

Foundation Center of New York records

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Rockefeller Archive Center

15 Dayton Avenue Sleepy Hollow 10591

archive@rockarch.org

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Summary Information

Repository: Rockefeller Archive Center

Creator: Foundation Center

Title: Foundation Center of New York records

ID: FA023

Date [inclusive]: 1922-2007 (bulk 1954-1994)

Date [bulk]: 1954-1994

Physical Description: 1.92 Cubic Feet 173 microfilm reels, 1 half-letter document box, 40

bound volumes

Language of the

Material:

English.

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.

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

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Scope and Contents note

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

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

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

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Arrangement note

The records are divided into five series:

Series 1 - Administrative Files (1922-2004)

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

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

Series 4 - Foundation Center Annual Reports (1956-2007)

Series 5 - Separated Materials.

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File Plan note

Former Classification: XVII

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Administrative Information

Publication Statement

Rockefeller Archive Center

15 Dayton Avenue Sleepy Hollow 10591 archive@rockarch.org

URL: http://www.rockarch.org

Conditions Governing Access

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

Conditions Governing Use

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

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Related Materials

Separated Materials

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

Separated Materials

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

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

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

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

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

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

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

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

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

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

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

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

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

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Controlled Access Headings

- Taxation -- Law and legislation -- United States
- Philanthropy
- Philanthropy, Charity and the Nonprofit Sector
- Charities
- Charitable uses, trusts, and foundations

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

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)

F. Emerson Andrews, 1922-1991

Scope and Contents note

F. Emerson Andrews served as the first president of The Foundation Center, 1956-1966. Before his time at The Foundation Center, he was president of the Russell Sage Foundation. He was very interested in and studied philanthropic foundations. His papers consist of correspondence, manuscripts and other published works, and material relating to the Jellicoe Foundation. The Jellicoe Foundation was a fictitious foundation created by Andrews to see if other publishing houses were copying from The Foundation Directory. If Jellicoe Foundation was in the other directory he knew they copied directly and without The Foundation Center's permission.

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Albert Carriere, Inc., 1963	reel 1	frame 431	
American Cancer Society, Inc., 1947-1958	reel 1	frame 435	
American Council on Education, 1945-1967	reel 1	frame 468	
American Foundations Information Service, 1945-1959	reel 1	frame 576	

American Foundations Information Service - Purchasing Documents, 1956	reel 2	frame 1
American Historical Society and American Society of Church History - Joint Meeting, December 1961, 1961	reel 2	frame 30
The American National Red Cross, 1948-1962	reel 2	frame 55
American Philosophical Society - Project on Foundations, 1959-1963	reel 2	frame 134
American Society of Corporate Secretaries, 1950-1956	reel 2	frame 225
Annual Reports - Acknowledgements and Special Comments, 1962-1967	reel 2	frame 253
Annual Reports - Requests for Foundation Center Depositories, 1963-1964	reel 2	frame 288
Associates of Kenneth Rose, 1955-1960	reel 2	frame 381
Association for the Aid of Crippled Children, 1953-1965	reel 2	frame 438
Association of Independent Research Institutions, 1965	reel 2	frame 530
Robert Beach, 1957-1958	reel 2	frame 552
Classifications, 1957-1963	reel 2	frame 560
Code of Practice, 1964	reel 2	frame 671
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		

Depository Libraries - Cleveland, Ohio, 1960-1969	reel 5	frame 257
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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	reel 7	frame 404
Grants Statistics, 1962-1966	reel 7	frame 440
Handy Associates, Inc., 1958-1960	reel 7	frame 512
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
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Midwest Foundations Information Service, 1964	reel 9	frame 779
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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
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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
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National Social Welfare Assembly, 1949-1964	reel 11	frame 681
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New York State Legislative Committee on Investigation of Foundations and Charitable Organizations, 1953-1956	reel 12	frame 239
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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.

