

# **Vietnam Veterans Memorial Fund Records**

## **A Finding Aid to the Collection in the Library of Congress**



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Revised and expanded by Michael McElderry

## Collection Summary

**Title:** Vietnam Veterans Memorial Fund Records

**Span Dates:** 1965-1994

**Bulk Dates:** (bulk 1978-1985)

**ID No.:** MSS61695

**Creator:** Vietnam Veterans Memorial Fund

**Extent:** 43,700 items ; 132 containers plus 1 oversize ; 53 linear feet

**Language:** Collection material in English

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

**Summary:** Organization founded for the purpose of erecting a national memorial honoring American veterans of the Vietnam conflict. Administrative files document the operations and technical resources required for the erection of the Vietnam Veterans Memorial as well as the surrounding political controversy.

## Selected Search Terms

The following terms have been used to index the description of this collection in the Library's online catalog. They are grouped by name of person or organization, by subject or location, and by occupation and listed alphabetically therein.

### People

Carhart, Tom.

Century, Larry.

Clinton, Bill, 1946-

Copulos, Milton R.

Doubek, Robert W.

Hart, Frederick, 1943-

Lin, Maya Ying.

Perot, H. Ross, 1930-

Scruggs, Jan C.

Sherwood, Carlton.

Webb, James H.

### Organizations

Binswanger Glasscraft Products.

Cooper-Lecky Partnership.

Gilbane Building Company.

Vietnam Veterans Memorial Fund.

### Subjects

Memorial Day.

Vietnam Veterans Memorial (Washington, D.C.)

Vietnam War, 1961-1975--Monuments.

Vietnam War, 1961-1975--Psychological aspects.

Vietnam War, 1961-1975.

War memorials--Washington (D.C.)

## Administrative Information

### Provenance

The records of the Vietnam Veterans Memorial Fund were donated to the Library of Congress in several installments, the first in 1984 upon completion of the memorial. Additional gifts followed, 1985-1999.

## Transfers

Photographs, photographic slides, posters, blueprints, and drawings have been transferred to the Prints and Photographs Division; videotapes, audiotapes, and phonograph records have been transferred to the Motion Picture, Broadcasting, and Recorded Sound Division of the Library of Congress. These transfers are identified as part of the fund's records. A scale model of the memorial has been transferred to the National Park Service, the government agency responsible for the administration of the memorial, along with a large poster and banner associated with the National Salute to Vietnam Veterans.

## Copyright Status

Copyright in the unpublished writings of members of the Vietnam Veterans Memorial Fund in these papers and in other collections of papers in the custody of the Library of Congress has been dedicated to the public.

## Access and Restrictions

The records of the Vietnam Veterans Memorial Fund are open to research. Researchers are advised to contact the Manuscript Reading Room prior to visiting. Many collections are stored off-site and advance notice is needed to retrieve these items for research use.

## Preferred Citation

Researchers wishing to cite this collection should include the following information: Container number, Vietnam Veterans Memorial Fund, Manuscript Division, Library of Congress, Washington, D.C.

## Scope and Content Note

The records of the Vietnam Veterans Memorial Fund span the years 1965-1994, with the bulk of the material concentrated in the period between 1978 and 1985. The records document the administrative and operational history of the fund, a nonprofit, charitable organization founded for the purpose of erecting a national memorial honoring American veterans of the Vietnamese Conflict. The fund's files detail all phases of the activities associated with this undertaking, including the design, construction, financing, and promotion of the memorial. The main body of the fund's records is arranged in two series identified as [Office Files](#) and [Project Director's Files](#), while documentation of the organization's [fund-raising](#) activities is grouped under a separate series. Material relating to the [National Salute to Vietnam Veterans](#) (10-14 November 1982), a five-day tribute to Vietnam veterans consisting of commemorative events and the dedication of the Vietnam Veterans Memorial, is also organized within its own series. Although the original organization of the files maintained by the fund has largely been preserved, some rearrangement was undertaken to achieve consistency and clarity.

