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PEN/Faulkner Foundation records17229256

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Summary Information

Repository:	Rare Book and Manuscript Library
Creator:	PEN/Faulkner Foundation
Title:	PEN/Faulkner Foundation records
ID:	17229256
ID:	MS#2124
Date [inclusive]:	1976-2024
Physical Description:	32 Linear Feet 70 boxes: 58 document boxes, 3 ½ document boxes, 3 record cartons, 2 flat boxes, 2 audio cassette boxes, and 2 CD boxes
Language of the Material:	English .
Accession:	2022-2023-M107
Abstract:	The PEN/Faulkner Foundation gives out three major literary awards: the PEN/Faulkner Award for Fiction, the PEN/Malamud Award for Excellence in the Short Story, and the PEN/Faulkner Literary Champion. The Foundation also engages in literary and educational programming. The records include audio recordings, brochures, budgets, correspondence, financial records, invitations, minutes, photographs, planning files, programs, press files, reports, teacher and volunteer guidebooks, and video recordings.

Preferred Citation

Identification of specific item; Date (if known); PEN/Faulkner Foundation records; Box and Folder; Rare Book and Manuscript Library, Columbia University Library.

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Biographical / Historical

The PEN/Faulkner Award was founded in 1980 by author Mary Lee Settle, in response to the controversy regarding the 1979 National Book Award and the perception that literary prizes were becoming too commercialized. The award was named for William Faulkner, who had

used his Nobel Prize funds to establish a prize for younger writers, and PEN, the international writers' organization. The award winners would be chosen by other authors, so that the selections would be free of publishing industry influences and popular trends.

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Biographical / Historical

At first, the award was originally administered by PEN at the University of Virginia, where Settle was teaching at the time. In 1983, Dr. O.B. Hardison Jr., then the Director of the Folger Shakespeare Library in Washington, D.C., offered to house the administration of the award within the library. The PEN/Faulkner Foundation was created shortly thereafter, and established its headquarters in the Folger Shakespeare Library in Washington, D.C.

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Biographical / Historical

The PEN/Faulkner Foundation continued the PEN/Faulkner Award for Fiction, and added two additional awards: the PEN/Bernard and Ann Malamud Award for Excellence in the Short Story, established in 1988, and the PEN/Faulkner Literary Champion, established in 2020 as part of the Foundation's 40th anniversary.

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Biographical / Historical

The PEN/Faulkner Foundation also expanded beyond literary prizes and developed both literary and educational programs. It started a series of public fiction readings in 1983, which has evolved into its Literary Conversations series in recent years. The Foundation launched its first education program, Writers in Schools, in 1989. This program arranges for authors to visit and also to provide books to students in Washington, D.C. schools. In 2017, the Foundation established Nuestras Voces, to bring Latinx and Hispanic authors to Latinx- and Hispanic-centric versions of their education programs to students in these schools. The Foundation also offers writing workshops and other programs.

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Content Description

The PEN/Faulkner Foundation gives out three major literary awards: the PEN/Faulkner Award for Fiction, the PEN/Malamud Award for Excellence in the Short Story, and the PEN/Faulkner Literary Champion. The Foundation also engages in literary and educational programming. The records include audio recordings, brochures, budgets, correspondence, financial records, invitations, minutes, photographs, planning files, programs, press files, reports, teacher and volunteer guidebooks, and video recordings.

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Scope and Contents

The collection documents PEN/Faulkner's awards, galas, literary programs, and other events through various records. The records include author files and correspondence, audio and video recordings, invitations, photographs, press clippings, programs, promotional materials, publications, remarks, and series brochures. These records provide information on the programs and events, and the content of many individual events is documented through publications, printed remarks, and recordings.

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Scope and Contents

The records also include documentation of PEN/Faulkner's educational programs. The records in the collection primarily document the Writers in Schools program. These records include administrative files, brochures, grant files, guidebooks, photographs, planning records, a few recordings, school publications, author files, and school files. Most of the records for individual school visits are closed, as they contain records of individual students and their work, and are restricted under the Family Educational Rights and Privacy Act (FERPA). While documentation is incomplete, there are records available for 1989-2018. The collection does not currently contain records related to Nuestras Voces, which was developed much more recently than the Writers in Schools program.

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Scope and Contents

The collection also includes administrative records. The records include documentation regarding the founding of PEN/Faulkner and the early development of the organization and its transition to a non-profit arts organization in 1985. In addition, there are early records for the Board of Directors, as well as later correspondence, memoranda, minutes, planning documents, and policy documents. The records of the Board of Directors are most comprehensive for 1982-2010. In addition, the collection includes articles of incorporation, business licenses and applications, bylaws and revisions, 501(c)(3) verification, and records related to tax exemption. The collection also includes administrative and planning files related to PEN/Faulkner awards, galas, educational programs, and literary programs.

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Scope and Contents

The administrative records include financial records. These records include budget and expenses records, ledgers, grant and fundraising files, investment management, tax filings and related documents, and miscellaneous subjects. The collection also includes financial records related to specific programs and events, particularly for the Writers in Schools program and the PEN/Faulkner Gala.

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Scope and Contents

The Rare Book & Manuscript Library expects to receive digital records for 2018-present, which will provide more documentation of recent years. These records include author and board correspondence, photographs, and records related to awards, programs, events, education, administration, finances, marketing, and development.

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Scope and Contents

Overall, the documentation available in the collection is incomplete and uneven across time periods. In general, there is good documentation for some time periods and less for others, not only for the records relating to the operations of the organization as a whole, but also for records related to authors, the board of directors, finances, and individual awards, programs, and events.

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Administrative Information

Publication Statement

Rare Book and Manuscript Library

Butler Library, 6th Floor
Columbia University, Mail Code 1127
535 W. 114th St.
New York, NY 10027

Business Number: (212) 854-5153

Fax Number: (212) 854-1365

rbml@libraries.cul.columbia.edu

URL: <http://www.columbia.edu/cu/lweb/indiv/rbml/index.html>

Revision Description

Finding aid created by Catherine C. Ricciardi. Accession 2023-2024-M132 processed, and added to container list. CCR. Accession 2024-2025-M078 processed, and added to container list. CCR. 2024-03-08 2024-12-06 2024-12-17

Conditions Governing Access

Some records are restricted due to privacy laws related to personal information and student records.

Conditions Governing Access

This collection is located off-site. You will need to request this material at least five business days in advance to use the collection in the Rare Book and Manuscript Library reading room.

Conditions Governing Access

If you would like to use the digital photographs in Series X or the audiovisual materials in Series XI, please contact the library in advance of your visit to discuss access options.

Conditions Governing Access

Digital files remain on their original disks and are not readily available for use; please contact the Rare Book & Manuscript Library in advance of your visit to discuss access options.

Accruals

Additions are expected. Digital records, 2018-present, are expected.

Immediate Source of Acquisition

Purchase via Gerald W. Cloud Rare Books, 2023

Immediate Source of Acquisition

Gift, Gwydion Suilebhan. Accession# 2023-2024-M132. Date of Acquisition: June 2024.

Processing Information

This collection was processed by Catherine C. Ricciardi in 2023-2024. Finding aid written by Catherine C. Ricciardi in March 2024.

Processing Information

This collection contained some records that were not retained by the Library. These include routine financial records such as bank statements, and raw financial records such as check requests, insurance policies, invoices, receipts, and routine system transaction records. These financial records are generally duplicated in the budget and expense reports, ledgers, and tax records. Records related to human resources and personnel including payroll and benefits records for individual employees, performance reviews, and personnel files were also not kept in the collection.

Conditions Governing Use

Single reproductions may be made for research purposes. It is the responsibility of the user to secure permission for publication or use from the appropriate copyright holder.

Immediate Source of Acquisition

Gift, Janna Malamud Smith. Accession# 2024-2024-M078. Date of Acquisition: December 9, 2024.

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Controlled Access Headings

- Literary prizes
- Settle, Mary Lee

Collection Inventory

Series I: Mary Lee Settle and Other Early Records, 1976-1985, 2005

Scope and Contents

This series includes early correspondence, planning notes, press, and programs, as well as some items related to Mary Lee Settle.

Title/Description	Instances
Early History of the Foundation and Award, 1981-1985	box 1
Scope and Contents Includes clippings, correspondence, press releases, and programs (including a program from the first awards presentation in 1981). Includes documentation of the establishment of the foundation, the history of its location at the University of Virginia, its identity as PEN South, its move to the Folger Library in 1982, and its establishment as the PEN Faulkner Foundation in 1985.	
P.E.N. American Center Conference, 1976 March 31	box 1
Scope and Contents Program and planning notes	
Early Correspondence--Writers / PEN/Faulkner: Mary Lee Settle, 1980-1983, undated	box 1

Scope and Contents

Includes correspondence with Susan Sontag, William Gass, John Updike, and others, and notes on recruiting Toni Morrison for 1982.

Patrons--Correspondence, Checks, 1981-1982, 2005 box 1

Physical Description: 2 folders

Scope and Contents

Includes personal and professional correspondence; including Walter Abish, Richard Price, Jerzy Kosinski, Walker Percy, John Hawkes, Malcolm Cowley, Peter Taylor, William Styron, Wallace Stegner, Sallie Bingham, Saul Bellow (secretary), and Alison Lurie. Includes photocopies of 1982 check donations, many with photocopies of the correspondence. Includes a manuscript of "Guidelines for running the PEN South Office." Includes 1981 program, with mock-up of 1982 program. Includes two photographs of Mary Lee Settle, as well as obituaries (2005).

The Art of Willa Cather, 1980 box 1

Scope and Contents

Exhibition keepsake from the University of Virginia.

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Series II: Board of Directors, 1982-2019**Scope and Contents**

This series includes correspondence, memoranda, minutes, and policy documents. Records are most comprehensive for 1982-2010.

Subseries II.1: Early Records, 1983-1988**Scope and Contents**

Correspondence and reports.

Title/Description	Instances
Monthly Reports to PEN Center and Committee, 1984-1985	box 1
Early Board Documents, 1983-1988	box 1

Subseries II.2: Board Meetings, 1988-2018

Scope and Contents

Includes memoranda, minutes, and other materials.

Title/Description	Instances
Board Minutes, 1988-1998 <u>Physical Description</u> : 2 folders	box 1
Board Minutes, 1991-1993	box 2
Board Minutes, 2005-2010 <u>Physical Description</u> : 2 folders	box 2
Board Meetings [Agenda?], 2012 December 8	box 2
Board Meetings Notes/Packets, 2013	box 2
Board of Directors Calendar of Events, 2015-2016	box 2
Board Meetings, 2017-2018 <u>Physical Description</u> : 2 folders	box 2
National Advisory Board Correspondence, 1992, 2000-2009	box 2

Subseries II.3: Board Member Correspondence, 1983-2009**Scope and Contents**

Correspondence files of letters to Executive Director Janice Delaney. Many files include an author headshot photograph.

