

# Commonwealth Fund records, Healthy Steps for Young Children Program, SG 2, Series 6

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## **Table of Contents**

Summary Information	3
Scope and Contents	3
Arrangement	4
Administrative Information	4
Collection Inventory	4

## **Summary Information**

**Repository:** Rockefeller Archive Center

**Creator:** Commonwealth Fund

**Title:** Commonwealth Fund records, Healthy Steps for Young Children

Program, SG 2, Series 6

**ID:** FA498

**Date [inclusive]:** 1985-2007

**Date [bulk]:** 1991-2004

**Physical Description:** 72.2 Cubic Feet 190 document boxes.

**Physical Description:** 185 document boxes.

Language of the

**Material:** 

English

#### **Preferred Citation**

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

### **Scope and Contents**

Contains documentation of the Healthy Steps for Young Children program, from its inception through the mid-2000s, including planning documents, correspondence, reports, program and site evaluations, and related grant records.

<sup>^</sup> Return to Table of Contents

<sup>^</sup> Return to Table of Contents

#### Arrangement

Sub-Series: 1. Chronologocial Files; 2. Evaluations; 3. General Files; 4. Grants; 5. Meetings; 6. Working Papers; 7. Program Reports; 8. Reports and Surveys; 9. Publications; and 10. Special Formats.

Within each subseries file arrangements are in chronlogical, reverse chronological and/or Alphabetical order.

^ Return to Table of Contents

#### **Administrative Information**

#### **Publication Statement**

Rockefeller Archive Center

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#### **Conditions Governing Access**

Open for research. 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**

Chronological Files, 1995-2007			
Title/Description	Instances		
Year 1 - Volume 1, 1995 January-March	box 1	folder 1	

Year 1 - Volume 1, 1995 April-July	box 1	folder 2
Year 1 - Volume II, 1995 August	box 1	folder 3
Year 1 - Volume II, 1995 September-October	box 2	folder 4
Year 1 - Volume III, 1995 October-November	box 2	folder 5
Year 2 - Volume I, 1995 December 1-31	box 2	folder 6
Year 2 - Volume I, 1996 January 1-15	box 3	folder 7
Year 2 - Volume I, 1996 January 16-31	box 3	folder 8
Year 2 - Volume II, 1996 January 16-29	box 3	folder 9
Year 2 - Volume III, 1996 February 1-28	box 3	folder 10
Year 2 - Volume III, 1996 March 1-15	box 4	folder 11
Year 2 - Volume III, 1996 March 16-31	box 4	folder 12
Year 2 - Volume IV, 1996 April 1-15	box 4	folder 13
Year 2 - Volume V, 1996 April 16-30	box 5	folder 14
Year 2 - Volume V, 1996 May 1-15	box 5	folder 15
Year 2 - Volume VI, 1996 May 16-30	box 5	folder 16
Year 2 - Volume VI, 1996 June 1-15	box 6	folder 17
Year 2 - Volume VII, 1996 June 16-31	box 6	folder 18
Year 2 - Volume VII, 1996 July 1-15	box 6	folder 19
Year 2 - Volume VIII, 1996 July 16-31	box 7	folder 20
Year 2 - Volume VIII, 1996 August 1-31	box 7	folder 21
Year 2 - Volume IX, 1996 September 1-15	box 7	folder 22
Year 2 - Volume IX, 1996 September 16-31	box 8	folder 23
Year 2 - Volume X, 1996 October 1-15	box 8	folder 24
Year 2 - Volume X, 1996 October 16-31	box 8	folder 25
Year 2 - Volume XI, 1996 November	box 9	folder 26
Year 2 - Volume XI, 1996 December	box 9	folder 27
Year 3 - Volume I, 1997 January 1-15	box 9	folder 28
Year 3 - Volume I, 1997 January 16-31	box 10	folder 29
Year 3 - Volume II, 1997 February	box 10	folder 30
Year 3 - Volume II, 1997 March 1-15	box 10	folder 31
Year 3 - Volume III, 1997 March 16 - April 15	box 10	folder 32
Year 3 - Volume III, 1997 April - May 15	box 11	folder 33

Year 3 - Volume IV, 1997 May - June	box 12	folder 37
Year 3 - Volume IV, 1997 July - Aug. 15	box 12	folder 38
Year 3 - Volume V, 1997 August	box 11	folder 34
Year 3 - Volume V, 1997 September	box 11	folder 35
Year 3 - Volume V, 1997 October 1-16	box 11	folder 36
Year 3 - Volume VI, 1997 October 16-31	box 12	folder 39
Year 3 - Volume VI, 1997 November	box 12	folder 40
Year 3 - Volume VI, 1997 December	box 13	folder 41
Year 4 - Volume I, 1998 January	box 13	folder 42
Year 4 - Volume I, 1998 February	box 13	folder 43
Year 4 - Volume I, 1998 March 1-15	box 13	folder 44
Year 4 - Volume II, 1998 March 16-31	box 14	folder 45
Year 4 - Volume II, 1998 April	box 14	folder 46
Year 4 - Volume II, 1998 May 1-15	box 14	folder 47
Year 4 - Volume III, 1998 May-June	box 14	folder 48
Year 4 - Volume III, 1998 July 1-22	box 15	folder 49
Year 4 - Volume III, 1998 July 23-31	box 15	folder 50
Year 4 - Volume IV, 1998 August 1-6	box 15	folder 51
Year 4 - Volume IV, 1998 August 6-31	box 15	folder 52
Year 4 - Volume V, 1998 September	box 16	folder 53
Year 4 - Volume V, 1998 October 1-15	box 16	folder 54
Year 4 - Volume VI, 1998 October 16-31	box 16	folder 55
Year 4 - Volume VI, 1998 November 1-27	box 17	folder 56
Year 4 - Volume VII, 1998 November 29-30	box 17	folder 57
Year 4 - Volume VII, 1998 December 1-31	box 17	folder 58
Year 5 - Volume I, 1999 January	box 18	folder 59
Year 5 - Volume I, 1999 February	box 18	folder 60
Year 5 - Volume II, 1999 March 1-15	box 18	folder 61
Year 5 - Volume II, 1999 March 16-31	box 18	folder 62
Year 5 - Volume III, 1999 April 1-15	box 19	folder 63
Year 5 - Volume III, 1999 April 16 - May 15	box 19	folder 64
Year 5 - Volume IV, 1999 May 16-31	box 19	folder 65

Year 5 - Volume IV, 1999 June 1-15	box 19	folder 66
Year 5 - Volume IV, 1999 June 16-30	box 20	folder 67
Year 5 - Volume V, 1999 July	box 20	folder 68
Year 5 - Volume V, 1999 August 1-13	box 20	folder 69
Year 5 - Volume V, 1999 August 13-31	box 20	folder 70
Year 5 - Volume VI, 1999 September-October	box 20	folder 71
Year 5 - Volume VI, 1999 November	box 21	folder 72
Year 5 - Volume VII, 1999 December-2000 January	box 21	folder 73
Year 6 - Volume I, 2000 January-February	box 21	folder 74
Year 6 - Volume I, 2000 February 7-10	box 21	folder 75
Year 6 - Volume I, 2000 February-March 15	box 21	folder 76
Year 6 - Volume II, 2000 March 16-29	box 22	folder 77
Year 6 - Volume II, 2000 March 29-31	box 22	folder 78
Year 6 - Volume II, 2000 April 1-15	box 22	folder 79
Year 6 - Volume III, 2000 April-May	box 22	folder 80
Year 6 - Volume III, 2000 May-June	box 22	folder 81
Year 6 - Volume III, 2000 June 7-29	box 23	folder 82
Year 6 - Volume IV, 2000 July	box 23	folder 83
Year 6 - Volume IV, 2000 August 1-7	box 23	folder 84
Year 6 - Volume IV, 2000 August 7-14	box 23	folder 85
Year 6 - Volume V, 2000 August 15-31	box 23	folder 86
Year 6 - Volume V, 2000 September 1-15	box 24	folder 87
Year 6 - Volume V, 2000 September 15-30	box 24	folder 88
Year 6 - Volume VI, 2000 October 1-16	box 24	folder 89
Year 6 - Volume VI, 2000 October 16-26	box 24	folder 90
Year 6 - Volume VI, 2000 October 26-30	box 24	folder 91
Year 6 - Volume VII, 2000 November 1-15	box 25	folder 92
Year 6 - Volume VII, 2000 November 16-29	box 25	folder 93
Year 6 - Volume VIII, 2000 November 30	box 25	folder 94
Year 6 - Volume IX, 2000 December 1-31	box 25	folder 95
Year 6 - Volume IX, 20001 January 1-15	box 26	folder 96
Year 7 - Volume I, 2001 January 16-31	box 26	folder 97

Year 7 - Volume I, 2001 February 1-15	box 26	folder 98
Year 7 - Volume I, 2001 February 16-28	box 26	folder 99
Year 7 - Volume II, 2001 March 1-15	box 26	folder 100
Year 7 - Volume II, 2001 March	box 26	folder 101
Year 7 - Volume II, 2001 March 16-30	box 27	folder 102
Year 7 - Volume III, 2001 April 1-15	box 27	folder 103
Year 7 - Volume III, 2001 April 16-27	box 27	folder 104
Year 7 - Volume III, 2000 April 27-30	box 27	folder 105
Year 7 - Volume IV, 2001 May 1-10	box 27	folder 106
Year 7 - Volume IV, 2001 May 10-31	box 28	folder 107
Year 7 - Volume V, 2001 June 1	box 28	folder 108
Year 7 - Volume V, 2001 June 1-14	box 28	folder 109
Year 7 - Volume V, 2001 June 14-27	box 28	folder 110
Year 7 - Volume VI, 2001 June 28	box 29	folder 112
Year 7 - Volume VI, 2001 July 1	box 28	folder 111
Year 7 - Volume VI, 2001 July 2-25	box 29	folder 113
Year 7 - Volume VII, 2001 July 26-30	box 29	folder 114
Year 7 - Volume VII, 2001 August	box 29	folder 115
Year 7 - Volume VII, 2001 September	box 29	folder 116
Year 7 - Volume VIII, 2001 October	box 29	folder 117
Year 7 - Volume VIII, 2001 November 1-15	box 30	folder 118
Year 7 - Volume IX, 2001 November 16-30	box 30	folder 119
Year 7 - Volume IX, 2001 December 1-31	box 30	folder 120
Year 8 - Volume I, 2002 January	box 30	folder 121
Year 8 - Volume I, 2002 February-March 8	box 30	folder 122
Year 8 - Volume II, 2002 March 11-April 3	box 31	folder 123
Year 8 - Volume II, 2002 April 3-25	box 31	folder 124
Year 8 - Volume II, 2002 April 25-30	box 31	folder 125
Year 8 - Volume III, 2002 May 1-17	box 32	folder 128
Year 8 - Volume III, 2002 May 17-31	box 32	folder 129
Year 8 - Volume III, 2002 June 1-28	box 32	folder 130
Year 8 - Volume IV, 2002 July 1-15	box 32	folder 131

Year 8 - Volume IV, 2002 July 16-31	box 32	folder 132
Year 8 - Volume IV, 2002 July 31	box 33	folder 133
Year 8 - Volume V, 2002 August-September 15	box 31	folder 126
Year 8 - Volume V, 2002 September 16-October 31	box 31	folder 127
Year 8 - Volume VI, 2002 November 1-21	box 33	folder 134
Year 8 - Volume VI, 2002 November 22-30	box 33	folder 135
Year 9 - Volume I, 2002 December	box 33	folder 136
Year 9 - Volume I, 2003 January 1-15	box 33	folder 137
Year 9 - Volume I, 2003 January 16-31	box 34	folder 138
Year 9 - Volume II, 2003 February-March 6	box 34	folder 139
Year 9 - Volume II, 2003 March 6-20	box 34	folder 140
Year 9 - Volume II, 2003 March 21-31	box 34	folder 141
Year 9 - Volume III, 2003 April 1-21	box 34	folder 142
Year 9 - Volume III, 2003 April-May 6	box 35	folder 143
Year 9 - Volume III, 2003 May 6-15	box 35	folder 144
Year 9 - Volume IV, 2003 May 16-June 16	box 35	folder 145
Year 9 - Volume IV, 2003 June 16-July 19	box 35	folder 146
Year 9 - Volume IV, 2003 July 30-31	box 35	folder 147
Year 9 - Volume V, 2003 August-September 15	box 36	folder 148
Year 9 - Volume V, 2003 September 16-30	box 36	folder 149
Year 9 - Volume V, 2003 October 1-15	box 36	folder 150
Year 9 - Volume VI, 2003 October 16 -31	box 36	folder 151
Year 9 - Volume VI, 2003 November 1-30	box 36	folder 152
Year 9 - Volume VII, 2003 December 1-10	box 37	folder 153
Year 9 - Volume VII, 2003 December 10-15	box 37	folder 154
Year 10 - Volume I, 2003 December 16-30	box 37	folder 155
Year 10 - Volume I, 2004 January 1-15	box 37	folder 156
Year 10 - Volume II, 2004 January 16- February	box 38	folder 157
Year 10 - Volume II, 2004 February 3-15	box 38	folder 158
Year 10 - Volume III, 2004 February 16-28	box 38	folder 159
Year 10 - Volume III, 2004 March 1-31	box 38	folder 160
Year 10 - Volume IV, 2004 April 1-30	box 39	folder 161

Year 10 - Volume IV, 2004 May 1-31	box 39	folder 162
Year 10 - Volume IV, 2004 June 1-14	box 39	folder 163
Year 10 - Volume V, 2004 June 15-July 30	box 39	folder 164
Year 10 - Volume V, 2004 August-September	box 39	folder 165
Year 10 - Volume V, 2004 October 1-31	box 39	folder 166
Year 11 - Volume I, 2004 November-December	box 40	folder 167
Year 11 - Volume I, 2005 January-February	box 40	folder 168
Year 11 - Volume II, 2005 March 1-31	box 40	folder 169
Year 11 - Volume II, 2005 April-May	box 40	folder 170
Year 11 - Volume II, 2005 June 1-30	box 40	folder 171
Year 11 - Volume III, 2005 August-October	box 41	folder 172
Year 11 - Volume III, 2005 July 1-31	box 41	folder 173
Year 12 - Volume I, 2006 February	box 41	folder 174
Year 12 - Volume I, 2006 March	box 41	folder 175
Year 12 - Volume I, 2006 April-May	box 41	folder 176
Year 12 - Volume II, 2006 June-July	box 41	folder 177
Year 12 - Volume II, 2006 August-December	box 42	folder 178
Year 12 - Volume III, 2007 January-December	box 42	folder 179

## **Evaluations, 1966-2006**

#### Arrangement

Arranged in three subseries: 1. Evaluations - General; 2. Sites; 3. New Practices.

## **Evaluations - General, 1995-2000**

Title/Description	Instances	
Evaluation Pilot Sites & Meeting, 1995	box 42	folder 180
Evaluation Measures, 1995-1996	box 42	folder 181
Evaluation Manual, 1996 Sept. 5	box 42	folder 182
Evaluation Design - Final, 1996 Dec. 30	box 42	folder 183
Evaluation Manual - 12 Month Provider Survey - Key Informant Interviews & KAP Questionnaries - Westminster Medical Facility, Colorado , 2000 Jan. 19	box 42	folder 184
Program Evaluation - Medical Record Abstraction Manual, 2000 Jan.	box 42	folder 185

## Sites, 1966-2005

#### Arrangement

Loosely arranged alphabetically by state.

itle/Description	Instances	
Implementation Plan - Site Visits - Agreement With Sites and Draft Letter of Agreement, 1995-1996	box 43	folder 186
Monitoring Site Visits Reports, 1997	box 43	folder 187
Operations Manual for Evaluation Sites, 1997 Feb.	box 43	folder 188
Site Quality Rating Measures - Healthy Families America, 1997-1998	box 43	folder 189
Site Quality Rating Measures - ICF Draft - Instruments 1 & 2, 1997-1998	box 43	folder 190
Site Quality Rating Measures - Summaries, 1998	box 43	folder 191
Sites - Question & Answer Sheet, 1995	box 43	folder 192
Sites D-N, 1994-1998	box 43	folder 193
Sites P-V, 1996-2000	box 44	folder 194
Sites - UCLA - Los Angles, CA, 1995-1996	box 44	folder 195
Sites - San Mateo, CA Peninsula Community Foundations, 1995-1996	box 44	folder 196
Sites - Kaiser, San Diego, CA., 1996-1997	box 44	folder 197
Site Reference Binder - San Diego, CA. Evaluation, 1997-2000	box 44	folder 198
Sites - Denver. Co Colorado Trust , 1997-1999	box 44	folder 199
Site Visit II - Western Colorado Pediatric Associates, Colorado Trust 1996, 1996-1999	box 44	folder 200
Grand Junction, Colorado - Correspondence - Budget, Site Visit, & Agreements, Vol I, 1996-2000	box 45	folder 201
Grand Junction, Colorado - Correspondence - Directory, Site Selection, & Planning Vol.1, 1996-1997	box 45	folder 202
Grand Junction, Colorado - Correspondence - Extension/ Sustainability Vol. II, 1998-2005	box 45	folder 203
Grand Junction, Colorado - Correspondence - General Vol. II, 1996-2005	box 45	folder 204
Grand Junction, Colorado - Miscellaneous Vol. II, 1997-1999	box 45	folder 205
Grand Junction, Colorado - Site Reference Binder - Evaluation, 1996-2000	box 46	folder 206

