



# Test Collection

## PLEASE.WORKPLEASE.WORK

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English

Describing Archives: A Content Standard

Rockefeller Archive Center

15 Dayton Avenue

Sleepy Hollow 10591

[archive@rockarch.org](mailto:archive@rockarch.org)

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

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## Summary Information

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<b>Repository:</b>	Rockefeller Archive Center
<b>Title:</b>	Test Collection
<b>ID:</b>	PLEASE.WORK
<b>Date [inclusive]:</b>	1958-2013
<b>Physical Description:</b>	1.2 Gigabytes
<b>Language of the Material:</b>	English

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## Administrative Information

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### Publication Statement

Rockefeller Archive Center

15 Dayton Avenue

Sleepy Hollow 10591

[archive@rockarch.org](mailto:archive@rockarch.org)

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

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## Collection Inventory

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### Board Records, 1998 November 12 - 2009 April 9

Physical Description: 193.5 kilobytes

#### Scope and Contents

This is a comment

Conditions Governing Access:

## Conditions Governing Access

Open for research.

## Meetings, 1997-2012, 2008 September 17

Physical Description: 94.5 kilobytes

### Scope and Contents

This is a comment

Conditions Governing Access:

### Conditions Governing Access

Open for research.

Title/Description	Instances
<p>Agendas, 1998 April 27 - 2013 January 23</p> <p><u>Physical Description</u>: 1.1 Megabytes</p> <p><u>Conditions Governing Access</u>:</p> <p><b>Conditions Governing Access</b></p> <p>Open for research.</p>	
<p>Dockets, 1998 December 3 - 2013 February 6</p> <p><u>Physical Description</u>: 9.1 Megabytes</p> <p><u>Conditions Governing Access</u>:</p> <p><b>Conditions Governing Access</b></p> <p>Open for research.</p>	
<p>Meeting Materials and Notes, 2013 January 31</p> <p><u>Physical Description</u>: 32.1 Megabytes</p> <p><b>Scope and Contents</b></p> <p>This is a comment</p> <p><u>Conditions Governing Access</u>:</p> <p><b>Conditions Governing Access</b></p> <p>Open for research.</p>	
<p>2003 December, 2003 December 1</p> <p><u>Physical Description</u>: 41.5 kilobytes</p> <p><u>Conditions Governing Access</u>:</p> <p><b>Conditions Governing Access</b></p> <p>Open for research.</p>	

2003 September, 2003 September 9

Physical Description: 43.0 kilobytes

Conditions Governing Access:

**Conditions Governing Access**

Open for research.

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2004 November, 2004 November 29 - 2004 November 30

Physical Description: 106.5 kilobytes

Conditions Governing Access:

**Conditions Governing Access**

Open for research.

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2005 March, 2005 March 22

Physical Description: 53.0 kilobytes

Conditions Governing Access:

**Conditions Governing Access**

Open for research.

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2005 May, 2005 May 19

Physical Description: 47.0 kilobytes

Conditions Governing Access:

**Conditions Governing Access**

Open for research.

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2006 April, 2006 April 11

Physical Description: 200.5 kilobytes

Conditions Governing Access:

**Conditions Governing Access**

Open for research.

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2006 November, 2006 November 29 - 2006 November 30

Physical Description: 83.5 kilobytes

Conditions Governing Access:

**Conditions Governing Access**

Open for research.

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2006 September, 2006 September 13

Physical Description: 47.0 kilobytes

Conditions Governing Access:

## Conditions Governing Access

Open for research.

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2007 May and December, 2007 May 22 - 2007 December 4

Physical Description: 94.5 kilobytes

Conditions Governing Access:

### Conditions Governing Access

Open for research.

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2009 December, 2009 November 24 - 2013 January 31

Physical Description: 1.0 Megabytes

Conditions Governing Access:

### Conditions Governing Access

Open for research.

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2009 May, 2009 April 13 - 2010 January 6

Physical Description: 959.0 kilobytes

Conditions Governing Access:

### Conditions Governing Access

Open for research.