Title/Description	Instances
Adler, Tamara	box 2
Cafritz, Conrad	box 2
Caplan, Thomas	box 2
Clair, Maxine	box 2
Ford, Richard	box 2
Griffith, Patricia	box 2
Leedom-Ackerman, Joanne	box 2
Lehrer, Kate	box 2
Lowry, Beverly	box 2
Olson, Toby	box 3
Prettyman, Barrett	box 3
Rehm, Diane	box 3
Shreve, Susan	box 3

Stamberg, Susan	box 3
Stephen, Kathy	box 3
Stone, Robert	box 3
Warner, William	box 3

Subseries II.4: Board Activities, 2000-2019

Title/Description	Instances
Governance Docs and Committee Charters FY11, 2008-circa 2010	box 3
Board Policies, 2010-2011	box 3
Board of Directors, 2011-2012	box 3
Scope and Contents	
List of members	
Governance Docs, 2013-2014, undated	box 3
Emeritus Board, 2013	box 3
Nominations Committee, 2013	box 3
Nominations, 2013	box 3
Signed Board Policies, circa 2013	box 3
Board of Directors--Miscellaneous, 2000-2019	box 3

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Series III: Awards and Annual Gala, 1981-2024

Scope and Contents

This series includes records related to the PEN/Faulkner Award for Fiction, the PEN/Malamud Award for Excellence in the Short Story, and their related award ceremonies and events. The series also contains records related to the PEN/Faulkner Gala, which was held annually from 1989-2019, but has not been held in recent years. These records include administrative records, correspondence, planning files, invitations, programs, citations, remarks, and related publications.

Scope and Contents

The records do not currently include documentation of the Literary Champion Award, which was established in 2020 as part of the organization's 40th anniversary celebration.

Subseries III.1: PEN/Faulkner Award for Fiction, 1980-2019

Title/Description	Instances
Books Submissions and Judging, 1980-2009, 2017	

Scope and Contents

These files includes administrative files related to the award's history, judging, and submissions. The files include an early history of the award, book lists (1980-1998), and related correspondence with judges (1989-1998). Later files on judges (2000-2017) include the judge's agreement but do not include book lists. There is also a file on publishers (2003) related to book submissions for 2003.

Awards History, 1982

box 3

Scope and Contents

Brochure created after the first award to promote fundraising for the second award; includes information, clippings, a financial statement, and outlines goals.

Books Sent, 1980

box 3

Scope and Contents

Working file of books sent to judges

Books Sent, 1981

box 3

Scope and Contents

Manuscript submitted book list

Books, 1982

box 3

Scope and Contents

Manuscript submitted book list

Book Nominations Correspondence, 1983

box 3

Scope and Contents

Book nominations and correspondence; includes Robert Coover letters

Book Submissions, 1984

box 3

Book Submission Records, 1985-1986

box 3

Books, 1986-1987

box 4

Book List, 1987

box 4

Book Submissions FY 1989, 1988-1989

box 4

Judges Submissions, 1989-1990

box 4

Books, Judges, 1990

box 4

Judges, Books FY 1992, 1991-1992	box 4
Book List, 1992-1993	box 4
Books, Judges, 1993-1994	box 4
Books, Judges, 1995	box 4
Books, Judges, 1995-1996	box 4
Books, Judges, 1996-1997	box 4
Books, Judges FY 98, 1997-1998	box 4
PEN/Faulkner Nominated Books, 1990-1997	box 4
<u>Physical Description</u> : 2 folders	
Scope and Contents	
This was originally in a binder. The files include books lists, as well as related correspondence, press releases, information on judges, etc.	
Judges, 2000-2001	box 4
Judge Invitations, 2007	box 4
Judges, 2008-2009	box 4
Judges, 2017	box 4
Awards--Publishers, 2003	box 4
Scope and Contents	
File related to book submissions for 2003.	
Award Ceremony Planning Files, Publicity, Etc., 1981-2009	
Scope and Contents	
These files include planning files for the awards ceremony, as well as publicity of the award.	
Final Guest List 1981 Award, 1981	box 5
Scope and Contents	
Includes menu, invite list, transcriptions of remarks by speakers Kirpatrick Sale, Mary Lee Settle, and Waller Barret, as well as winner Walter Abish, and Tim O'Brien runner-up.	
PEN/Faulkner Correspondence, 1982 June	box 5

Scope and Contents

Related to event organization.

Award Ceremony--Schedule of Events, 1982 April	box 5
Award, 1983	box 5
Scope and Contents	
Includes schedule, invitees, planning, guest list, remarks, and correspondence.	
Award--Author Correspondence, 1983	box 5
Award, 1984	box 5
Scope and Contents	
Includes schedule, invitees, planning, press list, etc.	
Award Ceremony--Catering and Arrangements, 1992	box 5
Awards Events, 1992	box 5
Award, 1993	box 5
Award Ceremony, 1993	box 5
Award, 1994	box 5
Award, 1995	box 5
Award Ceremony, 2001	box 5
[Awards] Medallion Agreement, 2001	box 5
Scope and Contents	
Agreement with publishers to use medallion on award winning books.	
Award Logistics, 2002	box 5
PEN/Faulkner Award 1988-2000, 1988-2000, 2007-2009	box 6
<u>Physical Description</u> : 3 folders	
Scope and Contents	
Includes miscellaneous documents, press releases, information on planning (guest lists, accomodations, catering, etc.).	
Award Ceremony Invitations and Programs, 1981-2019	

Scope and Contents

These files include invitations, programs, and related printed material such as menus, bookmarks, etc.

PEN/Faulkner Award for Fiction--Invitations, Menu, 1981, 1984 box 6

Scope and Contents

File includes menu for the 1981 award dinner and the 1984 invitation.

PEN/Faulkner Award for Fiction--Invitations, 1991-2014 box 6
Physical Description: 3 folders

PEN/Faulkner Award for Fiction--Invitations, etc., 2016 box 6

Scope and Contents

File includes invitations as well as artist portraits and bookmarks.

PEN/Faulkner Award for Fiction--Programs, 1982-2019 box 7
Physical Description: 6 folders

Scope and Contents

The program for 1981 is filed with the early records in Series I. Files are missing programs for 1994, 1995, 2002, 2007.

PEN/Faulkner Award Celebration Fliers, 2020 box 7

Subseries III.2: PEN/Malamud Award for Excellence in the Short Story, 1987-2024**Scope and Contents**

This subseries includes correspondence, press releases, remarks, and other materials. Materials related to the PEN/Malamud Award are also found in other files, including the individual author files.

Title/Description	Instances
Malamud, 1988-2005	box 7
Scope and Contents	
Includes correspondence with Ann Malamud and Janna Malamud Smith, and remarks made by authors at the event.	
Malamud, 2007-2020	box 7
Scope and Contents	
Includes correspondence, press releases, etc.	
Malamud--Janna Malamud Smith, 1987-2024	

Immediate Source of Acquisition

Accession# 2024-2025-M078

Scope and Contents

This material was donated to the Rare Book & Manuscript Library in 2024 by Janna Malamud Smith. It includes clippings, correspondence, invitations, itineraries, photographs, remarks, and other materials received by Smith. The photographs include only those award ceremony photographs that were sent to Smith by PEN/Faulkner; these usually include Smith, other family members, and the award winners. This material documents the founding of PEN/Malamud Award for Excellence in the Short Story, and also includes materials and memorabilia related to the annual award ceremonies and events. Any award programs were added to the collection of programs in Box 8, and any recordings are listed in Series XI: Audiovisual Materials.

Clippings, 1990-2000	box 69
Correspondence to, 1987-2024	box 69
Invitations, Itineraries, etc., 1988-2023	box 69
<u>Physical Description:</u> 6 folders	
Remarks for the PEN/Faulkner Malamud Award Ceremony, 1990-2023	box 69
Scope and Contents	
Includes 1990, 1994-1995, 1997-2001, 2004-2005, 2009, 2011, 2017, 2019-2023.	
Photographs, 1990-1991	box 70
Photographs, 1992	box 70
Photographs, 1994	box 70
Photographs, 1996	box 70
Photographs, 1999	box 70
Photographs, 2000	box 70
Photographs, 2001	box 70
Photographs, 2002	box 70
Photographs, 2003	box 70
Photographs, 2005	box 70
Photographs, 2006	box 70
Photographs, 2009	

	box 70
Photographs, 2016	box 70
Malamud / Alice Munro, 1997	box 7
Scope and Contents	
Press releases, correspondence, headshots, etc.	
Malamud--News Release and Readings, 1998-1999	box 7
PEN/Malamud Award--Brochure, circa 1991	box 8
PEN/Malamud Award and Memorial Reading--Invitations, 1988-2009	box 8
Scope and Contents	
Includes 1988-1990, 1993, 1995, 2000-2001, 2004-2004, 2009.	
PEN/Malamud Award and Memorial Reading--Programs, 1988-2019	box 8
<u>Physical Description</u> : 3 folders	
Scope and Contents	
Includes 1988-1990, 1997, 1999, 2001-2002, 2004-2005, 2007-2019.	

Subseries III.3: PEN/Faulkner Gala, 1991-2020

Scope and Contents

This subseries includes event planning files, financial records, invitations, and programs, as well as citations, remarks, and related publications.

Title/Description	Instances
General and Financial, 1999-2020	
Gala Expenses FY2000, 1999-2000	box 32
Gala Expenses FY2000--Check Requests, 1999-2000	box 46
<u>Conditions Governing Access</u> :	
Conditions Governing Access	
Restricted Until 2075	
Scope and Contents	
These mainly include restricted personal information for writers invited as part of Writers in Schools.	
Gala Incomes FY2000, 1999-2000	box 32
Gala General, 2003	

	box 10
Gala, 2006-2007	box 10
Scope and Contents	
Includes clippings, and what might be two comprehensive lists of readers organized by name, and also by theme/year (1989-2007).	
Gala 2006-2007--Ford Funding, 2002-2007	box 10
Gala, 2009	box 10
Gala Income 2010, 2010	box 47
<u>Conditions Governing Access:</u>	
Conditions Governing Access	
Restricted until 2030	
[Gala] Fed-Ex Grant, 2011	box 10
Scope and Contents	
For the support of the 2011 Gala.	
Campbell Peachey Gala Transmittals, 2014	box 47
<u>Conditions Governing Access:</u>	
Conditions Governing Access	
Restricted until 2035	
Scope and Contents	
Related to donation transmittals.	
PEN/Faulkner Gala (Binder), 2014	box 10
Scope and Contents	
Includes timelines, author itineraries, invoices, remarks, and notes.	
PEN/Faulkner Gala (Binder), 2015	box 10
Scope and Contents	
Includes timelines, author itineraries, invoices, remarks, and notes.	
Gala 2016-2018, 2016-2018	box 47
<u>Conditions Governing Access:</u>	
Conditions Governing Access	
Restricted until 2039	

Scope and Contents

Includes ticket level purchase information

Gala 2017--Planning, etc., 2017

box 47

Conditions Governing Access:

Conditions Governing Access

Restricted until 2038

Scope and Contents

Includes some information on donations.

Gala 2018, 2018

box 47

Conditions Governing Access:

Conditions Governing Access

Restricted until 2039

Scope and Contents

Includes some information on donations.

Gala 2018-2020, 2018-2020

box 47

Conditions Governing Access:

Conditions Governing Access

Restricted until 2041

Scope and Contents

Primarily financial: including ticket and donation level information

Gala 2018--Financial, 2018

box 47

Conditions Governing Access:

Conditions Governing Access

Restricted until 2039

Scope and Contents

Primarily financial: donations, and a few receipts

[Gala Donations], 2018

box 47

Conditions Governing Access:

Conditions Governing Access

Restricted until 2039

Scope and Contents

Includes some information on donations.

Gala 2019, 2019 box 48

Conditions Governing Access:
Conditions Governing Access

Restricted until 2040

Scope and Contents

Originally in binder; has information on donations.

Donations, 2020 box 47

Conditions Governing Access:
Conditions Governing Access

Restricted until 2041

Scope and Contents

Donations might be in place of Gala donations, as the Gala did not take place in 2020.

Author Invites, 1994-2014

Gala--Correspondence: Author Invites, 1994-2004 box 9

Gala [2010 and] 2014--Author Invites, 2010, 2014 box 9

Invitations and Programs, 1991-2019

Gala--Brochure for Gala Recordings, circa 1991 box 8

Scope and Contents

Brochure regarding the gala recordings for 1989-1991 (first three Galas).