Chicago, II Correspondence - Budget, Site Visit, & Check List, Vol. I, 1996-2000  Chicago, II Correspondence - Vol. II, 1996-1999  box 46  folder 208  Chicago, II Correspondence - Vol. II, 1996-1999  box 47  folder 210  Chicago, II Correspondence - Vol. III, 1998-2004  box 47  folder 210  Chicago, II Correspondence - Vol. III, 1908-2004  box 47  folder 211  Chicago, II Correspondence - Vol. III, 2004-2005  box 47  folder 211  Chicago, II Correspondence - Vol. IV. 2005-2006  box 47  folder 213  Affiliated Sites - Chicago, II ICF Incorporated, 1996 March-April  Affiliated Sites - Chicago, II ICF Incorporated, 1996-1997  box 48  folder 213  Affiliated Sites - Chicago, II ICF Incorporated, 1997-1998  box 48  folder 215  Site Reference, Chicago, II Bethany Hospital - Affiliate, 1997-2001  Site Reference, Chicago, II Evaluation, 1996-2000  box 48  folder 217  Site Reference, Chicago, II Ravenswood Hospital - Affiliate, 1997-2001  Kansas Health Foundation - Wichita, KS., 1996-1999  box 49  folder 219  Site Reference Binder - Garden City, Kansas - Affiliate, 1997-2001  lowa City, IA - University of Iowa Hospitals and Clinics, 1997-2001  lowa City, IA - University of Iowa Hospitals and Clinics, 1908-1919  lowa City, IA - Site Reference Binder - Evaluation, 1996-2001  box 49  folder 221  Boston, MA - Board of Directors Meeting and Site Visit - Box 49  folder 222  Boston, MA - Board of Directors Site visit - Briefing Material, 1998 July 8-10  Boston, MA - Boston Foundation, 1996-1999  box 50  folder 225  Boston, MA - Correspondence - Agreement, Directory, Site 2005  Boston, MA - Correspondence - Grant, Budget, Site Visit and Check List Vol. 1, 1997-1999  Boston, MA - Correspondence - Grant, Budget, Site Visit and Check List Vol. 1, 1997-1999  Boston, MA - Correspondence - Grant, Budget, Site Visit and Check List Vol. 1, 1997-1999  Boston, MA - Correspondence - Grant, Budget, Site Visit and Check List Vol. 1, 1997-1999  Boston, MA - Correspondence - Grant, Budget, Site Visit and Check			
Chicago, IL - Correspondence - Vol. II, 2002-2003 box 47 folder 209  Chicago, IL - Correspondence - Vol. III, 1998-2004 box 47 folder 210  Chicago, IL - Correspondence - Vol. III, 2004-2005 box 47 folder 211  Chicago, IL - Correspondence - Vol. IV, 2005-2006 box 47 folder 212  Affiliated Sites - Chicago, IL - ICF Incorporated, 1996 March-April  Affiliated Sites - Chicago, IL - ICF Incorporated, 1996-1997 box 48 folder 213  Affiliated Sites - Chicago, IL - ICF Incorporated, 1997-1998 box 48 folder 215  Site Reference, Chicago, IL - Bethany Hospital - Affiliate, box 48 folder 216  Site Reference, Chicago, IL - Evaluation, 1996-2000 box 48 folder 217  Site Reference, Chicago, IL - Ravenswood Hospital - Affiliate, box 48 folder 217  Site Reference, Chicago, IL - Ravenswood Hospital - Affiliate, box 49 folder 218  Site Reference Binder - Garden City, Kansas - Affiliate, box 49 folder 220  Site Reference Binder - Garden City, Kansas - Affiliate, box 49 folder 220  Iowa City, IA - University of Iowa Hospitals and Clinics, box 49 folder 221  Iowa City, IA - Site Reference Binder - Evaluation, 1996-2001 box 49 folder 222  Boston, MA - Board of Directors Meeting and Site Visit - Box 49 folder 223  Boston, MA - Board of Directors Site visit - Briefing Material, box 49 folder 223  Boston, MA - Board of Directors Site visit - Briefing Material, box 49 folder 224  Boston, MA - Correspondence - Agreement, Directory, Site Selections and Planning Vol. I, 1996-1997  Boston, MA - Correspondence - Grant, Budget, Site Visit and Check List Vol. 1, 1997-1999  Boston, MA - Correspondence - General Vol. II, 1995-2005 box 50 folder 229  Boston, MA - Correspondence - General Vol. II, 1995-2005 box 50 folder 229  Site Reference Binder - Evaluation, 1996-2000 box 51 folder 230  Site Visit Information - Revere, MA, 1996-1997 box 51 folder 231		box 46	folder 207
Chicago, IL - Correspondence - Vol. III, 1998-2004 box 47 folder 210  Chicago, IL - Correspondence - Vol. III, 2004-2005 box 47 folder 211  Chicago, IL - Correspondence - Vol. IV, 2005-2006 box 47 folder 212  Affiliated Sites - Chicago, IL - ICF Incorporated, 1996 March-April  Affiliated Sites - Chicago, IL - ICF Incorporated, 1996 March-April  Affiliated Sites - Chicago, IL - ICF Incorporated, 1996-1997 box 48 folder 214  Affiliated Sites - Chicago, IL - ICF Incorporated, 1997-1998 box 48 folder 215  Site Reference, Chicago, IL - Bethany Hospital - Affiliate, 1997-2001  Site Reference, Chicago, IL - Evaluation, 1996-2000 box 48 folder 217  Site Reference, Chicago, IL - Ravenswood Hospital - Affiliate, 1997-2001  Kansas Health Foundation - Wichita, KS., 1996-1999 box 49 folder 218  1997-2001  Site Reference Binder - Garden City, Kansas - Affiliate, 1997-2001  Lowa City, IA - University of Iowa Hospitals and Clinics, 2004 box 49 folder 220  Iowa City, IA - Site Reference Binder - Evaluation, 1996-2001 box 49 folder 221  Boston, MA - Board of Directors Meeting and Site Visit - 2004 box 49 box 49 folder 222  Boston, MA - Board of Directors Meeting and Site Visit - 2004 box 49 box 49 folder 223  Boston, MA - Board of Directors Site visit - Briefing Material, 2004 box 49 box 49 folder 223  Boston, MA - Board of Directors Site visit - Briefing Material, 2005 box 50 folder 225  Boston, MA - Correspondence - Agreement, Directory, Site 2005 box 50 folder 227  Boston, MA - Correspondence - Extension Sustainability Vol. 2005 box 50 folder 227  Boston, MA - Correspondence - Extension Sustainability Vol. 2005 box 50 folder 229  Boston, MA - Correspondence - Extension Sustainability Vol. 2005 box 50 folder 229  Boston, MA - Correspondence - General Vol. II, 1995-2005 box 50 folder 229  Site Reference Binder - Evaluation, 1996-1997 box 51 folder 231	Chicago, IL - Correspondence - Vol. II, 1996-1999	box 46	folder 208
Chicago, IL - Correspondence - Vol. III, 2004-2005 box 47 folder 211  Chicago, IL - Correspondence - Vol. IV, 2005-2006 box 47 folder 212  Affiliated Sites - Chicago, IL - ICF Incorporated, 1996 March-April  Affiliated Sites - Chicago, IL - ICF Incorporated, 1996 March-April  Affiliated Sites - Chicago, IL - ICF Incorporated, 1996-1997 box 48 folder 214  Affiliated Sites - Chicago, IL - ICF Incorporated, 1997-1998 box 48 folder 215  Site Reference, Chicago, IL - Bethany Hospital - Affiliate, 1997-2001  Site Reference, Chicago, IL - Evaluation, 1996-2000 box 48 folder 217  Site Reference, Chicago, IL - Ravenswood Hospital - Affiliate, 1997-2001  Kansas Health Foundation - Wichita, KS., 1996-1999 box 49 folder 218  Site Reference Binder - Garden City, Kansas - Affiliate, 1997-2001  Lowa City, IA - University of Iowa Hospitals and Clinics, 1966-1999  Iowa City, IA - Site Reference Binder - Evaluation, 1996-2001 box 49 folder 221  Boston, MA - Board of Directors Meeting and Site Visit - Box 49 folder 222  Boston, MA - Board of Directors Site visit - Briefing Material, 2004 box 49 folder 223  Boston, MA - Boston Foundation, 1996-1999 box 50 folder 225  Boston, MA - Correspondence - Agreement, Directory, Site Selections and Planning Vol. I, 1996-1997  Boston, MA - Correspondence - Grant, Budget, Site Visit and Check List Vol. 1, 1997-1999  Boston, MA - Correspondence - Extension Sustainability Vol. 2005 folder 228  Site Reference Binder - Evaluation, 1996-2000 box 50 folder 228  Site Reference Binder - Evaluation, 1996-2000 box 51 folder 229  Site Reference Binder - Evaluation, 1996-2000 box 51 folder 220  Site Reference Binder - Evaluation, 1996-1997 box 51 folder 230  Site Visit Information - Revere, MA, 1996-1997 box 51 folder 231	Chicago, IL - Correspondence - Vol. II, 2002-2003	box 47	folder 209
Chicago, IL - Correspondence - Vol. IV, 2005-2006 box 47 folder 212  Affiliated Sites - Chicago, IL - ICF Incorporated, 1996 March-April  Affiliated Sites - Chicago, IL - ICF Incorporated, 1996-1997 box 48 folder 213  Affiliated Sites - Chicago, IL - ICF Incorporated, 1996-1997 box 48 folder 214  Affiliated Sites - Chicago, IL - ICF Incorporated, 1997-1998 box 48 folder 215  Site Reference, Chicago, IL - Bethany Hospital - Affiliate, 1997-2001  Site Reference, Chicago, IL - Evaluation, 1996-2000 box 48 folder 217  Site Reference, Chicago, IL - Ravenswood Hospital - Affiliate, 1997-2001  Kansas Health Foundation - Wichita, K.S., 1996-1999 box 49 folder 219  Site Reference Binder - Garden City, Kansas - Alfiliate, 1997-2001  Iowa City, IA - University of Iowa Hospitals and Clinics, 1966-1999  Iowa City, IA - Site Reference Binder - Evaluation, 1996-2001 box 49 folder 221  Boston, MA - Board of Directors Meeting and Site Visit - box 49 folder 222  Boston, MA - Board of Directors Site visit - Briefing Material, 2004 box 49 folder 223  Boston, MA - Board of Directors Site visit - Briefing Material, 2005 box 49 folder 224  Boston, MA - Board of Directors Site visit - Briefing Material, 2005 box 50 folder 225  Boston, MA - Correspondence - Agreement, Directory, Site 2005 box 50 folder 226  Boston, MA - Correspondence - Frant, Budget, Site Visit and 2005 box 50 folder 227  Boston, MA - Correspondence - Extension Sustainability Vol. 1, 1998-2005  Boston, MA - Correspondence - Extension Sustainability Vol. 1, 1998-2005  Boston, MA - Correspondence - General Vol. II, 1995-2005 box 50 folder 229  Site Reference Binder - Evaluation, 1996-1997 box 51 folder 230  Site Visit Information - Revere, MA, 1996-1997 box 51 folder 231	Chicago, IL - Correspondence - Vol. III, 1998-2004	box 47	folder 210
Affiliated Sites - Chicago, IL - ICF Incorporated, 1996 March- April  Affiliated Sites - Chicago, IL - ICF Incorporated, 1996-1997 box 48 folder 214  Affiliated Sites - Chicago, IL - ICF Incorporated, 1997-1998 box 48 folder 215  Site Reference, Chicago, IL - Bethany Hospital - Affiliate, 1997-2001  Site Reference, Chicago, IL - Evaluation, 1996-2000 box 48 folder 217  Site Reference, Chicago, IL - Ravenswood Hospital - Affiliate, 1997-2001  Site Reference, Chicago, IL - Ravenswood Hospital - Affiliate, 1997-2001  Kansas Health Foundation - Wichita, KS., 1996-1999 box 49 folder 219  Site Reference Binder - Garden City, Kansas - Affiliate, 1997-2001  Iowa City, IA - University of Iowa Hospitals and Clinics, 1904-290  Iowa City, IA - Site Reference Binder - Evaluation, 1996-2001 box 49 folder 221  Boston, MA - Board of Directors Meeting and Site Visit - 2004 box 49 folder 222  Boston, MA - Board of Directors Site visit - Briefing Material, 2998 July 8-10  Boston, MA - Boston Foundation, 1996-1999 box 50 folder 224  Boston, MA - Boston Foundation, 1996-1999 box 50 folder 225  Boston, MA - Correspondence - Agreement, Directory, Site Selections and Planning Vol. 1, 1996-1997  Boston, MA - Correspondence - Grant, Budget, Site Visit and Check List Vol. 1, 1997-1999  Boston, MA - Correspondence - Extension Sustainability Vol. 1, 1998-2005  Boston, MA - Correspondence - General Vol. II, 1995-2005 box 50 folder 229  Site Reference Binder - Evaluation, 1996-2000 box 51 folder 230  Site Visit Information - Revere, MA, 1996-1997 box 51 folder 231	Chicago, IL - Correspondence - Vol. III, 2004-2005	box 47	folder 211
April  Affiliated Sites - Chicago, IL - ICF Incorporated, 1996-1997 box 48 folder 214  Affiliated Sites - Chicago, IL - ICF Incorporated, 1997-1998 box 48 folder 215  Site Reference, Chicago, IL - Bethany Hospital - Affiliate, 1997-2001  Site Reference, Chicago, IL - Evaluation, 1996-2000 box 48 folder 217  Site Reference, Chicago, IL - Evaluation, 1996-2000 box 48 folder 218  Site Reference, Chicago, IL - Ravenswood Hospital - Affiliate, 1997-2001  Kansas Health Foundation - Wichita, KS., 1996-1999 box 49 folder 219  Site Reference Binder - Garden City, Kansas - Affiliate, 1997-2001  Site Reference Binder - Garden City, Kansas - Affiliate, 1997-2001  Iowa City, IA - University of Iowa Hospitals and Clinics, 1904-201  Boston, MA - Board of Directors Meeting and Site Visit - 2004 box 49 folder 222  Boston, MA - Board of Directors Meeting and Site Visit - 2004 box 49 folder 223  Boston, MA - Board of Directors Site visit - Briefing Material, 2004 box 49 folder 223  Boston, MA - Board of Directors Site visit - Briefing Material, 2004 box 50 folder 225  Boston, MA - Boston Foundation, 1996-1999 box 50 folder 225  Boston, MA - Correspondence - Agreement, Directory, Site Selections and Planning Vol. 1, 1996-1997  Boston, MA - Correspondence - Grant, Budget, Site Visit and Check List Vol. 1, 1997-1999  Boston, MA - Correspondence - Extension Sustainability Vol. 2005 folder 228  Boston, MA - Correspondence - Extension Sustainability Vol. 300 folder 229  Site Reference Binder - Evaluation, 1996-2000 box 51 folder 230  Site Visit Information - Revere, MA, 1996-1997 box 51 folder 231	Chicago, IL - Correspondence - Vol. IV, 2005-2006	box 47	folder 212
Affiliated Sites - Chicago, IL - ICF Incorporated, 1997-1998 box 48 folder 215  Site Reference, Chicago, IL - Bethany Hospital - Affiliate, 1997-2001  Site Reference, Chicago, IL - Evaluation, 1996-2000 box 48 folder 217  Site Reference, Chicago, IL - Ravenswood Hospital - Affiliate, 1997-2001  Site Reference, Chicago, IL - Ravenswood Hospital - Affiliate, 1997-2001  Kansas Health Foundation - Wichita, KS., 1996-1999 box 49 folder 219  Site Reference Binder - Garden City, Kansas - Affiliate, 1997-2001  Iowa City, IA - University of Iowa Hospitals and Clinics, 1966-1999  Iowa City, IA - Site Reference Binder - Evaluation, 1996-2001 box 49 folder 221  Boston, MA - Board of Directors Meeting and Site Visit - 2000  Boston, MA - Board of Directors Site visit - Briefing Material, 2000  Boston, MA - Boston Foundation, 1996-1999 box 50 folder 224  Boston, MA - Correspondence - Agreement, Directory, Site Selections and Planning Vol. 1, 1996-1997  Boston, MA - Correspondence - Grant, Budget, Site Visit and Check List Vol. 1, 1997-1999  Boston, MA - Correspondence - Extension Sustainability Vol. 1, 1998-1997  Boston, MA - Correspondence - Extension Sustainability Vol. 1, 1998-2005  Boston, MA - Correspondence - General Vol. II, 1995-2005 box 50 folder 228  Site Reference Binder - Evaluation, 1996-2000 box 51 folder 230  Site Visit Information - Revere, MA, 1996-1997 box 51 folder 231	•	box 48	folder 213
Site Reference, Chicago, IL - Bethany Hospital - Affiliate, 1997-2001  Site Reference, Chicago, IL - Evaluation, 1996-2000  box 48  folder 217  Site Reference, Chicago, IL - Ravenswood Hospital - Affiliate, 1997-2001  Kansas Health Foundation - Wichita, KS., 1996-1999  box 49  folder 219  Site Reference Binder - Garden City, Kansas - Affiliate, 1997-2001  Iowa City, IA - University of Iowa Hospitals and Clinics, 1966-1999  lowa City, IA - Site Reference Binder - Evaluation, 1996-2001  box 49  folder 221  Boston, MA - Board of Directors Meeting and Site Visit - Agenda, 1998 July 8-10  Boston, MA - Board of Directors Site visit - Briefing Material, 1998 July 8-10  Boston, MA - Boston Foundation, 1996-1999  box 50  folder 225  Boston, MA - Correspondence - Agreement, Directory, Site Selections and Planning Vol. I, 1996-1997  Boston, MA - Correspondence - Grant, Budget, Site Visit and Check List Vol. 1, 1997-1999  Boston, MA - Correspondence - Extension Sustainability Vol. II, 1998-2005  Boston, MA - Correspondence - General Vol. II, 1995-2005  box 50  folder 229  Site Reference Binder - Evaluation, 1996-2000  box 51  folder 231	Affiliated Sites - Chicago, IL - ICF Incorporated, 1996-1997	box 48	folder 214
1997-2001  Site Reference, Chicago, IL - Evaluation, 1996-2000 box 48 folder 217  Site Reference, Chicago, IL - Ravenswood Hospital - Affiliate, 1997-2001  Kansas Health Foundation - Wichita, KS., 1996-1999 box 49 folder 219  Site Reference Binder - Garden City, Kansas - Affiliate, 1997-2001  Iowa City, IA - University of Iowa Hospitals and Clinics, 1966-1999  Iowa City, IA - Site Reference Binder - Evaluation, 1996-2001 box 49 folder 221  Boston, MA - Board of Directors Meeting and Site Visit - Agenda, 1998 July 8-10  Boston, MA - Board of Directors Site visit - Briefing Material, 1998 July 8-10  Boston, MA - Boston Foundation, 1996-1999 box 50 folder 225  Boston, MA - Correspondence - Agreement, Directory, Site Selections and Planning Vol. 1, 1996-1997  Boston, MA - Correspondence - Grant, Budget, Site Visit and Check List Vol. 1, 1997-1999  Boston, MA - Correspondence - Extension Sustainability Vol. 1998-2005  Boston, MA - Correspondence - General Vol. II, 1995-2005 box 50 folder 229  Site Reference Binder - Evaluation, 1996-2000 box 51 folder 230  Site Visit Information - Revere, MA, 1996-1997 box 51 folder 231	Affiliated Sites - Chicago, IL - ICF Incorporated, 1997-1998	box 48	folder 215
Site Reference, Chicago, IL - Ravenswood Hospital - Affiliate, 1997-2001  Kansas Health Foundation - Wichita, KS., 1996-1999 box 49 folder 219  Site Reference Binder - Garden City, Kansas - Affiliate, 1997-2001  Iowa City, IA - University of Iowa Hospitals and Clinics, box 49 folder 221  1966-1999  Iowa City, IA - Site Reference Binder - Evaluation, 1996-2001 box 49 folder 222  Boston, MA - Board of Directors Meeting and Site Visit - Agenda, 1998 July 8-10  Boston, MA - Board of Directors Site visit - Briefing Material, 1998 July 8-10  Boston, MA - Boston Foundation, 1996-1999 box 50 folder 225  Boston, MA - Correspondence - Agreement, Directory, Site Selections and Planning Vol. I, 1996-1997  Boston, MA - Correspondence - Grant, Budget, Site Visit and Check List Vol. 1, 1997-1999  Boston, MA - Correspondence - Extension Sustainability Vol. II, 1998-2005  Boston, MA - Correspondence - General Vol. II, 1995-2005 box 50 folder 229  Site Reference Binder - Evaluation, 1996-2000 box 51 folder 231	• • •	box 48	folder 216
Kansas Health Foundation - Wichita, KS., 1996-1999 box 49 folder 219  Site Reference Binder - Garden City, Kansas - Affiliate, box 49 folder 220  1997-2001  Iowa City, IA - University of Iowa Hospitals and Clinics , box 49 folder 221  1966-1999  Iowa City, IA - Site Reference Binder - Evaluation, 1996-2001 box 49 folder 222  Boston, MA - Board of Directors Meeting and Site Visit - box 49 folder 223  Boston, MA - Board of Directors Site visit - Briefing Material , box 49 folder 224  1998 July 8-10  Boston, MA - Boston Foundation, 1996-1999 box 50 folder 225  Boston, MA - Correspondence - Agreement, Directory, Site Selections and Planning Vol. I, 1996-1997  Boston, MA - Correspondence - Grant, Budget, Site Visit and Check List Vol. 1, 1997-1999  Boston, MA - Correspondence - Extension Sustainability Vol. II, 1998-2005  Boston, MA - Correspondence - General Vol. II, 1995-2005 box 50 folder 229  Site Reference Binder - Evaluation, 1996-1997 box 51 folder 230  Site Visit Information - Revere, MA, 1996-1997 box 51 folder 231	Site Reference, Chicago, IL - Evaluation, 1996-2000	box 48	folder 217
Site Reference Binder - Garden City, Kansas - Affiliate, 1997-2001  Iowa City, IA - University of Iowa Hospitals and Clinics , 1966-1999  Iowa City, IA - Site Reference Binder - Evaluation, 1996-2001 box 49 folder 222  Boston, MA - Board of Directors Meeting and Site Visit - 23  Agenda, 1998 July 8-10  Boston, MA - Board of Directors Site visit - Briefing Material , 298 July 8-10  Boston, MA - Boston Foundation, 1996-1999 box 50 folder 225  Boston, MA - Correspondence - Agreement, Directory, Site Selections and Planning Vol. I, 1996-1997  Boston, MA - Correspondence - Grant, Budget, Site Visit and Check List Vol. 1, 1997-1999  Boston, MA - Correspondence - Extension Sustainability Vol. II, 1998-2005  Boston, MA - Correspondence - General Vol. II, 1995-2005 box 50 folder 229  Site Reference Binder - Evaluation, 1996-2000 box 51 folder 230  Site Visit Information - Revere, MA, 1996-1997 box 49 folder 231	<u> </u>	box 48	folder 218
Iowa City, IA - University of Iowa Hospitals and Clinics , box 49 folder 221 1966-1999 folder 222   Boston, MA - Site Reference Binder - Evaluation, 1996-2001 box 49 folder 222   Boston, MA - Board of Directors Meeting and Site Visit - box 49 folder 223   Agenda, 1998 July 8-10   Boston, MA - Board of Directors Site visit - Briefing Material , box 49 folder 224   1998 July 8-10   Boston, MA - Boston Foundation, 1996-1999 box 50 folder 225   Boston, MA - Correspondence - Agreement, Directory, Site Selections and Planning Vol. I, 1996-1997   Boston, MA - Correspondence - Grant, Budget, Site Visit and Check List Vol. 1, 1997-1999   Boston, MA - Correspondence - Extension Sustainability Vol. box 50 folder 227   Boston, MA - Correspondence - Extension Sustainability Vol. box 50 folder 228   II, 1998-2005   Boston, MA - Correspondence - General Vol. II, 1995-2005 box 50 folder 229   Site Reference Binder - Evaluation, 1996-2000 box 51 folder 230   Site Visit Information - Revere, MA, 1996-1997 box 51 folder 231	Kansas Health Foundation - Wichita, KS., 1996-1999	box 49	folder 219
Iowa City, IA - Site Reference Binder - Evaluation, 1996-2001 box 49 folder 222  Boston, MA - Board of Directors Meeting and Site Visit - box 49 folder 223  Agenda, 1998 July 8-10  Boston, MA - Board of Directors Site visit - Briefing Material , box 49 folder 224  1998 July 8-10  Boston, MA - Boston Foundation, 1996-1999 box 50 folder 225  Boston, MA - Correspondence - Agreement, Directory, Site Selections and Planning Vol. I, 1996-1997  Boston, MA - Correspondence - Grant, Budget, Site Visit and Check List Vol. 1, 1997-1999  Boston, MA - Correspondence - Extension Sustainability Vol. box 50 folder 228  II, 1998-2005  Boston, MA - Correspondence - General Vol. II, 1995-2005 box 50 folder 229  Site Reference Binder - Evaluation, 1996-1997 box 51 folder 230  Site Visit Information - Revere, MA, 1996-1997 box 51 folder 231	•	box 49	folder 220
Boston, MA - Board of Directors Meeting and Site Visit - Agenda, 1998 July 8-10  Boston, MA - Board of Directors Site visit - Briefing Material , 1998 July 8-10  Boston, MA - Boston Foundation, 1996-1999  box 50  folder 225  Boston, MA - Correspondence - Agreement, Directory, Site Selections and Planning Vol. I, 1996-1997  Boston, MA - Correspondence - Grant, Budget, Site Visit and Check List Vol. 1, 1997-1999  Boston, MA - Correspondence - Extension Sustainability Vol. II, 1998-2005  Boston, MA - Correspondence - General Vol. II, 1995-2005  box 50  folder 228  Site Reference Binder - Evaluation, 1996-2000  box 51  folder 230  Site Visit Information - Revere, MA, 1996-1997  box 51  folder 231		box 49	folder 221
Agenda, 1998 July 8-10  Boston, MA - Board of Directors Site visit - Briefing Material , box 49 folder 224 1998 July 8-10  Boston, MA - Boston Foundation, 1996-1999 box 50 folder 225  Boston, MA - Correspondence - Agreement, Directory, Site Selections and Planning Vol. I, 1996-1997  Boston, MA - Correspondence - Grant, Budget, Site Visit and Check List Vol. 1, 1997-1999  Boston, MA - Correspondence - Extension Sustainability Vol. box 50 folder 228 II, 1998-2005  Boston, MA - Correspondence - General Vol. II, 1995-2005 box 50 folder 229  Site Reference Binder - Evaluation, 1996-2000 box 51 folder 230  Site Visit Information - Revere, MA, 1996-1997 box 51 folder 231	Iowa City, IA - Site Reference Binder - Evaluation, 1996-2001	box 49	folder 222
Boston, MA - Boston Foundation, 1996-1999 box 50 folder 225  Boston, MA - Correspondence - Agreement, Directory, Site Selections and Planning Vol. I, 1996-1997  Boston, MA - Correspondence - Grant, Budget, Site Visit and Check List Vol. 1, 1997-1999  Boston, MA - Correspondence - Extension Sustainability Vol. box 50 folder 228  II, 1998-2005  Boston, MA - Correspondence - General Vol. II, 1995-2005 box 50 folder 229  Site Reference Binder - Evaluation, 1996-2000 box 51 folder 230  Site Visit Information - Revere, MA, 1996-1997 box 51 folder 231		box 49	folder 223
Boston, MA - Correspondence - Agreement, Directory, Site box 50 folder 226  Boston, MA - Correspondence - Grant, Budget, Site Visit and Check List Vol. 1, 1997-1999  Boston, MA - Correspondence - Extension Sustainability Vol. box 50 folder 228  II, 1998-2005  Boston, MA - Correspondence - General Vol. II, 1995-2005 box 50 folder 229  Site Reference Binder - Evaluation, 1996-2000 box 51 folder 230  Site Visit Information - Revere, MA, 1996-1997 box 51 folder 231		box 49	folder 224
Selections and Planning Vol. I, 1996-1997  Boston, MA - Correspondence - Grant, Budget, Site Visit and Check List Vol. 1, 1997-1999  Boston, MA - Correspondence - Extension Sustainability Vol. box 50 folder 228  II, 1998-2005  Boston, MA - Correspondence - General Vol. II, 1995-2005 box 50 folder 229  Site Reference Binder - Evaluation, 1996-2000 box 51 folder 230  Site Visit Information - Revere, MA, 1996-1997 box 51 folder 231	Boston, MA - Boston Foundation, 1996-1999	box 50	folder 225
Check List Vol. 1, 1997-1999  Boston, MA - Correspondence - Extension Sustainability Vol. box 50 folder 228  II, 1998-2005  Boston, MA - Correspondence - General Vol. II, 1995-2005 box 50 folder 229  Site Reference Binder - Evaluation, 1996-2000 box 51 folder 230  Site Visit Information - Revere, MA, 1996-1997 box 51 folder 231		box 50	folder 226
II, 1998-2005  Boston, MA - Correspondence - General Vol. II, 1995-2005 box 50 folder 229  Site Reference Binder - Evaluation, 1996-2000 box 51 folder 230  Site Visit Information - Revere, MA, 1996-1997 box 51 folder 231	•	box 50	folder 227
Site Reference Binder - Evaluation, 1996-2000 box 51 folder 230  Site Visit Information - Revere, MA, 1996-1997 box 51 folder 231	*	box 50	folder 228
Site Visit Information - Revere, MA, 1996-1997 box 51 folder 231	Boston, MA - Correspondence - General Vol. II, 1995-2005	box 50	folder 229
	Site Reference Binder - Evaluation, 1996-2000	box 51	folder 230
Detroit, MI - Henry Ford Health System, 1996-1999 box 51 folder 232	Site Visit Information - Revere, MA, 1996-1997	box 51	folder 231
·	Detroit, MI - Henry Ford Health System, 1996-1999	box 51	folder 232

