FAPs) (see Chp. 1.2)

After the year 2000 a "1" is used as the first digit in the 8-digit PA number to signify the 21st century. For example the 123rd grant made in 2012 would be PA number 11200123.

Grant Files were not microfilmed in numerical order, and the Ford Foundation's LINKS database must be used to identify on which microfilm reel (or reels) any specific Grant File is housed. (See below).

Each Ford Foundation Grant File is arranged into 4 sections: Section 1. BASIC DOCUMENTS: Program Action Forms Accepted Proposals Tax Forms an d Certifications Docket Excerpts Request for Grant Action (RGA) Grant Notification Letter & Budget Terms of Grant Grant Acceptance Letter Supplementary Requests & Agreements Modification Requests & Agreements Section 2. PAYMENTS: Requests Letters Acknowledgments Section 3. REPORTS: Grant Status Report Forms Grantee Narrative and Financial Reports Section 4. CORRESPONDENCE: All other correspondence and material, in reverse chronological order A possible 5th section, 'ATTACHMENTS', will contain copies of printed ephemera & clippings related to the grant. Grant Files may also be followed by a 'Grants Accounting File' which summarizes the grant. Also, early Grant Files (roughly 1950-1970) often include a CROSS REFERENCE sheet listing other grants made in a related subject or Program Area, and a 'BIBLIOGRAPHY of GRANT-RELATED MATERIALS' at the beginning of the file.

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Missing Title

1   0YY5#### = Delegated Authority Grants (DAG) / Delegated Authority Projects (DAP)
2   0YY6#### = Grants to Individuals
3   0YY9#### = Foundation Administered Projects (FAP)

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Administrative Information

Publication Statement

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archive@rockarch.org
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Conditions Governing Use

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

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

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

Immediate Source of Acquisition

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

Conditions Governing Access

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

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Other Finding Aids

Grant Files are indexed in the Ford Foundation's grants database (LINKS). This database is not available to the public, but can be searched by RAC archivists on a researcher's behalf.

The grants database can be searched by Grant number, Grantee name, Grant purpose, Grant date, Grant amount, Grant location of concern, Grant target group, Initiative, Program officer, Program name, Subject However, not all Grant Files are cataloged in the database to the fullest extent. Grants made before the 1980s are best searched for by Grant number, Grantee name, or Grant purpose.

The Ford Foundation Central Index cards, 1950-1996 (FA736) also provide indexing for Grant Files, and can be searched by institutional/organizational name, personal name, grant location, and subject. Grant Files from 1953 to 1974 are also listed by PA number in the Fund File Index.

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Other Finding Aids

For descriptions of Ford Foundation Grants, please refer to the following findng aids (arranged alphabetically):

FA732A Ford Foundation records, Grants, A-B

FA732B Ford Foundation records, Grants, C-D

FA732C Ford Foundation records, Grants, E-G

FA732D Ford Foundation records, Grants, H-K

FA732E Ford Foundation records, Grants, L-N

FA732F Ford Foundation records, Grants, O-R

FA732G Ford Foundation records, Grants, S-Thel

FA732H Ford Foundation records, Grants, Them-Tw

FA732I Ford Foundation records, Grants, U-Z

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Collection Inventory

Grants to Individuals, 1936-2005

Conditions Governing Access:
Conditions Governing Access

All files for Grants to Individuals are restricted from scholarly research.

This series can be accessed by Ford Foundation officers & staff only.

Scope and Contents

This series contains 695 reels of 16mm microfilm, numbered Roll 001 to Roll 695, and labeled 'Individuals Grants' files documenting Ford Foundation grants made to individuals.

Arrangement

For the years 1964 to 1999 (mostly 1969 to 1999), Grants to Individuals are identified in the 20th Cent. Grants table in LINKS by the number "6" as the fourth digit of the 8-digit Program Action (PA) number.

For example: 0YY6####.