Gala--Invitations, 1991-2019 box 8

Physical Description: 6 folders

Scope and Contents

Missing 2003, 2013. Some invitation sets are incomplete.

Gala--Programs, 1992-2019 box 9

Physical Description: 5 folders

Scope and Contents

Missing 1989-1991, 1993-1994, 1996-1997,
1999-2003.

Subseries III.4: Citations and Remarks, 1981-2014**Scope and Contents**

This subseries includes citations, remarks, and publications related to the readings done for the Gala. Most of these items are related to either the Award Ceremony for the PEN/Faulkner Award for Fiction or the PEN/Faulkner Gala, but a few are related to other events.

Title/Description	Instances
Author Award Citations, 1981-1984	box 11
Author Award Citations and Miscellaneous Speeches, 1985-1989	box 11
Author Awards Citations, 1990-1994	box 11
Authors Awards Citations, 1995-2002	box 11
Gala Remarks, 1990-1998	box 11
Gala Remarks (James Houston), 2002	box 11
Awards Citations and Remarks, circa 1986-2014	box 11

Scope and Contents

These are primarily related to the awards and Gala, but include other events.

Gala-- <i>Obsession</i> (Published Volume), 1994	box 11
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Scope and Contents

Publication of various readings on the topic of "Obsession" at the 1993 Gala.

Gala-- <i>Journeys</i> (Published Volume), 1996	box 11
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Scope and Contents

Publication of various readings on the topic of "Beginnings" at the 1995 Gala.

Gala Readings (1989-1999) Publication Project (Binder), 1999-2000	box 10
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Physical Description: 3 folders

Scope and Contents

The final title of this book, published for the 20th award anniversary with Bloomsbury in 2000, appears to be *3 Minutes or Less*. The volume contains readings from PEN/Faulkner's eleven Galas

(1989-1999). Per the publisher's description of the title, "Each October at the PEN Gala, well-known authors take the stage of the Folger Shakespeare Library's Theatre to ponder the meaning of such universal mysteries as "obsession," "illusion," "first love," and more. Each author is given only three minutes or less to speak. The results have been unpredictable--clever, confessional, inspiring, hilarious, profound, and all of them entertaining. These essays have been transcribed for the first time, and comprise this unique anthology." The binder contains correspondence, permissions, copyright assignments, essay copies, and other information regarding the publication process.

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Series IV: Programs--Writers in Schools (WinS) (WINS), 1989-2018

Scope and Contents

This series contains records related to the Writers in Schools (WinS or WINS) program. This program arranges for authors to visit and also to provide books to students in Washington, D.C. schools. The series contains administrative files, brochures, grant files, guidebooks, photographs, planning records, school publications, author files, and school files.

Scope and Contents

There are digital photographs and recordings related to the Writers in Schools program in Subseries X.2: Digital Photographs and Series XI: Audiovisual Materials.

Scope and Contents

Most of the records for individual school visits are closed, as they contain records of individual students and their work, and are restricted under the Family Educational Rights and Privacy Act (FERPA). The majority of the school visit records are related to Spingarn Senior High School and were provided by a single teacher, Vera Rosier.

Title/Description	Instances
Administrative Files	
[WINS--General], 1989-1994	box 12
WINS--General, 2008-2009	box 45
<u>Conditions Governing Access:</u> Conditions Governing Access	
Restricted until 2090	
Scope and Contents	
Includes some student questionnaires / evaluations.	
WINS--General Correspondence, 2001-2007	box 12

Brochures, Guidebooks, etc.	
Brochures, etc. <u>Physical Description:</u> 2 folders	box 12
WINS--Summer Writing Program--Guidebook/Workbook, 2012	box 12
WINS--Summer Supper and Book Club--Guidebooks/Workbooks, 2014, 2015	box 12
WINS--Teacher Guidebooks, circa 2005, 2012-2017 <u>Physical Description:</u> 2 folders	box 12
WINS--Volunteers Handbook, circa 2014	box 12
WINS--Compact Disk <u>Physical Description:</u> 1 compact disks Scope and Contents 2 copies. Content is unclear: this might be related to one of the guidebooks for teachers or volunteers (cover art is similar).	box 13
WINS--Brighter Strategies, 2018 Scope and Contents Consultant; includes program information.	box 13
Infographic, 2018-2019	box 13
WINS--Budgets and Expenses, 2001-2006 <u>Physical Description:</u> 7 folders	box 13
WINS--Expenses, circa 2013-2015	box 13
WINS--Committee Meeting, 2006 October 27 Scope and Contents Includes Executive Committee minutes, information on teacher visits, etc. and a teacher guidebook.	box 13
WINS Committee Meetings, 2018	box 13
Data	
Data Evaluation Tips (White Papers)	box 13
WINS School Year (SY) 2018-2019 Report, 2019	box 13
Dream Me Home Safely Writing Contest, 2005-2006 <u>Physical Description:</u> 4 folders	box 14

Scope and Contents

Correspondence, planning documents, promotional materials, press releases, and student submissions for the student writing contest.

WINS--Educator Guide, circa 2006 box 45

Conditions Governing Access:
Conditions Governing Access

Restricted until 2087

Scope and Contents

This isn't a finished guide; file includes student work.

WINS--Feasibility Study Report [for Program Expansion], 2000 box 14

WINS--Feasibility Study Update, circa 2000 box 14

Fundraising and Grants

WINS--Joseph Suarez [Booz Allen Hamilton], 2007-2008 box 14

WINS--Hattie Strong, 2007 box 14

Commonweal, 2007-2008 box 14

Grants Rejected, 2008-2010 box 14

Washington D.C. Commission on the Arts and Humanities (DCAAH) FY12 [Guidelines], 2011 box 15

Herb Block FY13, 2012 box 15

WINS--Movie Benefit (Binder), 1995-1998 box 15

WINS--National Advisory Council, 2002 box 15

Scope and Contents

Correspondence, mainly related to invitations and acceptances

WINS--National Coordinators--Planning (Binder), 2005-2006 box 15

Physical Description: 3 folders

Scope and Contents

Includes the PEN/Faulkner 2005-2006 Strategic Plan, and feasibility studies, meeting notes, and other documentation related to long-range planning for the Writers in Schools program.

WINS Observation Form (Master) box 15

Photographs, 1999-2008, undated

Physical Description: 6 folders box 16

Scope and Contents

Mostly photographic prints, some CDs. Includes photographs from Spingarn Senior High School, Francis L. Cardozo Senior High School, Anacostia High School, and others. Some envelopes are identified; the majority of individual photographs are unidentified.

WINS--Press, 1991-1992, undated	box 15
WINS School Year (SY) 2018-2019--Surveys, 2019	
Blank Student Surveys	box 15
Brighter Strategies Notes (Evaluation)	box 15
WINS Data Snapshot and Current Evaluations	box 15
WINS Info and Data	box 15
WINS--Teaching Docs, 2008	box 15
Together We Read, SY 2018-2019	box 15
[Washington] D.C. Arts and Humanities Education Collaborative ("DC Collab")--Professional Development Committee, 2001-2006	box 17

WINS Author Files

Scope and Contents

Clippings, correspondence, etc.

Menéndez, Ana, 2004	box 17
Meyers, Margaret, 2000-2001	box 17
Miller, E. Ethelbert, 2001-2004	box 17
Norman, Howard, 2002	box 17
Robinson, Roxanna, 2003	box 17
Rubio, Gwyn Hyman, 2005	box 17
Authors--Programs / Schools, 2015-2016	box 45

Conditions Governing Access:

Conditions Governing Access

Restricted until 2096

Scope and Contents

This includes not only author releases, but also student pre-program questionnaires.

WINS Schools

Scope and Contents

Clippings, correspondence, etc.

Anacostia High School, 1989-2005

box 45

Physical Description: 4 folders

Conditions Governing Access:

Conditions Governing Access

Restricted until 2085

Scope and Contents

Include correspondence, evaluations, class materials, examples of student work, etc.

Ballou High School, 1990-2001

box 45

Conditions Governing Access:

Conditions Governing Access

Restricted until 2081

Scope and Contents

Includes correspondence, photographs, evaluations

Benjamin Banneker High School, circa 1991-2004

box 45

Physical Description: 3 folders

Conditions Governing Access:

Conditions Governing Access

Restricted until 2084

Scope and Contents

Includes correspondence, evaluations, examples of student work, student publication, etc.

Benjamin Banneker High School, circa 1991-2004

box 46

Physical Description: 5 folders

Conditions Governing Access:

Conditions Governing Access

Restricted until 2084

Scope and Contents

Includes correspondence, evaluations, examples of student work, student publication, etc.

Duke Ellington High School, 1991-2000 box 46

Conditions Governing Access:

Conditions Governing Access

Restricted until 2080

Scope and Contents

Includes correspondence, clippings.

Dunbar High School, circa 1993 box 46

Conditions Governing Access:

Conditions Governing Access

Restricted until 2073

Scope and Contents

Thank you letters

Eastern High School, 1995-2001 box 46

Conditions Governing Access:

Conditions Governing Access

Restricted until 2081

Scope and Contents

Includes correspondence, evaluations, examples of student work, press, etc.

Springarn Senior High School--Author Files

Scope and Contents

Author/Teacher Files for Vera Rosier's classes at Springarn Senior High School, including correspondence and pages with photographs and other documentation of the visits (similar those found in the binders in the collection).

Gardiner, John, 2000-2001 box 46

Conditions Governing Access:

Conditions Governing Access

Restricted until 2081

Hyman, Rick and Rhonda, 2000 box 46

Conditions Governing Access:

Conditions Governing Access

Restricted until 2080

Jones, Edward P., 2008

box 46

Conditions Governing Access:
Conditions Governing Access

Restricted until 2088

Mehta, Gina, 2003

box 46

Conditions Governing Access:
Conditions Governing Access

Restricted until 2083

Wideman, John Edgar, 2000

box 46

Conditions Governing Access:
Conditions Governing Access

Restricted until 2080

Spingarn Senior High School--Binders

Spingarn Senior High School--*Waiting*, by Ha Jin, 2000

box 49

binder 24

Conditions Governing Access:
Conditions Governing Access

Restricted until 2080

Scope and Contents

Binder by Vera J. Rosier, for visit to her African American Literature/English IV, Grade 12. Includes correspondence, student assignment examples, evaluations, and documentation of the author's classroom visit.

Spingarn Senior High School--*Drown*, by Junot Díaz, 2002

box 49

binder 25

Conditions Governing Access:
Conditions Governing Access

Restricted until 2082

Scope and Contents

Binder by Vera J. Rosier, for visit to her class. Includes correspondence, student assignment examples, evaluations, and documentation of the author's classroom visit.

Spingarn Senior High School--*Things Fall Apart*, Chinua Achebe, 2002

box 50

binder 26

Conditions Governing Access:

Conditions Governing Access

Restricted until 2082

Scope and Contents

Binder by Vera J. Rosier, for visit to her class. Includes correspondence, student assignment examples, evaluations, and documentation of the author's classroom visit.

Spingarn Senior High School--*The White*, by Deborah Larsen, 2003 box 49 binder 28

Conditions Governing Access:

Conditions Governing Access

Restricted until 2083

Scope and Contents

Binder by Vera J. Rosier, for visit to her African American Literature/English III and IV, Grades 11 and 12. Includes correspondence, student assignment examples, evaluations, and documentation of the author's classroom visit.