Detroit, MI - Site Visit Information, 1996-1997 box 51 folder 234  Kansas City, MO - KC Humana - Correspondence - Directory, Site Selection, & Planning, 1996-1997  Kansas City, MO - KC Humana - Correspondence - MVS pox 52 folder 236  Report, Check List, Budget & Agreement, 1996-2000  Kansas City, MO - KC Humana - Correspondence - General, pox 52 folder 237  1995-2004  KU Medwest - Correspondence - Site Selection and Planning pox 52 folder 238  Vol. I, 1995-1997  KU Medwest - Correspondence - Site Visit, Check List, pox 52 folder 239  Agreement, and Directory Vol. I, 1996-1997  KU Medwest - Correspondence - Grant and Budget Vol. I, pox 53 folder 240  1996-2000  KU Medwest - Correspondence - Extensions/Sustainability, Vol. pox 53 folder 241  II, 1998-2004  KU Medwest - Correspondence - General Vol. II, 1996-2005 box 53 folder 242  KU Medwest - Site Visit, 1999 Sept. 15 box 53 folder 243  KU Medwest - Site Visit, 1999 Sept. 15 box 53 folder 244  KU Medwest - Site Visit, 1999 Sept. 15 box 54 folder 244  KU Medwest - Site Visit, 1999 Sept. 15 box 54 folder 244  Ku Medwest - Site Visit, 1999 Sept. 15 box 54 folder 245  Kansas City, MO - Greater Kansas City Community Foundation, pox 54 folder 245  Missouri-Kansas City - BlueCross BlueShield , 1997-1998 box 54 folder 246  Site Reference, Kansas City, MO - Blue Cross Blue Shield - box 54 folder 247  Evaluation, 1996-2000  New York, N.Y., 1969-1999 box 55 folder 249  Site Reference Ransas City, MO - Humana Health Care Plans - box 54 folder 249  Site Reference Binder - Evaluation, 1997-1999 box 55 folder 250  Rochester, N.Y., 1995-1996 box 55 folder 251  Chapel Hill, N.C Correspondence - General Vol. II, 1999-2005 box 56 folder 257  Chapel Hill, N.C Site Reference - Evaluation, 1996-2001 box 56 folder 257  Chapel Hill, N.C Site Reference - Evaluation, 1996-2001 box 56 folder 258			
Kansas City, MO - KC Humana - Correspondence - Directory, Site Selection, & Planning, 1996-1997  Kansas City, MO - KC Humana - Correspondence - MVS Report, Check List, Budget & Agreement, 1996-2000  Kansas City, MO - KC Humana - Correspondence - General, 1995-2004  Ku Medwest - Correspondence - Site Selection and Planning Vol. I, 1995-1997  KU Medwest - Correspondence - Site Visit, Check List, 2007  KU Medwest - Correspondence - Site Visit, Check List, 2008  Ku Medwest - Correspondence - Genat and Budget Vol. I, 2008  KU Medwest - Correspondence - Grant and Budget Vol. I, 2008  KU Medwest - Correspondence - Extensions/Sustainability, Vol. 2008  KU Medwest - Correspondence - Extensions/Sustainability, Vol. 2008  KU Medwest - Correspondence - General Vol. II, 1996-2005  ku Medwest - Site Visit, 1999 Sept. 15  ku Medwest - Site Visit, 1999 Sept. 15  box 53  folder 242  KU Medwest - Site Visit, 1999 Sept. 15  box 53  folder 243  Kansas City, MO - Greater Kansas City Community Foundation, 2009  Sansas City, MO - Prime Health, 1996-1999  box 54  folder 245  Missouri-Kansas City - Blue Cross Blue Shield - 2008  Site Reference, Kansas City, MO - Blue Cross Blue Shield - 2008  Site Reference, Kansas City, MO - Humana Health Care Plans - 2008  Site Reference, Kansas City, MO - Humana Health Care Plans - 2008  Site Reference Binder - Evaluation, 1997-1999  box 54  folder 248  Site Reference Binder - Evaluation, 1997-1999  box 55  folder 250  Rochester, N.Y., 1995-1996  Chapel Hill, N.C - Correspondence - General Vol. II, 1995-1999  box 56  folder 257  Chapel Hill, N.C - Site Reference - Evaluation, 1996-2001  box 56  folder 259  Site Visit Information - Charlotte, N.C., 1996-1998  box 56  folder 260	Detroit, MI - Site Reference Binder - Evaluation, 1996-2001	box 51	folder 233
Kansas City, MO - KC Humana - Correspondence - MVS Report, Check List, Budget & Agreement, 1996-2000  Kansas City, MO - KC Humana - Correspondence - General, box 52 folder 237  1995-2004  KU Medwest - Correspondence - Site Selection and Planning box 52 folder 238  KU Medwest - Correspondence - Site Visit, Check List, box 52 folder 239  KU Medwest - Correspondence - Site Visit, Check List, box 52 folder 239  KU Medwest - Correspondence - Site Visit, Check List, box 52 folder 240  RU Medwest - Correspondence - Grant and Budget Vol. I, box 53 folder 240  1996-2000  KU Medwest - Correspondence - Extensions/Sustainability, Vol. II, 1998-2004  KU Medwest - Correspondence - General Vol. II, 1996-2005 box 53 folder 242  KU Medwest - Correspondence - General Vol. II, 1996-2005 box 53 folder 242  KU Medwest - Site Visit, 1999 Sept. 15 box 53 folder 243  Kansas City, MO - Greater Kansas City Community Foundation, box 54 folder 244  1995-1996  Kansas City, MO - Prime Health, 1996-1999 box 54 folder 245  Missouri-Kansas City - BlueCross BlueShield, 1997-1998 box 54 folder 247  Site Reference, Kansas City, MO - Blue Cross Blue Shield - box 54 folder 247  Site Reference, Kansas City, MO - Humana Health Care Plans - Evaluation, 1996-2000  New York, N.Y., 1969-1999 box 55 folder 249  Site Reference Binder - Evaluation, 1997-1999 box 55 folder 250  Rochester, N.Y., 1995-1996 box 55 folder 251  Chapel Hill, N.C - Correspondence - General Vol. II, 1998-1999 box 56 folder 257  Chapel Hill, N.C - Correspondence - General Vol. II, 1999-2005 box 56 folder 257  Chapel Hill, N.C - Site Reference - Evaluation, 1996-1997 box 56 folder 258  Sites - Duke Endowment - Charlotte, N.C., 1996-1997 box 56 folder 259  Site Visit Information - Charlotte, N.C., 1996-1998 box 56 folder 259  Site Visit Information - Charlotte, N.C., 1996-1998 box 56 folder 259	Detroit, MI - Site Visit Information, 1996-1997	box 51	folder 234
Report, Check List, Budget & Agreement, 1996-2000  Kansas City, MO - KC Humana - Correspondence - General, 1995-2004  KU Medwest - Correspondence - Site Selection and Planning box 52 folder 238  Vol. I, 1995-1997  KU Medwest - Correspondence - Site Visit, Check List, 297 folder 239  Agreement, and Directory Vol. I, 1996-1997  KU Medwest - Correspondence - Grant and Budget Vol. I, 298-2000  KU Medwest - Correspondence - Extensions/Sustainability, Vol. 298-2000  KU Medwest - Correspondence - Extensions/Sustainability, Vol. 298-2004  KU Medwest - Correspondence - General Vol. II, 1996-2005  KU Medwest - Correspondence - General Vol. II, 1996-2005  KU Medwest - Site Visit, 1999 Sept. 15  Ku Medwest - Site Visit, 1999 Sept. 15  Kansas City, MO - Greater Kansas City Community Foundation, 298-244  Missouri-Kansas City - Pime Health, 1996-1999  Missouri-Kansas City - BlueCross BlueShield , 1997-1998  box 54  folder 246  Site Reference, Kansas City, MO - Blue Cross Blue Shield - 247  Evaluation, 1996-2000  New York, N.Y., 1969-1999  box 54  folder 249  Site Reference Binder - Evaluation, 1997-1999  box 55  folder 250  Rochester, N.Y., 1995-1996  box 55  folder 251  Chapel Hill, N.C - Correspondence - General Vol. II, 1995-1999  box 56  folder 258  Sites - Chapel Hill, N.C - Site Reference - Evaluation, 1996-2001  box 56  folder 258  Sites - Duke Endowment - Charlotte, N.C., 1995-1997  box 56  folder 259  Site Visit Information - Charlotte, N.C., 1995-1998  box 56  folder 250	Kansas City, MO - KC Humana - Correspondence - Directory, Site Selection, & Planning, 1996-1997	box 51	folder 235
No. 1, 1995-2004   No. 1, 1995-1997   No. 52   Folder 238   No. 1, 1995-1997   No. 1, 1995-1997   No. 1, 1996-1997   No. 1, 1996-1997   No. 52   Folder 239   No. 1, 1996-2000   No. 54   Folder 240   No. 54   Folder 240   No. 54   No. 54   Folder 240   No. 54   No. 55   No. 54   No. 54   No. 54   No. 54   No. 55   No. 54   No. 55   No. 56   No. 56   No. 56   No. 56   Folder 247   No. 56   No. 57   No. 57   No. 58   No. 58   No. 59   No. 59	Kansas City, MO - KC Humana - Correspondence - MVS Report, Check List, Budget & Agreement, 1996-2000	box 52	folder 236
Vol. I, 1995-1997  KU Medwest - Correspondence - Site Visit, Check List, Agreement, and Directory Vol. I, 1996-1997  KU Medwest - Correspondence - Grant and Budget Vol. I, box 53 folder 240 1996-2000  KU Medwest - Correspondence - Extensions/Sustainability, Vol. box 53 folder 241 II, 1998-2004  KU Medwest - Correspondence - General Vol. II, 1996-2005 box 53 folder 242 KU Medwest - Site Visit, 1999 Sept. 15 box 53 folder 243  Kansas City, MO - Greater Kansas City Community Foundation, 1995-1996  Kansas City, MO - Prime Health , 1996-1999 box 54 folder 245  Missouri-Kansas City - BlueCross BlueShield , 1997-1998 box 54 folder 246  Site Reference, Kansas City, MO - Blue Cross Blue Shield - box 54 folder 247  Site Reference, Kansas City, MO - Humana Health Care Plans - box 54 folder 248  Evaluation , 1996-2000  New York, N.Y., 1969-1999 box 55 folder 249  Site Reference Binder - Evaluation, 1997-1999 box 55 folder 250  Rochester, N.Y., 1995-1996 box 55 folder 251  Chapel Hill, NC - Correspondence - General Vol. II, 1999-2005 box 56 folder 255  Sites - Chapel Hill, NC - Site Reference - Evaluation, 1996-2001 box 56 folder 258  Sites - Duke Endowment - Charlotte, N.C., 1996-1998 box 56 folder 259  Site Visit Information - Charlotte, N.C., 1996-1998 box 56 folder 259  Site Visit Information - Charlotte, N.C., 1996-1998 box 56 folder 259  Site Visit Information - Charlotte, N.C., 1996-1998 box 56 folder 259	Kansas City, MO - KC Humana - Correspondence - General, 1995-2004	box 52	folder 237
Agreement, and Directory Vol. I, 1996-1997  KU Medwest - Correspondence - Grant and Budget Vol. I, 1996-2000  KU Medwest - Correspondence - Extensions/Sustainability, Vol. box 53 folder 241  II, 1998-2004  KU Medwest - Correspondence - General Vol. II, 1996-2005 box 53 folder 242  KU Medwest - Site Visit, 1999 Sept. 15 box 53 folder 243  Kansas City, MO - Greater Kansas City Community Foundation, 1995-1996  Kansas City, MO - Prime Health , 1996-1999 box 54 folder 245  Missouri-Kansas City - BlueCross BlueShield , 1997-1998 box 54 folder 246  Site Reference, Kansas City, MO - Blue Cross Blue Shield - box 54 folder 247  Evaluation , 1996-2000  Site Reference, Kansas City, MO - Humana Health Care Plans - box 54 folder 248  Evaluation , 1996-2000  New York, N.Y. , 1969-1999 box 55 folder 250  Rochester, N.Y., 1995-1996 box 55 folder 251  Chapel Hill, NC - Correspondence - General Vol. II, 1995-1999 box 56 folder 255  Sites - Chapel Hill, N.C. , 1995-1999 box 56 folder 257  Chapel Hill, NC - Site Reference - Evaluation, 1996-2001 box 56 folder 258  Sites - Duke Endowment - Charlotte, N.C., 1996-1998 box 56 folder 259  Site Visit Information - Charlotte, N.C., 1996-1998 box 56 folder 259  Site Visit Information - Charlotte, N.C., 1996-1998 box 56 folder 259	KU Medwest - Correspondence - Site Selection and Planning Vol. I, 1995-1997	box 52	folder 238
1996-2000   KU Medwest - Correspondence - Extensions/Sustainability, Vol.   box 53   folder 241   II, 1998-2004   KU Medwest - Correspondence - General Vol. II, 1996-2005   box 53   folder 242   KU Medwest - Site Visit, 1999 Sept. 15   box 53   folder 243   Stansas City, MO - Greater Kansas City Community Foundation,   box 54   folder 244   1995-1996   box 54   folder 245   folder 245   Site Reference, Kansas City - Blue Cross Blue Shield , 1997-1998   box 54   folder 246   folder 247   Site Reference, Kansas City, MO - Blue Cross Blue Shield - box 54   folder 247   folder 247   Site Reference, Kansas City, MO - Humana Health Care Plans - box 54   folder 248   folder 248   Folder 249   Site Reference Binder - Evaluation, 1996-2000   box 55   folder 250   Rochester, N.Y., 1969-1999   box 55   folder 250   Rochester, N.Y., 1995-1996   box 55   folder 251   Chapel Hill, NC - Correspondence - General Vol. II, 1995-1999   box 56   folder 257   Chapel Hill, NC - Site Reference - Evaluation, 1996-2001   box 56   folder 258   Sites - Duke Endowment - Charlotte, N.C., 1995-1997   box 56   folder 258   Sites - Duke Endowment - Charlotte, N.C., 1996-1998   box 56   folder 259   Site Visit Information - Charlotte, N.C., 1996-1998   box 56   folder 259   Site Visit Information - Charlotte, N.C., 1996-1998   box 56   folder 259   Site Visit Information - Charlotte, N.C., 1996-1998   box 56   folder 259   Site Visit Information - Charlotte, N.C., 1996-1998   box 56   folder 260   Site Visit Information - Charlotte, N.C., 1996-1998   box 56   folder 260   Site Visit Information - Charlotte, N.C., 1996-1998   box 56   folder 260   Site Visit Information - Charlotte, N.C., 1996-1998   box 56   folder 260   Site Visit Information - Charlotte, N.C., 1996-1998   box 56   folder 260   Site Visit Information - Charlotte, N.C., 1996-1998   box 56   folder 260   Site Visit Information - Charlotte, N.C., 1996-1998   box 56   folder 260   Site Visit Information - Charlotte, N.C., 1996-1998   box 56   folder 260   Site Visit Information		box 52	folder 239
II, 1998-2004   KU Medwest - Correspondence - General Vol. II, 1996-2005   box 53   folder 242   KU Medwest - Site Visit, 1999 Sept. 15   box 53   folder 243   Kansas City, MO - Greater Kansas City Community Foundation, 1995-1996   box 54   folder 244   1995-1996   kansas City, MO - Prime Health , 1996-1999   box 54   folder 245   folder 246   site Reference, Kansas City - BlueCross BlueShield , 1997-1998   box 54   folder 246   site Reference, Kansas City, MO - Blue Cross Blue Shield - box 54   folder 247   Evaluation, 1996-2000   box 54   folder 247   site Reference, Kansas City, MO - Humana Health Care Plans - box 54   folder 248   site Reference, Kansas City, MO - Humana Health Care Plans - box 54   folder 249   site Reference Binder - Evaluation, 1997-1999   box 55   folder 250   sox 55   folder 250   sox 55   folder 251   chapel Hill, NC - Correspondence - General Vol. II, 1995-1999   box 55   folder 254   chapel Hill, NC - Correspondence - General, Vol. II, 1999-2005   box 56   folder 257   chapel Hill, NC - Site Reference - Evaluation, 1996-2001   box 56   folder 258   Sites - Ohapel Hill, NC - Site Reference - Evaluation, 1996-2001   box 56   folder 258   Sites - Duke Endowment - Charlotte, N.C., 1995-1997   box 56   folder 259   Site Visit Information - Charlotte, N.C., 1996-1998   box 56   folder 259   Site Visit Information - Charlotte, N.C., 1996-1998   box 56   folder 260   Site Visit Information - Charlotte, N.C., 1996-1998   box 56   folder 260   Site Visit Information - Charlotte, N.C., 1996-1998   box 56   folder 260   Site Visit Information - Charlotte, N.C., 1996-1998   box 56   folder 260   Site Visit Information - Charlotte, N.C., 1996-1998   box 56   folder 260   Site Visit Information - Charlotte, N.C., 1996-1998   box 56   folder 260   Site Visit Information - Charlotte, N.C., 1996-1998   box 56   folder 260   Site Visit Information - Charlotte, N.C., 1996-1998   box 56   folder 260   Site Visit Information - Charlotte, N.C., 1996-1998   box 56   folder 260   Site Visit Information -	1	box 53	folder 240
KU Medwest - Site Visit, 1999 Sept. 15  kansas City, MO - Greater Kansas City Community Foundation, 1995-1996  Kansas City, MO - Prime Health, 1996-1999  box 54  folder 245  Missouri-Kansas City - BlueCross BlueShield, 1997-1998  box 54  folder 246  Site Reference, Kansas City, MO - Blue Cross Blue Shield - box 54  folder 247  Site Reference, Kansas City, MO - Humana Health Care Plans - box 54  folder 248  Evaluation, 1996-2000  New York, N.Y., 1969-1999  box 54  folder 249  Site Reference Binder - Evaluation, 1997-1999  box 55  folder 250  Rochester, N.Y., 1995-1996  Chapel Hill, NC - Correspondence - General Vol. II, 1995-1999  box 56  folder 257  Chapel Hill, NC - Site Reference - Evaluation, 1996-2001  box 56  folder 258  Sites - Duke Endowment - Charlotte, N.C., 1996-1998  box 56  folder 259  Site Visit Information - Charlotte, N.C., 1996-1998  box 56  folder 260		box 53	folder 241
Kansas City, MO - Greater Kansas City Community Foundation, box 54 folder 244 1995-1996  Kansas City, MO - Prime Health , 1996-1999 box 54 folder 245  Missouri-Kansas City - BlueCross BlueShield , 1997-1998 box 54 folder 246  Site Reference, Kansas City, MO - Blue Cross Blue Shield - box 54 folder 247  Evaluation, 1996-2000  Site Reference, Kansas City, MO - Humana Health Care Plans - box 54 folder 248  Evaluation , 1996-2000  New York, N.Y. , 1969-1999 box 54 folder 249  Site Reference Binder - Evaluation, 1997-1999 box 55 folder 250  Rochester, N.Y., 1995-1996 box 55 folder 251  Chapel Hill, NC - Correspondence - General Vol. II, 1995-1999 box 56 folder 255  Sites - Chapel Hill, N.C. , 1995-1999 box 56 folder 257  Chapel Hill, NC - Site Reference - Evaluation, 1996-2001 box 56 folder 258  Sites - Duke Endowment - Charlotte, N.C., 1996-1998 box 56 folder 259  Site Visit Information - Charlotte, N.C., 1996-1998 box 56 folder 259	KU Medwest - Correspondence - General Vol. II, 1996-2005	box 53	folder 242
Kansas City, MO - Prime Health , 1996-1999 box 54 folder 245 Missouri-Kansas City - BlueCross BlueShield , 1997-1998 box 54 folder 246  Site Reference, Kansas City, MO - Blue Cross Blue Shield - box 54 folder 247  Evaluation, 1996-2000  Site Reference, Kansas City, MO - Humana Health Care Plans - box 54 folder 248  Evaluation , 1996-2000  New York, N.Y. , 1969-1999 box 54 folder 249  Site Reference Binder - Evaluation, 1997-1999 box 55 folder 250  Rochester, N.Y., 1995-1996 box 55 folder 251  Chapel Hill, NC - Correspondence - General Vol. II, 1995-1999 box 55 folder 254  Chapel Hill, NC - Correspondence - General, Vol. II, 1999-2005 box 56 folder 257  Chapel Hill, NC - Site Reference - Evaluation, 1996-2001 box 56 folder 258  Sites - Duke Endowment - Charlotte, N.C., 1995-1997 box 56 folder 259  Site Visit Information - Charlotte, N.C., 1996-1998 box 56 folder 260	KU Medwest - Site Visit, 1999 Sept. 15	box 53	folder 243
Missouri-Kansas City - BlueCross BlueShield , 1997-1998 box 54 folder 246  Site Reference, Kansas City, MO - Blue Cross Blue Shield - box 54 folder 247  Evaluation, 1996-2000  Site Reference, Kansas City, MO - Humana Health Care Plans - box 54 folder 248  Evaluation , 1996-2000  New York, N.Y. , 1969-1999 box 54 folder 249  Site Reference Binder - Evaluation, 1997-1999 box 55 folder 250  Rochester, N.Y., 1995-1996 box 55 folder 251  Chapel Hill, NC - Correspondence - General Vol. II, 1995-1999 box 55 folder 254  Chapel Hill, NC - Correspondence - General, Vol. II, 1999-2005 box 56 folder 255  Sites - Chapel Hill, N.C. , 1995-1999 box 56 folder 257  Chapel Hill, NC - Site Reference - Evaluation, 1996-2001 box 56 folder 258  Sites - Duke Endowment - Charlotte, N.C. , 1995-1997 box 56 folder 259  Site Visit Information - Charlotte, N.C. , 1996-1998 box 56 folder 260	· · · · · · · · · · · · · · · · · · ·	box 54	folder 244
Site Reference, Kansas City, MO - Blue Cross Blue Shield - box 54 folder 247  Evaluation, 1996-2000  Site Reference, Kansas City, MO - Humana Health Care Plans - box 54 folder 248  Evaluation, 1996-2000  New York, N.Y., 1969-1999 box 54 folder 249  Site Reference Binder - Evaluation, 1997-1999 box 55 folder 250  Rochester, N.Y., 1995-1996 box 55 folder 251  Chapel Hill, NC - Correspondence - General Vol. II, 1995-1999 box 55 folder 254  Chapel Hill, NC - Correspondence - General, Vol. II, 1999-2005 box 56 folder 255  Sites - Chapel Hill, N.C., 1995-1999 box 56 folder 257  Chapel Hill, NC - Site Reference - Evaluation, 1996-2001 box 56 folder 258  Sites - Duke Endowment - Charlotte, N.C., 1995-1997 box 56 folder 259  Site Visit Information - Charlotte, N.C., 1996-1998 box 56 folder 260	Kansas City, MO - Prime Health , 1996-1999	box 54	folder 245
Evaluation, 1996-2000  Site Reference, Kansas City, MO - Humana Health Care Plans - box 54 folder 248  Evaluation , 1996-2000  New York, N.Y. , 1969-1999 box 54 folder 249  Site Reference Binder - Evaluation, 1997-1999 box 55 folder 250  Rochester, N.Y., 1995-1996 box 55 folder 251  Chapel Hill, NC - Correspondence - General Vol. II, 1995-1999 box 55 folder 254  Chapel Hill, NC - Correspondence - General, Vol. II, 1999-2005 box 56 folder 255  Sites - Chapel Hill, N.C. , 1995-1999 box 56 folder 257  Chapel Hill, NC - Site Reference - Evaluation, 1996-2001 box 56 folder 258  Sites - Duke Endowment - Charlotte, N.C., 1995-1997 box 56 folder 259  Site Visit Information - Charlotte, N.C. , 1996-1998 box 56 folder 260	Missouri-Kansas City - BlueCross BlueShield , 1997-1998	box 54	folder 246
Evaluation , 1996-2000  New York, N.Y. , 1969-1999  box 54  folder 249  Site Reference Binder - Evaluation, 1997-1999  box 55  folder 250  Rochester, N.Y., 1995-1996  box 55  folder 251  Chapel Hill, NC - Correspondence - General Vol. II, 1995-1999  box 55  folder 254  Chapel Hill, NC - Correspondence - General, Vol. II, 1999-2005  box 56  folder 255  Sites - Chapel Hill, N.C. , 1995-1999  box 56  folder 257  Chapel Hill, NC - Site Reference - Evaluation, 1996-2001  box 56  folder 258  Sites - Duke Endowment - Charlotte, N.C., 1995-1997  box 56  folder 259  Site Visit Information - Charlotte, N.C. , 1996-1998  box 56  folder 260	•	box 54	folder 247
Site Reference Binder - Evaluation, 1997-1999 box 55 folder 250  Rochester, N.Y., 1995-1996 box 55 folder 251  Chapel Hill, NC - Correspondence - General Vol. II, 1995-1999 box 55 folder 254  Chapel Hill, NC - Correspondence - General, Vol. II, 1999-2005 box 56 folder 255  Sites - Chapel Hill, N.C., 1995-1999 box 56 folder 257  Chapel Hill, NC - Site Reference - Evaluation, 1996-2001 box 56 folder 258  Sites - Duke Endowment - Charlotte, N.C., 1995-1997 box 56 folder 259  Site Visit Information - Charlotte, N.C., 1996-1998 box 56 folder 260		box 54	folder 248
Rochester, N.Y., 1995-1996 box 55 folder 251  Chapel Hill, NC - Correspondence - General Vol. II, 1995-1999 box 55 folder 254  Chapel Hill, NC - Correspondence - General, Vol. II, 1999-2005 box 56 folder 255  Sites - Chapel Hill, N.C., 1995-1999 box 56 folder 257  Chapel Hill, NC - Site Reference - Evaluation, 1996-2001 box 56 folder 258  Sites - Duke Endowment - Charlotte, N.C., 1995-1997 box 56 folder 259  Site Visit Information - Charlotte, N.C., 1996-1998 box 56 folder 260	New York, N.Y., 1969-1999	box 54	folder 249
Chapel Hill, NC - Correspondence - General Vol. II, 1995-1999 box 55 folder 254  Chapel Hill, NC - Correspondence - General, Vol. II, 1999-2005 box 56 folder 255  Sites - Chapel Hill, N.C., 1995-1999 box 56 folder 257  Chapel Hill, NC - Site Reference - Evaluation, 1996-2001 box 56 folder 258  Sites - Duke Endowment - Charlotte, N.C., 1995-1997 box 56 folder 259  Site Visit Information - Charlotte, N.C., 1996-1998 box 56 folder 260	Site Reference Binder - Evaluation, 1997-1999	box 55	folder 250
Chapel Hill, NC - Correspondence - General, Vol. II, 1999-2005 box 56 folder 255  Sites - Chapel Hill, N.C., 1995-1999 box 56 folder 257  Chapel Hill, NC - Site Reference - Evaluation, 1996-2001 box 56 folder 258  Sites - Duke Endowment - Charlotte, N.C., 1995-1997 box 56 folder 259  Site Visit Information - Charlotte, N.C., 1996-1998 box 56 folder 260	Rochester, N.Y., 1995-1996	box 55	folder 251
Sites - Chapel Hill, N.C., 1995-1999 box 56 folder 257  Chapel Hill, NC - Site Reference - Evaluation, 1996-2001 box 56 folder 258  Sites - Duke Endowment - Charlotte, N.C., 1995-1997 box 56 folder 259  Site Visit Information - Charlotte, N.C., 1996-1998 box 56 folder 260	Chapel Hill, NC - Correspondence - General Vol. II, 1995-1999	box 55	folder 254
Chapel Hill, NC - Site Reference - Evaluation, 1996-2001 box 56 folder 258  Sites - Duke Endowment - Charlotte, N.C., 1995-1997 box 56 folder 259  Site Visit Information - Charlotte, N.C., 1996-1998 box 56 folder 260	Chapel Hill, NC - Correspondence - General, Vol. II, 1999-2005	box 56	folder 255
Sites - Duke Endowment - Charlotte, N.C., 1995-1997 box 56 folder 259  Site Visit Information - Charlotte, N.C., 1996-1998 box 56 folder 260	Sites - Chapel Hill, N.C., 1995-1999	box 56	folder 257
Site Visit Information - Charlotte, N.C., 1996-1998 box 56 folder 260	Chapel Hill, NC - Site Reference - Evaluation, 1996-2001	box 56	folder 258
	Sites - Duke Endowment - Charlotte, N.C., 1995-1997	box 56	folder 259
Charlotte, NC - Site Reference - Affiliate, 1996-2001 box 57 folder 261	Site Visit Information - Charlotte, N.C., 1996-1998	box 56	folder 260
	Charlotte, NC - Site Reference - Affiliate, 1996-2001	box 57	folder 261

Sites - Lumberton, N. C., 1998	box 57	folder 262
Lumberton, NC - Site Reference - Lumberton Children's Clinc, 1996-2000	box 57	folder 263
Allentown, PA - Correspondence - Agreements, Directory, Site Selection & Planning, Vol. I, 1996, 1999	box 57	folder 264
Allentown, PA - Correspondence - Budget, Site Visit, Monitoring & Checklist Vol. I, 1997-2000	box 57	folder 265
Allentown, PA - Correspondence - General Vol. II, 1995-1996	box 57	folder 266
Allentown, PA - Correspondence - General Vol. II, 1996-2006	box 58	folder 267
Allentown, PA - Correspondence - Ext./Sustain Vol. II, 1998-2003	box 58	folder 268
Sites - Allentown, PA., 1995-1996	box 58	folder 269
Site - Allentown, PA., 1996-1998	box 58	folder 270
Site Reference - Allentown, PA. Pilot Site , 1996-2001	box 58	folder 271
Site Reference - Pittsburgh, PA Evaluation, 1996-2001	box 59	folder 272
Florence, South Carolina - Correspondence - Site Visit, Budget, Checklist, Agreement, Site Selection, Planning, Vol. I, 1996-2000	box 59	folder 273
Florence, South Carolina - Correspondence - Extension/ Sustainability Vol. II, 1995-2004	box 59	folder 274
Florence, South Carolina - Miscellaneous , 1988-1996	box 60	folder 275
Florence, SC - Site Reference Binder - Evaluation , 1996-2000	box 60	folder 276
Amarillo, TX - Site Visit Information, 1998	box 60	folder 277
Amarillo, TX - Correspondence - Site and Planning Vol. I, 1996	box 60	folder 278
Amarillo, TX - Correspondence - Grant, Budget, Checklist, Agreement & Directory Vol. I, 1997-2000	box 60	folder 279
Amarillo, TX - Correspondence - Extension/Sustainability & General Correspondence Vol. II, 1995-2006	box 61	folder 280
Amarillo, TX - Site Reference - Evaluation, 1996-2000	box 61	folder 281
Site Reference - Houston, TX - Affiliate , 1995-20001995-2000	box 61	folder 282
Site Reference Binder - Richmond, TX - Evaluation, 1996-2001	box 61	folder 283
	box 61	folder 284
Site Visit Information - San Antonio, TX., 1998	DOX 01	101001 20 .
Site Visit Information - San Antonio, TX. , 1998  Site Reference Binder - San Antonio, TX Affiliate , 1996-2000	box 62	folder 285

# New Practices, 2003-2006

## Arrangement

Loosely arranged by state.

Title/Description	Instances	
Site Updates - Original/New Practices, 2003	box 62	folder 287
A - I, 2000-2007	box 62	folder 288
I - L, 2000-2007	box 62	folder 289
MA - MI, 2000-20062001-2006	box 63	folder 290
MO -MT, 2001-2006	box 63	folder 291
N - O, 1999-2007	box 63	folder 292
O - S, 2000-2007	box 63	folder 293
T1999-2006	box 64	folder 294
U - W, 2000-2006	box 64	folder 295
Arizona, 2003-2007	box 64	folder 296
Phoenix, AZ, 2000-2001	box 64	folder 297
Phoenix, AZ, 2002-2003	box 64	folder 298
Phoenix, AZ, 2004-2006	box 65	folder 299
Phoenix, AZ, 2005-2006	box 65	folder 300
California - A - I, 2000-2005	box 65	folder 301
California - L - M, 2000-2007	box 65	folder 302
California - O - V , 2002-2006	box 65	folder 303
Fresno, CA., 2003-2004	box 66	folder 304
Fresno, CA., 2005-2007	box 66	folder 305
Colorado - Boulder, Burlington & Children's Hospital, Denver, 2004-2006	box 66	folder 306
Denver, CO, 2001	box 66	folder 307
Colorado - L - M , 2001-2004	box 66	folder 308
Florida - D - F, 2005-2006	box 66	folder 309
Florida - M - T , 2002-2006	box 67	folder 310
Chicago, IL - C - F, 2001-2005	box 67	folder 311
Chicago, IL - I, 2001-2006	box 67	folder 312
Chicago, IL - L - W, 2001-2007	box 67	folder 313
Chicago, IL - General, 2006	box 67	folder 314

Missouri Kansas Swope, 2000-2006	box 67	folder 315	
Missouri Kansas Swope, 2006-2007	box 68	folder 316	
Rochester, New York, 1996-2000	box 68	folder 317	
Rochester, New York, 2000-2001	box 68	folder 318	
Rochester, NY, 2001-2005	box 68	folder 319	
North Carolina, 2001-2005	box 68	folder 320	

# **General Files, 1989-2005**

Title/Description	Instances	
Beep Program - Boston - J. Palfrey Info, 1989, 1994	box 69	folder 321
Brain Development, 1995-2000	box 69	folder 322
Brain Development - Miscellaneous , 1996-2000	box 69	folder 323
Communication Strategy, 1994-1996	box 69	folder 324
Communication Strategy, 1994-1996	box 69	folder 325
Contact Binder, 1995-1996	box 70	folder 326
Consumer Assessments of Health Plans Study, 1996 Aug.	box 70	folder 327
Co-Sponsors - AAP - Catch, 1995-1997	box 70	folder 328
Foundation Grants Guidelines , 1997-1998	box 70	folder 329
Alan Guttmacher Reports, 2000 April - May	box 70	folder 330
Alan Guttmacher Reports, 2000 June-July	box 71	folder 331
Alan Guttmacher Reports, 2000 August	box 71	folder 332
Alan Guttmacher Reports, 2000 September-November	box 71	folder 333
Home Visiting - Kay Johnson, 1999-2001	box 71	folder 334
Home Visiting - Kay Johnson, 1998-2001	box 71	folder 335
ICF Incorporated - Consulting Project - Mike Barth , 1994 Nov.	box 71	folder 336
Insurer Survey , 2002	box 72	folder 337
Jane Knitzer - National Center for Children/Poverty, 1998-2000	box 72	folder 338
Legal Issues - 96180 Legal Issues, 1996-2000	box 72	folder 339
Legal Issues - White & Case , 1995-2000	box 72	folder 340
Legal Issues - Beansprout/BU Letter of Intent , 1999-2001	box 72	folder 341
Log - Pages 1-175, 2005 Aug Oct.	box 72	folder 342
Log - Pages 176 - 227, 2005 Aug Oct.	box 73	folder 343
Operations Manual for Affiliate Sites , 1997 June	box 73	folder 344

Operations Manual for Evaluation Sites, 1997 February	box 73	folder 345
Operations Manual for Evaluation Sites, 1997 February	box 73	folder 346
Current Operations , 2001-2002	box 73	folder 347
Parenting - Carnegie Corporation, 1993-1996	box 73	folder 348
Parenting - Parent Education Programs, 1992-1994	box 74	folder 349
Parenting Survey Findings - Ramsey Associates , 1988-1994	box 74	folder 350
Parenting - Press Clippings, 1988-1994	box 74	folder 351
Parenting - Press Clippings, 1994-1995	box 74	folder 352
Parenting - Press Clippings, 1995	box 74	folder 353
Parenting - Press Clippings, 1996-1997	box 74	folder 354
Pediatrics, 1996-1998	box 75	folder 355
Pediatrics, 1997-1998	box 75	folder 356
The New Pediatrics for Families with Young Children, 1998 Nov.	box 75	folder 357
Program Plans, 1997-1998	box 75	folder 358
Program Plans, 1997-1998	box 75	folder 359
Program Plans - Objectives and Website, 1997-1998	box 75	folder 360
Program Plans - Materials, 1998 September	box 76	folder 361
Program Plans, 1998	box 76	folder 362
Program Plans, 1998-1999	box 76	folder 363
Program Plans, 1999 April-September	box 76	folder 364
Program Plans, 1999-2000	box 76	folder 365
Program Plans, 2001	box 76	folder 366
Program Monitoring Committee Meeting 2002 July 9, 1999-2002	box 77	folder 367
Child Development & Pediatric Care - Program Plan Materials, 2001-2003	box 77	folder 368
Program for Child Development & Pediatric Care, 2002 May 30	box 77	folder 369
Final Program Plan - Notes/Discussion, 2003	box 77	folder 370
Program for Child Development and Preventive Care, 2003 October 16	box 78	folder 371
Program for Child Development and Preventive Care, 2003-2004	box 78	folder 372
Protocol, 1996	box 78	folder 373
Provider Measures - JHU, 1996	box 79	folder 374
Parent Measures - JHU, 1997-1999	box 79	folder 375

First Year Provider Instruments , 1998 January 21	box 79	folder 376
15 Month Provider Instruments - JHU, 1998 February 27	box 79	folder 377
15 Month Provider Instruments - JHU, 1998 February 27	box 79	folder 378
30 Month Provider Instruments - JHU, 1999 Feb. 15	box 80	folder 379
Reimbursement Tool Kit , 2002 July 1	box 80	folder 380
Replication - Correspondence - 96180, 1996	box 80	folder 381
Replication, 1997-2000	box 80	folder 382
Replication, 2000-2001	box 80	folder 383
Specialist Lists, 1996	box 80	folder 384
Southern Regional Education Board - Legislative Report, 1994	box 80	folder 385
Boston University Technical Assistance - Conference Call Summaries, 1996-2000	box 81	folder 386
Boston University Technical Assistance, 1996-2000	box 81	folder 387
Technical Assistance to Local Initiatives - BU, JHU, & ICF, 1998 January-June	box 81	folder 388
Technical Assistance to Local Initiatives - BU, JHU, & ICF, 1998 July-December	box 81	folder 389
Technical Assistance to Local Initiatives - BU, JHU, & ICF, 1999	box 82	folder 390
Toby Levine Communications, Inc Responses to Drafts of Healthy Steps Manual, 1998 July 31, 2000 March 16	box 82	folder 391
Toby Levine Communications, Inc Responses to Drafts of Healthy Steps Manual, 1998 July 31, 2000 March 16	box 82	folder 392
Toby Levine Communications, Inc Responses to Drafts of Healthy Steps Manual, 1998 July 31, 2000 March 16	box 82	folder 393
Training - Year One Training Manual and Reader - Draft for Review - Toby Levine - Andrea, 1998 July 31	box 82	folder 394
Training - Year One Training Manual and Reader - Draft for Review - Toby Levine - KTM, 1998 July 31	box 83	folder 395
Training - Year One Training Manual and Reader - Draft for Review - Toby Levine - Kathleen Fitzgerald Rice, 1998 Jult 31	box 83	folder 396
Training - Putting Healthy Steps into Practice - HS Training Manual, 1996 October	box 83	folder 397
Training - Putting Healthy Steps into Practice - HS Training Manual , 1996 October	box 83	folder 398
Training - Boston University Training Material Year 2 - Board Meeting Nov. 1997, 1997-1998	box 84	folder 399
Training - Planner - Year III Training Institute - Growing Up - Year III and Beyond, 1999 May 14-16	box 84	folder 400

Training - Planner - Year III Training Institute - Growing Up - Year III and Beyond, 1999 May 14-16	box 84	folder 401
Training - Year III Training Institute - Sustainability, 1999 May 15-16	box 84	folder 402
Training - Year III Training Institute - Sustainability, 1999 May 15-16	box 84	folder 403
Sustainability, 1999-2001	box 84	folder 404
Staff Training, Implementation, and Materials - Phase Six - BSMU, 2000-2001	box 85	folder 405
Training/Curriculum Material - Staff Cv's, 1995	box 85	folder 406
Training - Curriculum - Faxes for Margo, 1995-1996	box 85	folder 407
KTY Meeting, 1995 July 10	box 85	folder 408
Training Material - Notes - KTY & BZ, 1995	box 85	folder 409
Training Institute Venus - Kansas City, 2003	box 85	folder 410
Kathryn Taaffe Young Files		
Title/Description	Instances	
Correspondence, 1995	box 85	folder 411
Correspondence, 1995	box 85	folder 412
Correspondence, 1996	box 86	folder 413
Correspondence, 1996	box 86	folder 414
Correspondence, 1997	box 86	folder 415
Correspondence, 1997	box 87	folder 416
Correspondence, 1998	box 87	folder 417
Correspondence, 1999 January-March	box 87	folder 418
Correspondence, 1999 April-June	box 88	folder 419
Correspondence, 1999 July-September	box 88	folder 420
Correspondence, 1999 October-December	box 88	folder 421
Notes From Phone Calls - 96014, 1995 Jan. 23	box 88	folder 422
Boston University Meeting - Zuckerman, KTY, & MB, 1995 April 5	box 88	folder 423
Baby - Child Learning - Kit for Mothers & Fathers - Meeting, 1995 Sept. 28	box 88	folder 424
Parenting Materials Meeting , 1995 Sept. 28	box 88	folder 425
Boston University - Curriculum Themes 96014, 1995 October	box 88	folder 426