Incorporated on 27 April 1979, the Vietnam Veterans Memorial Fund completed its mission in the fall of 1984 with the addition of Frederick Hart's life-size sculpture to the entry plaza of the memorial grounds. Although the vision and determination of a small group of individuals led by Jan C. Scruggs, president of the fund, culminated in a public memorial honoring Americans who served in Vietnam, construction of the memorial had proved divisive, mirroring the political passions and controversies concerning the war. Both the [Office Files](#) and [Project Director's Files](#) provide the researcher with documentation of the administrative operations and technical resources which affected the building of the memorial as well as of the political controversy which surrounded its construction.

The [Office Files](#) contain general administrative records of the Vietnam Veterans Memorial Fund arranged under the following headings: administration, expenses and contracts, fiscal, general subject file, memorial design, project construction, and public relations. The files include architectural drawings, business and financial records, and construction reports. The fund solicited designs for the memorial in open competition and received 1,421 entries in reply. On 1 May 1981, an eight-member jury announced the selection of the design submitted by Maya Ying Lin. The memorial design files contain material relating to the design competition and to Lin's selection, as well as to hearings before the Commission of Fine Arts and the National Capital Planning Commission, agencies whose approval of the design was necessary before construction could begin. Records concerning Frederick Hart's sculpture are filed under the same heading.

The chevron-shaped, black granite memorial represented a negative symbol to many and was characterized by Tom Carhart, a prominent critic, as "a black gash of shame and sorrow." Material documenting Carhart's criticism and that of

others concerned with the controversial design, including Milton R. Copulos, H. Ross Perot, Carlton Sherwood, and James H. Webb, is contained under the memorial design heading within the [Office Files](#). Other records concerning Sherwood, an investigative reporter whose series, "Vietnam Memorial: A Broken Promise," was televised on the local news broadcasts of WDVM-TV, Washington, D.C., 7-10 November 1983, are in the public relations files.

In 1981, the fund engaged the Cooper-Lecky Partnership, an architectural firm, to assist Maya Ying Lin in developing her design and Gilbane Building Company to manage its construction. Files located under expenses and contracts relate to these and other companies employed by the fund to build the memorial.

Verifying and inscribing the names of the war dead on the memorial's panels posed major administrative and technical problems. Binswanger Glasscraft Products was awarded the contract for inscribing the names and, with the aid of a new stenciling technique designed by independent inventor Larry Century, completed the inscriptions in three months. The [Office Files](#) series contains material relating to names and inscriptions in the project construction files, which also include a complete set of blueprints for the memorial and its surrounding area.

As project director, Robert W. Doubek, a cofounder of the fund, was also directly responsible for the design and construction of the memorial. As a result, while the [Office Files](#) are more comprehensive in scope, the records in the [Files of the Project Director](#) series more fully reflect the administrative and technical aspects of Doubek's dual responsibilities. Since the Office Files and Project Director's Files contain similar types of records, both series should be consulted to insure complete coverage of a particular topic.

The [Addition](#) series contains material arranged subsequent to the initial organization of the Fund's records. Items in the series document activities surrounding the tenth anniversary celebration of the memorial in 1992 and Memorial Day ceremonies held at the memorial in 1993. The series also contains printouts and registration labels of entrants in the memorial design competition, as well as working copies of printouts listing the veterans whose names were inscribed on the memorial.

In order to commemorate the tenth anniversary of the construction of the Vietnam Veterans Memorial, the fund sponsored a year-long program of special events culminating on Veterans Day, 11 November 1992. As part of this program, the fund presented a series of educational seminars on various topics analyzing the effects of the Vietnam War on America. The [Addition](#) contains transcripts from most of these seminars as well as from the Veterans Day commemoration ceremony held at the memorial wall. The Addition also includes informational pamphlets and printed items promoting the anniversary events. Correspondence and miscellaneous items relating to the participation of President Bill Clinton in the Memorial Day ceremony of 1993 consists chiefly of letters from veterans reacting to the president's presence at the event.