Spingarn Senior High School--*Endangered Species*, by Louis Bayard, 2003 box 50 binder 27

Conditions Governing Access:

Conditions Governing Access

Restricted until 2083

Scope and Contents

Binder by Vera J. Rosier, for visit to her class. Includes correspondence, student assignment examples, evaluations, and documentation of the author's classroom visit.

Spingarn Senior High School--*A Hole in the Earth*, by Robert Bausch, 2004 box 50 binder 29

Conditions Governing Access:

Conditions Governing Access

Restricted until 2084

Scope and Contents

Binder by Vera J. Rosier, for visit to her class. Includes correspondence, student assignment

examples, evaluations, and documentation of the author's classroom visit.

Spingarn Senior High School--*Drinking Coffee Elsewhere*, by ZZ Packer, 2004 box 50 binder 30

Conditions Governing Access:
Conditions Governing Access

Restricted until 2084

Scope and Contents

Binder by Vera J. Rosier, for visit to her class. Includes correspondence, student assignment examples, evaluations, and documentation of the author's classroom visit.

Spingarn Senior High School--Miscellaneous Pictures, circa 1998-2004 box 50

Physical Description: 1 folders

Conditions Governing Access:
Conditions Governing Access

Restricted until 2084

Scope and Contents

Miscellaneous photographs, probably from binders.

Spingarn Senior High School--Vera Rosier, 1998-2004 box 17

Scope and Contents

"The Wave" a student literary magazine, and "The Sentinel" school newspaper, include documentation of WINS Programs.

[^ Return to Table of Contents](#)

Series V: Programs--Literacy and Other Programs, 1980-2020

Scope and Contents

This series contains records related to individual events, event series, and collaborations with other organizations. The records include agreements and release forms, brochures, guest lists, invitations, programs, publicity, season brochures and fliers, and a few planning files.

Title/Description

Instances

Events--Series

Readings Series--Season Brochures, 1983/1984 - 2015/2016 box 18

Physical Description: 6 folders

Scope and Contents

The Reading Series evolved into the Literary Conversations Series, in the 2017-2018 season.

Literary Conversations--Season Flier, 2017-2018 box 18

Literary Conversations--Programs, 2018 October - 2019 November box 18

Scope and Contents

Missing February 2019.

Founding Friends, 2009-2018 box 19

Physical Description: 2 folders

Scope and Contents

Event series (fundraising). Includes information on the Friends, event fliers and other materials.

Founding Friends, circa 2014-2019 box 52

Scope and Contents

Event series (fundraising). File consists primarily of event fliers, and one program for the 10th Anniversary Founding Friends Literary Prize for Lifetime Achievement (Edna O'Brien) (2017).

Immediate Source of Acquisition

Accession# 2023-2024-M107

Founding Friends, etc., 1999-2018, undated box 52

Immediate Source of Acquisition

Accession# 2023-20234-M132

Scope and Contents

Includes planning material for Founding Friends, and other miscellaneous material including fliers, remarks, historical blurbs, and photographs.

Founding Friends, 2009-2020 box 47

Conditions Governing Access:

Conditions Governing Access

Restricted until 2040

Scope and Contents

Event series (fundraising). Includes draft lists of donors to include in programs, address lists, follow-up notes, etc.

Events--Specific	
Albert Murray - Wynton Marsalis Event, 1996	box 19
[Bill] Clinton Event, 2004	box 19
Margaret Atwood Reading, 2008	box 19
Eudora Welty Lecture, 2015	box 19
Events--Various	
Invitations, 1980-2010, undated <u>Physical Description</u> : 7 folders	box 19
Scope and Contents	
Includes invitations for various events. Undated folder includes an undated menu.	
Publicity for events (Readings), 1999-2000	box 19
Scope and Contents	
Primarily press releases.	
Publicity for events, various, 2002-2020, undated <u>Physical Description</u> : 2 folders	box 20
Scope and Contents	
Primarily fliers and other small promotional items.	
Programs, various, 1986-2018 <u>Physical Description</u> : 2 folders	box 20
Library Events, 1997-2015, undated	box 20
Scope and Contents	
Includes press releases and other materials.	
Events--Publicity, etc. by Other Organizations, 1997-2017 <u>Physical Description</u> : 2 folders	box 20
Scope and Contents	
Includes brochures, fliers, newsletters regarding PEN/Faulkner activities and related events.	
Miscellaneous Guest Lists, 2004-2009	box 20

Physical Description: 2 folders

Other Organizations--Collaborations, Correspondence, etc.

Arts Club of Washington, 1991-2008	box 20
Aspen Institute, 1992-1993	box 20
NCTE Tapes Project, 1993	box 21
Georgetown Nonprofit Communication, 2008	box 21
Press, 2002-2015, undated	box 21
[Washington] DC Public Libraries, 1992-1998	box 21
[Washington] DC Humanities Council, 1993	box 21
[Washington DC Commision on the Arts and Humanities]--Larry Neal Awards, 1987, 2000-2010	box 21

Physical Description: 4 folders

[Washington] DC's Big Read (Binder) [maybe put with Writers in Schools?], 2007

Physical Description: 2 folders

Scope and Contents

DC's Big Read, presented by the Humanities Council of Washington D.C. and the D.C. Commission on the Arts and Humanities. Inspired by Zora Neale Hurston's "Their Eyes Were Watching God", this was a city-wide month-long celebration that included many community partners, including the PEN/Faulkner Writers in Schools Program. Records include committee correspondence, promotional materials, and related materials. Material in the binder has been rehoused in folders.

Canadian Embassy, 1997-1998	box 21
Women's National Book Association, 1999	box 21
Washington Independent Writers, 1999	box 21
National Public Radio (NPR), 1992-1999	box 21
National Home Library, 1990-1999	box 21
Untitled, 2018-2020	box 21

Physical Description: 2 folders

Scope and Contents

Primarily contracts, agreements for space rentals, etc.

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Series VI: Author Correspondence and Files, 1983-2016**Scope and Contents**

This series contains two sets of author files. These files include correspondence, clippings, headshots, resumes, and promotional materials. These are primarily related to PEN/Faulkner events.

Subseries VI.1: Author Letters, 1983-2016**Scope and Contents**

Primarily letters to Janice Delaney, Executive Director, and others at PEN/Faulkner. These relate to invitations and requests to participate in the Awards, Gala, and readings. Includes not only permission letters, thank you letters, etc., but also personal correspondence between Delaney and the authors. A few include photographs.

Title/Description	Instances
Author Letters (Folder 1), 1988-2002	box 21
Scope and Contents	
Includes Dolly Langdon Chapin, Gail Hochman, Hodding Carter III, T.C. Boyle, Cynthia Ozick, Paul and Jan Houts, Isolde Chapin, Walker Percy, Lee Smith, Susan Straight, Elizabeth Spenser, Gilbert Sorrentino, Susan Sontag, Elizabeth Strout, William Maxwell, Jerzy Kosinski, Arthur Miller, Alice Walker, Susan Minot, Steven Millhauser, John Edgar Wideman, Eudora Welty, and Tobias Wolff.	
Author Letters (Folder 2), 1983-2002	box 21
Scope and Contents	
Includes Geoffrey Wolff, Thomas Wolfe, Richard Wiley, Judith Viorst, A.J. Verdelle, John Updike, Anne Tyler, Edward Hallam Tuck, Lawrence Thornton, David Foster Wallace, Peter Taylor, Amy Tan, Alma [Mrs. Isaac B.] Singer, Roger Strauss, Walker Percy, Joanne Meschery, Claire Messud, Ismael Reed, Terry Quinn, Phillip Roth, Roxanne Robinson, Annie Proulx, and Francine Prose.	
Author Letters (Folder 3), 1984-2004	box 22

Scope and Contents

Includes Joyce Carol Oates, Julia Alvarez, Sherman Alexie, Frederick Barthelme, John Barth, Rudolfo Anaya, Amiri Baraka, Russell Banks, Dan Akst, Denise Chavez, James Carroll, Peter Cameron, Kathleen Cambor, Hortense Calisher, Ann Beattie, Robert Olen Butler, Frederick Busch, Christopher Buckley, Rita Mae Brown, Peter Taylor, Andre Dubus, Nicholas Delbanco, Donald Hays, James Purdy, David Leavitt, Robert Stone, Harriet Doerr, Tobias Wolff, Ted Solotaroff, Charles Guggenheim, Harry A. Blackmun, Alan Cheuse, Gary Fisketjon, Anne Allen, Gilbert Sorrentino, James Purdy, Walter Abish, and Alice McDermott.

Author Letters (Folder 4), 1983-2005

box 22

Scope and Contents

Includes regrets re: William Faulkner 100th Birthday event (1997), correspondence related to donations, and recommendations for future award judges.

Includes Christopher Buckley, Mary McGrory, Richard Ford, Maureen Dowd, James Salter, T.C. Boyle, Annie Proulx, Don DeLillo, John Barth, Eleanor Holmes Norton, President Bill Clinton (on behalf of), Roger Mudd, Victor Shrgai, Jim Lehrer, Michael Beschloss, Kurt Vonnegut, Susan Stamberg, Jackson Bryer, Wanda and Max Baucus, Jonathan Yardley, Douglass Wallop, Herman Wouk, Elizabeth Dos Passos, Anne Tyer, Bobbie Ann Mason, John Barth, Josephine Jacobsen, Brad Leithauser, John Hersey, Harriet Doerr, John Lee Frisbee III, John Barth, Marita [former board member?], Lawrence Thornton, Richard Ford, Russell Banks, Myra Sklarew, Annie Dillard, Alice McDermott, Wilda Lewis, Jane Barnes, William Boozer, Phyllis Naylor, Terance Winch (?), Toby Olson, Bland Simpson, William Manchester, Robert Haft, Diane Coplin Hammond, Nan Talese (re: MAO II), Bud Grace, Gore Vidal (fax), Bruce Dunning, Nancy Landon Kassebaum, Jane Horst, Ivy Goodman, Susan Richards Shreve, Robert Coover, Ron Hansen, Richard Harteis, Alice Adams, Susan Stamberg, George Garrell, Patricia Griffith, John Updike, Doris Grumbach, Hodding Carter III, Noreen McGuire, Jerome Charyn, Ann Lowry Weir, Herbert Gold, Alice Adams, Alice Walker, Peter Taylor, Helen Norris, Larry McMurtry, Hugh Nissenson, Office of the First Lady [Hillary Clinton], William Styron, and Gay Talese.

Author Letters (Folder 5), 1983-2002

box 22

Scope and Contents

Includes Ellen Douglas, E.L. Doctorow, Nathan Englander, Samina Zainab Ali, Isabel Allende, Edwidge Danticat, Nicolas Delbanco, Don DeLillo (3 items, plus photo and the introductory remarks for his 1992 MAO II prize), Pete Dexter, Junot Diaz, T.C. Boyle, Madison Smartt Bell, Nancy Graham, Saul Bellow, Blanche Boyd, Judy Blume, and Louis Begley.

Author Letters (Folder 6), 1987-2005, 2015

box 22

Scope and Contents

Includes Fae Myenne Ng, Michael Dorris (including one signed also by Louise Erdrich), Steven Dixon, Millicent Dillon (includes typescript of her story "Monitor" 15 pp), Elizabeth Geeson, Annie Dillard, Lou Stovall, Grace Paley, Cathie Pelletier, Larry McMurtry, Marian Seldes, Terry McMillan, Gloria Naylor, Mary Lee Settle, Joyce Carol Oates, Cynthia Ozick (includes photo), and [Wallace Shawn].