Boston University - Administration 96014, 1995-1996   box 88   folder 427			
Boston University - Proposal 96014, 1995-1996 box 88 folder 429  Boston University - Specialist 96650, 1995-1996 box 88 folder 430  Boston University - Phase 2, KTY Notes 96650, 1997 box 88 folder 432  Boston University - Phase 2, Budget, P&R, LOA, Proposal box 88 folder 432  Boston University - Phase 2, Correspondence 96650, 1996-1998 box 88 folder 433  Boston University - July Training Institute 96650, 1996-1997 box 88 folder 434  ICF Inc. Affiliate Sites - Technical Assistance Plan 96957, 1997 box 88 folder 435  In. 14  KTM Child Health & Development Record , 1997-1998 box 88 folder 436  KTM Travel in D.C., 1999 March 7-9 box 89 folder 437  KTM Travel - Site Visit Allentown, 1999 Feb. box 89 folder 439  Local Funders Network Meeting - GIH Tempe, Arizona , 1999 box 89 folder 439  Feb. 17  May National Advisory Committee Meeting , 1999 May box 89 folder 440  May 1999 National Advisory Committee Meeting , 1999 May box 89 folder 442  25  Policy Makers Multimedia - Committee Contact Lists , 1998 hox 89 folder 443  Preparation for Healthy Steps Evaluation Meeting , 1999 Feb. box 89 folder 444  Workshop - The Science of Developmental Promotion and Early Childhood Intervention, 1999 June 24-25  Zero To Three - Scientific Meeting , 1999 May 19-23 box 89 folder 444  ELS Correspondence - Healthy Steps Manuscript , 1998 box 89 folder 444  ELS Correspondence - Healthy Steps Manuscript , 1998 box 89 folder 444  ELS Correspondence - Healthy Steps Manuscript , 1998 box 89 folder 444  ELS Correspondence - Orrespondence, Meeting and Planning box 186 folder  Margaret E. Mahoney - Correspondence, Meeting and Planning folder  Boston University - Phase 2 folder folder  Hargaret E. Mahoney - Correspondence, Meeting and Planning box 188 folder	Boston University - Administration 96014, 1995-1996	box 88	folder 427
Boston University - Specialist 96650, 1995-1996 box 88 folder 431  Boston University - Phase 2, KTY Notes 96650, 1997 box 88 folder 432  Boston University - Phase 2, Budget, P&R, LOA, Proposal box 88 folder 432  Boston University - Phase 2, Correspondence 96650, 1996-1998 box 88 folder 433  Boston University - July Training Institute 96650, 1996-1997 box 88 folder 434  ICF Inc. Alfiliate Sites - Technical Assistance Plan 96957, 1997 box 88 folder 435  Jan. 14  KTM Child Health & Development Record , 1997-1998 box 88 folder 436  KTM Travel in D.C., 1999 March 7-9 box 89 folder 437  KTM Travel is Usist Allentown, 1999 Feb. box 89 folder 438  Local Funders Network Meeting - GIH Tempe, Arizona , 1999 box 89 folder 439  Feb. 17  May National Advisory Committee Meeting , 1999 May box 89 folder 440  May 1999 National Advisory Committee Meeting , 1999 May box 89 folder 441  Meeting at the Intercontinental Hotel - Conference , 1999 May box 89 folder 442  Policy Makers Multimedia - Committee Contact Lists , box 89 folder 444  Preparation for Healthy Steps Evaluation Meeting , 1999 Feb. box 89 folder 444  Workshop - The Science of Developmental Promotion and Early Childhood Intervention, 1999 June 24-25  Zero To Three - Scientific Meeting , 1999 May 19-23 box 89 folder 445  Randi Gould Correspondence - Healthy Steps Manuscript , 1998 box 89 folder 444  ELS Correspondence 1 of 2, 2002-2005 box 89 folder 449  Margaret E. Mahoney - Correspondence, Meeting and Planning box 187 folder folder files, 1990s  Margaret E. Mahoney - Correspondence, Meeting and Planning box 188 folder	Boston University - Correspondence 96014, 1995-1996	box 88	folder 428
Boston University - Phase 2, KTY Notes 96650, 1997 box 88 folder 431  Boston University - Phase 2, Budget, P&R, LOA, Proposal box 88 folder 432  Boston University - Phase 2, Correspondence 96650, 1996-1998 box 88 folder 433  Boston University - July Training Institute 96650, 1996-1997 box 88 folder 434  ICF Inc. Affiliate Sites - Technical Assistance Plan 96957, 1997 box 88 folder 435  Jan. 14  KTM Child Health & Development Record , 1997-1998 box 88 folder 436  KTM Travel in D.C., 1999 March 7-9 box 89 folder 437  KTM Trivel - Site Visit Allentown, 1999 Feb. box 89 folder 439  Local Funders Network Meeting - GIH Tempe, Arizona , 1999 box 89 folder 439  Feb. 17  May National Advisory Committee Meeting , 1999 box 89 folder 440  May 1999 National Advisory Committee Meeting , 1999 May box 89 folder 441  Meeting at the Intercontinental Hotel - Conference , 1999 May 25  Policy Makers Multimedia - Committee Contact Lists , box 89 folder 444  25  Policy Makers Multimedia - Committee Contact Lists , box 89 folder 444  22  Workshop - The Science of Developmental Promotion and Early Childhood Intervention, 1999 June 24-25  Zero To Three - Scientific Meeting , 1999 May 19-23 box 89 folder 445  Randi Gould Correspondence - Healthy Steps Manuscript , 1998 box 89 folder 444  ELS Correspondence 1 of 2, 2002-2005 box 89 folder 448  ELS Correspondence 2 of 2, 2002-2005 box 89 folder 449  Margaret E. Mahoney - Correspondence, Meeting and Planning box 188 folder  Margaret E. Mahoney - Correspondence, Meeting and Planning box 188 folder	Boston University - Proposal 96014, 1995-1996	box 88	folder 429
Boston University - Phase 2, Budget, P&R, LOA, Proposal 96650, 1996-1998  Boston University - Phase 2, Correspondence 96650, 1996-1998  box 88  folder 433  Boston University - July Training Institute 96650, 1996-1997  box 88  folder 434  ICF Inc. Affiliate Sites - Technical Assistance Plan 96957, 1997  Jan. 14  KTM Child Health & Development Record , 1997-1998  box 88  folder 435  KTM Travel in D.C., 1999 March 7-9  box 89  folder 437  KTM Trivel - Site Visit Allentown, 1999 Feb.  Local Funders Network Meeting - GIH Tempe, Arizona , 1999  Feb. 17  May National Advisory Committee Meeting , 1999  May 1999 National Advisory Committee Meeting , 1999 May  Meeting at the Intercontinental Hotel - Conference , 1999 May  box 89  folder 442  Policy Makers Multimedia - Committee Contact Lists , 1998-1999  Preparation for Healthy Steps Evaluation Meeting , 1999 Feb.  box 89  folder 444  Workshop - The Science of Developmental Promotion and Early Childhood Intervention, 1999 June 24-25  Zero To Three - Scientific Meeting , 1999 May 19-23  korkshop - The Science - Healthy Steps Manuscript , 1998  Randi Gould Correspondence - Healthy Steps Manuscript , 1998  ELS Correspondence 1 of 2, 2002-2005  box 89  folder 448  ELS Correspondence 2 of 2, 2002-2005  box 89  folder 449  Margaret E. Mahoney - Correspondence, Meeting and Planning Files, 1990s  Margaret E. Mahoney - Correspondence, Meeting and Planning Files, 1990s  Margaret E. Mahoney - Correspondence, Meeting and Planning box 188  folder	Boston University - Specialist 96650, 1995-1996	box 88	folder 430
Boston University - Phase 2, Correspondence 96650, 1996-1998 box 88 folder 433  Boston University - July Training Institute 96650, 1996-1997 box 88 folder 434  ICF Inc. Affiliate Sites - Technical Assistance Plan 96957, 1997 box 88 folder 435  Jan. 14  KTM Child Health & Development Record , 1997-1998 box 88 folder 436  KTM Travel in D.C., 1999 March 7-9 box 89 folder 437  KTM Travel Site Visit Allentown, 1999 Feb. box 89 folder 438  Local Funders Network Meeting - GIH Tempe, Arizona , 1999 box 89 folder 439  Feb. 17  May National Advisory Committee Meeting , 1999 box 89 folder 440  May 1999 National Advisory Committee Meeting , 1999 May box 89 folder 441  Meeting at the Intercontinental Hotel - Conference , 1999 May box 89 folder 442  25  Policy Makers Multimedia - Committee Contact Lists , box 89 folder 443  Preparation for Healthy Steps Evaluation Meeting , 1999 Feb. box 89 folder 444  22  Workshop - The Science of Developmental Promotion and Early Childhood Intervention , 1999 June 24-25  Zero To Three - Scientific Meeting , 1999 May 19-23 box 89 folder 445  Randi Gould Correspondence - Healthy Steps Manuscript , 1998 box 89 folder 448  ELS Correspondence 1 of 2, 2002-2005 box 89 folder 448  ELS Correspondence 2 of 2, 2002-2005 box 89 folder 449  Margaret E. Mahoney - Correspondence, Meeting and Planning box 186 folder Files, 1990s  Margaret E. Mahoney - Correspondence, Meeting and Planning box 188 folder	Boston University - Phase 2, KTY Notes 96650, 1997	box 88	folder 431
Boston University - July Training Institute 96650, 1996-1997 box 88 folder 434  ICF Inc. Affiliate Sites - Technical Assistance Plan 96957, 1997 box 88 folder 435  Jan. 14  KTM Child Health & Development Record, 1997-1998 box 88 folder 436  KTM Travel in D.C., 1999 March 7-9 box 89 folder 437  KTM Travel - Site Visit Allentown, 1999 Feb. box 89 folder 438  Local Funders Network Meeting - GIH Tempe, Arizona, 1999 box 89 folder 439  Feb. 17  May National Advisory Committee Meeting, 1999 box 89 folder 440  May 1999 National Advisory Committee Meeting, 1999 May box 89 folder 441  Meeting at the Intercontinental Hotel - Conference, 1999 May 25  Policy Makers Multimedia - Committee Contact Lists, box 89 folder 442  25  Policy Makers Multimedia - Committee Contact Lists, box 89 folder 444  22  Workshop - The Science of Developmental Promotion and Early Childhood Intervention, 1999 June 24-25  Zero To Three - Scientific Meeting, 1999 May 19-23 box 89 folder 445  Randi Gould Correspondence - Healthy Steps Manuscript, 1998 box 89 folder 446  Randi Gould Correspondence 1 of 2, 2002-2005 box 89 folder 448  ELS Correspondence 2 of 2, 2002-2005 box 89 folder 449  Margaret E. Mahoney - Correspondence, Meeting and Planning box 186 folder Files, 1990s  Margaret E. Mahoney - Correspondence, Meeting and Planning box 187 folder Files, 1990s  Margaret E. Mahoney - Correspondence, Meeting and Planning box 188 folder	•	box 88	folder 432
ICF Inc. Affiliate Sites - Technical Assistance Plan 96957, 1997 box 88 folder 435  Jan. 14  KTM Child Health & Development Record , 1997-1998 box 88 folder 436  KTM Travel in D.C., 1999 March 7-9 box 89 folder 437  KTM Travel - Site Visit Allentown, 1999 Feb. box 89 folder 438  Local Funders Network Meeting - GIH Tempe, Arizona , 1999 box 89 folder 439  Feb. 17  May National Advisory Committee Meeting , 1999 box 89 folder 440  May 1999 National Advisory Committee Meeting , 1999 May box 89 folder 441  Meeting at the Intercontinental Hotel - Conference , 1999 May box 89 folder 442  Policy Makers Multimedia - Committee Contact Lists , box 89 folder 443  Policy Makers Multimedia - Committee Contact Lists , box 89 folder 444  Workshop - The Science of Developmental Promotion and Early Childhood Intervention, 1999 June 24-25  Zero To Three - Scientific Meeting , 1999 May 19-23 box 89 folder 446  Randi Gould Correspondence - Healthy Steps Manuscript , 1998 box 89 folder 447  ELS Correspondence 1 of 2, 2002-2005 box 89 folder 448  ELS Correspondence 2 of 2, 2002-2005 box 89 folder 449  Margaret E. Mahoney - Correspondence, Meeting and Planning box 186 folder  Files, 1990s  Margaret E. Mahoney - Correspondence, Meeting and Planning box 187 folder  1197-1211  Margaret E. Mahoney - Correspondence, Meeting and Planning box 188 folder	Boston University - Phase 2, Correspondence 96650, 1996-1998	box 88	folder 433
KTM Child Health & Development Record , 1997-1998 box 88 folder 436  KTM Travel in D.C., 1999 March 7-9 box 89 folder 437  KTM Travel - Site Visit Allentown, 1999 Feb. box 89 folder 438  Local Funders Network Meeting - GIH Tempe, Arizona , 1999 box 89 folder 439  Feb. 17  May National Advisory Committee Meeting , 1999 box 89 folder 440  May 1999 National Advisory Committee Meeting , 1999 May box 89 folder 441  Meeting at the Intercontinental Hotel - Conference , 1999 May box 89 folder 442  Policy Makers Multimedia - Committee Contact Lists , 1998-1999  Preparation for Healthy Steps Evaluation Meeting , 1999 Feb. box 89 folder 444  22  Workshop - The Science of Developmental Promotion and Early Childhood Intervention, 1999 June 24-25  Zero To Three - Scientific Meeting , 1999 May 19-23 box 89 folder 446  Randi Gould Correspondence - Healthy Steps Manuscript , 1998 box 89 folder 447  ELS Correspondence 1 of 2, 2002-2005 box 89 folder 448  ELS Correspondence 2 of 2, 2002-2005 box 89 folder 449  Margaret E. Mahoney - Correspondence, Meeting and Planning box 186 folder 1189-1196  Margaret E. Mahoney - Correspondence, Meeting and Planning box 187 folder 1197-1211  Margaret E. Mahoney - Correspondence, Meeting and Planning box 188 folder	Boston University - July Training Institute 96650, 1996-1997	box 88	folder 434
KTM Travel in D.C., 1999 March 7-9  KTM Travel - Site Visit Allentown, 1999 Feb.  Local Funders Network Meeting - GIH Tempe, Arizona, 1999 Feb. 17  May National Advisory Committee Meeting, 1999 May 1999 National Advisory Committee Meeting, 1999 May Meeting at the Intercontinental Hotel - Conference, 1999 May Section of Developmental Formation and Early Childhood Intervention, 1999 June 24-25  Zero To Three - Scientific Meeting, 1999 May 19-23  Randi Gould Correspondence - Healthy Steps Manuscript, 1998 Margaret E. Mahoney - Correspondence, Meeting and Planning Files, 1990s  Margaret E. Mahoney - Correspondence, Meeting and Planning Files, 1990s  folder 439  folder 440  box 89  folder 441  box 89  folder 442  box 89  folder 443  folder 444  box 89  folder 444  folder 445  folder 445  folder 446  folder 447  folder 447  folder 448  ELS Correspondence 2 of 2, 2002-2005  folder 449		box 88	folder 435
KTM Trrvel - Site Visit Allentown, 1999 Feb.  Local Funders Network Meeting - GIH Tempe, Arizona , 1999 Feb. 17  May National Advisory Committee Meeting , 1999 May 1999 National Advisory Committee Meeting , 1999 May Meeting at the Intercontinental Hotel - Conference , 1999 May Dox 89 Folder 441  Meeting at the Intercontinental Hotel - Conference , 1999 May Feb. 1999 Preparation for Healthy Steps Evaluation Meeting , 1999 Feb. Workshop - The Science of Developmental Promotion and Early Childhood Intervention, 1999 June 24-25  Zero To Three - Scientific Meeting , 1999 May 19-23  ELS Correspondence - Healthy Steps Manuscript , 1998 Folder 444  ELS Correspondence 1 of 2, 2002-2005  Margaret E. Mahoney - Correspondence, Meeting and Planning Files, 1990s  Margaret E. Mahoney - Correspondence, Meeting and Planning Files, 1990s  folder  folder	KTM Child Health & Development Record , 1997-1998	box 88	folder 436
Local Funders Network Meeting - GIH Tempe, Arizona , 1999 box 89 folder 439  Feb. 17  May National Advisory Committee Meeting , 1999 box 89 folder 440  May 1999 National Advisory Committee Meeting , 1999 May box 89 folder 441  Meeting at the Intercontinental Hotel - Conference , 1999 May box 89 folder 442  25  Policy Makers Multimedia - Committee Contact Lists , 1998-1999  Preparation for Healthy Steps Evaluation Meeting , 1999 Feb. 22  Workshop - The Science of Developmental Promotion and Early Childhood Intervention, 1999 June 24-25  Zero To Three - Scientific Meeting , 1999 May 19-23 box 89 folder 445  Randi Gould Correspondence - Healthy Steps Manuscript , 1998 box 89 folder 447  ELS Correspondence 1 of 2, 2002-2005 box 89 folder 448  ELS Correspondence 2 of 2, 2002-2005 box 89 folder 449  Margaret E. Mahoney - Correspondence, Meeting and Planning Files, 1990s  Margaret E. Mahoney - Correspondence, Meeting and Planning Files, 1990s  Margaret E. Mahoney - Correspondence, Meeting and Planning box 187 folder 1197-1211  Margaret E. Mahoney - Correspondence, Meeting and Planning box 188 folder	KTM Travel in D.C., 1999 March 7-9	box 89	folder 437
May National Advisory Committee Meeting, 1999 box 89 folder 440  May 1999 National Advisory Committee Meeting, 1999 May box 89 folder 441  Meeting at the Intercontinental Hotel - Conference, 1999 May box 89 folder 442  25  Policy Makers Multimedia - Committee Contact Lists, box 89 folder 443  1998-1999  Preparation for Healthy Steps Evaluation Meeting, 1999 Feb. box 89 folder 444  22  Workshop - The Science of Developmental Promotion and Early Childhood Intervention, 1999 June 24-25  Zero To Three - Scientific Meeting, 1999 May 19-23 box 89 folder 446  Randi Gould Correspondence - Healthy Steps Manuscript, 1998 box 89 folder 447  ELS Correspondence 1 of 2, 2002-2005 box 89 folder 448  ELS Correspondence 2 of 2, 2002-2005 box 89 folder 449  Margaret E. Mahoney - Correspondence, Meeting and Planning Files, 1990s  Margaret E. Mahoney - Correspondence, Meeting and Planning Files, 1990s  Margaret E. Mahoney - Correspondence, Meeting and Planning box 187 folder 1197-1211  Margaret E. Mahoney - Correspondence, Meeting and Planning box 188 folder	KTM Trrvel - Site Visit Allentown, 1999 Feb.	box 89	folder 438
May 1999 National Advisory Committee Meeting , 1999 May box 89 folder 441  Meeting at the Intercontinental Hotel - Conference , 1999 May box 89 folder 442  25  Policy Makers Multimedia - Committee Contact Lists , box 89 folder 443  1998-1999  Preparation for Healthy Steps Evaluation Meeting , 1999 Feb. box 89 folder 444  22  Workshop - The Science of Developmental Promotion and Early Childhood Intervention, 1999 June 24-25  Zero To Three - Scientific Meeting , 1999 May 19-23 box 89 folder 446  Randi Gould Correspondence - Healthy Steps Manuscript , 1998 box 89 folder 447  ELS Correspondence 1 of 2, 2002-2005 box 89 folder 448  ELS Correspondence 2 of 2, 2002-2005 box 89 folder 449  Margaret E. Mahoney - Correspondence, Meeting and Planning box 186 folder Files, 1990s  Margaret E. Mahoney - Correspondence, Meeting and Planning box 187 folder Files, 1990s  folder E. Mahoney - Correspondence, Meeting and Planning box 187 folder folder files, 1990s  folder E. Mahoney - Correspondence, Meeting and Planning box 188 folder	· · · · · · · · · · · · · · · · · · ·	box 89	folder 439
Meeting at the Intercontinental Hotel - Conference , 1999 May 25  Policy Makers Multimedia - Committee Contact Lists , box 89 folder 443 1998-1999  Preparation for Healthy Steps Evaluation Meeting , 1999 Feb. box 89 folder 444 22  Workshop - The Science of Developmental Promotion and Early Childhood Intervention, 1999 June 24-25  Zero To Three - Scientific Meeting , 1999 May 19-23 box 89 folder 446  Randi Gould Correspondence - Healthy Steps Manuscript , 1998 box 89 folder 447  ELS Correspondence 1 of 2, 2002-2005 box 89 folder 448  ELS Correspondence 2 of 2, 2002-2005 box 89 folder 449  Margaret E. Mahoney - Correspondence, Meeting and Planning Files, 1990s folder Elmanning folder folder 1189-1196  Margaret E. Mahoney - Correspondence, Meeting and Planning box 187 folder files, 1990s folder Correspondence, Meeting and Planning box 188 folder	May National Advisory Committee Meeting , 1999	box 89	folder 440
Policy Makers Multimedia - Committee Contact Lists , 1998-1999  Preparation for Healthy Steps Evaluation Meeting , 1999 Feb.  Workshop - The Science of Developmental Promotion and Early Childhood Intervention, 1999 June 24-25  Zero To Three - Scientific Meeting , 1999 May 19-23 box 89 folder 446  Randi Gould Correspondence - Healthy Steps Manuscript , 1998 box 89 folder 447  ELS Correspondence 1 of 2, 2002-2005 box 89 folder 448  ELS Correspondence 2 of 2, 2002-2005 box 89 folder 449  Margaret E. Mahoney - Correspondence, Meeting and Planning box 186 folder files, 1990s  Margaret E. Mahoney - Correspondence, Meeting and Planning box 187 folder Files, 1990s  Margaret E. Mahoney - Correspondence, Meeting and Planning box 188 folder	May 1999 National Advisory Committee Meeting , 1999 May	box 89	folder 441
Preparation for Healthy Steps Evaluation Meeting , 1999 Feb. box 89 folder 444  22  Workshop - The Science of Developmental Promotion and Early Childhood Intervention, 1999 June 24-25  Zero To Three - Scientific Meeting , 1999 May 19-23 box 89 folder 446  Randi Gould Correspondence - Healthy Steps Manuscript , 1998 box 89 folder 447  ELS Correspondence 1 of 2, 2002-2005 box 89 folder 448  ELS Correspondence 2 of 2, 2002-2005 box 89 folder 449  Margaret E. Mahoney - Correspondence, Meeting and Planning box 186 folder Files, 1990s  Margaret E. Mahoney - Correspondence, Meeting and Planning box 187 folder Files, 1990s  Margaret E. Mahoney - Correspondence, Meeting and Planning box 188 folder	·	box 89	folder 442
Workshop - The Science of Developmental Promotion and Early Childhood Intervention, 1999 June 24-25  Zero To Three - Scientific Meeting, 1999 May 19-23 box 89 folder 446  Randi Gould Correspondence - Healthy Steps Manuscript, 1998 box 89 folder 447  ELS Correspondence 1 of 2, 2002-2005 box 89 folder 448  ELS Correspondence 2 of 2, 2002-2005 box 89 folder 449  Margaret E. Mahoney - Correspondence, Meeting and Planning box 186 folder 5189-1196  Margaret E. Mahoney - Correspondence, Meeting and Planning box 187 folder 1197-1211  Margaret E. Mahoney - Correspondence, Meeting and Planning box 188 folder		box 89	folder 443
Childhood Intervention, 1999 June 24-25  Zero To Three - Scientific Meeting, 1999 May 19-23 box 89 folder 446  Randi Gould Correspondence - Healthy Steps Manuscript, 1998 box 89 folder 447  ELS Correspondence 1 of 2, 2002-2005 box 89 folder 448  ELS Correspondence 2 of 2, 2002-2005 box 89 folder 449  Margaret E. Mahoney - Correspondence, Meeting and Planning box 186 folder 1189-1196  Margaret E. Mahoney - Correspondence, Meeting and Planning box 187 folder 1197-1211  Margaret E. Mahoney - Correspondence, Meeting and Planning box 188 folder	• • •	box 89	folder 444
Randi Gould Correspondence - Healthy Steps Manuscript , 1998 box 89 folder 447  ELS Correspondence 1 of 2, 2002-2005 box 89 folder 448  ELS Correspondence 2 of 2, 2002-2005 box 89 folder 449  Margaret E. Mahoney - Correspondence, Meeting and Planning Files, 1990s folder  Margaret E. Mahoney - Correspondence, Meeting and Planning box 186 folder 1189-1196  Margaret E. Mahoney - Correspondence, Meeting and Planning box 187 folder 1197-1211  Margaret E. Mahoney - Correspondence, Meeting and Planning box 188 folder	1	box 89	folder 445
ELS Correspondence 1 of 2, 2002-2005 box 89 folder 448  ELS Correspondence 2 of 2, 2002-2005 box 89 folder 449  Margaret E. Mahoney - Correspondence, Meeting and Planning Files, 1990s box 186 folder 1189-1196  Margaret E. Mahoney - Correspondence, Meeting and Planning box 187 folder 1197-1211  Margaret E. Mahoney - Correspondence, Meeting and Planning box 188 folder	Zero To Three - Scientific Meeting , 1999 May 19-23	box 89	folder 446
ELS Correspondence 2 of 2, 2002-2005 box 89 folder 449  Margaret E. Mahoney - Correspondence, Meeting and Planning Files, 1990s box 186 folder 1189-1196  Margaret E. Mahoney - Correspondence, Meeting and Planning box 187 folder 1197-1211  Margaret E. Mahoney - Correspondence, Meeting and Planning box 188 folder	Randi Gould Correspondence - Healthy Steps Manuscript , 1998	box 89	folder 447
Margaret E. Mahoney - Correspondence, Meeting and Planning Files, 1990s  Margaret E. Mahoney - Correspondence, Meeting and Planning Files, 1990s  box 186  folder 1189-1196  Margaret E. Mahoney - Correspondence, Meeting and Planning Files, 1990s  box 187  folder 1197-1211  Margaret E. Mahoney - Correspondence, Meeting and Planning box 188  folder	ELS Correspondence 1 of 2, 2002-2005	box 89	folder 448
Files, 1990s 1189-1196  Margaret E. Mahoney - Correspondence, Meeting and Planning box 187 folder 1197-1211  Margaret E. Mahoney - Correspondence, Meeting and Planning box 188 folder	ELS Correspondence 2 of 2, 2002-2005	box 89	folder 449
Files, 1990s 1197-1211  Margaret E. Mahoney - Correspondence, Meeting and Planning box 188 folder	• • •	box 186	
		box 187	
		box 188	

Healthy Steps Program Video - General Audience, 1998	box 188	folder 1217
Maine Obesity Prevention Project Manual, 2005	box 188	folder 1218
Margaret E. Mahoney - Correspondence, Meeting and Planning Files, 2000s	box 189	folder 1219-1225
Margaret E. Mahoney - Correspondence, Meeting and Planning Files, 2000s	box 190	folder 1226-1229
Frants, 1991-2006		
Citle/Description	Instances	
Adolescent Health Book - Author's Chapter - Cleo Caldwell, 1998 Oct. 8	box 90	folder 450
Adolescent Health Book - Author's Chapter - Sherry Glied/Dan Pines - Mental Health Chapter, 1998	box 90	folder 451
Adolescent Health Book - Author's Chapter - Liz Goodman - Socioeconomic Status Chapter, 1998	box 90	folder 452
Adolescent Health Book - Author's Chapter - Barbara Guthrie - Prospective Author, 1999	box 90	folder 453
Adolescent Health Book - Author's Chapter - Jon Klein - Access Chapter , 1998	box 90	folder 454
Adolescent Health Book - Author's Chapter - Diane Neumark - Steiner - Eating Disorders Chapter , 1998-1999	box 90	folder 455
Adolescent Health Book - Author's Chapter - Stacey Plichta/Larry Wissow - Violence/Abuse Chapter , 1998	box 90	folder 456
Adolescent Health Book - Author's Chapter - Marta Tienda - Hispanic Girls Chapter , 1998-1999	box 90	folder 457
Adolescent Health Book - Aricles & Background, 1998	box 90	folder 458
Adolescent Health Book - Contacts - 980207, 1997-1998	box 90	folder 459
Adolescent Health Book - Communication, 1999	box 90	folder 460
Adolescent Health Book - Information Sent to Authors, 1997-1998	box 90	folder 461
Adolescent Health Book - Sample Letter Sent Out to Perspective Author, 1998	box 90	folder 462
Adolescent Health Book - Tracking Sheet, 1999	box 91	folder 463
The Alpha Center for Health Planning - Contract - 990290, 1998-1999	box 91	folder 464
The Alpha Center for Health Planning - Proposal - Assessing the Effectiveness of the Commonwealth Fund's Communication and Dissemination Straregy and Products, 1998 Aug. 28	box 91	folder 465
The Alpha Center for Health Planning - Survey of Fund	box 91	folder 466