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2010 December, 2010 November 9 - 2013 January 31

Physical Description: 10.5 Megabytes

Conditions Governing Access:

### Conditions Governing Access

Open for research.

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2010 May, 2010 April 12 - 2010 May 12

Physical Description: 7.0 Megabytes

Conditions Governing Access:

### Conditions Governing Access

Open for research.

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2010 September, 2010 September 9 - 2010 September 30

Physical Description: 1.7 Megabytes

Conditions Governing Access:

### Conditions Governing Access

Open for research.

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2011 December, 2011 September 15 - 2013 January 31

Physical Description: 16.4 Megabytes

Conditions Governing Access:

**Conditions Governing Access**

Open for research.

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2011 March, 2009 October 30 - 2011 March 22

Physical Description: 18.2 Megabytes

Conditions Governing Access:

**Conditions Governing Access**

Open for research.

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2011 May, 2011 April 8 - 2011 September 19

Physical Description: 2.6 Megabytes

Conditions Governing Access:

**Conditions Governing Access**

Open for research.

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2011 September-October, 2011 June 22 - 2011 October 14

Physical Description: 4.8 Megabytes

Conditions Governing Access:

**Conditions Governing Access**

Open for research.

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2012, 2011 October 25 - 2013 January 31

Physical Description: 22.6 Megabytes

Conditions Governing Access:

**Conditions Governing Access**

Materials in this file are restricted.

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Memos, 1998 November 12 - 2013 February 4

Physical Description: 201.7 kilobytes

Conditions Governing Access:

**Conditions Governing Access**

Open for research.

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Bill Green Memorial, 2002 November 1 - 2005 May 13

Physical Description: 222.0 kilobytes

Conditions Governing Access:

**Conditions Governing Access**

Open for research.

Cover Memos for Briefing Books, 1999 April 16 - 2010 May

3

Physical Description: 1.0 Megabytes

Conditions Governing Access:

**Conditions Governing Access**

Open for research.

General, 1998 April 29 - 2009 April 9

Physical Description: 2.2 Megabytes

Conditions Governing Access:

**Conditions Governing Access**

Materials in this file are restricted.

## Minutes, 2006 April 13 - 2013 February 4

Physical Description: 199.2 kilobytes

Conditions Governing Access:

**Conditions Governing Access**

Open for research.

### Title/Description

### Instances

1997, 1997 September 26

Physical Description: 11.0 kilobytes

Conditions Governing Access:

**Conditions Governing Access**

Open for research.

1998, 1998 May 19 - 1999 May 6

Physical Description: 59.0 kilobytes

Conditions Governing Access:

**Conditions Governing Access**

Open for research.

1999, 1999 September 23 - 2000 June 23

Physical Description: 71.5 kilobytes

Conditions Governing Access:

**Conditions Governing Access**

Open for research.

2000-2005, 2000 April 24 - 2006 April 13

Physical Description: 768.5 kilobytes



Conditions Governing Access:

**Conditions Governing Access**

Open for research.

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2006-2010, 2006 April 13 - 2010 November 16

Physical Description: 1.5 Megabytes

Conditions Governing Access:

**Conditions Governing Access**

Open for research.

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2011-2012, 2011 May 4 - 2012 November 30

Physical Description: 410.7 kilobytes

Conditions Governing Access:

**Conditions Governing Access**

Open for research.

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## **Grants: Nature Conservancy, 2004-2005, undated**

Conditions Governing Access:

**Conditions Governing Access**

Open for research.

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## **Grants: New York University School of Law, 2002 December 12**

Physical Description: 20.7 Megabytes

Conditions Governing Access:

**Conditions Governing Access**

Open for research.

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## **Grants: Pratt Institute, 2001, 2001 June 26**

Physical Description: 7.6 Megabytes

Conditions Governing Access:

## Conditions Governing Access

Open for research.

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## Grants: Wednesdays in Mississippi Documentary Film Project, undated

Conditions Governing Access:

### Conditions Governing Access

Open for research.

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## Organization Records, 2011 December 7

Physical Description: 36.0 kilobytes

Conditions Governing Access:

### Conditions Governing Access

Materials in this file are restricted.