Author Letters (Folder 7), 1983-2016

box 22

Scope and Contents

Includes Tess Gallagher, Joy Williams, Shirley Hazzard, John Grisham, Z.Z. Packer, Heidi Julavits, Manuel Munoz, Narman Mailer, Bobbie Ann Mason, Clarence Major (includes photo), Jayne Anne Phillips, Peter Matthiessen, Rita Dove, Martin Amis, and Stuart Dybek (includes 56 pp. typescript of the short story "Blue Boy").

Author Letters (Folder 8), 1990-2016

box 22

Scope and Contents

Includes Ellen Archer, George Garrett, John Gardner, Milly Giles, Dagoberto Gilb, Kaye Gibbons, Molly Gloss, Neil Barkin [re: Michael Beschloss], Kirstin Valdez Quade, James Salter, Nate Brown, and Patrick J. Leahy.

Author Letters (Folder 9), 1983-2007

box 23

Scope and Contents

Includes David Guterson, Allan Gurganus, Charles Johnson, Ward Just, Tayari [Jones?], Anthony Grooms (includes photo), John Grisham, Carlos Fuentes, Karen J. Fowler, Shelby Foote, Ernest Gaines, Paul Gervais, William Gass, Elizabeth Hardwick, Bobbie Ann Mason, Kathryn Harrison, Barry Hannah, Jane Hamilton, William Least Heat-Moon, A.M. Homes, Mark Helprin, James D.

Houston, Arthur Golden, Myla Goldberg, Francisco Goldman, Herbert Gold, Gail Godwin, [William Kennedy], Adrienne Kennedy, Janet Kauffman, Josephine Humphries, Maureen Howard, and Ha Jin.

Author Letters (Folder 10), 1989-2004

box 23

Scope and Contents

Includes Diane Johnson, Elizabeth Jolley, Josephine Jacobsen, Faye Kesey [for Ken Kesey], Thomas Flannagan, Susan Stamberg, Andre Dubus, John Gregory Dunne, Joan Didion, Robert Cormier, Gwendolyn Brooks, Alice Adams, Mona Simpson, Heyward Siddons, Anita Shreve, Bette Bao Lord, Margot Livesey, Anne Lindbergh, Elmore Leonard, Ursula K. Le Guin, David Leavitt, Maxine Hong Kingston, Larry L. King, David Guterson, George Plimpton (fax to Laura Bush), and Sandra Day O'Connor (file with correspondence and fax).

Subseries VI.2: Author Files, 1983-2008

Arrangement

Roughly alphabetical, K-Z.

Scope and Contents

These file are similar to the author letters above; however, most of the correspondence in this set of files consists of outgoing copies. Most of the correspondence relates to PEN/Faulkner awards, readings, and other events. These files also include information on the authors such as clippings, headshots, resumes, and promotional materials. Social security numbers of living authors have been redacted from a few event planning documents, as necessary. There are additional author headshots in Series X: Photographs.

Title/Description	Instances
Mary Lynn and Nick Kotz, 1988	box 24
Scope and Contents	
Forwarding post card from Dean Faulkner	
Claire Messud, 1995-2002, undated	box 24
Andrew Miller, 2002-2004, undated	box 24
Walter Mosley, 1995-1997	box 24
Carol Muske-Dukes, 2002	box 24
Scope and Contents	
Includes an essay for the PEN/Faulkner Gala.	
Mary McGarry Morris, 1989-1990	box 24
Brian Morton, 1997-1999	box 24

Bradford Morrow, 1991	box 24
Faye Moskowitz, 1996	box 24
Bharati Mukherjee, 1989	box 24
Roger Mudd, 1991	box 24
Alice Munro, 1996-1997, 2007	box 24
Albert Murray, 1996, undated	box 24
Sabrina Murray, 1996, 2003	box 24
Willie Morris, 1990, 1996-1999	box 24
Walker Percy, 1985-1989	box 24
George Plimpton, 1993-2003	box 24
Scope and Contents	
Includes photographs.	
Francine Prose, 1998-2002	box 24
Scope and Contents	
Includes photographs.	
E. Annie Proulx, 1992-1999	box 24
Terry Quinn, 1999, undated	box 24
Francisco Rebolledo, 1995	box 24
Ishmael Reed, 1989-2001	box 24
Scope and Contents	
Includes photograph.	
Jewel Parker Rhodes, 1993-1994	box 24
Nelly Rosario, 2004	box 24
Philip Roth, 1992-2004	box 24
Salman Rushdie, 1995-1996	box 24
Thomas Savage, 1988-1989, 2003	box 25
James Salter, 1988-2001, undated	box 25
Scope and Contents	
Includes photograph.	
Lynne Sharon Schwartz, 1987-1996	box 25
Joanna Scott, 1991-1995, undated	box 25

Marian Seldes, 2004	box 25
Scope and Contents	
Includes photograph.	
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Richard Selzer, 1998-1999	box 25
Scope and Contents	
Includes photograph.	
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Maurice Sendak, 1988-1989, 2008	box 25
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Danzy Senna, 2004	box 25
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Vikram Seth, 1993	box 25
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Isaac B. Singer, 1989	box 25
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Jane Smiley, 1995	box 25
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Anna Deveare Smith, 1994	box 25
<hr/>	
Lee Smith, 1988-2001	box 25
Scope and Contents	
Includes photograph.	
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Zadie Smith, 2005	box 25
<hr/>	
Susan Sontag, 1989	box 25
<hr/>	
Gilbert Sorrentino, 2003	box 25
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Martha Southgate, 2003-2004	box 25
<hr/>	
Elizabeth Spenser, 1990-2000	box 25
Scope and Contents	
Includes photograph.	
<hr/>	
Scott Spencer, 1987-2004	box 25
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George Steiner, circa 1983-1994	box 25
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Robert Stone, 2000	box 25
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Susan Straight, 1992-1995	box 25
<hr/>	
Elizabeth Strout, 1999-2000	box 25
<hr/>	
William Styron, 1988-1991	box 25
Scope and Contents	
Includes photograph.	
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Manil Suri, 2003	box 25

Gay Talese, 1992	box 26
Amy Tan, 1989-2001	box 26
Scope and Contents	
Includes photographs.	
Claudia Tate, 1983, 1999	box 26
Peter Taylor, 1986-1994	box 26
Scope and Contents	
Includes photographs.	
Phyllis Theroux, 1985, 1997	box 26
Christopher Tilghman, 1996-1998	box 26
Ana Teresa Torres, 1998-1999	box 26
Calvin Trillin, 1996-1999	box 26
Monique Truong, 2004	box 26
Edward Tuck, 1999-2004	box 26
Scott Turow, 1993-1999	box 26
Scope and Contents	
Includes photograph.	
Anne Tyler, circa 1983-1996	box 26
John Updike, 1988-2004	box 26
Jane Urquhart, 2001-2002	box 26
Scope and Contents	
Includes photographs.	
Jane Vandenberg, 2000	box 26
Mario Vargas Llosa, 2001-2003	box 26
A.J. Verdelle, 1995-2001	box 26
Judith Viorst, 1983	box 26
Kurt Vonnegut, 1991-1996	box 26
David Foster Wallace, 1996-1999	box 26
Richard Wiley, circa 2001	box 26

Scope and Contents

Includes typescript of "The Dancing Cobra"

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Series VII: Business and Operational Records, 1985-2020**Scope and Contents**

This series contains business and legal documents including agreements with the Folger Shakespeare Library, articles of incorporation, bylaws, business licenses and applications, 501(c)(3) verification, and records related to tax exemption.

Scope and Contents

The records also include a communications plan (2009) and three manuals related to operations and program coordination (2017-2018), as well as some miscellaneous records.

Title/Description	Instances
Business and Legal Documents, 1986-2020	
ByLaws and Articles, 1986	box 27
Scope and Contents	
Original bylaws	
Bylaws, 1990	box 27
Bylaws, 2007-2008	box 27
Bylaws, 2013	box 27
Scope and Contents	
Bylaws and proposed amendments	
Bylaws, 2018	box 27
Various Business and Legal Files, 1985-2020	box 27
<u>Physical Description:</u> 14 folders	
Scope and Contents	
Includes articles of incorporation, business licenses and applications, 501(c)(3) verification, and records related to tax exemption.	
Folger Shakespeare Library--Letters of Agreement, 1983-2012	box 27
<u>Physical Description:</u> 7 folders	

Scope and Contents

Letters of agreement specifying the nature of the agreement between the PEN/Faulkner Foundation and the Folger Shakespeare Library, including financial responsibilities, etc.

Operations Manuals, 2017-2018

Emma [Snyder]'s Binder, 2017 box 28

Physical Description: 2 folders

Scope and Contents

Snyder's Executive Director operations manual, left for Darlene [Taylor], the succeeding Executive Director in May 2017, with a note.

PEN/Faulkner Programs Coordination Binder, 2017 box 28

Physical Description: 2 folders

Scope and Contents

Executive Director Emma Snyder's copy, left for Darlene [Taylor], the succeeding Executive Director in May 2017, with a note. Includes sections on the reading series, website maintenance, podcast publishing, Writers in Schools web platform, and web and print design basics. Includes quarterly board minutes for March 18, 2017.

[PEN/Faulkner Operations Manual], 2017-2018 box 28

Physical Description: 3 folders

Scope and Contents

Operations manual includes sections for Reading Series, Awards, Donor Appeal, Marketing, Grants, WINS Baltimore, Interns, WINS Curriculum, Founding Friends.

Planning and Other Documents, 2008-2009, undated

Strategic Communications Plan, 2008 December 1 box 28

Scope and Contents

By Dorothy Terry and Margaret McDonald, Georgetown University Cause Consulting Group.

Strategic Communications Plan (Binder), 2009 box 28

Physical Description: 3 folders

Scope and Contents

Communications Plan, submitted by Dorothy Terry and Margaret McDonald, Georgetown University

Cause Consulting Group. Spring 2009. Plan was originally in binder and has been foldered. Includes UBS drive.

Miscellaneous, 1985-2019

Brochures and Publicity, Miscellaneous, 1985-2000 box 29

ED [Executive Director] Job Description / Staff Professional Development, 2002-2004 box 29

Scope and Contents

Includes job descriptions for the executive director, as well as copies of the director's reports to the board, and some additional documentations of the activities of individual staff.

PEN/Faulkner Letterhead, Envelopes, etc., undated box 29

Library of Congress, 2019 box 29

Physical Description: 2 folders

Scope and Contents

Award for PEN/Faulkner

Lou Stovall--"Two Stories About Art" (Binder), circa 2000-2008 box 29

Scope and Contents

Includes "Hearts" and "Working with Jacob Lawrence"

Year End Letter / Events / List of Nominees, Winners, and Judges, 2003 box 29

Scope and Contents

Includes list of PEN/Faulkner Nominees, Winners, and Judges (1981-2003) and PEN/Malamud Winners (1988-2003)

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Series VIII: Financial Records, 1980-2021

Scope and Contents

These records include financial records for the operations of the organization. These records include budget and expenses records, ledgers, grant and fundraising files, investment management files, tax filings and related documents, and miscellaneous files.

Scope and Contents

These records are not comprehensive. Budget and expense files are comprehensive for 1980-2000, but there is no coverage for the early 2000s. There are few tax records, such as the 990 forms, prior to 1998. The collection originally included 990 tax forms and some supporting records for 1998-2000, 2008-2013, 2015, 2017, and 2018. There are also some additional budget and ledger records for 2008-2017. The Rare Book & Manuscript Library printed additional 990 from [Candid](#) for 2001-2007, 2014, 2016, 2019-2021 and added them to the collection in Box 52.

Scope and Contents

There are some additional financial records related to programs and events, particularly for the Writers in Schools program and the PEN/Faulkner Gala, included with the records in Series III, IV, and V.

