

National Endowment for Democracy Records
A Finding Aid to the Collection in the Library of Congress



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Prepared by Manuscript Division staff

Finding aid encoded by Manuscript Division staff, 2022

Collection Summary

Title: National Endowment for Democracy Records

Inclusive Dates: 1961-2000

Bulk Dates: 1982-1996

ID No.: MSS85576

Creator: National Endowment for Democracy (U.S.)

Extent: 51,450 items

Extent: 147 containers plus 1 classified

Extent: 59 linear feet

Language: Collection material in English

Location: Manuscript Division, Library of Congress, Washington, D.C.

LC Catalog record: <https://lccn.loc.gov/mm2010085576>

Summary: Nonprofit foundation dedicated to the growth and strengthening of democratic institutions abroad. Correspondence, memoranda, reports, meeting minutes, legislative material, publications, speeches, photographs, printed matter, and other records documenting the establishment and early work of the endowment in promoting democracy around the world through the distribution of grants to nongovernmental organizations.

Acquisition Information

The records of the National Endowment for Democracy were given to the Library of Congress by the organization in 2010 and 2017.

Processing History

The records of the National Endowment for Democracy were arranged and described by National Endowment for Democracy staff before being transferred to the Library. The finding aid was written by Amanda Loeb in 2022.

Copyright Status

The status of copyright in the unpublished writings of the National Endowment for Democracy is governed by the Copyright Law of the United States (Title 17, U.S.C.).

Access and Restrictions

Restrictions apply governing the use, photoduplication, or publication of items in this collection. Consult reference staff in the Manuscript Division for information concerning these restrictions. In addition, many collections are stored off-site and advance notice is needed to retrieve these items for research use.

National Security Classified Information

Government regulations control the use of national security classified items in this collection. Manuscript Division staff can furnish information concerning access to and use of classified material.

Preferred Citation

Researchers wishing to cite this collection should include the following information: Container number, National Endowment for Democracy Records, Manuscript Division, Library of Congress, Washington, D.C.

Administrative History

The National Endowment for Democracy (NED) is a bipartisan nonprofit foundation that promotes democracy and works to strengthen democratic institutions abroad through collaboration with individuals, institutions, democracy foundations, business groups, and other nongovernmental organizations. Initially funded as part of the State Department Authorization Act (H.R. 2915) in 1983, NED was the product of the Democracy Program, a study conducted by the American Political Foundation. NED's chief form of outreach is the distribution of grants to nongovernmental organizations. NED receives the majority of its funding through an annual appropriation from the State Department budget, and thus is subject to congressional oversight and the Freedom of Information Act. Carl Gershman served as president from 1984 to 2021 and was succeeded by Damon Wilson in July 2021.

Scope and Content Note

The records of the National Endowment for Democracy span the years 1961-2000, with the bulk of the material dating from 1982 to 1996. The records document the founding and early years of the National Endowment for Democracy (NED), a nongovernmental organization established to promote democracy outside of the United States, primarily through the distribution of grants. The records are in English and are organized into four series: [Democracy Program](#), [Office of the President](#), [Office of NED Government Affairs](#), and [National Security Classified Information](#).

The records document the establishment of the National Endowment for Democracy by an act of Congress and activities during its first two decades. The records include material from collaborations with various individuals and organizations, especially grant recipients and NED's four core institutes: the National Democratic Institute for International Affairs; the National Republican Institute for International Affairs; the Free Trade Union Institute; and the Center for International Private Enterprise. Other collaborating agencies include the Agency for International Development, the Government Accountability Office, the Government Accounting Office, the Office of Management and Budget, the United States Information Agency, and the State Department. There is also material documenting congressional funding and oversight of NED. The material demonstrates the efforts and influence of NED president Carl Gershman, as well as the activities of the board of directors. Other records include material from biennial conferences held in 1987, 1989, and 1991, and Freedom of Information Act (FOIA) requests submitted by the public from 1986 to 1993.

The collection's series are listed and briefly described below. A fuller description of each series and a list of its contents can be accessed in the series descriptions within the container list.

The [Democracy Program](#) series documents the early development of the National Endowment for Democracy, primarily from 1982 to 1983.

The [Office of the President](#) series contains files of Carl Gershman, president of the National Endowment for Democracy from 1984 to 2021.

The [Office of NED Government Affairs](#) series contains records related to the Office of Government Affairs, the Office of Public Affairs, NED biennial meetings, the NED Board of Directors, and Freedom of Information Act requests submitted to NED.

The remaining series contains National Security Classified Information.