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Thomas R. Buckman, 1957-1992

Scope and Contents note

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

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William Kirsch, 1971-1993

Scope and Contents note

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

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Marianna O. Lewis, 1945-1982

Scope and Contents note

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

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Nathaniel Spear III, 1969-1974

Scope and Contents note

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

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Trustees (Deceased), 1955-1998

Scope and Contents note

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

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

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Scope and Contents note

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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.

Associates Program Files, 1975-1997

Scope and Contents note

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

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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

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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.

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This series includes bibliographies of the Center's publications.

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Scope and Contents note

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

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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.

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

Scope and Contents note

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

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

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Existence and Location of Copies note

See also Reel 117, Frame 0356.

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Walpole Public Library, 1981-1989	reel 118	frame 57
Washington, D. C. Office - Activities Report, 1994	reel 118	frame 73
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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
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Program and Project Files - Programs - Programs - Grant Classification Scheme (NTEE-National Taxonomy of Exempt Entities), 1985-1994

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

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Miscellaneous - Floppy Disk, undated	box 1	folder 3
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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
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Regional Associations of Grantmakers, 1990-1991	reel 120	frame 1122
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Program and Project Files - Programs - Programs - Major Gift Campaign, 1979-1991

Scope and Contents note

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

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

Scope and Contents note

Title/Description

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.

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Existence and Location of Copies note		
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Technical Assistance Seminars - Budget Preparation and Fiscal Planning, March 26, 1981, 1981	reel 126	frame 347
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Source Book Profiles was a loose leaf based book that contained important and public information on the top one thousand foundations in the United States compiled by The Foundation Center.

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Scope and Contents note

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

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Special Projects, 1965-1999

Arrangement note

Series 2.2 is arranged in 5 sections:

A - Fellows

B - Film/Video Project

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

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

Fellows, 1965-1995

Scope and Contents note

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

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The Rockefeller Foundation - Warren Weaver Fellows, 1992-1993	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.

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:

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Separated Materials:

Separated Materials

See also Box 1, Folder 8, for photographs.

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Fund-Raising, 1981-1995

Scope and Contents note

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Speeches, 1979-1999

Scope and Contents note

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Technology Information Service (TIS), 1977-1983

Arrangement note

Series 2.2E is arranged in two parts:

1 - General 2 - Historical

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

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Historical, 1977-1982

Scope and Contents note

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Non-Related Foundation Center Files, 1947-1990

Arrangement note

This series is arranged in two subseries:

Subseries 1 - Ralph L. Nelson Foundation Investment Study

Subseries 2 - Tax Reform Records

Scope and Contents note

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

Ralph L. Nelson Foundation Investment Study, 1962-1985

Scope and Contents note

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

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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.

Cox & Reece Tax Committee Hearings, 1947-1955

Scope and Contents note

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

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Scope and Contents note

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Annual reports

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Foundation Library Center Annual Report 1956-1961, 1956-1961	item REF 060 FOU 1956-1961

Foundation Library Center Annual Report 1962-1966, 1962-1966

Foundation Center Annual Report 1967, 1967	item REF
Foundation Center Annual Report 1907, 1907	361.7 FOU 1967
Foundation Center Annual Report 1968, 1968	item REF 361.7 FOU 1968
Foundation Center Annual Report 1969, 1969	item REF 361.7 FOU 1969
Foundation Center Annual Report 1970, 1970	item REF 361.7 FOU 1970
Foundation Center Annual Report 1971, .1971	item REF 361.7 FOU 1971
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Foundation Center Annual Report 1975, 1975	item REF 361.7 FOU 1975
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Foundation Center Annual Report 1984, 1984	item REF 361.763 FOU 1984
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Separated Materials

Scope and Contents

Paper records retained by the RAC that were not microfilmed, including reports, photographs, and other items.

Title/Description	Instances

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Separated Materials	box 3
Separated Materials	box 4

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