Audiences - Report to the Board of Directors , 1999 July 15

American Enterprise Institute, 1992-1998         box 91         folder 468           American Enterprise Institute - 970315, 1996-1998         box 91         folder 468           American Enterprise Institute - 970315, 1996-1998         box 91         folder 469           The Anne E. Casey Foundation - 1999 Kids Count Data Book - State Profiles of Child Well-Being, 1999         box 92         folder 470           Big Brothers/Big Sisters of NYC - 96674, 1996-1998         box 92         folder 471           Boston University - 96014 - Administration and Budget, 1995-1996         box 92         folder 473           Boston University - 96014 - Background Materials, 1995         box 92         folder 473           Boston University - 96014 - Carnegic Grant , 1996-1998         box 92         folder 473           Boston University - 96014 - Carnegic Grant , 1996-1998         box 92         folder 475           Boston University - 96014 - Correspondence, 1995         box 92         folder 475           Boston University - 96014 - Correspondence, 1996         box 92         folder 477           Boston University - 96014 - Correspondence, 1996 March-May         box 93         folder 478           Boston University - 96014 - Denver Passport, 1992         box 93         folder 479           Boston University - 96014 - May-November         box 93         folder 480           Boston University - 9			
American Enterprise Institute - 970315, 1996-1998 box 91 folder 469  The Anne E. Casey Foundation - 1999 Kids Count Data Book - box 92 folder 470  State Profiles of Child Well-Being, 1999  Big Brothers/Big Sisters of NYC - 96674, 1996-1998 box 92 folder 471  Boston University - 96014 - Administration and Budget, 1995-1996  Boston University - 96014 - Administration and Budget, 1996-1997  Boston University - 96014 - Administration and Budget, 1995-1996  Boston University - 96014 - Administration and Budget, 1995-1997  Boston University - 96014 - Carnegic Grant , 1996-1998 box 92 folder 473  Boston University - 96014 - Carnegic Grant , 1996-1998 box 92 folder 475  Boston University - 96014 - Correspondence, 1995 box 92 folder 476  Boston University - 96014 - Correspondence, 1996 box 92 folder 477  Boston University - 96014 - Correspondence, 1996 March-May box 93 folder 478  Boston University - 96014 - Ponver Passport, 1992 box 93 folder 479  Boston University - 96014 - Denver Passport, 1992 box 93 folder 480  Boston University - 96014 - Expert Meetings, 1995 Sept., Dec. box 93 folder 481  Boston University - 96014 - Materials, Reviewers Comments, 1996  Boston University - 96014 - Parent Group Meeting, 1995 box 93 folder 483  Boston University - 96014 - Parent Group Meeting, 1995 box 93 folder 484  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 485  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 487  Boston University - 96014 - Parent Provider Review Sheets - Mary Jo box 94 folder 489  Boston University - 96014 - Parent Provider Review Sheets - Mary Jo box 94 folder 489  Boston University - 96014 - Parent Provider Review Sheets - Mary Jo box 94 folder 489  Boston University - 96014 - Parent Provider Review Sheets - Mary Jo box 94 folder 489  Boston University - 96014 - Parent Provider Review Sheets - Mary Jo box 94 folder 489  Boston University - 96014 - Parent Provider Review Sheets - Mary Jo box 95 folder 491  Boston University - 96014 - Parent Provid	American Enterprise Institute, 1992-1998	box 91	folder 467
The Anne E. Casey Foundation - 1999 Kids Count Data Book - State Profiles of Child Well-Being, 1999  Big Brothers/Big Sisters of NYC - 96674, 1996-1998 box 92 folder 471  Boston University - 96014 - Administration and Budget, 1995-1996  Boston University - 96014 - Administration and Budget, 1995-1997  Boston University - 96014 - Background Materials, 1995 box 92 folder 473  Boston University - 96014 - Carnegic Grant , 1996-1998 box 92 folder 475  Boston University - 96014 - Correspondence, 1995 box 92 folder 476  Boston University - 96014 - Correspondence, 1996 box 92 folder 477  Boston University - 96014 - Correspondence, 1996 box 92 folder 477  Boston University - 96014 - Correspondence, 1996 March-May box 93 folder 478  Boston University - 96014 - Denver Passport, 1992 box 93 folder 479  Boston University - 96014 - Denver Passport, 1992 box 93 folder 480  Boston University - 96014 - Expert Meetings, 1995 Sept., Dec. box 93 folder 481  Boston University - 96014 - Materials, Reviewers Comments, 1996  Boston University - 96014 - Materials, Reviewers Comments, 1996  Boston University - 96014 - Parent Group Meeting, 1995 box 93 folder 484  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 486  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 487  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 488  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 488  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 489  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 489  Boston University - 96014 - Parent Provider Review Sheets - Mary Jobacton University - 96014 - Parent Provider Review Sheets - Mary Jobacton University - 96014 - Parent Provider Review Sheets - Mary Jobacton University - 96014 - Parent Provider Review Sheets - Mary Jobacton University - 96014 - Parent Provider Review Sheets - Mary Jobacton University - 96014 - Parent Provider Review Sheets	American Enterprise Institute, 1992-1998	box 91	folder 468
State Profiles of Child Well-Being, 1999	American Enterprise Institute - 970315, 1996-1998	box 91	folder 469
Boston University - 96014 - Administration and Budget, 1995-1996  Boston University - 96014 - Background Materials, 1995 box 92 folder 473  Boston University - 96014 - Background Materials, 1995 box 92 folder 474  Boston University - 96014 - Carnegie Grant , 1996-1998 box 92 folder 475  Boston University - 96014 - Correspondence, 1995 box 92 folder 476  Boston University - 96014 - Correspondence, 1996 box 92 folder 477  Boston University - 96014 - Correspondence, 1996 box 92 folder 477  Boston University - 96014 - Correspondence, 1996 March-May box 93 folder 478  Boston University - 96014, 1996 May-November box 93 folder 479  Boston University - 96014 - Denver Passport, 1992 box 93 folder 480  Boston University - 96014 - Expert Meetings, 1995 Sept., Dec. box 93 folder 481  Boston University - 96014 - Grant Products, 1996-1997 box 93 folder 482  Boston University - 96014 - Materials, Reviewers Comments, 1996  Boston University - 96014 - Parent Group Meeting, 1995 box 93 folder 484  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 485  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 487  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 488  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 488  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 488  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 489  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 489  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 489  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 95 folder 490  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 95 folder 491  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 95 folder 492  Boston University - 96014 - Phase One, 1995-1996 box 95 folder 493		box 92	folder 470
1995-1996   Boston University - 96014 - Administration and Budget, 1996-1997   box 92   folder 473   folder 474   Boston University - 96014 - Background Materials, 1995   box 92   folder 475   Boston University - 96014 - Carnegie Grant , 1996-1998   box 92   folder 475   Boston University - 96014 - Correspondence, 1995   box 92   folder 476   Boston University - 96014 - Correspondence, 1996   box 92   folder 477   Boston University - 96014 - Correspondence, 1996   box 92   folder 477   Boston University - 96014 - Correspondence, 1996   March-May   box 93   folder 478   Boston University - 96014 - Denver Passport, 1992   box 93   folder 479   Boston University - 96014 - Denver Passport, 1992   box 93   folder 480   Boston University - 96014 - Expert Meetings, 1995 Sept., Dec.   box 93   folder 481   Boston University - 96014 - Materials, Reviewers Comments, 1996   box 93   folder 482   Boston University - 96014 - Materials, Reviewers Comments, 1996   box 93   folder 483   Boston University - 96014 - Parent Group Meeting, 1995   box 93   folder 484   Boston University - 96014 - Parent Provider Review Sheets, 1996   box 94   folder 486   Boston University - 96014 - Parent Provider Review Sheets, 1996   box 94   folder 487   Boston University - 96014 - Parent Provider Review Sheets, 1996   box 94   folder 488   Boston University - 96014 - Parent Provider Review Sheets, 1996   box 94   folder 488   Boston University - 96014 - Parent Provider Review Sheets, 1996   box 94   folder 489   Boston University - 96014 - Parent Provider Review Sheets, 1996   box 95   folder 490   1996-1997   Boston University - 96014 - Parent Provider Review Sheets, 1996   box 95   folder 490   1996-1997   Boston University - 96014 - Phase One, 1995-1996   box 95   folder 492   Boston University - 96014 - Phase Two, 1995-1996   box 95   folder 493   Boston University - 96014 - Phase Two, 1995-1996   box 95   folder 493   Boston University - 96014 - Phase Two, 1995-1996   box 95   folder 493   Boston University - 96014 - Phase Two, 1995-199	Big Brothers/Big Sisters of NYC - 96674, 1996-1998	box 92	folder 471
Boston University - 96014 - Correspondence, 1995   box 92   folder 475	·	box 92	folder 472
Boston University - 96014 - Carnegie Grant , 1996-1998 box 92 folder 475  Boston University - 96014 - Correspondence, 1995 box 92 folder 476  Boston University - 96014 - Correspondence, 1996 box 92 folder 477  Boston University - 96014 - Correspondence, 1996 box 93 folder 478  Boston University - 96014 - Gorrespondence, 1996 March-May box 93 folder 479  Boston University - 96014, 1996 May-November box 93 folder 480  Boston University - 96014 - Denver Passport, 1992 box 93 folder 480  Boston University - 96014 - Expert Meetings, 1995 Sept., Dec. box 93 folder 481  Boston University - 96014 - Grant Products, 1996-1997 box 93 folder 482  Boston University - 96014 - Materials, Reviewers Comments, 1996  Boston University - 96014 - Parent Group Meeting, 1995 box 93 folder 483  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 93 folder 485  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 486  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 487  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 488  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 488  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 489  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 489  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 489  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 95 folder 491  Boston University - 96014 - Parent Provider Review of Records, 1996-1997  Boston University - 96014 - Phase One, 1995-1996 box 95 folder 492  Boston University - 96014 - Phase Two, 1995-1996 box 95 folder 493	·	box 92	folder 473
Boston University - 96014 - Correspondence, 1996 box 92 folder 476  Boston University - 96014 - Correspondence, 1996 box 92 folder 477  Boston University - 96014 - Correspondence, 1996 March-May box 93 folder 478  Boston University - 96014, 1996 May-November box 93 folder 479  Boston University - 96014 - Denver Passport, 1992 box 93 folder 480  Boston University - 96014 - Expert Meetings, 1995 Sept., Dec. box 93 folder 481  Boston University - 96014 - Grant Products, 1996-1997 box 93 folder 482  Boston University - 96014 - Materials, Reviewers Comments, 1996  Boston University - 96014 - Parent Group Meeting, 1995 box 93 folder 483  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 93 folder 485  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 486  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 487  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 488  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 488  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 489  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 489  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 499  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 95 folder 491  Boston University - 96014 - Parent Provider Review of Records, 1996-1997  Boston University - 96014 - Phase One, 1995-1996 box 95 folder 493	Boston University - 96014 - Background Materials, 1995	box 92	folder 474
Boston University - 96014 - Correspondence, 1996 box 92 folder 477  Boston University - 96014 - Correspondence, 1996 March-May box 93 folder 478  Boston University - 96014, 1996 May-November box 93 folder 479  Boston University - 96014 - Denver Passport, 1992 box 93 folder 480  Boston University - 96014 - Expert Meetings, 1995 Sept., Dec. box 93 folder 481  Boston University - 96014 - Grant Products, 1996-1997 box 93 folder 482  Boston University - 96014 - Materials, Reviewers Comments, 1996  Boston University - 96014 - Parent Group Meeting, 1995 box 93 folder 483  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 93 folder 485  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 486  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 487  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 488  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 489  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 489  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 489  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 489  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 95 folder 491  Boston University - 96014 - Parent Provider Review of Records, 1996-1997  Boston University - 96014 - Phase One, 1995-1996 box 95 folder 493	Boston University - 96014 - Carnegie Grant , 1996-1998	box 92	folder 475
Boston University - 96014 - Correspondence, 1996 March-May box 93 folder 478  Boston University - 96014, 1996 May-November box 93 folder 479  Boston University - 96014 - Denver Passport, 1992 box 93 folder 480  Boston University - 96014 - Expert Meetings, 1995 Sept., Dec. box 93 folder 481  Boston University - 96014 - Grant Products, 1996-1997 box 93 folder 482  Boston University - 96014 - Materials, Reviewers Comments, 1996  Boston University - 96014 - Parent Group Meeting, 1995 box 93 folder 483  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 93 folder 485  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 486  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 487  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 488  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 488  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 489  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 489  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 490  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 95 folder 491  Boston University - 96014 - Parent Provider Review of Records, 1996-1997  Boston University - 96014 - Phase One, 1995-1996 box 95 folder 493	Boston University - 96014 - Correspondence, 1995	box 92	folder 476
Boston University - 96014 - Denver Passport, 1992 box 93 folder 480  Boston University - 96014 - Expert Meetings, 1995 Sept., Dec. box 93 folder 481  Boston University - 96014 - Grant Products, 1996-1997 box 93 folder 482  Boston University - 96014 - Materials, Reviewers Comments, 1996  Boston University - 96014 - Parent Group Meeting, 1995 box 93 folder 483  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 93 folder 485  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 486  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 487  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 488  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 488  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 489  Ward , 1996  Boston University - 96014 - Parent Provider Review Sheets, box 94 folder 489  Boston University - 96014 - Parent Provider Review Sheets, box 94 folder 490  Boston University - 96014 - Parent Provider Review Sheets, box 95 folder 491  Boston University - 96014 - Parent Provider Review of Records, 1996 box 95 folder 492  Boston University - 96014 - Phase One, 1995-1996 box 95 folder 493	Boston University - 96014 - Correspondence, 1996	box 92	folder 477
Boston University - 96014 - Denver Passport, 1992 box 93 folder 480  Boston University - 96014 - Expert Meetings, 1995 Sept., Dec. box 93 folder 481  Boston University - 96014 - Grant Products, 1996-1997 box 93 folder 482  Boston University - 96014 - Materials, Reviewers Comments, 1996  Boston University - 96014 - Parent Group Meeting, 1995 box 93 folder 483  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 93 folder 485  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 486  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 487  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 488  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 489  Ward , 1996  Boston University - 96014 - Parent Provider Review Sheets, box 94 folder 490  Boston University - 96014 - Parent Provider Review Sheets, box 95 folder 491  Boston University - 96014 - Phase One, 1995-1996 box 95 folder 492  Boston University - 96014 - Phase Two, 1995-1996 box 95 folder 493	Boston University - 96014 - Correspondence, 1996 March-May	box 93	folder 478
Boston University - 96014 - Expert Meetings, 1995 Sept., Dec. box 93 folder 481  Boston University - 96014 - Grant Products, 1996-1997 box 93 folder 482  Boston University - 96014 - Materials, Reviewers Comments, 1996  Boston University - 96014 - Parent Group Meeting, 1995 box 93 folder 484  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 93 folder 485  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 486  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 487  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 488  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 489  Ward , 1996  Boston University - 96014 - Parent Provider Review Sheets, box 94 folder 489  Boston University - 96014 - Parent Provider Review Sheets, box 94 folder 490  Boston University - 96014 - Parent Provider Review Sheets, box 95 folder 491  Boston University - 96014 - Phase One, 1995-1996 box 95 folder 492  Boston University - 96014 - Phase Two, 1995-1996 box 95 folder 493	Boston University - 96014, 1996 May-November	box 93	folder 479
Boston University - 96014 - Grant Products, 1996-1997 box 93 folder 482  Boston University - 96014 - Materials, Reviewers Comments, 1996  Boston University - 96014 - Parent Group Meeting, 1995 box 93 folder 484  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 93 folder 485  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 486  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 487  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 488  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 489  Ward , 1996  Boston University - 96014 - Parent Provider Review Sheets, box 94 folder 490  Boston University - 96014 - Parent Provider Review Sheets, box 95 folder 491  Boston University - 96014 - Phase One, 1995-1996 box 95 folder 492  Boston University - 96014 - Phase Two, 1995-1996 box 95 folder 493	Boston University - 96014 - Denver Passport, 1992	box 93	folder 480
Boston University - 96014 - Materials, Reviewers Comments, 1996  Boston University - 96014 - Parent Group Meeting, 1995 box 93 folder 484  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 93 folder 485  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 486  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 487  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 488  Boston University - 96014 - Provider Review Sheets - Mary Jo box 94 folder 489  Ward , 1996  Boston University - 96014 - Parent Provider Review Sheets, box 94 folder 490  1996-1997  Boston University - 96014 - Parent Provider Review of Records, 1996-1997  Boston University - 96014 - Phase One, 1995-1996 box 95 folder 492  Boston University - 96014 - Phase Two, 1995-1996 box 95 folder 493	Boston University - 96014 - Expert Meetings, 1995 Sept., Dec.	box 93	folder 481
Boston University - 96014 - Parent Group Meeting, 1995 box 93 folder 484  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 93 folder 485  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 486  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 487  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 488  Boston University - 96014 - Provider Review Sheets - Mary Jo ward , 1996  Boston University - 96014 - Parent Provider Review Sheets, box 94 folder 489  Boston University - 96014 - Parent Provider Review Sheets, box 94 folder 490  Boston University - 96014 - Parent Provider Review of Records, 1996-1997  Boston University - 96014 - Phase One, 1995-1996 box 95 folder 492  Boston University - 96014 - Phase Two, 1995-1996 box 95 folder 493	Boston University - 96014 - Grant Products, 1996-1997	box 93	folder 482
Boston University - 96014 - Parent Provider Review Sheets, 1996 box 93 folder 485  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 486  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 487  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 488  Boston University - 96014 - Provider Review Sheets - Mary Jo box 94 folder 489  Ward , 1996  Boston University - 96014 - Parent Provider Review Sheets, box 94 folder 490  Boston University - 96014 - Parent Provider Review Sheets, box 95 folder 491  Boston University - 96014 - Phase One, 1995-1996 box 95 folder 492  Boston University - 96014 - Phase Two, 1995-1996 box 95 folder 493	· · · · · · · · · · · · · · · · · · ·	box 93	folder 483
Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 486  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 487  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 488  Boston University - 96014 - Provider Review Sheets - Mary Jo ward, 1996  Boston University - 96014 - Parent Provider Review Sheets, box 94 folder 489  Boston University - 96014 - Parent Provider Review Sheets, box 94 folder 490  Boston University - 96014 - Parent Provider Review of Records, 1996-1997  Boston University - 96014 - Phase One, 1995-1996 box 95 folder 492  Boston University - 96014 - Phase Two, 1995-1996 box 95 folder 493	Boston University - 96014 - Parent Group Meeting, 1995	box 93	folder 484
Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 487  Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 488  Boston University - 96014 - Provider Review Sheets - Mary Jo ward, 1996  Boston University - 96014 - Parent Provider Review Sheets, box 94 folder 490  Boston University - 96014 - Parent Provider Review of Records, 1996-1997  Boston University - 96014 - Parent Provider Review of Records, box 95 folder 491  Boston University - 96014 - Phase One, 1995-1996 box 95 folder 492  Boston University - 96014 - Phase Two, 1995-1996 box 95 folder 493	Boston University - 96014 - Parent Provider Review Sheets, 1996	box 93	folder 485
Boston University - 96014 - Parent Provider Review Sheets, 1996 box 94 folder 488  Boston University - 96014 - Provider Review Sheets - Mary Jo box 94 folder 489  Ward , 1996  Boston University - 96014 - Parent Provider Review Sheets, box 94 folder 490  1996-1997  Boston University - 96014 - Parent Provider Review of Records, 1996-1997  Boston University - 96014 - Phase One, 1995-1996 box 95 folder 492  Boston University - 96014 - Phase Two, 1995-1996 box 95 folder 493	Boston University - 96014 - Parent Provider Review Sheets, 1996	box 94	folder 486
Boston University - 96014 - Provider Review Sheets - Mary Jo Ward , 1996  Boston University - 96014 - Parent Provider Review Sheets, 1996-1997  Boston University - 96014 - Parent Provider Review of Records, 1996-1997  Boston University - 96014 - Phase One, 1995-1996  box 95  folder 492  Boston University - 96014 - Phase Two, 1995-1996  box 95  folder 493	Boston University - 96014 - Parent Provider Review Sheets, 1996	box 94	folder 487
Ward , 1996  Boston University - 96014 - Parent Provider Review Sheets, 1996-1997  Boston University - 96014 - Parent Provider Review of Records, 1996-1997  Boston University - 96014 - Phase One, 1995-1996  box 95  folder 492  Boston University - 96014 - Phase Two, 1995-1996  box 95  folder 493	Boston University - 96014 - Parent Provider Review Sheets, 1996	box 94	folder 488
1996-1997         Boston University - 96014 - Parent Provider Review of Records, 1996-1997       box 95       folder 491         Boston University - 96014 - Phase One, 1995-1996       box 95       folder 492         Boston University - 96014 - Phase Two, 1995-1996       box 95       folder 493	· · · · · · · · · · · · · · · · · · ·	box 94	folder 489
1996-1997         Boston University - 96014 - Phase One, 1995-1996       box 95       folder 492         Boston University - 96014 - Phase Two, 1995-1996       box 95       folder 493	· · · · · · · · · · · · · · · · · · ·	box 94	folder 490
Boston University - 96014 - Phase Two, 1995-1996 box 95 folder 493	· · · · · · · · · · · · · · · · · · ·	box 95	folder 491
<u> </u>	Boston University - 96014 - Phase One, 1995-1996	box 95	folder 492
Boston University - 96014 - Training Materials, 1995-1996 box 95 folder 494	Boston University - 96014 - Phase Two, 1995-1996	box 95	folder 493
	Boston University - 96014 - Training Materials, 1995-1996	box 95	folder 494

Boston University - 96650 - Administration & Budget, 1996-1998	box 95	folder 495
Boston University - 96650 - Phase 2 - Correspondence, 1996-1997	box 96	folder 496
Boston University - 96650 - Phase 2 - Faxes, 1997	box 96	folder 497
Boston University - 96650 - Phase 2 - Grant Products, 1996-1997	box 96	folder 498
Boston University - 96650 - Phase 2 - Staff Training and Manual, 1996-1997	box 96	folder 499
Boston University - 96650 - Protocols, 1996	box 96	folder 500
Boston University - Training Institute - Zuckerman, 1996 July	box 96	folder 501
Boston University - Training Institute - Zuckerman, 1996 November	box 96	folder 502
Boston University - Training Institute - Zuckerman - Reviews, 1996	box 96	folder 503
Boston University - Training Institute - Training Meeting - Zuckerman, 1997 January 10	box 97	folder 504
Training Institute - Zuckerman/BU, 1997 March-April	box 97	folder 505
Training Institute and Dinner - Zuckerman/BU, 1997 July 26	box 97	folder 506
Boston University - Training Grant - Phase 3, 1997-1999	box 97	folder 507
Boston University School of Medicine - Healthy Steps Planner, 1997 April 4-9	box 97	folder 508
Boston University School of Medicine - 980202 - Phase 4 - Administration, 1997-1998	box 97	folder 509
Boston University School of Medicine - 980202 - Phase 4 - Continuation of Funding Application, 1999 Dec 2000 Nov. 30	box 97	folder 510
Boston University School of Medicine - 980202 - Phase 4 - Correspondence/Notes, 1997-1998	box 97	folder 511
Boston University School of Medicine - 980202 - Phase 4 - Correspondence/Notes, 1998	box 98	folder 512
Boston University School of Medicine - 980202 - Phase 4 - Grant Products, 1997-1999	box 98	folder 513
Boston University School of Medicine - 980202 - Phase 4 - Grant Products, 1998-1999	box 98	folder 514
Boston University School of Medicine - 980202 - Phase 4 - Grant Products/Reports, 1997-1998	box 98	folder 515
Boston University School of Medicine - 980202 - Phase 4 - Progress Report, 1998	box 98	folder 516
Boston University School of Medicine - 980202 - Phase 4 -		

Boston University School of Medicine - 980202 - Phase 4 - Technical Assistance - Conference Call Summaries , 1997 Sept Nov.	box 98	folder 518
Boston University School of Medicine - 980202 - Phase 4 - Technical Assistance - E -Mail and To Do Lists, 1997-1998	box 99	folder 519
Boston University School of Medicine - 980202 - Phase 4 - Technical Assistance - E-Mails , 1998	box 99	folder 520
Boston University School of Medicine - 980202 - Phase 4 - Training Institute - Schedule - Zuckerman/BU, 1996-1998	box 99	folder 521
Boston University School of Medicine - 980202 - Phase 4 - Year II Training May - Zuckerman/BU, 1998	box 99	folder 522
Boston University School of Medicine - 980202 - Phase 4 - Year II Training March - Zuckerman/BU , 1998	box 99	folder 523
Boston University School of Medicine - 980202 - Phase 4 - Year II Training March, 1998	box 99	folder 524
Boston University - 990098 - Administration and Budget, 1998-2000	box 99	folder 525
Boston University - 990098 - Correspondence, 1998-1999	box 99	folder 526
Boston University - 990098 - Grant Products, 1998-1999	box 99	folder 527
Boston University - 990098 - Propposal, P &R, LOA, 1998-1999	box 99	folder 528
Boston University - 2000200 - Grant Products, 2000 March	box 100	folder 529
Boston University - 2000200 - Grant Products, 2000-2001	box 100	folder 530
Boston University - 2000200 - Zuckerman, Barry S. M.D., 1999-2002	box 100	folder 531
Brandies University - New England Medical Center - 10170 - Administration and Budget, 1996-1997	box 100	folder 532
Brandies University - New England Medical Center - 10170 - Brandies Agreement/Mississippi, 1991-1993	box 100	folder 533
Brandies University - New England Medical Center - 10170 - Career Beginnings, 1994-1995, 1998	box 100	folder 534
Brandies University - New England Medical Center - 10170 - Correspondence, 1993-1997	box 100	folder 535
Brandies University - New England Medical Center - 10170 - Grant Products, 1994-1995	box 101	folder 536
Brandies University - New England Medical Center - 10170 - Grant Products, 1995-1996	box 101	folder 537
Brandies University - New England Medical Center - 10170 - Grant Products, 1996-1997	box 101	folder 538
Brandies University - New England Medical Center - 10170 - Main & School, 1995-1996	box 101	folder 539

UCLA - Background Materials - 970552, 1996-1997	box 101	folder 540
UCLA - Book Program - 970654, 1997-1998	box 101	folder 541
UCLA - Healthy Steps Survey Analysis 970654 - Administration, Budget. Proposal , 1997-1998	box 101	folder 542
UCLA - Healthy Steps Survey Analysis 970654 - Reports - Grant Products, 1997	box 101	folder 543
UCLA - Healthy Steps Survey Analysis 970654 - Grant Products - Chapters - 2nd Draft , 1998-2000	box 101	folder 544-546
Parent Survey - Maternal Risk Assessment - 960654, 1998	box 102	folder 547
Children's Hospital of Los Angeles - Parenting Assessment Tool 990229, 1998-2000	box 102	folder 548
Children Now - Children & Managed Care - 980136, 1997-1998	box 102	folder 549
Children Now - Key Notes and Background Info , 1997 July 1, December 16	box 102	folder 550
Children's Village - 96731, 1996-1998	box 102	folder 551
Coalitions of Community Foundations for Youth - Presentation at Summer Conference - 96770, 1996	box 102	folder 552
CASA at Columbia University - 970705, 1997-1999	box 102	folder 553
Committee for Economic Development - Employer Support for School - To - Work - 96739, 1996-1998	box 103	folder 554
Families and Work Institute - Kidsnet Video - The First Three Years , 1998	box 103	folder 555
Families and Work Institute - Kidsnet Video - The First Three Years , 1998	box 103	folder 556
Families and Work Institute - Kidsnet - 0123 - The First Three Years - A Guide to Selected Videos for Parents and Professionals , 1998	box 103	folder 557
Families and Work Institute - Administration & Budget - 95099, 1995-1998	box 103	folder 558
Families and Work Institute - Background Materials - 95099, 1996-1998	box 103	folder 559
Families and Work Institute - Correspondence - 95509, 1997-1998	box 104	folder 560
Families and Work Institute - Grant Product - 95099, 1997	box 104	folder 561
Families and Work Institute - Grant Product - 95099, 1997-1998	box 104	folder 562
Families and Work Institute - Grant Product - 95099, 1997-1998	box 104	folder 563
Families and Work Institute - Business Survey - 95475, 1995-1998	box 104	folder 564
Families and Work Institute - Employer Support for Expectant & New Parents - 96677, 1995-1996	box 104	folder 565

Families and Work Institute - Employer Support for Expectant & New Parents - 96677, 1997-1998	box 104	folder 566
Families and Work Institute - Video Review Meeting , 1996 Dec. 18	box 105	folder 567
Families and Work Institute - Video - 97058, 1996	box 105	folder 568
Families and Work Institute - Review and Parenting Materials Video - 97119, 1996-1997	box 105	folder 569
Families and Work Institute - Video Project - Kidsnet - 97119, 1997	box 105	folder 570-572
Families and Work Institute - Early Childhood Action Tips , 1998	box 106	folder 573
Families and Work Institute - The Early Childhood Public Engagement Campaign - Report to the Funders, 1998 April	box 106	folder 574-575
Families and Work Institute - Measuring Progress and Results in Early Childhood System Development , 1998	box 106	folder 576
Grantmakers for Children, Youth, & Families, 1996-1998	box 106	folder 577
Grantmakers for Children, Youth & Families - Tides Foundation - 96649, 1995-1996	box 106	folder 578
Families and Work Institute - Year 2 Local Initiatives - Amarillo Area Foundation - 980238, 1998	box 106	folder 579
Families and Work Institute - Year 2 Local Initiatives - Blue Cross/Blue Shield of Kansas City - 980240, 1998	box 107	folder 580
Families and Work Institute - Year 2 Local Initiatives - Children's Hospital of Pittsburgh - 980239, 1997-1998	box 107	folder 581
Families and Work Institute - Year 2 Local Initiatives - Henry Ford Health System - 980241, 1997-1998	box 107	folder 582
Families and Work Institute - Year 2 Local Initiatives - New York Hospital - Cornell Medical Center - 980236, 1998	box 107	folder 583
Families and Work Institute - Status of Year 2 Grant Request From Funders to the CWF, 1998	box 107	folder 584
ICF - All Hands Meeting , 1997 July 9	box 107	folder 585
Board Meeting - ICF Incorporated - Concept Paper - Affiliate Sites , 1996-1997	box 107	folder 586
Board Meeting - ICF Incorporated - Program Director , 1997-1998	box 107	folder 587
City University - Michael Barth - ICF, 1993	box 107	folder 588
ICF - Consultants - Chonological File, 2004 June	box 107	folder 589
ICF - Consultants - Chonological File, 2004 July-November	box 107	folder 590
ICF - Consultants - Chonological File, 2004 December-2005 March	box 108	folder 591
ICE C 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		