Arrangement of the Collection

This collection is arranged in four series:

- [Democracy Program, 1961-1984](#)
- [Office of the President, 1968-1995](#)
- [Office of NED Government Affairs, 1979-2000](#)
- [National Security Classified Information, 1983-1986](#)

Selected Search Terms

The following terms have been used to index the description of this collection in the LC Catalog. They are grouped by name of person or organization, by subject or location, and by occupation and listed alphabetically.

People

Gershman, Carl.

Organizations

American Political Foundation. Democracy Program.

Center for International Private Enterprise.

Free Trade Union Institute.

National Democratic Institute for International Affairs.

National Endowment for Democracy (U.S.)

National Republican Institute for International Affairs (U.S.)

United States Information Agency.

United States. Agency for International Development.

United States. Congress.

United States. Department of State.

Subjects

Democracy.

Freedom of information--United States.

Public records--United States.

Places

United States--Foreign relations--20th century.

Description of Series

Container
BOX 1-6

Series
Democracy Program, 1961-1984

The Democracy Program series documents the early development of the National Endowment for Democracy, primarily from 1982 to 1983. The Democracy Program, a study conducted by the American Political Foundation and funded by a grant from the Agency for International Development, recommended in a 1983 report to Congress the establishment of a bipartisan, private, nonprofit organization to promote democracy abroad through the distribution of grants. The records of the Democracy Program include articles, research materials, administrative files, executive board materials, correspondence, financial records, legislative materials, reports, and State Department documents. Materials related to the Agency for International Development and the American Political Foundation include correspondence, proposals, research material, reports, and forms and other grant materials. Chronological files are a mix of internal documents and correspondence with external stakeholders, such as international leaders, ambassadors, and politicians, and include letters, memoranda, notes, talking points, drafts of research plans and reports, administrative and financial material, and travel reports.

Material types include correspondence, memoranda, financial documents, printed matter, meeting minutes, proposals, reports, notes, and cables.

Arranged alphabetically by material type or subject.

BOX 6-30

Office of the President, 1968-1995

The Office of the President series contains the files of Carl Gershman, president of the National Endowment for Democracy from 1984 to 2021. Records include board of directors files, correspondence, conference information, publications, speeches, congressional statements and other legislative material, personal office files, travel files, and State Department files. Board of directors files consist chiefly of correspondence with attached reports and articles between Gershman and board members. Personal office files contain material related to various political leaders, diplomats, journalists, lawyers, consultants, activists, and others who worked with or for NED. Personal files include correspondence, memoranda, articles, clippings, speeches, writings, and legal materials.

Material types include correspondence, memoranda, printed matter, clippings, writings, reports, congressional transcripts, notes, and cables.

Arranged alphabetically by material type or subject and alphabetically by last name or chronologically therein.

BOX 30-147

Office of NED Government Affairs, 1979-2000

The Office of NED Government Affairs series contains records related to the Office of Government Affairs, the Office of Public Affairs, NED biennial meetings, the NED Board of Directors, and Freedom of Information Act requests received by NED.

Arranged into five subseries.

BOX 30-65

United States Government Affairs, 1981-1999

The United States Government Affairs subseries chiefly documents the relationship of the National Endowment for Democracy with the United States Congress. The subseries includes correspondence with lawmakers, clippings, legislative material, and material related to the four core NED institutes. There are also event files related to breakfasts, lunches, and seminars NED organized for members of Congress. Legislative material includes copies of bills, especially appropriations and authorization bills, budget material, the *Congressional Record*, hearing transcripts, and congressional testimony of NED staff. Other government agencies represented include the Agency for International

Development, the Government Accountability Office, the Government Accounting Office, the Office of Management and Budget, and the United States Information Agency.

Material types include correspondence, printed matter, congressional bills, transcripts, voting records, reports and drafts, financial material, clippings, and memoranda.

Arranged alphabetically by material type or subject and alphabetically or chronologically therein.

BOX 65-86

Public Affairs, 1979-1996

The Public Affairs subseries documents the efforts of the National Endowment for Democracy in promoting democracy abroad through grant awards, election observation, events, and publications. Records include files on visits of grantees (1987-1990) and visits from international leaders and scholars. Events and outreach efforts documented include auctions, breakfasts, briefings, public forums, conferences, speeches and speaking engagements, and workshops. Publications include annual reports to Congress, brochures, newsletters, and articles. Clippings and correspondence files are organized by country, region, or organization. The subseries also includes correspondence of Marc F. Plattner, founding coeditor of the *Journal of Democracy*.

Material types include reports, financial material, printed matter, correspondence, clippings, publications, memoranda, and speeches.