Title/Description	Instances
Budgets, Ledgers, Etc., 1980-2020	
Donation Records (Folder 1), 1980-1983	box 29
Contributors (Folder 2)	box 29
Budgets and accounts (Folder 3), 1983-1985	box 29
Budgets and accounts (Folder 4), 1982	box 29
Financial reports (Folder 5), 1981	box 29
Contributors (Folder 6), 1981-1982	box 29
Fundraising Letters (Folder 7), 1980-1986	box 30
Contributors (Folder 8), 1982-1983	box 30
Budgets (Folder 9), 1984-1985	box 30
Expenses (Folder 10), 1985-1986	box 30
Scope and Contents	
Social security numbers were redacted from honorarium records.	
Budget and Actuals (Folder 11), 1985-1986	box 30
Budgets & Expenses (Folder 12), FY 1987	box 30
Budgets & Expenses (Folder 13), 1986-1988	box 30
Budgets & Expense Reports (Folder 14), 1989	box 30
Income & Expense (Folder 15), 1990	box 30
Income & Expense (Folder 16), 1991	box 30
Income & Expense (Folder 17), 1992	box 30
Income & Expense (Folder 18), 1993	box 31
Income & Expense (Folder 19), 1994	box 31
Budgets & Expense Reports (Folder 20), 1995	box 31

Budgets & Expense Reports (Folder 21), 1996	box 31
Budgets & Expense Reports (Folder 22), 1997	box 31
Budgets & Expense Reports (Folder 23), 1998	box 31
Budget, General Ledger Reports FY2000, 1999-2000	box 32
Scope and Contents	
Includes FY1999	
Sales Reports FY2000, 1999-2000	box 32
F09 Budget, 2008-2009	box 32
FY10 Final, 2009-2010	box 32
Bond Beebe Fees, 2007-2010	box 33
Scope and Contents	
Mostly invoices with some summary budget notes (with no year)	
Folger Related Financials, 2011-2012	box 33
Scope and Contents	
General ledgers	
[FY13] Folger Financials, 2012 July-2013 June	box 33
<u>Physical Description</u> : 2 folders	
Scope and Contents	
General ledgers	
FY14 [Folger Financials], 2013 July-2014 June	box 33
Scope and Contents	
General ledgers	
FY15 [Folger Financials], 2014 July-2015 June	box 33
Scope and Contents	
General ledgers	
[FY15 Financials], 2014 July-2015 June	box 33
Scope and Contents	
General ledgers and expense reports.	
FY16 Financials, 2015-2016	box 33

Scope and Contents

Expense reports

FY 16 Budget Actuals, 2013-2016	box 33
Folger Financials, 2017	box 33
2017 Financials, 2017	box 33
FY13-FY17 Expense Reports, 2013-2016	box 33
Budget Planning FY2020-FY2021, 2020	box 33

Immediate Source of Acquisition

Accession# 2023-2024-M132

Grant and Fundraising Files, 1984-2017

Scope and Contents

These files include internal and external correspondence, award letters, applications, reports, research, and information about PEN/Faulkner supplied by the organization for grant purposes. The files are primarily related to grants, rather than other fundraising activities.

Times Warner--Archives, 1999-2003	box 34
Exxon Mobil--Archives, 1993-2000	box 34
Rockerfeller Foundation--Archives, 1984-1989	box 34
<u>Physical Description</u> : 4 folders	
NEA Grant, 2011	box 34
NEA, 2015	box 34
NEA Award for FY14, 2012	box 34
NEA FY15--Art Works, 2012-2016	box 34
BP, 2019	box 34
Cafritz, 2018-2021	box 34
Capitol Hill Community Foundation, 2020	box 34
[Washington] D.C. Commission on the Arts and Humanities (DC CAH), 2020-2021	box 35
Greater Washington Community Foundation, 2020	box 35
Hattie Strong Foundation, 2019	box 35
[?] Fund (Red Folder), 2020	box 35
Whitehead Foundation, 2019-2021	box 35

Compass, 2013-2014	box 35
Compass Value/Agreement, 2013-2015	box 35
Contributions Entered, 2011-2019	box 35
Scope and Contents	
Mostly matching funds, etc.	
[Washington] D.C. Commission on the Arts and Humanities (DC CAH), 1997-2001, 2018	box 35
Scope and Contents	
Grant Report (2018), and earlier correspondence (1997-2001)	
Grant Report Docs, 2010-2018	box 35
[Grants], 2005-2010, 2018	box 35
Scope and Contents	
Primarily related to Writers in Schools	
Grant Possibilities, 2001-2005	box 36
Scope and Contents	
Primarily related to Writers in Schools	
Hattie Strong Foundation, 2006	box 36
Nissan Motor Company, 2006-2009	box 36
Lannan Foundation, 2009	box 36
Glenstone Foundation, 2007	box 36
Dreyfus Foundation, 2006-2008	box 36
Dimick Foundation, 2008-2009	box 36
Booz Allen Hamilton, 2007	box 36
Other Orgs. Partnerships, 2007-2008	box 36
Sprint / Nextel, 2007-2008	box 36
Schools Grants Generic, circa 2006	box 36
Lockheed Martin, 2007	box 36
Mazda Foundation, 2007	box 36
Wachovia, 2007	box 36
Marpat, 2009	box 36
Block, 2008-2010	box 36

Hattie Strong Foundation, 2009	box 36
Walmart, 2008	box 36
Corina Higginson, 2008-2009 <u>Physical Description</u> : 2 folders	box 36
Additional Materials for [Washington] D.C. Commission on the Arts and Humanities (DC CAH) Grants, 2009-2010	box 36
Commonweal, 2008-2009 <u>Physical Description</u> : 2 folders	box 36
[Grants], 2005-2009	box 37
Prince Charitable Trusts, 2008-2010 <u>Physical Description</u> : 4 folders	box 37
Philip Graham, 2009	box 37
Cafritz, 2007-2010 <u>Physical Description</u> : 3 folders	box 37
Children's Lit, 2008-2009	box 37
Meyer, 2006-2008	box 37
FY13 Herb Block, 2013 Scope and Contents Writers in Schools - Notice of grant money	box 37
[Grants], 2016-2017 Scope and Contents Material related to various grant applications	box 37
[Grants], 2012, 2017, undated	box 37
Clark-Winchole Foundation, 2010 Scope and Contents Grant application and rejection letter	box 37
[Grants], circa 2014-2016 Scope and Contents One grant report and renewal application, summary of expected grant income for FY17	box 37
Prince Grant Agreement, 2011	box 37
Checks received, 2012	box 37

Scope and Contents

Documents one grant, including the Washington DC reporting information.

FY11 DCCAH AEP, 2010-2011	box 37
Scope and Contents	
Related to grants	
2012 DCCAH AEP, 2012	box 37
Scope and Contents	
Related to grants	
Investment Management, Etc., 1986-2012	
Investment Management, 1995	box 38
Fulton Breakefield Broenniman (FBB)--Memos and Statements, 2000	box 38
Fulton Breakefield Broenniman (FBB)--Pre 2000, 1996-1999	box 38
Merrill Lynch Correspondence, 1986-1992	box 38
Milne Holton Donors, 2000	box 38
Payne Weber, 1988-1994	box 38
Schwab, 1996-1999	box 38
Schwab--Malamud, 1996-1998	box 38
Wells Fargo, 2012	box 38
Scope and Contents	
Addendum to certificate of authority	
Tax Filings and Related Documents, 1990-2021	
DC Annual Report, 1990-2009	box 38
Scope and Contents	
Mostly two-year non-profit business reports required by Washington DC.	
IRS Tax Form 990, 1998, 1999, 2000	box 38
IRS Tax Form 990, 2001	box 52
IRS Tax Form 990, 2002	box 52
IRS Tax Form 990, 2003	box 52
IRS Tax Form 990, 2004	box 52

IRS Tax Form 990, 2005	box 52
IRS Tax Form 990, 2006	box 52
IRS Tax Form 990, 2007	box 52
IRS 5500--Resolved, 2004-2007	box 39
Scope and Contents	
IRS Tax Form 5500 for 2004, 2005, 2006, 2007	
FY09 IRS 5500 Lincoln 403(b), 2008	box 39
Scope and Contents	
IRS Tax Form 5500 for 2008	
2008 990 Taxes, 2008	box 39
Scope and Contents	
Includes IRS Tax Form 990 for the 2008 tax year	
IRS Tax Form 990, 2008	box 39
Scope and Contents	
Includes covering letter from tax preparer.	
IRS Tax Form 990, 2009	box 39
Scope and Contents	
Includes covering letter from tax preparer.	
IRS Tax Form 990, 2010	box 39
Scope and Contents	
Includes covering letter from tax preparer.	
IRS Tax Form 990, 2010	box 39
FY09 + FY10 + FY11 Bond Beebe, 2008-2011	box 39
<u>Physical Description:</u> 3 folders	
Scope and Contents	
This has tax forms and other tax preparation information	
FY10 IRS 5500, 2009	box 39
IRS Tax Form 990, 2011	box 39
Tax Return 2011, 2011	box 39
2011 Tax Documents, 2011	box 39

Scope and Contents

Supporting docs and some smaller tax forms. W2 forms for individual employees were removed from the collection.

FY11 Taxes, 2011 box 39

Scope and Contents

Supporting docs; mainly list to compile for IRS Tax Form 990

Taxes, 2012 box 39

Scope and Contents

Correspondence, with item list of documents to provide for IRS Tax Form 990 that includes some figures

DC Statement [tax statement], 2011 box 39

Scope and Contents

1099 form

2012 Tax Forms, 2012 box 40

Scope and Contents

IRS Tax Form 990

2012 Tax Documents, 2012 box 40

Scope and Contents

Supporting documents

CDP, 2012 box 40

Scope and Contents

Some info on tax preparation for the 990 forms for FY2012 but not a full tax form, including information for earlier years.

FY12 Taxes 2012, 2013 box 40

Scope and Contents

Some info on tax preparation for the 990 forms for FY2012 but not a full tax form, including information for other years.

Taxes, 2012-2014 box 40

Scope and Contents

Correspondence and 8879-EO form for 2012, some discussion of FY13 forms.

Lincoln Financials, 2010-2013 box 40

Scope and Contents

Information on 403(b) plan. Includes 5500 forms for 2011, 2013

IRS Tax Form 990, 2014 box 52

Tax Return 2015, 2015 box 40

Scope and Contents

Includes IRS Tax Form 990 for 2015 as well some 941 forms and 5500 forms. W2 and W9 forms for individual employees were not retained in the collection.

Taxes, 2015-2018 box 40

Scope and Contents

Tax filings and forms for 2015, as well as 2017 correspondence

IRS Tax Form 990, 2016 box 52

5500S, 2017-2019 box 40

Scope and Contents

Tax Form 5500-SF (report on small employee benefit plan) for 2016-2019.

990s, 2017 box 40

Scope and Contents

IRS Tax Form 990 for 2017 only

2019 taxes, 2017-2019 box 40

Scope and Contents

Some info on tax preparation but does not include tax forms

Raffa Contract, 2017 box 41

Scope and Contents

Tax professionals. Includes financial summary for January 2018.