## Center for Summer Learning, 2005 February 7 - 2010 July 27

Physical Description: 2.4 Megabytes

### Scope and Contents

File contains proposal for funding of a resource guide on summer learning programs.

Conditions Governing Access:

### Conditions Governing Access

Open for research.

## Contracts, 2002 February 25

Physical Description: 28.0 kilobytes

Conditions Governing Access:

### Conditions Governing Access

Materials in this file are restricted.

### Title/Description

### Instances

Owens, Christine, 2002 December 18 - 2003 July 15

Physical Description: 84.5 kilobytes

## Scope and Contents

Payments for research on urban boarding schools.

Conditions Governing Access:

### Conditions Governing Access

Materials in this file are restricted.

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Saegert, Susan, 2002 February 25 - 2003 September 2

Physical Description: 334.5 kilobytes

## Scope and Contents

Records relate to consultancy agreement with Susan Saegert to survey the literature on Limited Equity Housing Cooperatives.

Conditions Governing Access:

### Conditions Governing Access

Materials in this file are restricted.

## General, 2000 March 20 - 2010 April 14

Physical Description: 6.3 Megabytes

## Scope and Contents

File contains various materials relating to Taconic Foundation investments and program directions. Includes material on the Poverty and Race Research Action Council, Pratt Institute Center, Smokey House, and the Urban Homesteading Assistance Board, as well as reports on Out-of-School Time programs. File was originally labeled "Miscellaneous."

Conditions Governing Access:

### Conditions Governing Access

Materials in this file are restricted.

## General Correspondence, 2000 July 26 - 2005 October 3

Physical Description: 640.0 kilobytes

## Scope and Contents

File consists mainly of correspondence with Jane Lee and other trustees, concerning board and foundation business; but it also includes some administrative or grant-related correspondence. Materials were originally filed under "Letter."

Conditions Governing Access:

## Conditions Governing Access

Open for research.

## Grantmaking and Foundation History, 2009 January 7

Physical Description: 21.5 kilobytes

Conditions Governing Access:

### Conditions Governing Access

Open for research.

Title/Description	Instances
<p>Fiftieth Anniversary, 2007 October 5 - 2008 September 23</p> <p><u>Physical Description</u>: 1.4 Megabytes</p> <p><u>Conditions Governing Access</u>:</p> <p><b>Conditions Governing Access</b></p> <p>Open for research.</p>	
<p>Grant Summary, 1998 November 17 - 2009 November 24</p> <p><u>Physical Description</u>: 333.0 kilobytes</p> <p><b>Scope and Contents</b></p> <p>File contains annual or biannual breakdowns of grant funding by program area.</p> <p><u>Conditions Governing Access</u>:</p> <p><b>Conditions Governing Access</b></p> <p>Open for research.</p>	
<p>Grants Guidelines, 2005 January 7 - 2011 January 3</p> <p><u>Physical Description</u>: 400.5 kilobytes</p> <p><b>Scope and Contents</b></p> <p>File contains statements of the funding guidelines for grant applicants.</p> <p><u>Conditions Governing Access</u>:</p> <p><b>Conditions Governing Access</b></p> <p>Open for research.</p>	
<p>Grants Lists, 2003 January 14 - 2013 January 14</p> <p><u>Physical Description</u>: 587.1 kilobytes</p> <p><b>Scope and Contents</b></p> <p>Annual lists of grants, broken down by program area.</p>	

Conditions Governing Access:

**Conditions Governing Access**

Open for research.

**Oral History Project (Jan Jaffe) - 2012, 2010 December 1 - 2012 December 10**

Physical Description: 5.1 Megabytes

Conditions Governing Access:

**Conditions Governing Access**

Materials in this file are restricted.

**Research Supported by Taconic, 2003 August 1**

Physical Description: 311.0 kilobytes

Conditions Governing Access:

**Conditions Governing Access**

Open for research.