ICF - Consultants - Chonological File, 2005 April-2006 April

	box 108	folder 592
ICF - Consultants - Chonological File, 2006 April-August	box 108	folder 593
ICF - Kaiser Monitoring Call Reports, 1997-1999	box 108	folder 594
ICF - Retreat Meeting, 1995 December 28-29	box 108	folder 595
ICF - 95-81 - Administration & Budget , 1995	box 108	folder 596
ICF - 95-81 - Correspondence, 1995	box 108	folder 597
ICF - 95-81 - Faxes, 1995	box 109	folder 598-600
ICF - 95-81 - Grant Products, 1995	box 109	folder 601-602
ICF - 95-81 - Meeting Materials, 1995	box 110	folder 603-605
ICF - 96180 - Administration, 1995-1997	box 110	folder 606-607
ICF - 96180 - Correspondence, 1996	box 110	folder 608-609
ICF - 96180 - Disney Letters, 1996-1997	box 111	folder 610
ICF - 96180 - Faxes, 1996	box 111	folder 611-615
ICF - 96180 - Funding Needs , 1996	box 111	folder 616
ICF - 96180 - Grant Products, 1995-1996	box 112	folder 618-621
ICF - 96180 - Helping Children Take Healthy Steps - Abstracts of Selected Articles on Early Childhood Intervention, 1997 Feb.	box 112	folder 622
ICF - 96180 - Internet/Web Site Options, 1995-1997	box 112	folder 623
ICF - 96180 - Management Meeting Minutes - To Do Lists, 1995-1996	box 112	folder 624
ICF - 96180 - Meeting Materials, 1996	box 113	folder 625-626
ICF - 96180 - Protocols , 1996	box 113	folder 627
ICF - 96180 - Site Updates and Issues, 1996 September-October	box 113	folder 628
ICF - 96957 - Affiliate Sites - Administration, 1996-1998	box 113	folder 629
ICF - 96957 - Affiliate Sites - Board, 1996 July	box 113	folder 630
ICF - 96957 - Affiliate Sites , 1996-1997	box 113	folder 631
ICF - 96957 - Affiliate Sites - Correspondence, 1996-1997	box 113	folder 632-633
ICF - 96957 - Affiliate Sites - Chicago Sites, 1996-1997	box 113	folder 634

ICF - 96957 - Faxes, 1997	box 113	folder 635
ICF - 96957 - Grant Products, 1997	box 113	folder 636
	box 114	folder 637
ICF - 96957 - Kaiser , 1995-1997	box 114	folder 638
ICF - 96957 - Overall Budget, 1996-1997	box 114	folder 639
ICF/Barth - 990122 - Grant Products, 1998 October-2000	box 119	folder 683-685
	box 120	folder 686
ICF/Barth - 990122 - Partnership Paper, 1998-1999	box 120	folder 687
ICF - 970269 - Administration & Budget, 1994, 1996-1998	box 114	folder 640
ICF - 970269 - Correspondence , 1997	box 114	folder 641
ICF - 970269 - Faxes, 1997	box 114	folder 642-643
ICF - 970269 - Grant Products, 1997	box 115	folder 644-645
ICF - 970269 - Management Meeting, 1997	box 115	folder 646
ICF - 970269 - Monitoring Visits - Fort Bend Richmond, TX, 1997 July 21	box 115	folder 647
ICF - 970269 - Partnership Paper, 1997 September	box 115	folder 648
ICF - 970269 - Proposal, 1996	box 115	folder 649
ICF - 970271 - Authorization for Sites - Boston, MA, 1997	box 115	folder 650
ICF - 970271 - Authorization for Sites - Detroit, MI, 1997	box 115	folder 651
ICF - 970271 - Authorization for Sites - Kansas City, MO, 1997	box 115	folder 652
ICF - 970271 - Authorization for Sites - New York, 1997	box 115	folder 653
ICF - 970271 - Authorization for Sites - Pittsburgh, PA, 1997	box 115	folder 654
ICF - 970271 - Authorization for Sites - Amarillo, TX, 1997	box 115	folder 655
ICF - Kaiser Grant - 970579 - Healthy Steps Video, 1996-1997	box 115	folder 656
ICF - Revisions to Healthy Steps Video - 971067, 1997-1999	box 116	folder 657
ICF - 980200 - Program Direction and Operation - Administration, 1997-1998	box 116	folder 658
ICF - 980200 - Program Direction and Operation - Correspondence, 1997-1998	box 116	folder 659-661
ICF - 980200 - Program Direction and Operation - Expense Report, 1998	box 116	folder 662
ICE - 980200 - Program Direction and Operation - Faxes 1998		

ICF - 980200 - Program Direction and Operation - Faxes, 1998

	box 116	folder 663-665
ICF - 980200 - Program Direction and Operation - Grant, 1997-1998	box 117	folder 666
ICF - 980200 - Program Direction and Operation - Grant Products, 1998	box 117	folder 667-671
ICF - 980200 - Program Direction and Operation - Management Meeting, 1997-1998	box 118	folder 672-674
ICF - 980200 - Program Direction and Operation - Proposal, LOA, P & R, 1997-1998	box 118	folder 675
ICF - 980200 - Program Direction and Operation - Report, 1997-1998	box 118	folder 676-677
ICF - 980200 - Program Direction and Operation - Subcontract - Healthy Steps Stories - Randi L. Gould Project, 1997-1998	box 118	folder 678
Independent Production Fund, Inc 980486 - Administration, 1998-1999	box 122	folder 703
ICF/Barth - 990122 - Proposal, LOA, P&R, 1997-1999	box 120	folder 688-689
ICF - 2000199 - Administrative, LOA, P & R, 1999-2001	box 120	folder 690
ICF - 2000199 - Bob Young Award, 2000 May 4, June 30	box 120	folder 691
ICF - 2000199 - Correspondence, 2000-2001	box 120	folder 692
ICF - 2000199 - Grant Products, 2000-2001	box 120	folder 693
	box 121	folder 694-698
ICF - 2000199 - Proposal, 1999	box 122	folder 699
ICF - 2000199 - Second Year Healthy Steps Expenditures by Sites, 2000	box 122	folder 700
ICF - Final Report - Healthy Steps for Young Children Program - Support for Program Direction and Operations - Contract # 20020695 - Michael Barth - ICF Consulting, 2003 July 31	box 122	folder 702
Independent Production Fund, Inc 980486 - Boston University, 1994-1996, 1998	box 122	folder 704
Independent Production Fund, Inc 980486 - Correspondence, 1998-1999	box 122	folder 705-706
ICF - 2000199 - Work and Cost Model, 1999	box 122	folder 701
Independent Production Fund, Inc 980486 - Grant Products, 1998-1999	box 122	folder 707

	box 123	folder 708-712
	box 124	folder 713
Independent Production Fund, Inc 980486 - Healthy Steps Copyright, 1994-1999	box 124	folder 714
Independent Production Fund, Inc 980486 - Healthy Steps Multimedia Policy Makers - Level Survey - Raw Data & Group Meeting, 1998 Oct. 14, Dec. 2	box 124	folder 715
Independent Production Fund, Inc 980486 - Healthy Steps Multimedia Project - Assessment Vol. I & II, 1999 Sept.	box 124	folder 716
Independent Production Fund, Inc 980486 - Healthy Steps Multimedia Project - Audience Teasting, 1998	box 124	folder 717
Independent Production Fund, Inc 980486 - Healthy Steps Multimedia Project - Fundraising, 1998-1999	box 124	folder 718
Independent Production Fund, Inc 980486 - Healthy Steps Multimedia Project - MMK Distribution/ Marketing, 2000-2001	box 124	folder 719
Independent Production Fund, Inc 980486 - Healthy Steps Multimedia Project - MMK Income & Expense Report, 2001 July 30	box 124	folder 720
Independent Production Fund, Inc 980486 - Healthy Steps Multimedia Project - Proposal, LOA, Budget, 1998	box 124	folder 721
Independent Production Fund, Inc 980486 - Healthy Steps Multimedia Project - Years III & IV , 1998-1999	box 124	folder 722
Independent Production Fund, Inc 980486 - Healthy Steps Multimedia Project - Retreat, 1998 May 18	box 124	folder 723
Independent Production Fund, Inc 980486 - Healthy Steps Multimedia Training Package - Lisa Zbar - Subcontract Toby Levine, 1997-1998	box 124	folder 724
Independent Production Fund, Inc 980486 - Healthy Steps Multimedia Training Package - Proposal, 1998 January 14	box 125	folder 725
Independent Production Fund, Inc 980486 - Healthy Steps Multimedia Training Package - Video Toby Levine Communication, Inc., 1998 April - May	box 125	folder 726
Independent Production Fund, Inc 980486 - Healthy Steps Multimedia Training & Resource Kit - Royalty Agreement with Boston University, 1996-1999	box 125	folder 727
Independent Production Fund, Inc 980486 - Healthy Steps Multimedia - Technical Assistance - Meeting, 1998 Nov. 9	box 125	folder 728
Independent Production Fund, Inc 99047 - Training Package for a Child Development Approach in Pediatic Practives, Phase Three, 1999 November	box 125	folder 729

Independent Production Fund, Inc 99047 - Training and Resource Kit - Conference Call - MB, L. Zbar, M. Sanoff, J. Mettner, and T. Levine, 2001 November 14, 19	box 125	folder 730
Jobs for the Future - 96007 - Administration & Budget, 1996-1997	box 125	folder 731
Jobs for the Future - 96007 - Background Material, 1995-1996	box 125	folder 732
Jobs for the Future - 96007 - Correspondence, 1996-1997	box 125	folder 733
Jobs for the Future - 96007 - Findings from the Survey of Youth Mentoring and Career - Related Activities in Hospitals , 1997 May-July	box 125	folder 734
Jobs for the Future - 96007 - Grant Products, 1996-1997	box 125	folder 735
Jobs for the Future - 96007 - Grant Products, 1997-1998	box 126	folder 736
Jobs for the Future - Promoting STC & Mentoring in the Healthcare System - Administration, 1996-1997	box 126	folder 737
Jobs for the Future - Promoting STC & Mentoring in the Healthcare System - Correspondence , 1996-1997	box 126	folder 738
Jobs for the Future - Promoting STC & Mentoring in the Healthcare System - Grant Products, 1997	box 126	folder 739
Jobs for the Future - 96007 - Proposal, 1995-1996	box 126	folder 740
Jobs for the Future - School-to-Work ToolKit, 1994	box 127	
Johns Hopkins Hospital Youth Mentoring Program - Background, Grant, Profiles, and Final Report , 1995	box 128	folder 741
Johns Hopkins Hospital Youth Mentoring Program - Main Medical Center Site Visit - Shawn La France, 1994 December	box 128	folder 742
Johns Hopkins Hospital Youth Mentoring Program - Meeting, 1995 February 9-10	box 128	folder 743
Johns Hopkins Hospital Youth Mentoring Program - Meeting, 1995 July 25-26	box 128	folder 744
Johns Hopkins Hospital Youth Mentoring Program - Network Meeting - KTY Trips, 1996, 1997 Feb. 6-8	box 128	folder 745
Johns Hopkins Hospital Youth Mentoring Program - Summary, 1993-1996	box 128	folder 746
Johns Hopkins University School of Hygiene & Public Health - 96005 - Administration & Budget, 1995-1997	box 128	folder 747
Johns Hopkins University School of Hygiene & Public Health - 96005 - Background & Materials, 1996	box 128	folder 748
Johns Hopkins University School of Hygiene & Public Health - 96005 - Correspondence, 1995-1997	box 129	folder 749
Johns Hopkins University School of Hygiene & Public Health - 96005 - Grant Products, 1995-1997	box 129	folder 750-751

Johns Hopkins University School of Hygiene & Public Health - 96145 - Administration, 1995-1997	box 129	folder 752-753
Johns Hopkins University School of Hygiene & Public Health - 96145 - Correspondence , 1995-1997	box 129	folder 754-755
Johns Hopkins University School of Hygiene & Public Health - 961455 - Evaluation Design, 1996	box 129	folder 756-757
Johns Hopkins University School of Hygiene & Public Health - 96145 - Evaluation - Forms, 1996	box 130	folder 758
Johns Hopkins University School of Hygiene & Public Health - 96145 - Final Evaluation Instrument - Part 2, 1996	box 130	folder 759
Johns Hopkins University School of Hygiene & Public Health - 96145 - Formative Evaluation, 1996-1997	box 130	folder 760
Johns Hopkins University School of Hygiene & Public Health - 96145 - Evaluation - Manual Forms, 1996 June 25	box 130	folder 761
Johns Hopkins University School of Hygiene & Public Health - 96145 - Grant Products, 1996-1997	box 130	folder 762-765
Johns Hopkins University School of Hygiene & Public Health - 96145 - Healthcare Industry Symposium, 1996 March	box 130	folder 766
Johns Hopkins University School of Hygiene & Public Health - 96145 - Products, 1996	box 131	folder 767
Johns Hopkins University School of Hygiene & Public Health - 96005 - Proposal, 1995 September 8	box 131	folder 768
Johns Hopkins Hospital - 96844 - Administration, 1996-1998	box 131	folder 769
Johns Hopkins Hospital - 96844 - Correspondence, 1996-1997	box 131	folder 770
Johns Hopkins Hospital - 96844 - Grant Products, 1996-1997	box 131	folder 771
Johns Hopkins Hospital - 96844 - Proposal - Board, 1996 July	box 131	folder 772
Johns Hopkins Hospital - 999027 - Business Plan, 1999	box 131	folder 773
Johns Hopkins University - 970270 - Administration, 1996-1998	box 131	folder 774
Johns Hopkins University - 970270 - Administration & Budget, 1996-1999	box 131	folder 775
Johns Hopkins University - 970270 - Budget, 1996-1997	box 131	folder 776
Johns Hopkins University - 970270 - Collaborative Research Agreement, 1997 July	box 132	folder 777
Johns Hopkins University - 970270 - Correspondence, 1996-1997	box 132	folder 778
Johns Hopkins University - 970270 - Grant Products, 1997-1998	box 132	folder 779-782
Johns Hopkins University - 970270 - Grant Proposal, 1996	box 132	folder 783
Johns Hopkins University - Phase III - Evaluation, 1996-1998	box 133	folder 784

Johns Hopkins University - Phase III - Evaluation - Administration, 1995-1997	box 133	folder 785
Johns Hopkins University - Phase III - Evaluation - Analysis, 1997-1998	box 133	folder 786
Johns Hopkins University - W.T. Grant Proposal , 1996-1998	box 133	folder 787-789
John Hopkins University - Phase III - 971021 - Identifying Projects Re: Children and Violence - L. Wissow, 1997-1998	box 133	folder 790
Johns Hopkins University - Phase III - Year One - Final Report - National Evaluation, 1998 Feb. 6	box 134	folder 791
Johns Hopkins University - Phase III - Year 2 - Final Report - National Evaluation Vol. 1 of 2, 1999 Feb. 12	box 134	folder 792
Johns Hopkins University - Phase III - Year 2 - Final Report - National Evaluation Vol. 2 of 2 , 1999 Feb. 12	box 134	folder 793
Johns Hopkins University - Phase III - Year 2 - Final Report - National Evaluation Vol. 2, No. 2, 1999 March 1	box 134	folder 794
Johns Hopkins University - Phase III - Year 3 - Final Report - National Evaluation, 2000 Feb. 15	box 134	folder 795
Johns Hopkins University - Phase III - Year 4 - Final Report - National Evaluation, 2001 Feb. 1, 15	box 134	folder 796
Johns Hopkins University - Phase III - Year 5 - Final Report - National Evaluation, 2002 Febfuary	box 134	folder 797
Johns Hopkins University - Healthy Steps Evaluation - 980143 - Baseline Provider Survey - Sustaining Services for Children, 1998 June 1, 4	box 134	folder 798
Johns Hopkins University - Healthy Steps Evaluation - 980143 - Changes to Evaluation - Design & Budget, 1998	box 134	folder 799
Johns Hopkins University - Healthy Steps Evaluation - 980143 - Correspondence, 1997-1998	box 134	folder 800
Johns Hopkins University - Healthy Steps Evaluation - 980143 - Presentation Material, 1997-1998	box 134	folder 801
Johns Hopkins University - Healthy Steps Evaluation - 980143 - Proposed Changes to Evaluation, 1997-1998	box 134	folder 802
Johns Hopkins University - Healthy Steps Evaluation - 980143 - Proposal for Research Collaboration, 1998	box 135	folder 803
Johns Hopkins University - Healthy Steps Evaluation - 980143 - Proposal, LOA, P & R, 1997-1999	box 135	folder 804
Johns Hopkins University - Healthy Steps Evaluation - 980143 - Reports, 1997-1998	box 135	folder 805
Johns Hopkins University - Healthy Steps Evaluation - 980143 - Report/Grant Products, 1997-1998	box 135	folder 806

Johns Hopkins University - National Evaluation Working Papers Series - A Profile of Healthy Steps - Meeting the Needs of Very Young Children Vol. 1, No. 2, 1998 March 15  Johns Hopkins University - National Evaluation Working Papers Series - Baseline Key Informant Interviews - A Summary Report Vol. 1, No. 3, 1998 April 1  Johns Hopkins University - National Evaluation Working Papers Series - Mentods for Determining Healthy Steps Costs for the Cost-Effectiveness Analysis Vol. 1, No. 5, 1999 Jan. 31  Johns Hopkins University - National Evaluation Working Papers Series - Methods for Determining Healthy Steps Costs for the Cost-Effectiveness Analysis Vol. 1, No. 5, 1999 Jan. 31  Johns Hopkins University - National Evaluation Working Papers Series - Assessing the Impact of Pediatric-Based Developmental Services on Infrants, Families and Clinicians: Challenges to Evaluating the Healthy Steps Program Vol. 1, No. 1, 1999 Feb. 1  Johns Hopkins University - National Evaluation Working Papers Series - Healthy Steps Families Baseline - A Summary of Newborn Form Data Vol. 1, No. 6, 1999 April 30  Johns Hopkins University - National Evaluation Working Papers Series - Healthy Steps Fogram Services in the First Year of Life: A Summary of Healthy Steps Program Services in the First Year of Life: A Summary of Healthy Steps Program Services in the First Year of Life: A Summary of Healthy Steps Specialists' Contacts with Families Vol. 2, No. 2, 2000 Feb. 10  Johns Hopkins University - National Evaluation Working Papers Series - Healthy Steps Families at 6 Months - A Summary of 6 - Months Parent Questionnaire Data Vol. 1, No. 9, 2000 April 21  Johns Hopkins University - National Evaluation Working Papers Series - Healthy Steps - Report from the Process Evaluation Vol. 2, No. 1, 2010 Dec. 15  Johns Hopkins University - National Evaluation Working Papers Series - Vear Three Cost Analysis, Vol. 2, No. 6, 2001 December 15  Johns Hopkins University - 99096 - Administration & Budget, 1998-1999  Johns Hopkins University - 99096 - Phase II				
Series - A Profile of Healthy Steps - Meeting the Needs of Very Young Children Vol. 1, No. 2, 1998 March 15  Johns Hopkins University - National Evaluation Working Papers Series - Baseline Key Informant Interviews - A Summary Report Vol. 1, No. 3, 1998 April 1  Johns Hopkins University - National Evaluation Working Papers Series - Methods for Determining Healthy Steps Costs for the Cost-Effectiveness Analysis Vol. 1, No. 5, 1999 Jan. 31  Johns Hopkins University - National Evaluation Working Papers Series - Assessing the Impact of Pediatric-Based Developmental Services on Infants, Families and Clinicians: Challenges to Evaluating the Healthy Steps Program Vol. 1, No. 1, 1999 Feb. 1  Johns Hopkins University - National Evaluation Working Papers Series - Healthy Steps Families Baseline - A Summary of Newborn Form Data Vol. 1, No. 6, 1999 April 30  Johns Hopkins University - National Evaluation Working Papers Series - Year One Cost Analysis Vol. 1, No. 8, 1999 Nov. 15  Johns Hopkins University - National Evaluation Working Papers Series - Healthy Steps Specialists' Contacts with Families Vol. 2, No. 2, 2000 Feb. 10  Johns Hopkins University - National Evaluation Working Papers Series - Healthy Steps Specialists' Contacts with Families Vol. 2, No. 2, 2000 Feb. 10  Johns Hopkins University - National Evaluation Working Papers Series - Healthy Steps Families at 6 Months - A Summary of 6-Month Parent Questionnaire Data Vol. 1, No. 9, 2000 April 21  Johns Hopkins University - National Evaluation Working Papers Series - Implementing Healthy Steps - Report from the Process Evaluation Vol. 2, No. 7, 2001 Dec. 15  Johns Hopkins University - National Evaluation Working Papers Series - Sustainability, Institutionalization and Related Concepts in the Context of Healthy Steps, Vol. 2, No. 4, 2001 December 15  Johns Hopkins University - National Evaluation Working Papers Series - Year Three Cost Analysis, Vol. 2, No. 6, 2001 December 15  Johns Hopkins University - 99096 - Conference Applications, 1999 July 15  Johns Hopkins Uni		box 135	folder 807	
Series - Baseline Key Informant Interviews - A Summary Report Vol. 1, No. 3, 1998 April 1  Johns Hopkins University - National Evaluation Working Papers Series - Methods for Determining Healthy Steps Costs for the Cost-Effectiveness Analysis Vol. 1, No. 5, 1999 Jan. 31  Johns Hopkins University - National Evaluation Working Papers Series - Assessing the Impact of Pediatric-Based Developmental Services on Infants, Families and Clinicians: Challenges to Evaluating the Healthy Steps Program Vol. 1, No. 1, 1999 Feb. 1  Johns Hopkins University - National Evaluation Working Papers Series - Healthy Steps Families Baseline - A Summary of Newborn Form Data Vol. 1, No. 6, 1999 April 30  Johns Hopkins University - National Evaluation Working Papers Series - Year One Cost Analysis Vol. 1, No. 8, 1999 Nov. 15  Johns Hopkins University - National Evaluation Working Papers Series - Year One Cost Analysis Vol. 1, No. 8, 1999 Nov. 15  Johns Hopkins University - National Evaluation Working Papers Series - Healthy Steps Specialists' Contacts with Families Vol. 2, No. 2, 2000 Feb. 10  Johns Hopkins University - National Evaluation Working Papers Series - Healthy Steps Families at 6 Months - A Summary of 6 - Month Parent Questionnaire Data Vol. 1, No. 9, 2000 April 21  Johns Hopkins University - National Evaluation Working Papers Series - Healthy Steps Families at 6 Months - A Summary of 6 - Month Parent Questionnaire Data Vol. 1, No. 9, 2000 April 21  Johns Hopkins University - National Evaluation Working Papers Series - Implementing Healthy Steps - Report from the Process Evaluation Vol. 2, No. 7, 2001 Dec. 15  Johns Hopkins University - National Evaluation Working Papers Series - Sustainability, Institutionalization and Related Concepts to the Context of Healthy Steps, Vol. 2, No. 4, 2001 December 15  Johns Hopkins University - National Evaluation Working Papers Series - Year Three Cost Analysis, Vol. 2, No. 6, 2001 December 15  Johns Hopkins University - 99096 - Administration & Budget, 1999-1999-1999  Johns Hopkins University	Series - A Profile of Healthy Steps - Meeting the Needs of Very	box 135	folder 808	
Series - Methods for Determining Healthy Steps Costs for the Cost-Effectiveness Analysis Vol. 1, No. 5, 1999 Jan. 31  Johns Hopkins University - National Evaluation Working Papers Series - Assessing the Impact of Pediatric-Based Developmental Services on Infants, Families and Clinicians: Challenges to Evaluating the Healthy Steps Program Vol. 1, No. 1, 1999 Feb. 1  Johns Hopkins University - National Evaluation Working Papers Series - Healthy Steps Pamilies Baseline - A Summary of Newborn Form Data Vol. 1, No. 6, 1999 April 30  Johns Hopkins University - National Evaluation Working Papers Series - Year One Cost Analysis Vol. 1, No. 8, 1999 Nov. 15  Johns Hopkins University - National Evaluation Working Papers Series - Healthy Steps Program Services in the First Year of Life: A Summary of Healthy Steps Specialists' Contacts with Families Vol. 2, No. 2, 2000 Feb. 10  Johns Hopkins University - National Evaluation Working Papers Series - Healthy Steps Specialists' Contacts with Families Vol. 2, No. 2, 2000 Feb. 10  Johns Hopkins University - National Evaluation Working Papers Series - Healthy Steps Families at 6 Months - A Summary of 6 - Month Parent Questionnaire Data Vol. 1, No. 9, 2000 April 21  Johns Hopkins University - National Evaluation Working Papers Series - Implementing Healthy Steps - Report from the Process Evaluation Vol. 2, No. 7, 2001 Dec. 15  Johns Hopkins University - National Evaluation Working Papers Series - Sustainability, Institutionalization and Related Concepts in the Context of Healthy Steps, Vol. 2, No. 4, 2001 December 15  Johns Hopkins University - National Evaluation Working Papers Series - Year Three Cost Analysis, Vol. 2, No. 6, 2001 December 15  Johns Hopkins University - 99096 - Administration & Budget, 1998-1999  Johns Hopkins University - 99096 - Conference Applications, 1999 July 15  Johns Hopkins University - 99096 - Phase III, Year 3 - Grant box 136  box 136  folder 819  Johns Hopkins University - 99096 - Phase III, Year 3 - Grant box 136  box 136  folder 821	Series - Baseline Key Informant Interviews - A Summary Report	box 135	folder 809	
Series - Assessing the Impact of Pediatric-Based Developmental Services on Infants, Families and Clinicians: Challenges to Evaluating the Healthy Steps Program Vol, 1, No. 1, 1999 Feb. 1  Johns Hopkins University - National Evaluation Working Papers Series - Healthy Steps Families Baseline - A Summary of Newborn Form Data Vol. 1, No. 6, 1999 April 30  Johns Hopkins University - National Evaluation Working Papers Series - Year One Cost Analysis Vol. 1, No. 8, 1999 Nov. 15  Johns Hopkins University - National Evaluation Working Papers Series - Year One Cost Analysis Vol. 1, No. 8, 1999 Nov. 15  Johns Hopkins University - National Evaluation Working Papers Series - Healthy Steps Program Services in the First Year of Life: A Summary of Healthy Steps Pamilies at 6 Months - A Summary of 6 - Month Parent Questionnaire Data Vol. 1, No. 9, 2000 April 21  Johns Hopkins University - National Evaluation Working Papers Series - Healthy Steps Families at 6 Months - A Summary of 6 - Month Parent Questionnaire Data Vol. 1, No. 9, 2000 April 21  Johns Hopkins University - National Evaluation Working Papers Series - Implementing Healthy Steps - Report from the Process Evaluation Vol. 2, No. 7, 2001 Dec. 15  Johns Hopkins University - National Evaluation Working Papers Series - Sustainability, Institutionalization and Related Concepts in the Context of Healthy Steps, Vol. 2, No. 4, 2001 December 15  Johns Hopkins University - National Evaluation Working Papers Series - Year Three Cost Analysis, Vol. 2, No. 6, 2001 December 15  Johns Hopkins University - 99096 - Administration & Budget, 1998-1999  Johns Hopkins University - 99096 - Conference Applications, 2001 136  Johns Hopkins University - 99096 - Phase III, Year 3 - Grant box 136  Johns Hopkins University - 99096 - Phase III, Year 3 - Grant box 136	Series - Methods for Determining Healthy Steps Costs for the	box 135	folder 810	
Papers Series - Healthy Steps Families Baseline - A Summary of Newborn Form Data Vol. 1, No. 6, 1999 April 30  Johns Hopkins University - National Evaluation Working Papers Series - Year One Cost Analysis Vol. 1, No. 8, 1999 Nov. 15  Johns Hopkins University - National Evaluation Working Papers Series - Healthy Steps Program Services in the First Year of Life: A Summary of Healthy Steps Specialists' Contacts with Families Vol. 2, No. 2, 2000 Feb. 10  Johns Hopkins University - National Evaluation Working Papers Series - Healthy Steps Families at 6 Months - A Summary of 6 - Month Parent Questionnaire Data Vol. 1, No. 9, 2000 April 21  Johns Hopkins University - National Evaluation Working Papers Series - Implementing Healthy Steps - Report from the Process Evaluation Vol. 2, No. 7, 2001 Dec. 15  Johns Hopkins University - National Evaluation Working Papers Series - Sustainability, Institutionalization and Related Concepts in the Context of Healthy Steps, Vol. 2, No. 4, 2001 December 15  Johns Hopkins University - National Evaluation Working Papers Series - Year Three Cost Analysis, Vol. 2, No. 6, 2001 December 21  Johns Hopkins University - 99096 - Administration & Budget, 1998-1999  Johns Hopkins University - 99096 - Conference Applications, 1999 July 15  Johns Hopkins University - 99096 - Phase III, Year 3 - Grant box 136 folder	Series - Assessing the Impact of Pediatric-Based Developmental Services on Infants, Families and Clinicians: Challenges to	box 135	folder 811	
Series - Year One Cost Analysis Vol. 1, No. 8, 1999 Nov. 15  Johns Hopkins University - National Evaluation Working Papers Series - Healthy Steps Program Services in the First Year of Life: A Summary of Healthy Steps Specialists' Contacts with Families Vol. 2, No. 2, 2000 Feb. 10  Johns Hopkins University - National Evaluation Working Papers Series - Healthy Steps Families at 6 Months - A Summary of 6 - Month Parent Questionnaire Data Vol. 1, No. 9, 2000 April 21  Johns Hopkins University - National Evaluation Working Papers Series - Implementing Healthy Steps - Report from the Process Evaluation Vol. 2, No. 7, 2001 Dec. 15  Johns Hopkins University - National Evaluation Working Papers Series - Sustainability, Institutionalization and Related Concepts in the Context of Healthy Steps, Vol. 2, No. 4, 2001 December 15  Johns Hopkins University - National Evaluation Working Papers Series - Year Three Cost Analysis, Vol. 2, No. 6, 2001 December 21  Johns Hopkins University - 99096 - Administration & Budget, 1998-1999  Johns Hopkins University - 99096 - Conference Applications, 1999 July 15  Johns Hopkins University - 99096 - Phase III, Year 3 - Grant box 136 folder	Papers Series - Healthy Steps Families Baseline - A Summary of	box 135	folder 812	
Series - Healthy Steps Program Services in the First Year of Life: A Summary of Healthy Steps Specialists' Contacts with Families Vol. 2, No. 2, 2000 Feb. 10  Johns Hopkins University - National Evaluation Working Papers Series - Healthy Steps Families at 6 Months - A Summary of 6 - Month Parent Questionnaire Data Vol. 1, No. 9, 2000 April 21  Johns Hopkins University - National Evaluation Working Papers Series - Implementing Healthy Steps - Report from the Process Evaluation Vol. 2, No. 7, 2001 Dec. 15  Johns Hopkins University - National Evaluation Working Papers Series - Sustainability, Institutionalization and Related Concepts in the Context of Healthy Steps, Vol. 2, No. 4, 2001 December 15  Johns Hopkins University - National Evaluation Working Papers Series - Year Three Cost Analysis, Vol. 2, No. 6, 2001 December 21  Johns Hopkins University - 99096 - Administration & Budget, 1998-1999  Johns Hopkins University - 99096 - Conference Applications, 1999 July 15  Johns Hopkins University - 99096 - Phase III, Year 3 - Grant box 136 folder		box 135	folder 813	
Series - Healthy Steps Families at 6 Months - A Summary of 6 - Month Parent Questionnaire Data Vol. 1, No. 9, 2000 April 21  Johns Hopkins University - National Evaluation Working Papers Series - Implementing Healthy Steps - Report from the Process Evaluation Vol. 2, No. 7, 2001 Dec. 15  Johns Hopkins University - National Evaluation Working Papers Series - Sustainability, Institutionalization and Related Concepts in the Context of Healthy Steps, Vol. 2, No. 4, 2001 December 15  Johns Hopkins University - National Evaluation Working Papers Series - Year Three Cost Analysis, Vol. 2, No. 6, 2001 December 21  Johns Hopkins University - 99096 - Administration & Budget, 1998-1999  Johns Hopkins University - 99096 - Conference Applications, 1999 July 15  Johns Hopkins University - 99096 - Phase III, Year 3 - Grant box 136 folder	Series - Healthy Steps Program Services in the First Year of Life: A Summary of Healthy Steps Specialists' Contacts with Families	box 135	folder 814	
Series - Implementing Healthy Steps - Report from the Process Evaluation Vol. 2, No. 7, 2001 Dec. 15  Johns Hopkins University - National Evaluation Working Papers Series - Sustainability, Institutionalization and Related Concepts in the Context of Healthy Steps, Vol. 2, No. 4, 2001 December 15  Johns Hopkins University - National Evaluation Working Papers Series - Year Three Cost Analysis, Vol. 2, No. 6, 2001 December 21  Johns Hopkins University - 99096 - Administration & Budget, 1998-1999  Johns Hopkins University - 99096 - Conference Applications, 1999 July 15  Johns Hopkins University - 99096 - Phase III, Year 3 - Grant box 136 folder	Series - Healthy Steps Families at 6 Months - A Summary of 6 -	box 136	folder 815	
Series - Sustainability, Institutionalization and Related Concepts in the Context of Healthy Steps, Vol. 2, No. 4, 2001 December 15  Johns Hopkins University - National Evaluation Working Papers Series - Year Three Cost Analysis, Vol. 2, No. 6, 2001 December 21  Johns Hopkins University - 99096 - Administration & Budget, box 136  Johns Hopkins University - 99096 - Conference Applications, 1999 July 15  Johns Hopkins University - 99096 - Phase III, Year 3 - Grant box 136 folder	Series - Implementing Healthy Steps - Report from the Process	box 136	folder 816	
Series - Year Three Cost Analysis, Vol. 2, No. 6, 2001 December 21  Johns Hopkins University - 99096 - Administration & Budget, box 136 folder 819  Johns Hopkins University - 99096 - Conference Applications, box 136 folder 821  Johns Hopkins University - 99096 - Phase III, Year 3 - Grant box 136 folder	Series - Sustainability, Institutionalization and Related Concepts	box 136	folder 817	
Johns Hopkins University - 99096 - Conference Applications, box 136 folder 821  Johns Hopkins University - 99096 - Phase III, Year 3 - Grant box 136 folder	Series - Year Three Cost Analysis, Vol. 2, No. 6, 2001 December	box 136	folder 818	
1999 July 15  Johns Hopkins University - 99096 - Phase III, Year 3 - Grant box 136 folder	· · · · · · · · · · · · · · · · · · ·	box 136	folder 819	
1	* *	box 136	folder 821	
	÷	box 136		