IRS, 2018

Scope and Contents	box 41
IRS Tax Form 990 and 990T for 2018. Full submissions.	
IRS Tax Form 990, 2019	box 52
IRS Tax Form 990, 2020	box 52
IRS Tax Form 990, 2021	box 52
Tax Documents, 2019-2021	box 40
Scope and Contents	
Includes some supporting documents; no forms.	
Virginia Taxes, 2020-2021	box 40
Scope and Contents	
Includes correspondence, bills; no tax forms.	
Other Subjects, 2008-2020	
FY12 Cathedral Agreement [for event], 2012	box 41
Hill Center Lease, 2012	box 41
Scope and Contents	
On office space	
Norton, 2020	box 41
Scope and Contents	
Credit application	
Paychex, 2019	box 41
Scope and Contents	
Discontinuation of services.	
PPP, 2020	box 41
Scope and Contents	
Signed copy for payroll protection program.	
FY12 Public Allies, 2012	box 41
Scope and Contents	
Agreement	
Scholastic, circa 2020	box 41

Scope and Contents

Trade account application

Tiered Giving--Notes, undated	box 41
[Untitled], 2008-2019	box 41

Scope and Contents

Includes agreements, page on board committees and duties, statements, tax notes, mostly 2018-19. Some financial statements for 2008-2009.

Miscellaneous Documents, 2011-2017	box 41
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Scope and Contents

Includes information on agreements, benefits, grants, and miscellaneous financials. Also includes Folger expenses (2016) and trust money figures (2017).

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Series IX: Press Clippings, 1989-2013**Scope and Contents**

This series was originally six binders of press clippings; the contents have been rehoused in folders. The six binders don't form one chronologically run. There appear to be three separate sets of two binders each, based on the dates on the labels of the individual binders. There is date overlap between the three sets. These clippings document the events and activities of PEN/Faulkner, as well as the activities of authors recognized with PEN/Faulkner awards.

Title/Description	Instances
Press Binder: PEN/Faulkner to '05, 1990/1991 - 2004/2005 <u>Physical Description</u> : 3 folders	box 42
Press Binder: PEN/Faulkner 05/06 to, 2005/2006 - 2006/2007 <u>Physical Description</u> : 2 folders	box 41
Press Binder: PEN/Faulkner January 1998 - December 2001, 1998-2001 <u>Physical Description</u> : 4 folders	box 43
Press Binder: PEN/Faulkner January 2002 - June 2003, 2002-2003 <u>Physical Description</u> : 2 folders	box 43
Press Binder: PEN/Faulkner August 1997 - December 2000, 1997-2000	box 44

Physical Description: 3 folders

Press Binder: PEN/Faulkner '01 to '05, 2001-2005 box 44

Physical Description: 3 folders

The Faulkner Newsletter: Collected Issues, 1994 box 51

Physical Description: 1 Volumes

Physical Description: 12x15"

Scope and Contents

Includes the first 54 issues (1981-1994). A PEN/Faulkner award notice appears in every July-September issue. Item is inscribed with a note.

Miscellaneous Press Clippings, 1989-2013 box 42

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Series X: Photographs, 1983-2015, undated

Scope and Contents

This series includes contact sheets, digital photographs, negatives, and photographic prints.

Scope and Contents

The images are primarily from awards ceremonies, galas, and other events; a few are group photographs of the board or staff. Most photographs are labeled at least at a group level with the name of the event, the author, and a date. Many photographs also include credit information for the photographer.

Scope and Contents

There are additional photographs related to the PEN/Malamud Award for Excellence in the Short Story in Subseries III.2: PEN/Malamud Award for Excellence in the Short Story, with other records donated by Janna Malamud Smith.

Scope and Contents

There are photographic prints directly related to the Writers in Schools program filed in Series IV: Programs--Writers in Schools, as well as two CDs of photographs in Boxes 61 and 68.

Scope and Contents

There is also a collection of author headshots provided to PEN/Faulkner by the authors in Box 59; there are additional headshots in the Author Files in Subseries VI.2.

Subseries X.1: Photographic Prints and Negatives, 1983-2014, undated

Title/Description	Instances
Photos, 1983	box 53
Photos, 1986	box 53

Physical Description: 2 folders

Photos--Arthur Miller, 1987	box 53
Photos, 1988	box 53
Photos--Eudora Welty and Richard Ford, 1988	box 53
Photos, 1989	box 53
Photos--Proofs and Negatives, 1985-1989	box 53

Physical Description: 8 folders**Scope and Contents**

Contact sheets and negatives; most sheets have related negatives.

Photos, 1990	box 53
Photos--Negatives, 1990	box 53
Photos, 1991	box 53
Photos--Negatives, 1991	box 53
Photos, 1992	box 53
<u>Physical Description</u> : 2 folders	
Photos--Negatives, 1992	box 53
Photos, 1993	box 53
Photos--Awards, 1993	box 53
Photos--Negatives, 1993	box 53
Photos, 1994	box 53
Photos--Negatives, 1994	box 53
<u>Physical Description</u> : 2 folders	
Photos--Photos with Philip Roth, 1994?	box 54
Photos--White House, 1994	box 54
<u>Physical Description</u> : 2 folders	
Photos, 1995	box 54
Photos--Awards?, 1995	box 54
Photos, 1996	box 54
Photos--Awards?, 1996	box 54
Photos--Negatives, 1996	box 54
Photos, 1997	box 54
Photos--Gala, 1997	box 54

Photos--Negatives, 1997	box 54
Photos--Awards?, 1998	box 54
Photos--Negatives, 1998 <u>Physical Description</u> : 2 folders	box 54
Photos, 1999	box 54
Photos--Awards, 1999 <u>Physical Description</u> : 2 folders	box 54
Photos--Awards, 1999 <u>Physical Description</u> : 2 folders	box 55
Photos--Awards, 1999 <u>Physical Description</u> : Photo album	box 60
Photos--Negatives, 1999	box 55
Photos, 1995-1999	box 55
Photos, circa 1985-1995 <u>Physical Description</u> : 3 folders	box 55
Photos, 1980s and [1990s?] <u>Physical Description</u> : 2 folders	box 55
Scope and Contents Photographic prints. The folder was labelled [1990s] but a few items are clearly dated as 1980s.	
Photos--Board, 1990s?	box 55
Photos--[Negatives], 1990s? Scope and Contents Negatives, mostly undated	box 55
Photos, 2000-2001 <u>Physical Description</u> : 3 folders	box 55
Photos--Awards, 2000 <u>Physical Description</u> : 7 folders	box 56
Photos--Gala ("Masks"), 2000	box 56
Photos--Gala Pictures, 2000-2003, undated	box 56
Photos--Malamud, 2000-2002 <u>Physical Description</u> : 2 folders	box 56
Photos, 2001	box 56

Photos--Awards, 2001 <u>Physical Description</u> : 3 folders	box 56
Photos--Gala, 2001 <u>Physical Description</u> : 2 folders	box 56
Photos--Awards, 2002	box 56
Photos--Gala, 2002 <u>Physical Description</u> : 1 folders	box 56
Photos--Gala, 2002 <u>Physical Description</u> : 4 folders	box 57
Scope and Contents Folders 4 and 5 include a few items dated 2000, 2001, and 2003, as well.	
Photos, 2003 <u>Physical Description</u> : 2 folders	box 57
Photos, 2003? <u>Physical Description</u> : 2 folders	box 57
Photos--Awards, 2003 <u>Physical Description</u> : 2 folders	box 57
Photos--Gala ("Power"), 2003 <u>Physical Description</u> : 2 folders	box 57
Photos--Miscellaneous Enlargements (from frames), 1999-2003, undated	box 57
Photos--Awards, 2004	box 57
Photos--Awards, Primarily 2004 <u>Physical Description</u> : Photo album	box 60
Photos--Malamud, 2004 <u>Physical Description</u> : Photo album	box 60
Photos, 2005 <u>Physical Description</u> : 2 folders	box 58
Photos--Awards, 2005	box 61
Photos--Malamud, 2005	box 58
Photos--Neal Awards, 2005 <u>Physical Description</u> : 2 folders	box 58
Photos, 2006	box 58

Photos--Gala ("Twilight"), 2007	box 58
Photos--Awards, 2008	box 58
Photos--Gala, 2009	box 58
Photos--Scots Rites Event, circa 2009	box 58
Scope and Contents	
This appears to be the Tribute to Frank McCourt event; program is in Box 20.	
Photos--Gala, 2010	box 58
Photos, 2011	box 58
<u>Physical Description</u> : 3 folders	
Photos--PF Staff Photos, 2011	box 61
Photos, 2012	box 58
Photos--Gala, 2013	box 58
Photos--Gala, 2014	box 58
Photos, undated	box 52
Scope and Contents	
Miscellaneous photographs and negatives.	
Photos--Author Headshots, 1980s-2000s	box 59
<u>Physical Description</u> : 5 folders	
Scope and Contents	
Professional headshot photographs; primarily black and white images. Most photographs are identified; some relate to specific books and are dated. A few are marked up in layout pages. There are additional headshots in the files in Subseries VI.2: Author Files.	

Subseries X.2: Digital Photographs, 1990s-2015, undated

Title/Description	Instances
Photo CDs	box 61
Scope and Contents	
Contains several photo CDs in a case.	
[Writers in Schools], 1990s-2000s	box 61
<u>Physical Description</u> : 1 compact disks	
[Untitled], 2004 April 10	box 61

Physical Description: 1 compact disks

E.L. Doctorow and Folder pics, 2004 May 24 box 61

Physical Description: 1 compact disks

PEN/Faulkner [Gala?], 2004 September 27 box 61

Physical Description: 1 compact disks

Scope and Contents

Vivian Ronay Photography

PEN/Faulkner [Gala?], 2005 September 26 box 61

Physical Description: 1 compact disks

Scope and Contents

Vivian Ronay Photography

Awards, 2006 box 61

Physical Description: 1 compact disks

Awards, 2006 box 61

Physical Description: 1 compact disks

Gala, 2006 box 61

Physical Description: 1 compact disks

PEN/Faulkner '06 Revenge [Gala], 2006 box 61

Physical Description: 1 compact disks

PEN/Faulkner, 2007 box 61

Physical Description: 1 compact disks

Scope and Contents

Vivian Ronay Photography

Awards, 2007 box 61

Physical Description: 2 compact disks

PEN/Faulkner, 2008 box 61

Physical Description: 1 compact disks

Award Cermony Weekend, 2008 box 61

Physical Description: 1 compact disks

Three Kings Reading, 2008 box 61

Physical Description: 5 compact disks

Awards, 2009 box 61

Physical Description: 2 compact disks

Gala, 2009

<u>Physical Description</u> : 1 compact disks	box 61
Awards, 2010	box 61
<u>Physical Description</u> : 3 compact disks	
Scope and Contents	
By James R. Brantley	
Awards, 2010	box 61
<u>Physical Description</u> : 1 compact disks	
Scope and Contents	
By Claire Duggan	
PEN/Malamud Award, 2011 December	box 61
<u>Physical Description</u> : 1 compact disks	
PEN/Faulkner, 2012 September 10	box 61
<u>Physical Description</u> : 1 compact disks	
PEN/Faulkner Award, 2014 May 5	box 61
<u>Physical Description</u> : 1 compact disks	
PEN/Faulkner Award, 2014 May 10	box 61
<u>Physical Description</u> : 1 compact disks	
Gala, 2014	box 61
<u>Physical Description</u> : 2 compact disks	
[Malamud?], 2014 December 5	box 61
<u>Physical Description</u> : 1 compact disks	
Awards, 2015	box 61
<u>Physical Description</u> : 1 compact disks	
PEN/Faulkner Event, 2015 January 12	box 61
<u>Physical Description</u> : 1 compact disks	
PEN/Faulkner Event, 2015 February 9	box 61
<u>Physical Description</u> : 1 compact disks	
PEN/Faulkner Event, 2015 April 7	box 61
<u>Physical Description</u> : 1 compact disks	
PEN/Faulkner [Gala?], 2015 October 5	box 61
<u>Physical Description</u> : 1 compact disks	
Ogilvy Image Files, undated	box 61

Physical Description: 2 compact disks

Strout pics and Evaluation. Godwin Evaluation., undated box 61

Physical Description: 1 compact disks

Nominee Adobe Illustrator 6.0, undated box 61

Physical Description: 1 3" floppy disk

PEN/Faulkner AI 5.5, undated box 61

Physical Description: 1 3" floppy disk

PEN/Faulkner AI 7.0, undated box 61

Physical Description: 2 3" floppy disks

FD1 PEN/Faulkner Transcription of "Endings" Gala,
undated box 61

Physical Description: 1 3" floppy disk

Translation MMGI, undated box 61

Physical Description: ZIP disk

Recordings box 68

Scope and Contents

Contains many recordings on CDs in a case. There are also a few photo CDs, as listed below.