Title/Description	Instances
<p>Limited Equity Housing Cooperatives, 2002 November 12 - 2004 January 30</p> <p><u>Physical Description:</u> 1.6 Megabytes</p> <p><b>Scope and Contents</b></p> <p>File contains drafts of Susan Saegert's report on Limited Equity Housing Cooperatives, and memos concerning its distribution.</p> <p><u>Conditions Governing Access:</u></p> <p><b>Conditions Governing Access</b></p> <p>Open for research.</p>	
<p>General, 2002-2003 May, 2002 November 12 - 2003 May 28</p> <p><u>Physical Description:</u> 954.5 kilobytes</p> <p><u>Conditions Governing Access:</u></p> <p><b>Conditions Governing Access</b></p> <p>Open for research.</p>	
<p>General, 2003 June-December, 2003 June 10 - 2003 August 1</p> <p><u>Physical Description:</u> 595.0 kilobytes</p> <p><u>Conditions Governing Access:</u></p> <p><b>Conditions Governing Access</b></p> <p>Open for research.</p>	

Paper (Distribution), 2004 January 12 - 2004 January 30

Physical Description: 88.5 kilobytes

Conditions Governing Access:

**Conditions Governing Access**

Open for research.

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New Markets Tax Credits, 2004 October 7 - 2006 January 5

Physical Description: 708.5 kilobytes

**Scope and Contents**

File contains draft of and comments on Taconic-funded paper "New Markets Tax Credits: Issues and Opportunities," by P. Jefferson Armistead.

Conditions Governing Access:

**Conditions Governing Access**

Open for research.

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General, 2002-2004, 2004 October 7 - 2006 January 5

Physical Description: 708.5 kilobytes

Conditions Governing Access:

**Conditions Governing Access**

Open for research.

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General, 2005-2006, 2004 October 7 - 2006 January 5

Physical Description: 708.5 kilobytes

Conditions Governing Access:

**Conditions Governing Access**

Open for research.

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Paper, 2005 March 22

Physical Description: 437.0 kilobytes

Conditions Governing Access:

**Conditions Governing Access**

Open for research.

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**Rockefeller Archive Center, 2012 January 13 - 2013 January 15**

Physical Description: 1007.9 kilobytes

Conditions Governing Access:

## Conditions Governing Access

Materials in this file are restricted.

## Section 8 Housing, 2005 February 19 - 2005 October 24

Physical Description: 1.2 Megabytes

### Scope and Contents

File contains briefing papers and other materials relating to the National Low-Income Housing Coalition's 2005 National Housing Voucher Summit. The Taconic Foundation was a cosponsor of the meeting.

Conditions Governing Access:

### Conditions Governing Access

Open for research.

## Spend-Down Process: 2012, 2012 February 28 - 2013 January 14

Physical Description: 6.6 Megabytes

Conditions Governing Access:

### Conditions Governing Access

Materials in this file are restricted.

## Spend-Down Process: Quo Vadimus, 2010 April 13

Physical Description: 200.0 kilobytes

Conditions Governing Access:

### Conditions Governing Access

Open for research.

Title/Description	Instances
Board Memos and Correspondence, 2008 March 18 - 2011 March 21	
<u>Physical Description:</u> 3.2 Megabytes	
<b>Scope and Contents</b>	
Includes memos by John Simon and Melvin Mister.	
<u>Conditions Governing Access:</u>	
<b>Conditions Governing Access</b>	
Open for research.	
Four Program Memos, 2007 March 1 - 2011 January 25	
<u>Physical Description:</u> 2.3 Megabytes	

## Scope and Contents

File concerns possible programs within four targeted areas: Affordable Housing and Community Development, Race Relations, Social Entrepreneurship, and Youth organizations.

Conditions Governing Access:

### Conditions Governing Access

Open for research.

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Reference Materials, 2004 August 30 - 2010 January 12

Physical Description: 12.2 Megabytes

## Scope and Contents

Includes Articles and Reports Consulted.

Conditions Governing Access:

### Conditions Governing Access

Open for research.

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Survey, 2009 March 17 - 2009 March 25

Physical Description: 395.0 kilobytes

## Scope and Contents

The Taconic Foundation conducted a survey of grantee organizations concerning the effects of the economic downturn.

Conditions Governing Access:

### Conditions Governing Access

Open for research.

