



# **Ford Foundation records, Staff Subject Files, Linda Fingerson**

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Rockefeller Archive Center

15 Dayton Avenue

Sleepy Hollow 10591

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## Summary Information

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<b>Repository:</b>	Rockefeller Archive Center
<b>Creator - aut:</b>	Fingerson, Linda
<b>Creator:</b>	Ford Foundation
<b>Title:</b>	Ford Foundation records, Staff Subject Files, Linda Fingerson
<b>ID:</b>	FA1201
<b>Date [inclusive]:</b>	1996-1998
<b>Physical Description:</b>	.76 Cubic Feet About 2 LTR size Hollinger boxes
<b>Language of the Material:</b>	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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## Biographical / Historical

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The Ford Foundation was chartered by Henry and Edsel Ford in 1936 "to receive and administer funds for scientific, educational and charitable purposes, all for the public welfare", and initially served the Ford family's charitable interests in the Detroit area. Following the deaths of Edsel Ford (1943) and Henry Ford (1947), the Foundation was propelled to the forefront of philanthropy as the largest American foundation in terms of both endowment and yearly expenditures, and with an international scope to its major program areas.

During the Foundation's first twenty years its major programs were in international economic development, primary and higher education, educational and public broadcasting, behavioral sciences, civil liberties, urban development, fine arts and the humanities. The Ford Foundation also partnered with the Rockefeller Foundation in supporting agricultural development in South America, Africa, and Southeast Asia. Since the 1970s, the Foundation has also pioneered programs in women's rights, energy policy, micro-financing in under-developed countries, establishing human rights groups, and improving international HIV/AIDS education.

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## Biographical / Historical

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Linda Fingerson supported the Ford Foundation's grant administration activities for nearly twenty years. Her Ford career began in 1990 when she worked as an Administrative Assistant in the Program Division. She was promoted to a Senior Administrative Assistant in 2000 and then promoted again in 2003 to become a Grants Administrator. She stayed in that position for six years until she departed the foundation in 2009.

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## Scope and Contents

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Collections holds the subject files of Ford Foundation staff member Linda Fingerson. The records were created during Fingerson's time as an Administrative Assistant in the Program Division.

The collection consists of only one series. This series contains a group of subject files that Fingerson created to document her work supporting the administration of the Ford Foundation's Education, Media, Arts, and Culture Program (EMAC) and its Media, Arts, and Culture Unit (MAC) between 1996 and 1998.

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## Arrangement

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Collection consists of one series.

Original order was maintained during processing.

The collection arrangement is as follows:

Series 1. Education, Media, Arts, and Culture (EMAC) program administration files, 1996-1998

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## Administrative Information

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### Publication Statement

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

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### Conditions Governing Access

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### Processing Information

Processing Level 3: Standard Processing

Processed by Darren Young, November 2018

### Immediate Source of Acquisition

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

This material was transferred to the RAC in 2018 by the Ford Foundation and was ingested by the RAC as Accession 2018:065.

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## Controlled Access Headings

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- Ford Foundation
- Program budgeting

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## Other Finding Aids

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Finding aids for collections related to Linda Fingerson's program administration work include:

[FA1447 Ford Foundation records, Staff Subject Files, Jon Funabiki](#)

[FA540 Ford Foundation records, Education, Media, Arts, and Culture \(EMAC\), Media, Arts, and Culture \(MAC\), Office Files of John P. Santos](#)

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## Collection Inventory

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### Education, Media, Arts, and Culture (EMAC) program administration files, 1996-1998

Physical Description: .76 Cubic Feet About 2 LTR size Hollinger boxes

#### Scope and Contents

Series contains the files Linda Fingerson created to document her work supporting the administration of the Ford Foundation's Education, Media, Arts, and Culture Program (EMAC) and its Media, Arts, and Culture Unit (MAC) between 1996 and 1998. Records generally regard EMAC meetings as well as different program and budget review activities conducted by the program's staff. The series also contains several office calendars of MAC Deputy Director Jon Funabiki and MAC Program Officer John Phillip Santos.

Series chiefly consists of correspondence, notes, press clippings, and meeting briefing books.

Title/Description	Instances	
Handouts - Non-grant related, 1997-1998	box 1	folder 1-2
Transcription services, 1998	box 1	folder 3
Media, Arts, and Culture (MAC) Staff Meetings - Notes, undated	box 1	folder 4
Melissa Carroll memo - Disbursements Procedures, 1997 May 13	box 1	folder 5
Project Information Management (PIM) info-net, 1997	box 1	folder 6

Art for 1997 biennial meeting, undated	box 1	folder 7
Education, Media, Arts, and Culture Program (EMAC) Staff Meeting, 1997	box 1	folder 8
David Kearns luncheon - Notes, undated	box 1	folder 9

### Scope and Contents

According to original folder, luncheon took place on November 3.

Anna Deavere Smith flyers, undated	box 1	folder 10
Anna Deavere Smith flyers - Original, undated	box 1	folder 11
Pittsburgh Days, 1998	box 1	folder 12
Education, Media, Arts, and Culture Program (EMAC) Program Budget Review briefing book, 1998	box 1	folder 13
Education, Media, Arts, and Culture (EMAC) Annual Program Review Retreat, 1997	box 1	folder 14
John Phillip Santos and Jon Funabiki office calendars, 1996-1998	box 2	folder 15-17

### Scope and Contents

Order of calendars in file:

1. 1996-1997 (most likely Funabiki because Santos did not join the Ford Foundation until 1997) 2. 1996-1997 - Jon Funabiki 3. 1997-1998 - John Phillip Santos secretary calendar 4. 1997-1998 - Jon Funabiki 5. 1997-1998 - John Phillip Santos 6. 1998-1999 (mostly blank)

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