Writers in Schools (WIN), 2008 box 68

Physical Description: 1 compact disks

PEN/Faulkner, 2009 box 68

Physical Description: 1 compact disks

PEN/Faulkner Awards, 2010 September 20 box 68

Physical Description: 4 compact disks

Scope and Contents

Might be Gala, given September date.

Writers in Schools (WIN), 2010 August 6 box 68

Physical Description: 1 compact disks

PEN/Faulkner, 2011 September 26 box 68

Physical Description: 1 compact disks

AWP Annual Conference, Washington DC, 2011 box 68

Physical Description: 1 compact disks

Scope and Contents

Photos of event by PEN/Faulkner "Writers in the Schools"

PEN/Faulkner Award, 2011 May 7 <u>Physical Description:</u> 1 compact disks	box 68
PEN/Faulkner Award, 2013 May 4 <u>Physical Description:</u> 1 compact disks	box 68
Gala, 2013 <u>Physical Description:</u> 1 compact disks	box 61

Scope and Contents

Includes list of captions

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Series XI: Audiovisual Materials, 1987-2018**Scope and Contents**

This series contains audio recordings of the PEN/Faulkner Award for Fiction, Malamud Award for Excellence in the Short Story, Gala, readings, literary programs, and other events. These recordings are on either audiocassettes, digital audio tapes, MiniDiscs, or CD-Rs.

Scope and Contents

The collection also contains some video recordings, primarily on VHS and MiniDV videocassettes. These include recordings of the Gala, events, and other items.

Scope and Contents

There are also some promo videos and items related to Writers in Schools.

Scope and Contents

The collection includes 1-2 copies of each recording. In addition, there appears to be some duplication of recordings between media formats.

Title/Description	Instances
Reading, Events, etc., 1987-2005 <u>Physical Description:</u> 33 audiocassettes Scope and Contents Arranged chronologically.	box 62
PEN/Faulkner Award, circa 1993, 1994, 2002	box 62

Physical Description: 3 audiocassettes

PEN/Faulkner Malamud Award, 1992 box 69

Physical Description: 1 audiocassettes

Immediate Source of Acquisition

Accession# 2024-2025-M078

PEN/Faulkner Malamud Award, 1993 box 69

Physical Description: 1 audiocassettes

Immediate Source of Acquisition

Accession# 2024-2025-M078

PEN/Faulkner Malamud Award, 1994 box 69

Physical Description: 1 audiocassettes

Immediate Source of Acquisition

Accession# 2024-2025-M078

PEN/Faulkner Malamud Award, 2000 box 69

Physical Description: 1 audiocassettes

Immediate Source of Acquisition

Accession# 2024-2025-M078

PEN/Faulkner Malamud Award, 2001, 2004 box 62

Physical Description: 2 audiocassettes

PEN/Faulkner Gala, 1989-2002 box 63

Physical Description: 18 audiocassettes

New Orleans Writer Conference "Reading to Write", and related cassettes, 1991-1992, undated box 63

Physical Description: 6 audiocassettes

Scope and Contents

Panel, moderated by Janice Delaney with Robert Ward, Peter Feebleman, Richard Marius, and Pete Hamill.

PEN/Faulkner "Illusions" [Gala] Outs and Blank Tape, 1992 box 66

Physical Description: 1 open reel audiotapes (1/2")

Physical Description: Mastering Audio Tape

PEN/Faulkner Gala "Illusions", 1992 October 5 box 66

Physical Description: 2 open reel audiotapes (1/2")

Physical Description: Mastering Tape

Scope and Contents

Orig. 1/4"

PEN/Faulkner "Obsessions" 1993 Awards/ Gala - Edited Original, 1993 October 4 <u>Physical Description:</u> 2 open reel audiotapes (1/2")	box 66
PEN/Faulkner, 1997 <u>Physical Description:</u> 1 digital audio tapes	box 63
PEN/Faulkner "Endings" [Gala], 1998 <u>Physical Description:</u> 1 digital audio tapes	box 63
Scope and Contents	
Production Master	
PEN/Faulkner Hard Archives	box 67
Scope and Contents	
Binder, containing many MiniDiscs.	
Awards, Readings, Events, Galas, etc., 1998-2006, undated <u>Physical Description:</u> 66 compact disks <u>Physical Description:</u> MiniDiscs	box 67
Readings, Events, and Gala, 2002 <u>Physical Description:</u> 6 compact disks	box 64
Awards, Readings, Events, Gala, 2003 <u>Physical Description:</u> 14 compact disks	box 64
PEN/Faulkner Malamud Award, 2003 <u>Physical Description:</u> 1 compact disks	box 69
Immediate Source of Acquisition	
Accession# 2024-2025-M078	
Awards, Readings, Events, Gala, 2004 <u>Physical Description:</u> 12 compact disks	box 64
PEN/Faulkner Malamud Award, 2004 <u>Physical Description:</u> 1 compact disks	box 69
Immediate Source of Acquisition	
Accession# 2024-2025-M078	
Readings, Events, and Gala, 2005	box 64

<u>Physical Description:</u> 7 compact disks	
Readings, Events, 2005	box 65
<u>Physical Description:</u> 4 compact disks	
Readings, Events, and Gala, 2006	box 65
<u>Physical Description:</u> 19 compact disks	
Events, Gala, Malamud, 2007	box 65
<u>Physical Description:</u> 4 compact disks	
9/26/06, 2007, 2008 w/o labels audio recordings, 2006-2008	box 65
<u>Physical Description:</u> 1 compact disks	
King / 2007-2008 Season, 2007-2008	box 65
<u>Physical Description:</u> 2 compact disks	
[Readings] An Evening with Thomas McGuane, 2008 January 18	box 65
<u>Physical Description:</u> 1 compact disks	
Readings--Chris Abani, Lê Thi Diem Thúy, 2009 [January 16]	box 65
<u>Physical Description:</u> 1 compact disks	
Readings--Susan Orlean, George Saunders, 2010 February 2	box 65
<u>Physical Description:</u> 1 compact disks	
Computer Audio Archive, 2010-2011	box 65
<u>Physical Description:</u> 1 compact disks	
Scope and Contents	
Awards, Events, Gala, 2010-2011	
PEN/Malamud George Saunders Reading (Full Program), 2013 December 6	box 65
<u>Physical Description:</u> 1 compact disks	
Call Me By Your Name, 2018 April 20	box 65
<u>Physical Description:</u> 1 compact disks	
Readings and Events, undated, probably 2000-2010	box 65
<u>Physical Description:</u> 6 compact disks	
Writers in Schools (WINS), 2005-2008, undated	box 65
<u>Physical Description:</u> 12 items	

Scope and Contents

Appears to be a be mix of CD-Rs and DVDs. Events, and what might be promos.

Recordings	box 68
Scope and Contents	
Contains many recordings on CDs in a case. There are also a few photo CDs.	
Events, 2002	box 68
<u>Physical Description:</u> 1 compact disks	
Events, 2003	box 68
<u>Physical Description:</u> 1 compact disks	
Awards, Gala, Malamud, Events, 2005	box 68
<u>Physical Description:</u> 12 compact disks	
Events, 2006	box 68
<u>Physical Description:</u> 1 compact disks	
Gala, Events, 2007	box 68
<u>Physical Description:</u> 7 compact disks	
Awards, Events, 2009	box 68
<u>Physical Description:</u> 3 compact disks	
Events, 2010	box 68
<u>Physical Description:</u> 3 compact disks	
Events, 2011	box 68
<u>Physical Description:</u> 1 compact disks	
Events, 2014	box 68
<u>Physical Description:</u> 1 compact disks	
Events, 2017	box 68
<u>Physical Description:</u> 1 compact disks	
Events, undated	box 68
<u>Physical Description:</u> 9 compact disks	
PEN/Faulkner Reading Ken Kesey [at] Duke Ellington School, 1991 October 26	box 68
<u>Physical Description:</u> 1 videocassettes (Hi 8)	
<u>Physical Description:</u> Hi8 Dub 1:15	
PEN/Faulkner Gala "Illusions", 1993 October 4	box 68
<u>Physical Description:</u> 1 videocassettes (VHS)	

Physical Description: Length: 00:57:47

Reynolds Price, 1993 October 22	box 68
<u>Physical Description:</u> 1 videocassettes (VHS)	
Lannan Literary Videos--Carolyn Forché, 1994	box 68
<u>Physical Description:</u> 1 videocassettes (VHS)	
PEN/Faulkner Award for Fiction Gala, 1996	box 68
<u>Physical Description:</u> 2 videocassettes (VHS)	
Ninth Annual PEN/Faulkner Gala "Confessions", 1997 October 27	box 68
<u>Physical Description:</u> 2 videocassettes (VHS)	
Jim Carroll at Card020, 1998 September 28	box 68
<u>Physical Description:</u> 1 videocassettes (VHS)	
PEN/Faulkner Gala "Secrets and Lies", 2001 October 1	box 68
<u>Physical Description:</u> 1 videocassettes (VHS)	
PEN/Faulkner National Story Project, 2001 October 22	box 68
<u>Physical Description:</u> 1 videocassettes (VHS)	
Graphic Novels - DCJCC, 2001 November 9	box 68
<u>Physical Description:</u> 1 videocassettes (VHS)	
Ogilvy Public Relations Worldwide PEN/Faulkner Bites and B-Roll Package, 2005 March 29	box 68
<u>Physical Description:</u> 2 videocassettes (VHS)	
Writers in Schools (WINS): A Literary Arts Outreach Program, 2005 August 3	box 68
<u>Physical Description:</u> 2 videocassettes (VHS)	
<u>Physical Description:</u> TRT: 4:27	
Scope and Contents	
Two copies; one is a master copy	
PEN/Malamud, 2007 December 7	box 63
<u>Physical Description:</u> 1 videocassettes (MiniDV)	
CSPAN "Things Fall Apart", 2008	box 65
<u>Physical Description:</u> 1 DVDs	
Scope and Contents	
Program included PEN/Faulkner.	
PEN/Faulkner--McCourt, McDermott at National Gallery of Art (NGA), 2008 March 14	box 63

Physical Description: 6 videocassettes (MiniDV)

McCourt, undated box 63

Physical Description: 1 videocassettes (MiniDV)

Hajin at Cardozo Momaday and Earling at NMAI, undated box 68

Physical Description: 1 videocassettes (VHS)

PEN Faulkner Gala #1, undated box 68

Physical Description: 1 videocassettes (Betacam SP)

Temple University Commercial Featuring PEN/Faulkner Award Winners Olson and Bradley, undated box 68

Physical Description: 1 videocassettes (U-matic)

Physical Description: :30 sec

[Untitled], undated box 68

Physical Description: 1 videocassettes (VHS)

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