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Write-Ups, 2009 April 17 - 2009 May 21

Physical Description: 649.5 kilobytes

## Scope and Contents

File contains summary statements on organizations put forward for spend-down grant funding in 2009. Includes information on their programs, funding history, sources of support, and reasons for recommending them.

Conditions Governing Access:

### Conditions Governing Access

Open for research.



Physical Description: 0 bytes

Conditions Governing Access:

**Conditions Governing Access**

Open for research.

Title/Description	Instances
1998 Megan Cole, 1998 April 27 - 2000 June 16	
<u>Physical Description:</u> 92.0 kilobytes	
<b>Scope and Contents</b>	
Materials relate to investigations of Residential Schools and Summer Learning initiatives.	
<u>Conditions Governing Access:</u>	
<b>Conditions Governing Access</b>	
Open for research.	
General, 2004 January 23 - 2005 June 17	
<u>Physical Description:</u> 1.1 Megabytes	
<b>Scope and Contents</b>	
Materials date from 2004-2005 and concern Taconic's funding history and guidelines and its narrowing focus on community and youth development. In February 2004 Taconic produced its "Opportunities for Community Development: A Brief Survey for Small Foundations," as a kind of a roadmap for its program direction.	
<u>Conditions Governing Access:</u>	
<b>Conditions Governing Access</b>	
Open for research.	
<b>Taconic Foundation Reports: Three-Year Report, 1999 December 23</b>	
<u>Physical Description:</u> 63.5 kilobytes	
<u>Conditions Governing Access:</u>	
<b>Conditions Governing Access</b>	
Open for research.	
<b>Trustee Files, 2003 December 3 - 2004 September 22</b>	
<u>Physical Description:</u> 91.0 kilobytes	
<u>Conditions Governing Access:</u>	

**Conditions Governing Access**

Open for research.

Title/Description	Instances
<p>Green, Bill: General, 2002 October 15 - 2004 September 22</p> <p><u>Physical Description</u>: 156.0 kilobytes</p> <p><u>Conditions Governing Access</u>:</p> <p><b>Conditions Governing Access</b></p> <p>Open for research.</p>	
<p>Green, Bill: Memorial Lecture Series, 2002 October 15 - 2009 November 24</p> <p><u>Physical Description</u>: 1.0 Megabytes</p> <p><u>Conditions Governing Access</u>:</p> <p><b>Conditions Governing Access</b></p> <p>Open for research.</p>	
<p>Advisory Committee Minutes, 2005 October 5 - 2005 December 9</p> <p><u>Physical Description</u>: 50.0 kilobytes</p> <p><u>Conditions Governing Access</u>:</p> <p><b>Conditions Governing Access</b></p> <p>Open for research.</p>	
<p>General, 2002 October 15 - 2009 November 24</p> <p><u>Physical Description</u>: 1.0 Megabytes</p> <p><u>Conditions Governing Access</u>:</p> <p><b>Conditions Governing Access</b></p> <p>Open for research.</p>	
<p>Speaker Biographies, 2009 March 25</p> <p><u>Physical Description</u>: 753.5 kilobytes</p> <p><u>Conditions Governing Access</u>:</p> <p><b>Conditions Governing Access</b></p> <p>Open for research.</p>	
<p>Mister, Melvin A., 2007 November 13</p> <p><u>Physical Description</u>: 35.0 kilobytes</p> <p><u>Conditions Governing Access</u>:</p> <p><b>Conditions Governing Access</b></p> <p>Open for research.</p>	

Trustees (General), 2005 March 16 - 2012 September 25

Physical Description: 174.0 kilobytes

Conditions Governing Access:

**Conditions Governing Access**

Materials in this file are restricted.

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Correspondence, 2004 January 14 - 2013 February 4

Physical Description: 247.5 kilobytes

Conditions Governing Access:

**Conditions Governing Access**

Materials in this file are restricted.

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Nominations, 2003 December 3 - 2004 September 22

Physical Description: 91.0 kilobytes

Conditions Governing Access:

**Conditions Governing Access**

Open for research.

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