## Organization of the Papers

The collection is arranged in eight series:

- [Office Files, 1979-1985](#)
- [Files of the Project Director, 1965-1984](#)
- [National Salute to Vietnam Veterans, 1979-1983](#)
- [Fund-raising, 1979-1984](#)
- [Miscellany, 1966-1985](#)
- [Card Files, circa 1980-circa 1984](#)
- [Addition, 1980-1994](#)
- [Oversize, 1980-1982](#)

## Description of Series

### *Container*

### *Series*

BOX 1-55

#### **Office Files, 1979-1985**

General administrative files consisting of correspondence, memoranda, telephone reports, legal and financial records, minutes of meetings, reports, blueprints and construction plans, notes, press releases, postcards, maps, illustrations, photographs, speeches and writings, and printouts.

Arranged alphabetically by subject and chronologically thereunder.

BOX 56-89

#### **Files of the Project Director, 1965-1984**

Administrative records maintained by the project director containing material similar in nature to the office files.

Arranged alphabetically by subject and chronologically thereunder.

BOX 90-99

#### **National Salute to Vietnam Veterans, 1979-1983**

Correspondence, memoranda, telephone reports, financial and legal records, notes, poems and songs, press releases, printed matter, and card files relating to the organization and promotion of the National Salute to Vietnam Veterans, 10-14 Nov. 1982.

Arranged alphabetically by subject and chronologically thereunder.

BOX 100-121

#### **Fund-raising, 1979-1984**

Correspondence, memoranda, financial records, minutes of meetings, reports, card files, and form letters relating to fund-raising activities.

Arranged alphabetically by subject and chronologically thereunder.

BOX 121-123

#### **Miscellany, 1966-1985**

Correspondence, telephone message books, address book, notes and posters, poems and songs, memorabilia, printed matter, and plaques.

Arranged alphabetically by type of material and chronologically thereunder.

BOX 124-130

#### **Card Files, circa 1980-circa 1984**

Invitations to the National Salute to Vietnam Veterans and donor card files.

The latter are arranged alphabetically by donor group.

BOX 131-132

#### **Addition, 1980-1994**

Correspondence, transcripts, promotional material, printouts, registration labels, printed matter, and miscellaneous items concerning ceremonial tributes and various aspects of the memorial's design.

Arranged alphabetically by type of material and chronologically thereunder.

BOX OV 1

#### **Oversize, 1980-1982**

Oversize material consisting of printouts.

Organized and described according to the series, boxes, and folders from which the items were removed.

# Container List

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| BOX 1-55         | <p><b>Office Files, 1979-1985</b></p> <p>General administrative files consisting of correspondence, memoranda, telephone reports, legal and financial records, minutes of meetings, reports, blueprints and construction plans, notes, press releases, postcards, maps, illustrations, photographs, speeches and writings, and printouts.</p> <p>Arranged alphabetically by subject and chronologically thereunder.</p>  |
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Parade