Arranged alphabetically by material type or subject.

BOX 86-100

NED Biennial Meetings, 1986-1992

The NED Biennial Meetings subseries contains material related to National Endowment for Democracy conferences held in Washington, D.C., in 1987, 1989, and 1991. Materials include conference publications, event planning materials, schedules, financial materials, invitations, correspondence, attendee and guest lists, panel information, photographs, travel files, transcripts, and speeches. Correspondence chiefly concerns event logistics, awards, sponsorships, and attendance.

Material types include printed matter, correspondence, memoranda, photographs, clippings, and transcripts.

Arranged chronologically by date of meeting and alphabetically by material type or subject therein.

BOX 100-128

NED Board of Directors, 1978-2000

The Board of Directors subseries consists of correspondence, proposals, reports, foundational documents, fundraising material, briefing books, mailings, and meeting minutes documenting the actions of the board from 1978 to 2000. The subseries includes board meeting document packets (1983-1993) and meeting minutes (1993-1994). It also includes foundational documents, such as bylaws, grant policy, and procedures and guidelines, board member biographies, budget materials, and mail-in ballots of board votes. Committees represented are the board composition committee, budget and audit committee, fundraising committee, personnel committee, and program committee.

Material types include correspondence, meeting minutes, memoranda, financial materials, proposals, and printed matter.

Arranged alphabetically by material type or subject and alphabetically or chronologically therein.

BOX 128-147

Freedom of Information Act (FOIA) Requests, 1983-1997

The Freedom of Information Act (FOIA) Requests subseries contains document requests received by the National Endowment for Democracy from 1986 to 1993. Request files may include copies of requested documents, completed request forms, or correspondence

with the requester, the FOIA officer, and other NED staff. The subseries also includes general correspondence, annual reports to Congress on FOIA requests, legal materials, and non-FOIA requests. Requests were organized by an internal numbering system that is roughly chronological.

Material types include correspondence, forms, photocopied documents, reports, and publications.

Arranged alphabetically by material type, subject, or internal numbering.

BOX CL 1

National Security Classified Information, 1983-1986

Material types include United States Department of State cables.

Listed and described according to the series, containers, and folders from which the items were separated.

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Democracy Program, 1961-1984

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The Office of NED Government Affairs series contains records related to the Office of Government Affairs, the Office of Public Affairs, NED biennial meetings, the NED Board of Directors, and Freedom of Information Act requests received by NED. Arranged into five subseries.

BOX 30-65

United States Government Affairs, 1981-1999

The United States Government Affairs subseries chiefly documents the relationship of the National Endowment for Democracy with the United States Congress. The subseries includes correspondence with lawmakers, clippings, legislative material, and material related to the four core NED institutes. There are also event files related to breakfasts, lunches, and seminars NED organized for members of Congress. Legislative material includes copies of bills, especially appropriations and authorization bills, budget material, the *Congressional Record*, hearing transcripts, and congressional testimony of NED staff. Other government agencies represented include the Agency for International Development, the Government Accountability Office, the Government Accounting Office, the Office of Management and Budget, and the United States Information Agency.

Material types include correspondence, printed matter, congressional bills, transcripts, voting records, reports and drafts, financial material, clippings, and memoranda.

Arranged alphabetically by material type or subject and alphabetically or chronologically therein.

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BOX 35	Congressional clippings, 1986
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BOX 47	Congressional testimony, 1986-1991 <i>See also Container 54, Hearings, House and Senate: Container 60, Questions for congressional hearings</i> (16 folders)
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BOX 65	Woldman, Joel M., CRS, issue brief, 1985
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NED Biennial Meetings, 1986-1992

The NED Biennial Meetings subseries contains material related to National Endowment for Democracy conferences held in Washington, D.C., in 1987, 1989, and 1991. Materials include conference publications, event planning materials, schedules, financial materials, invitations, correspondence, attendee and guest lists, panel information, photographs, travel files, transcripts, and speeches. Correspondence chiefly concerns event logistics, awards, sponsorships, and attendance.

Material types include printed matter, correspondence, memoranda, photographs, clippings, and transcripts.

Arranged chronologically by date of meeting and alphabetically by material type or subject therein.

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guidelines, board member biographies, budget materials, and mail-in ballots of board votes. Committees represented are the board composition committee, budget and audit committee, fundraising committee, personnel committee, and program committee. Material types include correspondence, meeting minutes, memoranda, financial materials, proposals, and printed matter. Arranged alphabetically by material type or subject and alphabetically or chronologically therein.

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