	box 137	folder 825-829
Johns Hopkins University - 99096 - Phase III Quarterly Program Report and Grant Products, 1999	box 137	folder 829
Johns Hopkins University - 99096 - Proposal, 1998-1999, 1998 March-September	box 138	folder 830
Johns Hopkins University - 99096 - Proposal, LOA, P & R , 1997-1999	box 138	folder 831
Manpower Demonstration Research Corporation - 94-25 - Administration, 1993-1995	box 138	folder 832
Manpower Demonstration Research Corporation - 94-25 - Administration, 1995-1996	box 138	folder 833
Manpower Demonstration Research Corporation - 94-25 - Administration & Budget, 1993-1994	box 138	folder 834
Manpower Demonstration Research Corporation - 94-25 - Correspondence, 1993-1995	box 138	folder 835
Manpower Demonstration Research Corporation - 94-25 - Grant Products, 1993-1995	box 138	folder 836-837
	box 139	folder 838
Manpower Demonstration Research Corporation - 94-25 - Readings, 1993	box 139	folder 839
Manpower Demonstration Research Corporation - 95590 - Administration, 1995	box 139	folder 840
Manpower Demonstration Research Corporation - 95590 - Grant Products, 1995	box 139	folder 841
Mc Manus Health Policy , Inc 980554 - Grant Products, 1998-1999	box 139	folder 842-843
Mc Manus Health Policy , Inc 980554 - Improving the Use of Medicaid to Promote Healthy Child Development, 1997	box 139	folder 844
Mc Manus Health Policy , Inc 980554 - Improving Medicaid Financing, 1997-1998	box 139	folder 845
Mc Manus Health Policy , Inc 980554 - Pediatric Development Services Program- Correspondence , 1998	box 140	folder 846
Mc Manus Health Policy , Inc 980554 - Pediatric Development Services Program -Proposal, LOA, & Budget, 1998-1999	box 140	folder 847
Mc Manus Health Policy , Inc 95456 - Administration and Budget, 1995	box 140	folder 848
Mc Manus Health Policy , Inc 95456 - Background Materials, 1995	box 140	folder 849
Mc Manus Health Policy , Inc 95456 - Correspondence, 1995	box 140	folder 850
Ma Manus Haalth Dallay Inc. 05456 Creat Duadwate 1005		

	box 140	folder 851-852
Medicaid Managed Care Project - Articles, 1998	box 140	folder 853
Medicaid Managed Care Project - Background Materials on Medicaid - MKA's, 1977	box 140	folder 854
Medicaid Managed Care Project - Health Services Management and Policy - Sara Rosenbaum, 1998	box 140	folder 855
Medicaid Managed Care Project - Materials from MKA, 1997	box 140	folder 856
Medicaid Managed Care Project - Pediatric Development Services - Conference Call, 1998 June 10	box 140	folder 857
Medicaid Managed Care Project - Pediatric Development Services - Management Meetings, 1998 April-October	box 141	folder 858-859
Medicaid Managed Care Project - Pediatric Development Services - Peter Budetti , Progress Report, 1998 Aug.	box 141	folder 860
Medicaid Managed Care Project - Peggy McManus and Harriette Fox - Summary of Prediatric Development Services Program , 1998 July	box 141	folder 861
Medicaid Managed Care Project - Program Plan Meeting, 1999 April	box 141	folder 862
Medicaid Policies and Programs Targeted the Healthy Development of Young Children - Board Meeting , 1998 April	box 141	folder 863
Proposal Review Meeting - Medicaid, 1998 June	box 141	folder 864
Medicaid Program Plan Meeting, 1998 January 13-14	box 142	folder 865
Volume 1 - Negotiating the New Health System: A Nationwide Study of Medicaid Managed Care Contracts, 1997 February	box 143	folder 866
Mentoring Makes a Difference - Findings from The Commonwealth Fund 1998 Survey of Adults Mentoring Young People, 1998 July	box 142	folder 867
MEM Associates - Correspondence, 1994-1997	box 142	folder 868-870
MEM Associates - Faxes, 1995 February-July	box 142	folder 871
MEM Associates - Faxes, 1995 August-1997	box 143	folder 872-875
MEM Associates - 980203 - Administration, 1997-2000	box 143	folder 876
MEM Associates - 980203 - Building Support, 1997-2000	box 144	folder 877
MEM Associates - 980203 - Contact Binder, 1994-1997	box 144	folder 878-879

MEM Associates - 980203 - Correspondence , 1998-1999

	box 144	folder 880-882
	box 145	folder 883-885
MEM Associates - 980203 - Faxes, 1998-1999	box 145	folder 885
MEM Associates - 980203 - Grant Products, 1999-2000	box 145	folder 886
MEM Associates - 980203 - Paper Materials, 1998	box 145	folder 887
MEM Associates - 980203 - Proposal, LOA, P & R, 1997	box 145	folder 888
MEM Associates - 980203 - Proposal, 1997-1998	box 145	folder 889
MEM Associates - 980203 - Reports , 1997-1999	box 145	folder 890
National Committee to Prevent Child Abuse - 96698, 1995-1997	box 146	folder 891
National Committee to Prevent Child Abuse - 96698, 1997-1998	box 146	folder 892
National League of Cities - 95900, 1995-1996	box 146	folder 893
NYC Health and Hospitals Corporation - Reach Out and Read - 970707, 1997	box 146	folder 894
Northwestern University - 980559 - Pediatric Development Services Program - Correspondence - Budetti , 1998	box 146	folder 895
Northwestern University - 980559 - Promoting Healthy Development in Medicaid Management Plans - , 1998-1999	box 146	folder 896
University of Oklahoma - Oklahoma City Bombing Effects on Children - 980309, 1998-2000	box 146	folder 897
Commonwealth Fund Parents Survey - Data Stat 95-37 - Administration & Budget, 1994-1996	box 146	folder 898
Commonwealth Fund Parents Survey - Data Stat 95-37 - Correspondence, 1995-1996	box 146	folder 899
Commonwealth Fund Parents Survey - Data Stat 95-37 - Draft Preliminary Findings, 1994-1996	box 147	folder 900-903
Commonwealth Fund Parents Survey - Data Stat 95-37 - Final Findings , 1996	box 147	folder 904
Commonwealth Fund Parents Survey - Data Stat 95-37 - Grant Products , 1995	box 147	folder 905
Parent Survey Meeting Materials, 1996 February 12	box 147	folder 906
Pediatrics Development Services Program - Program Plan, 1999 February 2	box 147	folder 907
Pediatric Development Services Program - Research Project - A Summary of Federally Funded Projects on Preventive and Developmental Services for Young Children, 1998 Sept.	box 148	folder 908
University of Pennsylvania - Administration & Budget - Greater PA 9240, 1994	box 148	folder 909

University of Pennsylvania - Sponsor-A-Scholar - 93-85 - Administration and Budget, 1992-1997	box 148	folder 910-911
University of Pennsylvania - Sponsor-a-Scholar - 93-85 - Evaluation, 1993 Sept. 23	box 148	folder 912
University of Pennsylvania - Sponsor-a-Scholar - 93-85 - Evaluation, 1995-1996	box 148	folder 913
University of Pennsylvania - An Evaluation of the Impacts of the Sponsor-A-Scholar Program on Student Performance - Final Report, 1996 December	box 148	folder 914
University of Pennsylvania - Proposal - 96593, 1996-1998	box 149	folder 917
Phipps Community College - 96758, 1996	box 149	folder 918
Princeton Survey Research Associates - 96919, 1996	box 149	folder 919
Public Private Ventures - 94-79 - Administration and Correspondence, 1990-1996	box 150	folder 926-927
Public Private Ventures - 94-79 - Grant Products, 1994-1995	box 150	folder 928
Public Private Ventures - 94-79 - Lessons Learned - HYMP, 1996-1997	box 150	folder 929
Public Private Ventures - 94-79 - Mentoring Youth - A Community Initiative, 1994-1996	box 150	folder 930
Public Private Ventures - 96621 - Phase 2, 1995-1997	box 150	folder 931
Public Private Ventures - The State and Future of Mentoring Conference - Plan - Fiscal Year 1996-1997, 970437, 1996-1997, 1999	box 151	folder 933
Robert Wood Johnson Foundation - Affiliate Evaluation, 1996-1998	box 151	folder 934
Robert Wood Johnson Foundation - A Proposal to Develop A Healthy Steps Multimedia Training Package, 1997 June 18	box 151	folder 935
Sponsor-A-Scholar - 96147 - Program , 1994-1997	box 151	folder 936
University of Wisconsin - Parenthood in America - Conference April 19-21, 1998 - 980327, 1997-1998	box 151	folder 939
Sponsor-A-Scholar - 95412 - Coalition of Community Foundations for Youth - Final Report, 1997-1999	box 151	folder 938

# Meetings, 1994-2005

### Arrangement

Arranged in five subseries: 1. All Hands Meetings; 2. Board of Directors; 3. National Advisory Committee Meetings; 4. Local Advisory Committee; 5. Funders

# **All Hands Meeting**

Title/Description	Instances	
All Hands Meeting, 1998 April 9	box 152	folder 940
All Hands Meeting, 1999 April 8	box 152	folder 941
All Hands Meeting, 1999 April 8	box 152	folder 942
All Hands Meeting, 1999 October 6	box 152	folder 943
All Hands Meeting, 2000 April 5	box 152	folder 944
All Hands Meeting, 2001 April 23	box 152	folder 945
<b>Board of Directors</b>		
Title/Description	Instances	
Board Book Program - Youth, 1994 November	box 152	folder 946
Board Book Pieces - Final, 1995 November	box 152	folder 947
Board Final - Pieces, 1996 April	box 152	folder 948
Board - Program Summary Youth, 1996 April	box 153	folder 949
Board of Directors Talking Points & Meeting Notes - Children and Youth Department, 1996 Nov. 12	box 153	folder 950
Board Final, 1997-April	box 153	folder 951
Board Final, 1997 July	box 153	folder 952
Board - Healthy Steps Overview, 1997 Nov.	box 153	folder 953
"Reinventing Pediatrics" Task Force - Jewish Healthcare Foundation - Pittsburgh, PA, 1997 June-Oct.	box 153	folder 954
Board of Directors Site Visit - Briefing Material - Boston, MA., 1998 July 8-10	box 153	folder 955
Board Retreat - Revere Site Visit , 1998 July	box 153	folder 956
Pediatric Development Services Program - Briefing Material - CWF, 1998 Dec. 15	box 154	folder 957
Pediatric Development Services Program - Briefing Material - Chicago, Illinois , 1998 July 15-18	box 154	folder 958
Planning Meeting for Healthy Steps - Possible Longitudinal Follow - Up Study - NY, 1999 Feb. 22	box 154	folder 959
Lessons Learned From A National Health Care Collaboration - Bringing Child Development Into Primary Care For Young Children - Colorado Island Marriott Resort, San Diego, CA, 2001 March 2	box 154	folder 960
Healthy Steps Site in Integrated Delivery Systems - Large Group and Staff Model HMO's - Third Progress Report - Seattle, WA., 2002 March	box 154	folder 961

	box 154	folder 962
Management Meeting, 1996 March 19	box 154	folder 963
Progress Report Meeting, 1997 April 18	box 154	folder 964
Program Review Meeting, 1997 April 18	box 155	folder 965
Program Coordination Meeting, 1997 July 9	box 155	folder 966
Program Monitoring Committee Meeting & The Commonwealth Fund Quarterly - Summer 1999 Vol. 5, Issue 2, 2000 June 14	box 155	folder 967

National Advisory Committee Meetings	<del>-</del> ,	
Title/Description	Instances	
Briefing Book, 1996 May 23	box 155	folder 968
Task Force, 1996 May 23	box 155	folder 969
Bills, 1996 May-June	box 155	folder 970
National Advisory Committee Meeting, 1996 Dec. 5-6	box 155	folder 971
Briefing Book, 1996 Dec.6	box 155	folder 972
BIU's/Set - Up - 12-6, 1996-19997	box 155	folder 973
National Advisory Committee Meeting, 1997 May 28	box 155	folder 974
National Advisory Committee Meeting, 1997 May 28	box 156	folder 975
National Advisory Committee Meeting, Briefing Book, 1997 October 29	box 156	folder 976
National Advisory Committee Meetings, 1997-1998	box 156	folder 977
Briefing Book, 1997 Dec. 17-18	box 156	folder 978
Briefing Book, 1998 May 26-27	box 156	folder 979
National Advisory Committee Meeting, 1997 May 26-27	box 157	folder 980
Briefing Book, 1998 Oct. 27-28	box 157	folder 981
National Advisory Committee Meeting, 1998 Oct. 27-28	box 157	folder 982
Briefing Book, 1999 May 25-26	box 157	folder 983
New York, 1999 May - Oct.	box 157	folder 984
Briefing Book, 1999 June 14	box 157	folder 985
Briefing Book, 1999 Oct. 26-27	box 158	folder 986
Briefing Book, 1999 Dec. 17	box 158	folder 987
Briefing Book, 2000 Oct. 24-25	box 158	folder 988
Briefing Book, 2002 Oct. 24-25	box 158	folder 989
Briefing Book, 2001 Oct. 18-19	box 159	folder 990

National Multimedia Advisory Group Meeting , 1999 Dec. 17	box 159	folder 991	
National Evaluation Team Meeting , 2000 Sept. 6	box 159	folder 992	

Local Advisory Committees			
Title/Description	Instances		
Local Advisory Committees , 1996-1998	box 159	folder 993	
Local Advisory Committees , 1996-1998	box 159	folder 994	
Local Advisory Committee - Selected Material From: Boston, MA., Grand Junction, CO., Kansas City, MO., Pittsburgh, PA, 1997 Oct.	box 159	folder 995	
Local Advisory Committees - Selected Information From: Chicago, Detroit, Grand Junction, Houston, Kansas City, Pittsburgh, San Antonio , 1998	box 160	folder 996	
Local Advisory Committees - Selected Information From: Chicago, Detroit, Grand Junction, Houston, Kansas City, Pittsburgh, San Antonio, 1998	box 160	folder 997	

Fitle/Description	Instances	
Disney: Correspondence, 1995-1997	box 160	folder 998
Funders, 1994-1996	box 160	folder 999
Funders, 1994-1996	box 160	folder 1000
Funders, 1994-1996	box 160	folder 1001
Insurance Funders, 1994-1997	box 161	folder 1002
Local Advisory Board Meeting - ABC Family Pediatrics Site - Allentown, PA., 2000 Feb. 17	box 161	folder 1003
Local Funder Network Meeting - Background Material - Temple Mission Palm Hotel , 1999 Feb. 17	box 161	folder 1004
Local Funder Network Meeting - Background Material - Hotel Inter-Continental - Miami, FL , 2000 March 1	box 161	folder 1005
Local Funder Network Meeting - Background Material - Waldorf Astoria Hotel, New York, NY, 2002 Feb. 26	box 161	folder 1006
Local Funder Network Meeting - Background Material - Century Plaza Hotel, Los Angeles, CA, 2003 Feb. 13	box 161	folder 1007
Local Funder Network Meeting - Background Material - The Westin Diplomat Resort and Spa. Hollywood, FL., 2004 Feb. 25	box 161	folder 1008
Local Funder Network Meeting - Background Material - Palace Hotel, San Francisco, CA, 2005 Feb. 23	box 161	folder 1009

itle/Description	Instances	
Assessing the Impact of Pediatric - Based Development Services on Infants, Families and Clinicians: Challenges to Evaluating the Healthy Steps Program - Working Paper Series - Vol. 1, No. 1, 998 Sept. 18	box 162	folder 1010
Assessing the Impact of Pediatric - Based Developmental Services in Infants, Families and Clinicians: Challenges to Evaluating the Healthy Steps Program Vol. 1, No. 1, 1999 Feb. 12	box 162	folder 1011
Profile of Healthy Steps National Evaluation Sites - Meeting the deeds of Very Young Children - Working Paper Series - Vol. 1, to. 2, 1998 March 5	box 162	folder 1012
Profile of Healthy Steps National Evaluation Sites - Meeting the eeds of Very Young Children Vol. 1, No. 2, 1998 July 31	box 162	folder 1013
seline Key Informant Interviews - A Summary Report Vol. 1, b. 3, 1998 July 31	box 162	folder 1014
Baseline Key Informant Interviews - A Summary Report Vol. 1, Io. 4, 1998 July 31	box 162	folder 1015
aseline Provider Surveys - A Summary Report Vol. 1, No. 4, 998 July 31	box 162	folder 1016
Tethods for Determining Healthy Steps Costs for the Cost - Effectiveness Analysis - National Evaluation - Working Paper Peries - Vol. 1, No. 5, 1999 Jan. 31	box 162	folder 1017
fethods for Determining Healthy Steps Cost for the Cost - ffectiveness Analysis - National Evaluation - Working Papers eries Vol. 1, No. 5, 1999 Jan. 31	box 162	folder 1018
amilies at Baseline - A Summary of Newborn Form Data - Torking Paper Series - Vol. 1, No. 6, 1999 June 15	box 162	folder 1019
milies at Baseline and Early Effects of H.S. at 2-4 Months - ational Evaluation - Working Papers Series Vol. 1, No. 7 Draft, 99 Oct. 1	box 162	folder 1020
amilies at Baseline and Early Effects of Healthy Steps at 2-4 Ionths - National Evaluation - Working Paper Series Vol. 1, No. , 1999 Dec. 1	box 162	folder 1021
amilies at Baseline and Early Effects of Healthy Steps at 2-4 Ionths - National Evaluation - Working Papers Series Vol. 1 No. 1999 Dec. 1	box 163	folder 1022
Year One Cost Analysis - National Evaluation - Working Paper eries - Vol. 1, No. 8, 1999 Nov. 15	box 163	folder 1023
amilies at 6 Months - A Summary of 6 Month Parent uestionnaire Data - National Evaluation Working Paper Series ol. 1. No. 9, 2000 April 21	box 163	folder 1024

Families: The First Year - Summary of 12 Month Parent Questionnaire Data - National Evaluation Working Paper Series Vol. 1, No. 10, 2000 Nov. 30	box 163	folder 1025	
Year Two Cost Analysis - National Evaluation Working Paper Series Vol. 2, No.1 , 2000 Dec. 15	box 163	folder 1026	
Program Services in the First Year of Life - A Summary of Healthy Steps Specialists' Contacts with Families - National Evaluation - Working Paper Series Vol. 2, No. 2, 2000 Feb.10	box 163	folder 1027	
Families at 18 Months - Summary of 18 - Month Form Data - National Evaluation Working Paper Series Vol. 2, No. 3, 2001 May 24	box 163	folder 1028	
Sustainability, Institutionalization and Related Concepts in the Context of Healthy Steps - National Evaluation Working Paper Series Vol. 2, No. 4, 2001 Dec. 15	box 163	folder 1029	
Providers - Changes on Knowledge, Attitudes, and Practices - National Evaluation Working Paper Series Vol.2 No. 5, 2001 Dec. 15	box 163	folder 1030	
Year Three Cost Analysis - National Evaluation Working Paper Series Vol. 2, No. 6, 2001 Dec. 15	box 164	folder 1031	
Implementing Healthy Steps - Report From the Process Evaluation - National Evaluation Working Paper Series Vol. 2 No. 7, 2001 Dec. 15	box 164	folder 1032	

#### Program Reports, 1998-2003 Title/Description **Instances** folder Families at Baseline and Early Effects of Healthy Steps at 2-3 box 164 Months: A Summary of Newborn Form and Parent Interview 1033-1036 Data: Preliminary Sample - National Evaluation - Preliminary Report, 1998 November 6 Families at Baseline and Early Effects of Healthy Steps at 2-3 box 165 folder 1037 Months: A Summary of Newborn Form and Parent Interview Data: Preliminary Sample - National Evaluation - Preliminary Report, 1998 November 6 Phase Three, Year One - Final Report, 1998 Feb. 6 box 165 folder 1038 Planner - Year II: Toddler and Preschool Training Institute box 165 folder Boston University School of Medicine, 1998 May 29-31 1039-1040 Year One - Final Report - Affiliated Evaluation, 1998 Nov. 13 box 165 folder 1041 Phase Three, Year Two - Final Report - National Evaluation - Vol. box 166 folder 1042 1 of 2, 1999 March 1 Phase Three, Year Two - Final Report - National Evaluation Vol. box 166 folder 1043 2 of 2, 1999 March 1 Planner - Year III Training Institute - Growing Up: Year III and box 166 folder 1044 Beyond, 1999 May 14 - 16

X7 /			
Year Two - Final Report - Affiliate Evaluation, 1999 Sept. 22	box 166	folder 1045	
Phase Three, Year Three - Final Report - National Evaluation, 2000 February 15	box 166	folder 1046	
Year Three - Final Report - Affiliate Evaluation, 2000 Sept. 8	box 166	folder 1047	
Year One Office - Based Service Utilization and Cost Analysis - National Evaluation - Priliminary Report, 2000 Dec. 15	box 166	folder 1048	
Phase Three, Year Four - Final Report - National Evaluation, 2001 Feb. 1	box 166	folder 1049	
Child Development and Parenting Web Site Assessment - Interim Report - Assessment Methodology and Initial Findings , 2001 June 28	box 166	folder 1050	
Distant Learning and the Healthy Steps for Young Children Program - Alternative Methods and Issues - Draft , 2002 Feb.	box 166	folder 1051	
Phase Three, Year Five - Final Report - National Evaluation, 2002 Feb. 1	box 166	folder 1052	
The First Three Years - National Evaluation , 2003 Feb. 28	box 167	folder 1053	
Final Report - Support for Program Direction and Operations - Contract #20020695, 2003 July 31	box 167	folder 1054	
Reports and Surveys, 1991-2002			
Little/Lieggrinfion	Instances		
-	Instances		
Building Blocks for Healthy Babies - Program Notebook, 1994 December	box 167	folder 1055	
Building Blocks for Healthy Babies - Program Notebook, 1994		folder folder 1056-1058	
Building Blocks for Healthy Babies - Program Notebook, 1994 December  Building Blocks for Healthy Babies - Program Notebook, 1994	box 167	folder	
Building Blocks for Healthy Babies - Program Notebook, 1994 December  Building Blocks for Healthy Babies - Program Notebook, 1994 December  Building Blocks for Healthy Babies - Program Binder - CWF,	box 167 box 168	folder 1056-1058	
December  Building Blocks for Healthy Babies - Program Notebook, 1994 December  Building Blocks for Healthy Babies - Program Binder - CWF, 1995  Career Academies - Manpower Demonstration Research	box 167 box 168 box 169	folder 1056-1058 folder 1059	
Building Blocks for Healthy Babies - Program Notebook, 1994 December  Building Blocks for Healthy Babies - Program Notebook, 1994 December  Building Blocks for Healthy Babies - Program Binder - CWF, 1995  Career Academies - Manpower Demonstration Research Corporation, 1996 July  Child Development and Parenting Web Site Assessment Interim Report - Assessment Methodology and Initial Findings , 2001	box 168 box 169 box 169	folder 1056-1058 folder 1059 folder 1060	
Building Blocks for Healthy Babies - Program Notebook, 1994 December  Building Blocks for Healthy Babies - Program Notebook, 1994 December  Building Blocks for Healthy Babies - Program Binder - CWF, 1995  Career Academies - Manpower Demonstration Research Corporation, 1996 July  Child Development and Parenting Web Site Assessment Interim Report - Assessment Methodology and Initial Findings, 2001 June 28  Child Health Chapter - Supporting Infants and Toddlers: The	box 167 box 168 box 169 box 169 box 169	folder 1056-1058 folder 1059 folder 1060 folder 1061	
Building Blocks for Healthy Babies - Program Notebook, 1994 December  Building Blocks for Healthy Babies - Program Notebook, 1994 December  Building Blocks for Healthy Babies - Program Binder - CWF, 1995  Career Academies - Manpower Demonstration Research Corporation, 1996 July  Child Development and Parenting Web Site Assessment Interim Report - Assessment Methodology and Initial Findings, 2001 June 28  Child Health Chapter - Supporting Infants and Toddlers: The Nascent Policy Agenda - Kagan/Young -, 1998  Child Health Chapter - Supporting Infants and Toddlers: The	box 167 box 168 box 169 box 169 box 169	folder 1056-1058 folder 1059 folder 1060 folder 1061	