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Veterans Administration

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BOX 93

Correspondence and telephone reports, 1982-1983

Financial records

- Budget, 1982, undated

## National Salute to Vietnam Veterans, 1979-1983

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|               | Contracts, 1982                                |
|               | Expenses and invoices, 1982-1983               |
|               | Alpha Designs                                  |
|               | B and B Caterers                               |
|               | Ballooning Center of Northern Virginia         |
|               | Casio-Wolf                                     |
|               | Chronomatic                                    |
|               | Clark Printing and Graphics                    |
|               | Darrell Acree Photography                      |
|               | Detente Message Service                        |
|               | Freedman and Sons                              |
|               | Hottype  |
|               | Mattera Litho                                  |
|               | Miscellany                                     |
|               | Montgomery Signs                               |
|               | National Park Service                          |
| <b>BOX 94</b> | National Transit Advertising                   |
|               | Prentice-Hall                                  |
|               | Projection Inc.                                |
|               | Safway Steel Products                          |
|               | Sheraton-Carlton Hotel                         |
|               | Sheraton Washington Hotel                      |
|               | Tyl Associates                                 |
|               | WPKX   |
|               | Income, 1982, undated                          |
|               | Account book                                   |
|               | Bleacher seat sales                            |
|               | Booth rental                                   |
|               | Buttons, banners, and other mementos           |
|               | Entertainers' salute                           |
| <b>BOX 95</b> | Floats   |
|               | Program souvenirs                              |
|               | Letters of congratulation, 1982-1983, undated  |
|               | Military unit reunion                          |
|               | Booths, 1982, undated                          |
|               | Entertainment file, 1979-1982, undated         |
|               | A-R  |
|               | (2 folders)                                    |
| <b>BOX 96</b> | S-Z  |
|               | Miscellany, 1982                               |
|               | Planning and promotion, 1981-1983              |
|               | American Legion                                |
|               | Buttons, banners, balloons, and other mementos |
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| BOX 97      | Housing  |
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|             | Miscellany   |
|             | Operations plan<br>(2 folders)   |
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| BOX 98      | Public relations guide   |
|             | Publicity  |
|             | Registrants  |
|             | Tyl Associates   |
|             | Volunteer coordination   |
|             | White House  |
|             | Proclamations, 1981-1982   |
|             | Program souvenir, 1982-1983, undated   |
|             | Advertisers  |
| BOX 99      | Donor mailings, Sept. 1982 and Jan. 1983<br>(2 folders)  |
|             | Free distribution to veterans organizations  |
|             | Marketing and phase III  |
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|             | Planning and components  |
|             | Requests for information   |
|             | Report, 1982<br>(2 folders)  |
|             | Small claims court law suit, 1982, undated   |
| BOX 100-121 | <b>Fund-raising, 1979-1984</b>   |
|             | Correspondence, memoranda, financial records, minutes of meetings, reports, card files, and<br>form letters relating to fund-raising activities.<br>Arranged alphabetically by subject and chronologically thereunder. |
| BOX 100     | Campaign plan, 1981, undated   |
|             | Case statement, 1981   |
|             | Consultant proposals, 1979-1980  |
|             | Contributions  |
|             | Account books, 1979-1984<br>(2 folders)  |
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|         | Statistics, billings, reports, and memorandum book, 1980-1982<br>(3 folders)   |
|         | Donor file rental, 1981-1983   |
|         | Expenses, 1981   |
|         | Fauriol, Sandie, "Man's Dream Builds Nation's Tribute to Vietnam War Vets," <i>Fund Raising Management</i> , Nov. 1982 |
|         | Form letters   |
|         | Correspondence lists   |
|         | Form letters, 1981-1982, undated   |
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|         | Oil companies, 1981, undated                  |
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| BOX 114 | Foundations                                   |
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|         | Minnesota foundations, cold mailing, 1981     |
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|         | Dallas/Fort Worth, Tex. (WBAP)                |
|         | Howard, Jan                                   |
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|         | Radiothons not produced                       |
|         | San Antonio, Tex. (WOAI)                      |
|         | Special projects, 1979-1983, undated          |
|         | Benefit dinner dance                          |
|         | Blue ribbon campaign                          |
|         | Brass buckle                                  |
|         | Corcoran, Charles A.                          |
|         | Correspondence                                |
|         | Cypress Gardens, Fla.                         |
|         | Davison, Michael S., solicitation letter      |
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| BOX 116 | Massachusetts fund raisers                    |
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|         | Spanish mailing  |
|         | Thunder Chicken  |
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|         | Victory luncheon   |
|         | Vietnamese contributions   |
|         | Warner, John, breakfast  |
|         | Westmoreland, William C.   |
|         | Zais, Melvin ("In memory of...")   |
|         | Unions   |
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|         | American Federation of Government Employees, 1981, undated                     |
|         | Boilermakers, 1981-1982  |
|         | Correspondence, 1981-1982  |
|         | Insurance Workers International, 1981-1982                                     |
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|         | United States Military Academy, West Point, N.Y., class of 1939, 1980, undated |
|         | Veterans lists, 1981-1982  |
|         | (2 folders)  |
| BOX 120 | Veterans of Foreign Wars   |
|         | Auxiliaries, 1981-1982   |

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|             | Posts, 1981-1982  |
|             | (2 folders)   |
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|             | Correspondence, telephone message books, address book, notes and posters, poems and songs, memorabilia, printed matter, and plaques.  |
|             | Arranged alphabetically by type of material and chronologically thereunder.   |
| BOX 121     | Address book, undated   |
|             | Memorabilia, undated  |
|             | Notes, posters, and other items, 1981-1982, undated   |
|             | Plaques, undated  |
|             | Poems and songs, 1966-1969, 1980-1984, undated  |
|             | (1 folder)  |
| BOX 122     | (1 folder)  |
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|             | Public letters, 1981-1985 <i>See also Container 101, same heading</i>   |
|             | (2 folders)   |
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|             | Telephone message books, 1983-1984  |
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|             | Invitations to the National Salute to Vietnam Veterans and donor card files.  |
|             | The latter are arranged alphabetically by donor group.  |
| BOX 124     | National Salute to Vietnam Veterans, ceremony invitations   |
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|             | Corporations  |
| BOX 126     | "In Memoria" contributions  |
| BOX 127     | Unions  |
| BOX 128-129 | Veterans organizations  |
| BOX 130     | VIP gifts   |
| BOX 131-132 | <b>Addition, 1980-1994</b>  |
|             | Correspondence, transcripts, promotional material, printouts, registration labels, printed matter, and miscellaneous items concerning ceremonial tributes and various aspects of the memorial's design. |
|             | Arranged alphabetically by type of material and chronologically thereunder.   |
| BOX 131     | Ceremonies  |
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|             | Miscellany  |
|             | Seminars, 1992  |
|             | 3 May, "The War at Home, Two Perspectives"  |
|             | 19 May, "The Media and the Vietnam War"   |
|             | 12 June, "The Color of the Vietnam War"   |

## Addition, 1980-1994

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|          | 23 June, "Women and the Vietnam War"   |
|          | 10 July, "The Vietnam War and Military Decision Making"  |
|          | 6 Nov., "A Decade at the Wall"   |
|          | 9 Nov., "A Day at the Archives"  |
|          | Veterans Day ceremony transcript   |
|          | 1993, Memorial Day   |
|          | Correspondence   |
|          | Miscellany   |
|          | Public opinion of Bill Clinton's address   |
|          | Favorable  |
|          | Mixed responses (mostly unfavorable), 1993-1994  |
|          | (3 folders)  |
| BOX 132  | (4 folders)  |
|          | Unfavorable  |
|          | Memorial design  |
|          | Cooper-Lecky Partnership, 1982   |
|          | Design competition   |
|          | Entrants   |
|          | Midwest list, 1981 <i>See Oversize</i>   |
|          | Registration labels, 1980  |
|          | (2 folders)  |
|          | State totals, undated  |
|          | Miscellany, 1980-1981  |
|          | Names listed on memorial, printouts, 1980-1982 <i>See Oversize</i>                                     |
| BOX OV 1 | <b>Oversize, 1980-1982</b>   |
|          | Oversize material consisting of printouts.   |
|          | Organized and described according to the series, boxes, and folders from which the items were removed. |
| BOX OV 1 | Addition   |
|          | Memorial design  |
|          | Design competition   |
|          | Entrants   |
|          | Midwest list, 1981 (Container 132)   |
|          | Names listed on memorial, printouts, 1980-1982 (Container 132)   |