Child: The Essential Guide for Parents , 1998 Nov.	box 170	folder 1066
Children Now , 1994-1996	box 170	folder 1067
Concept Paper - The Potential Additional Studies Using the Sample and Data From Healthy Steps - Conceptual, Methodological and Cost Issues, 1999 Aug. 20	box 170	folder 1068
Father to Father Program, 1996	box 170	folder 1069
The Greater Southeast School-To-Work - Transition Program, 1995-1996	box 171	folder 1070
Home Visiting, 1991-1994	box 171	folder 1071
Immunizations, 1994-1995	box 171	folder 1072
Implications of Healthy Steps Program for the Home Environment, Parent Child Interaction and Child Development , 1997-2002	box 171	folder 1073
Jobs for the Future - Hospital - Sponsored School-To-Work , 1995-1997	box 171	folder 1074
Johns Hopkins Evaluation of GSE - Greater Southeast Healthcare System , Phase 4, 1995-1997	box 171	folder 1075
Johns Hopkins Evaluation of GSE - Lewin Assessment GSE Report, 1995	box 171	folder 1076
Knowing and Doing - Connecting Learning and Work - Jobs for the Future, 1998	box 172	folder 1077
Material Depression, 1994-1995	box 172	folder 1078
Mc Manus Final Report Appendix: An Examination of Innovative Approaches for the Delivery & Financing of Parent Programs in Health Care Settings, 1995 Sept.	box 172	folder 1079
National Center For Children in Poverty , 1994	box 172	folder 1080
National Organization on Adolescent Pregnancy, Parenting and Prevention, 1993-1994	box 172	folder 1081
Parenting - Healthy Steps Media Lists, 1996	box 172	folder 1082
Parenting - Issuesphere - 95-37, 1995-1997	box 172	folder 1083
Listening to Parents - Special Articles, Draft, 1996	box 172	folder 1084
Parent Survey - Advisory Group & Child Trends - Child Trends, 1995-1996	box 172	folder 1085
Parent Survey Analysis - KD, 1996	box 173	folder 1086
Parent Survey - Charles Novitz - Media Training and Communications - Issuesphere 95-37, 1995-1996	box 173	folder 1087
Parent Survey - Contract and Cross Tabs & Banners 95-37, 1994-1995	box 173	folder 1088

Parent Survey - Data Stat - Data Runs and Data Stat AAP paper 12-30-96 - 95-37, 1995-1996	box 173	folder 1089
Parent Survey - Executive Summary, 1996	box 173	folder 1090
Parent Survey - Files - Margins on Data, Survey Sample, Schedule, Survey Meeting and Tabs & Banner Points, 1994-1996	box 173	folder 1091
Parents Survey - Media Coverage, 1996-1997	box 173	folder 1092
Parent Survey - National Survey of Parents with Children from Birth to Age Three - Appendix , 1996	box 174	folder 1093
Parent Survey Notes , 1996	box 174	folder 1094
Parent Survey - Review - Parenting Infants - Child Trends, K. Moore, 1994-1998	box 174	folder 1095
Parent Survey - Report on the Findings, 1996 June 21	box 174	folder 1096
Parenting Experts Meeting, 1994 Sept. 21	box 174	folder 1097
Princeton Survey Research Associates on Behalf of The CWF - Successful Mentoring Relationships , 1998 May 22	box 174	folder 1098
Promising Practices: A Study of Ten School - to - Career Programs - Jobs for the Future, 1995	box 174	folder 1099
ROR - Reach Out and Read - New York City, 1996-1997	box 175	folder 1100
Relationships in Career Mentoring Program - Lessons Learned from Hospital Youth Mentoring Program, 1998 Sept	box 175	folder 1101
Smart Start , 1993-1994	box 175	folder 1102
Strategies for Change - Child Development in Primary Care for Young Children, 1999	box 175	folder 1103
Strategies for Change - Child Development in Primary Care for Young Children, 1999	box 175	folder 1104
Survey of Parents - Draft Chapters - 970654, 1999 Jan Feb.	box 176	folder 1106
Survey of Parents - Draft Chapters - 970654, 1998-1999	box 176	folder 1105
Survey of Parents - Draft Chapters - 970654, 1999 February-May	box 176	folder 1107
Survey of Parents - Draft Chapters - 970654, 1999 June	box 176	folder 1108
Survey of Parents - Draft Chapters - 970654, 1999 July-August	box 176	folder 1109
Survey of Parents - Draft Chapters - 970654, 1999 August	box 177	folder 1110
Survey of Parents - Draft Chapters - 970654, 1999 September-October	box 177	folder 1111
Survey of Parents - Draft Chapters - 970654, 1999 November-	box 177	folder 1112
December		

Survey of Parents with Children Under Three - Weighted - Final, Book 1, 1995 July - 1996 Jan.  Survey of Parents with Children Under Three - Weighted - Final,	box 177	folder 1114
Survey of Parents with Children Under Three - Weighted - Final		
Book 2, 1995 July - 1996 Jan	box 178	folder 1115
Survey of Parents with Children Under Three - Weighted - Final, Book 3, 1995 July - 1996 Jan.	box 178	folder 1116
Survey of Parents with Young Children - Media, 1996	box 178	folder 1117
Survey of Parents - Report on the Findings 1 of 2, 1995-1996	box 178	folder 1118
Survey of Parents - Report on the Findings 2 of 2, 1995-1996	box 178	folder 1119
Survey of Parents - Final Report, 1996 June 21	box 179	folder 1120
Survey Presentations 95-37, 1996-1997	box 179	folder 1121
Survey Presentations - Media Advisory and Parents 95-37, 1996	box 179	folder 1122
Teenage Child Bearing - Child Trends Study, 1993	box 179	folder 1123
The Hospital Youth Mentoring Network - Program In A Box - A Complete Resource Kit , 1997	box 179	folder 1124
Work It - Assessing Experience - The Hospital Youth Mentoring Network, 1997	box 179	folder 1125
Work It - Career Discovery Through Mentoring - The Hospital Youth Mentoring Network , 1997	box 179	folder 1126
Work It - Connecting Program Parents - The Hospital Youth Mentoring Network , 1997	box 179	folder 1127
Work It - Sustaining On the Job Learning - The Hospital Youth Mentoring Network, 1997	box 179	folder 1128
Youth - Survey of Young African Americans - CWF, 1994	box 179	folder 1129
Youth - Dropping Out of High School: A Pilot Survey of Young African Males in Four Cities - Study 902066, 1994	box 180	folder 1130
Pilot Survey of Young African-American Males in Four Cities, 1994 December 8	box 180	folder 1131
Young African-American Male Survey, 1997 Feb. 10	box 180	folder 1132
Young African-American Male Survey, 1997 February 10	box 180	folder 1133
Youth Sports - Carnegie, 1993-1996	box 180	folder 1134
Publications, 1985-1998		
Publications, 1985-1998  Title/Description	Instances	

Caring for Our Future - The Content of Parental Care - A Report of the Public Health Service Expert Panel on the Content of Parental Care, 1989	box 180	folder 1136
Children in Need - Investment Strategis for the Educationally Disadvantaged, 1989	box 180	folder 1137
Reducing Child Maltreatment Among High-Risk Families, 1989 May	box 180	folder 1138
Quality Preschool Programs - A Long-Term Social Investment , 1989 June	box 181	folder 1139
The Future of Child Health in New York City , 1989 Aug.	box 181	folder 1140
Speaking of Kids - A National Survey of Children and Parents, 1991	box 181	folder 1141
Beyond RHetoric - A New American Agenda for Children and Families - Summary , 1991	box 181	folder 1142
Second Follow Up Report - The Surgeon General's Workshop on Breast Feeding & Human Lactation , 1991	box 181	folder 1143
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Caring Prescriptions - Comprehensive Health Care Strategies for Young Children in Poverty , 1993	box 181	folder 1145
The Changing Workforce - Highlights of the National Study , 1993	box 181	folder 1146
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A Welcome for Every Child - Care Education, and Family Support for Infants and Toddlers in Europe , 1994	box 181	folder 1148
A Welcome for Every Child - How France Protects Maternal and Child Health - A New Frame of Reference for the U.S., 1994	box 181	folder 1149
Children and Family Journalism - Out from the Shadows - Media Coverage of Children and Family Issues, 1994	box 181	folder 1150
Kids Count Data Book - State Profiles of Child Well-Being , 1994	box 181	folder 1151
Kids Voice Count - Illuminating the Statistics , 1994	box 182	folder 1152
National Directory - Community Health Centers - Migrant Health Centers - Health Care for the Homeless Projects and Primary Care Associations, 1994 March	box 182	folder 1153
New Chance - Interim Findings on a Comprehensive Program for Disadvantaged Young Mothers and Their Children , 1994 Sept,	box 182	folder 1154
Running In Place - How American Families Are Faring in a Changing Economy and An Individualist Society, 1994	box 182	folder 1155
Shattering Stereotypes - A Demographic Look At Children in the United States, 1994 Nov.	box 182	folder 1156

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The Study of Children in Family Child Care and Relative Care - Highlights of Findings - FWI, 1994	box 182	folder 1158
The State of America's Children - Year Book , 1994	box 182	folder 1159
Two America's - Comparisons of U.S. Child Poverty in Rural, Inner City and Suburban Areas - A Linear Trend Analysis to the Year 2010, 1994 Sept.	box 182	folder 1160
Abstract of Selected Articles on Interventions Relate to Parenting and Child Development , 1997 April	box 182	folder 1161
Connecting Students to a Changing World - A Technology Strategy for Improving Mathematics and Science Education, 1995	box 182	folder 1162
Cost, Quality and Child Outcomes in Child Care Centers - Public Report, 1995 April	box 182	folder 1163
Healthy Steps - Research Articles, 1995	box 183	folder 1164
JHU School of Hygiene and Public Health Innovative Approaches for the Delivery and Financing of Parent Education Programs in Health Care Settings - Final Report , 1995 Sept.	box 183	folder 1165
The Right Start - Preciedings of the Forum on Meeting the Needs of Young Children, 1995	box 183	folder 1166
Core Issues in Comprehensive Community - Building Initiatives, 1996 Feb.	box 183	folder 1167
JHU School of Hygiene and Public Health - Background Materials/Meetings , 1996	box 183	folder 1168
The Healthy Steps Planner - Boston University School of Medicine , 1996 Nov. 8-13	box 183	folder 1169
Map and Track - State Initiatives for Young Children and Families, 1996	box 183	folder 1170
Ready, Willing, and Able - What the Record Shows About State Investments in Children 1990-1995, 1996	box 184	folder 1171
Trends in the Well-Being of America's Children and Youth 1996, 1996	box 184	folder 1172
What Matters Most - Teaching for America's Future , 1996 Sept.	box 184	folder 1173
Years of Promise - A Comprehensive Learning Strategy for America's Children, 1996 Sept.	box 184	folder 1174
Creating A Successful Youth Mentoring Program - A Practice Guide for Hospitals - Johns Hopkins University , 1997	box 184	folder 1175
Financing Child Care in the United States - An Illustrative Catalog of Current Strategies, 1997	box 184	folder 1176
Selected Materials from Local Advisory Committees in, Boston, Grand Junction, Kansas City, & Pittsburgh, 1997 Oct.	box 184	folder 1177

Home-Grown Progress - The Evolution of Innovative School-to-Work Programs, 1997 Sept.	box 184	folder 1178
Out Of School and Unemployed - Principles for More Effective Policy and Programs - Johns Hopkins University , 1997 May	box 184	folder 1179
Some Things Do Make a Difference - A Compendium of Evaluations of Youth Programs and Practices - Draft, 1997	box 185	folder 1180
Some Things Do Make a Difference for Youth - A Compendium of Evaluations of Youth Programs & Practices, 1997	box 185	folder 1181
Starting Points - Challenging the "Quiet Crisis" - A Description of the Starting Point Sites, 1997	box 185	folder 1182
Substance Abuse and the American Adolescent - A Report by the Commission on Substance Abuse Among America's Adolescents , 1997 Aug.	box 185	folder 1183
The Impact on Hospitals of Youth Mentoring Projects - Draft, 1997 May	box 185	folder 1184
The Relationship of Child Abuse and Household Dysfunction to Many of the Leading Cases of Death in Adults - The Adverse Childhood Experiences (ACE) Study , 1997	box 185	folder 1185
The Role of Mass Media in Parenting Education, 1997 July	box 185	folder 1186
Strenghts of the Safety Net Center on Budget and Policy Priorities, 1998 March	box 185	folder 1187
Special Formats, 1992-2000		
Title/Description	Instances	
Audio		
Title/Description	Instances	
Kathryn Taaffe Young/Children Morning Edition - NPR-AM/ Network 6 am 5:58, 1998 April 3	Tape 2015:FA498:	001
Conditions Governing Access: Conditions Governing Access		

# Video

## **Scope and Contents**

Contains finished videos and production elements.

Title/Description	Instances

The ABC's of Childcare Health and Safety: 1. Handwashing 2. Diapering, 1996	box 1	Tape AV 11793	
Conditions Governing Access: Conditions Governing Access			
Access copy currently unavailable. Please see a RAC archivist for further instruction.			
American Agenda - ABC News - World News Tonight, 1998-2000	box 1	Tape AV 11794	
Conditions Governing Access: Conditions Governing Access			
Access copy currently unavailable. Please see a RAC archivist for further instruction.			
Baby Talk: The Essential Videoguide for New Parents, 1992	box 1	Tape AV	
Conditions Governing Access: Conditions Governing Access		11795	
Access copy currently unavailable. Please see a RAC archivist for further instruction.			
Fine Motor Development - The Road from Exploration to Development: The Boston Institute for Early Child Development, Boston, MA - Draft, 1998 April 6	box 1	Tape AV 11796	
Conditions Governing Access: Conditions Governing Access			
Access copy currently unavailable. Please see a RAC archivist for further instruction.			
Healthy Steps Year 2 - Boston Medical Center, Boston, MA, 1999	box 1	Tape AV 11797	
Conditions Governing Access: Conditions Governing Access			
Access copy currently unavailable. Please see a RAC archivist for further instruction.			
Childhood: Among Equals, 1991	box 1	Tape AV	
Conditions Governing Access: Conditions Governing Access		11798	
Access copy currently unavailable. Please see a RAC archivist for further instruction.			
Childhood - Great Expectations, 1991	box 1	Tape AV	
Conditions Governing Access:		11799	

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Childhood - The House of Tomorrow, 1991 box 1 Tape AV 11800 Conditions Governing Access: **Conditions Governing Access** Access copy currently unavailable. Please see a RAC archivist for further instruction. Tape AV Childhood - In the Land of the Giants, 1991 box 1 11801 **Conditions Governing Access: Conditions Governing Access** Access copy currently unavailable. Please see a RAC archivist for further instruction. Childhood - Life's Lessons, 1991 box 1 Tape AV 11802 Conditions Governing Access: **Conditions Governing Access** Access copy currently unavailable. Please see a RAC archivist for further instruction. Tape AV Childhood - Louder Than Words, 1991 box 1 11803 **Conditions Governing Access: Conditions Governing Access** Access copy currently unavailable. Please see a RAC archivist for further instruction. Tape AV Childhood - Love's Labors, 1991 box 1 11804 Conditions Governing Access: **Conditions Governing Access** Access copy currently unavailable. Please see a RAC archivist for further instruction.

Conditions Governing Access:

### **Conditions Governing Access**

Everybody's Business: America's Children, 1995

Access copy currently unavailable. Please see a RAC archivist for further instruction.

box 1

Tape AV

11805

### **Scope and Contents**

February 19

Conditions Governing Access:

NBC Documentary, National air date 12/23/95, Sponsor -A - Scholar Program

Food Network - Recipe for Health, 1997 November 7 Tape AV box 1 11806 Conditions Governing Access: **Conditions Governing Access** Access copy currently unavailable. Please see a RAC archivist for further instruction. Healthy Steps: Parent Support Group, Grand Junction, Colorado, Tape AV box 1 1997 November 10 11807 **Conditions Governing Access: Conditions Governing Access** Access copy currently unavailable. Please see a RAC archivist for further instruction. Healthy Steps: Parent Support Group, Grand Junction, Colorado box 1 Tape AV 11808 Conditions Governing Access: **Conditions Governing Access** Access copy currently unavailable. Please see a RAC archivist for further instruction. Tape AV Healthy Steps Program: Western Colorado Pediatrics, Grand box 1 11809 Junction, Colorado, 1997 November Conditions Governing Access: **Conditions Governing Access** Access copy currently unavailable. Please see a RAC archivist for further instruction. Healthy Steps (long version) - Grand Junction, CO box 1 Tape AV 11810 **Conditions Governing Access: Conditions Governing Access** Access copy currently unavailable. Please see a RAC archivist for further instruction. Tape AV Growing Up Together #9101 "To Teach or Not to Teach", 1993 box 1 11811

Access copy currently unavailable. Please see a RAC archivist for further instruction.

Growing Up Together #9114 "Working Moms", 1993 February box 1

Tape AV 11812

Conditions Governing Access:

**Conditions Governing Access** 

Access copy currently unavailable. Please see a RAC archivist for further instruction.

Growing Up Together #9136 "Pregnancy 2", 1992 January 27

box 1

Tape AV 11813

**Conditions Governing Access:** 

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Healthy Steps CD Rom Video Vignettes - Tapes B-F, 1998 December 23 box 1

Tape AV 11814

**Conditions Governing Access:** 

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Access copy currently unavailable. Please see a RAC archivist for further instruction.

Healthy Steps Enhanced Well-Child Care - Phase III Rough Cut, 1999 November 10

box 1

Tape AV 11815

**Conditions Governing Access:** 

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Access copy currently unavailable. Please see a RAC archivist for further instruction.

Healthy Steps Home Visits -- Phase III Rough Revisions, 1999 November 10

box 1

Tape AV 11816

**Conditions Governing Access:** 

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Access copy currently unavailable. Please see a RAC archivist for further instruction.

Healthy Steps - Video II, Rough Cut, 1998 May 19

box 1

Tape AV 11817

**Conditions Governing Access:** 

Tape AV

11818

### **Conditions Governing Access**

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Healthy Steps Overview - Phase III Rough Cut, 1999 November box 1

Conditions Governing Access:

**Conditions Governing Access** 

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Healthy Steps Start Up - Rough Cut, 1999 November 1 box 2 Tape AV 11819

Conditions Governing Access:

**Conditions Governing Access** 

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Healthy Steps Start Up - Phase III Rough Cut , 1999 November box 2 Tape AV 11820

Conditions Governing Access:

**Conditions Governing Access** 

Access copy currently unavailable. Please see a RAC archivist for further instruction.

Healthy Steps - 1 Starting a Healthy Steps Program 2 Home box 2 Tape AV Visit, 1998 April 10 11821

**Conditions Governing Access:** 

**Conditions Governing Access** 

Access copy currently unavailable. Please see a RAC archivist for further instruction.

Healthy Steps: Site Visit Video - Revere, MA, 1997 November box 2 Tape AV 11822

**Conditions Governing Access:** 

**Conditions Governing Access** 

Access copy currently unavailable. Please see a RAC archivist for further instruction.

Healthy Steps: Site Visit Video, 1999 box 2 Tape AV 11823

**Conditions Governing Access:** 

**Conditions Governing Access** 

Access copy currently unavailable. Please see a RAC archivist for further instruction.

Healthy Steps: Supporting Families - Phase III Fine Cut, 1999 October 28

Conditions Governing Access: Conditions Governing Access	box 2	Tape AV 11824
Access copy currently unavailable. Please see a RAC archivist for further instruction.		
Healthy Steps Supporting Families - 1 of 3, 1999 December 07 <u>Conditions Governing Access:</u> <b>Conditions Governing Access</b>	box 2	Tape AV 11825
Access copy currently unavailable. Please see a RAC archivist for further instruction.		
Healthy Steps Supporting Families - 2 of 3, 1999 December 07 <u>Conditions Governing Access:</u> <b>Conditions Governing Access</b>	box 2	Tape AV 11826
Access copy currently unavailable. Please see a RAC archivist for further instruction.		
Healthy Steps Supporting Families - 3 of 3, 1999 December 07 <u>Conditions Governing Access:</u> <b>Conditions Governing Access</b>	box 2	Tape AV 11827
Access copy currently unavailable. Please see a RAC archivist for further instruction.		
Healthy Steps for Young Children Multimedia Training Package - Sample Reel, Teachable Moments-Infants , 1999 April 26	box 2	Tape AV 11828
Conditions Governing Access: Conditions Governing Access		
Access copy currently unavailable. Please see a RAC archivist for further instruction.		
Healthy Steps - 1. Teachable Moments: Infants 2. Teachable Moments: Toddlers 3. Supporting Families / Sequence repeated 3 Times, 1999-2000	box 2	Tape AV 11829
Conditions Governing Access: Conditions Governing Access		
Access copy currently unavailable. Please see a RAC archivist for further instruction.		
Healthy Steps - Teachable Moments: The First Year, 2000 March 23	box 2	Tape AV 11830
Conditions Governing Access:		

Access copy currently unavailable. Please see a RAC archivist for further instruction.

Healthy Steps Teachable Moments: Toddlers - Phase III Fine Cut, 1999 October 28

box 2

Tape AV 11831

Conditions Governing Access:

### **Conditions Governing Access**

Access copy currently unavailable. Please see a RAC archivist for further instruction.

Healthy Steps - Teachable Moments: Toddlers - 1 of 3, 1999 October.28, December 71999 December 7 box 2

Tape AV 11832

**Conditions Governing Access:** 

### **Conditions Governing Access**

Access copy currently unavailable. Please see a RAC archivist for further instruction.

Healthy Steps - Teachable Moments: Toddlers - 2 of 3, 1999 December 7 box 2

Tape AV 11833

**Conditions Governing Access:** 

### **Conditions Governing Access**

Access copy currently unavailable. Please see a RAC archivist for further instruction.

Healthy Steps - Teachable Moments: Toddlers - 3 of 3, 1999 December 7

box 2

Tape AV 11834

**Conditions Governing Access:** 

### **Conditions Governing Access**

Access copy currently unavailable. Please see a RAC archivist for further instruction.

Healthy Steps: Tools for Gauging Child Development, 1999 April 12

box 2

Tape AV 11835

**Conditions Governing Access:** 

### **Conditions Governing Access**

Access copy currently unavailable. Please see a RAC archivist for further instruction.

Healthy Steps Video, 1997 February 7

box 2

Tape AV 11836

**Conditions Governing Access:** 

Conditions Governing Access:

Access copy currently unavailable. Please see a RAC archivist for further instruction.

Healthy Steps for Young Children - General Audience, 1999	box 2	Tape AV
Conditions Governing Access:		11837
<b>Conditions Governing Access</b>		
Access copy currently unavailable. Please see a RAC archivist for further instruction.		
Healthy Steps for Young Children - Training Video, 1998	box 2	Tape AV
Conditions Governing Access:		11838
Conditions Governing Access		
Access copy currently unavailable. Please see a RAC archivist for further instruction.		
"Hello Parents" A Program About Adapting to Parenthood, Vida Health Communications, 1994	box 2	Tape AV 11839
Conditions Governing Access:		
<b>Conditions Governing Access</b>		
Access copy currently unavailable. Please see a RAC archivist for further instruction.		
Home Before You Know It, Vida Health Communications , 1994	box 2	Tape AV 11840
Conditions Governing Access:		
<b>Conditions Governing Access</b>		
Access copy currently unavailable. Please see a RAC archivist for further instruction.		
"Infant Brain Development", Prime Time Live, Shortest Version, 1995 January 25	box 2	Tape AV 11841
Conditions Governing Access: Conditions Governing Access		
Access copy currently unavailable. Please see a RAC archivist for further instruction.		
The Johns Hopkins Hospital Youth Mentoring Program - National Mentoring Partnership - Bruce Cooke Productions , 1999 September 28	box 2	Tape AV 11842

Access copy currently unavailable. Please see a RAC archivist for further instruction.

The Terrific Twos, 1985	box 2	Tape AV	
Conditions Governing Access:		11843	
<b>Conditions Governing Access</b>			
Access copy currently unavailable. Please see a RAC archivist for further instruction.			
San Mateo County Health Services Agency - Prenatal to Three Initiative Highlights Tape, 1998	box 2	Tape AV 11844	
Conditions Governing Access:			
<b>Conditions Governing Access</b>			
Access copy currently unavailable. Please see a RAC archivist for further instruction.			
Healthy Steps for Young Children (General Audience), 1998	box 2	Tape AV	
Conditions Governing Access:		11845	
<b>Conditions Governing Access</b>			
Access copy currently unavailable. Please see a RAC archivist for further instruction.			
The First Three Years - Program #7 Tina	box 2	Tape AV	
Conditions Governing Access:		11846	
Conditions Governing Access			
Access copy currently unavailable. Please see a RAC archivist for further instruction.			
Healthy Steps for Young Children - Video New Release, The Robert Wood Johnson Foundation, 2003 December	box 2	Tape AV 11847	

Conditions Governing Access:

# **Conditions Governing Access**

Access copy currently unavailable. Please see a RAC archivist for further instruction.

Digital  Title/Description	Instances
Carney Interactive - Healthy Steps: Phase 3 Final PC/MAC Disk 1/2, 1999 Dec. 15	disk 2015:FA498:002
Conditions Governing Access:	

Restricted from scholarly access. RAC is unable to provide access to obsolete media and original digital media

Carney Interactive - Healthy Steps: Phase 3 Final PC/MAC Disk

2/2, 1999 Dec. 15

disk 2015:FA498:003

**Conditions Governing Access:** 

### **Conditions Governing Access**

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Healthy Steps Evaluation Quarterly Report, 1999 Aug. 28

disk

2015:FA498:055

**Conditions Governing Access:** 

### **Conditions Governing Access**

Restricted from scholarly access. RAC is unable to provide access to obsolete media and original digital media

Tab B - Healthy Steps Marketing Model Spreadsheet -

Chronological - Year 8 Vol. IV, , 2002 July 31

disk

2015:FA498:056

Conditions Governing Access:

### **Conditions Governing Access**

Restricted from scholarly access. RAC is unable to provide access to obsolete media and original digital media

Healthy Steps Draft Planning Document - Sites KU Midwest, MO. Correspondence Site Selection & Planning, 1995-1997

disk

2015:FA498:057

Conditions Governing Access:

#### **Conditions Governing Access**

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Healthy Steps Draft Planning Document - Allentown, PA. Vol.

I, 1 of 2, (1996, 1999)

disk

2015:FA498:058

**Conditions Governing Access:** 

#### **Conditions Governing Access**

Restricted from scholarly access. RAC is unable to provide access to obsolete media and original digital media

Progress/Quarterly Report 3-1-98 - 15 Month Provider Instrument, 1998 Feb. 27

disk 2015:FA498:059

- Page 60-

### **Conditions Governing Access**

Restricted from scholarly access. RAC is unable to provide access to obsolete media and original digital media

Healthy Steps Progress Report 1 of 3 - JHU 9900096 Phase III Quarterly Report, 1999 Feb. - May

disk 2015:FA498:060

**Conditions Governing Access:** 

### **Conditions Governing Access**

Restricted from scholarly access. RAC is unable to provide access to obsolete media and original digital media

CWF Paper 6-18-99 2 of 3 - JHU 990096 - Phase III Quarterly Program Report, 1999 Feb. - May

disk 2015:FA498:061

**Conditions Governing Access:** 

### **Conditions Governing Access**

Restricted from scholarly access. RAC is unable to provide access to obsolete media and original digital media

Healthy Steps and Current Practices - CWF Brief 3 of 3 - JHU disk 990096 Phase III Quarterly Report, 1999 Feb. - May 2015:FA498:062

**Conditions Governing Access:** 

### **Conditions Governing Access**

Restricted from scholarly access. RAC is unable to provide access to obsolete media and original digital media

Data Stat - Survey of Parents of Children Under Three - Data Stat Draft Preliminary Findings 1, (1995 November., 1996 March) disk 2015:FA498:063

**Conditions Governing Access:** 

#### **Conditions Governing Access**

Restricted from scholarly access. RAC is unable to provide access to obsolete media and original digital media

"Qrenum. ASC" ASCII - Table. WP 5.1, 1 of 2 - Data Stat - 95-37, 1995

disk 2015:FA498:064

Conditions Governing Access:

Restricted from scholarly access. RAC is unable to provide access to obsolete media and original digital media

"Qrenum. ASC" ASCII - Table. WP 5.1, 2 of 2 - Data Stat - 95-37, 1995

disk 2015:FA498:065

**Conditions Governing Access:** 

### **Conditions Governing Access**

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