



NATIONAL ENDOWMENT FOR THE

Humanities

DIVISION OF PRESERVATION AND ACCESS

Narrative Section of a Successful Application

The attached document contains the grant narrative of a previously funded grant application. It is not intended to serve as a model, but to give you a sense of how a successful application may be crafted. Every successful application is different, and each applicant is urged to prepare a proposal that reflects its unique project and aspirations. Prospective applicants should consult the NEH Division of Preservation and Access application guidelines at <http://www.neh.gov/divisions/preservation> for instructions. Applicants are also strongly encouraged to consult with the NEH Division of Preservation and Access staff well before a grant deadline.

Note: The attachment only contains the grant narrative, not the entire funded application. In addition, certain portions may have been redacted to protect the privacy interests of an individual and/or to protect confidential commercial and financial information and/or to protect copyrighted materials.

**Project Title: California State University Japanese American Digitization
Implementation Grant**

Institution: California State University-Dominguez Hills Foundation

Project Director: Gregory Williams

Grant Program: Humanities Collections and Reference Resources

CALIFORNIA STATE UNIVERSITY JAPANESE AMERICAN DIGITIZATION PROJECT

3. Narrative

SIGNIFICANCE

The story of the Japanese Americans in the 20th century – their migration to this country, the Alien Land laws under which they lived, and their incarceration during World War II – is a complex local and state topic as well as a national subject of great historical impact. The accumulation of archival materials telling these “local” stories has enormous potential for students, scholars, and wider audiences, forming an area of humanistic endeavor and interpretation of international importance. The California State University System (consisting of 23 campuses, once called “the 1000 mile campus”) and the localized CSU archival collections scattered throughout the state are too disparate to offer scholars easy access or the complete story in any one place. It is not serendipity that so many CSU archives have a great deal of material focused on this issue. Immigration patterns that determined where Japanese Americans (Nikkei) settled also relate to where CSU collections are located. Sacramento, San Jose and Fresno had early Japanese American agricultural populations. The Nikkei populations of Little Tokyo, Gardena and Palos Verdes in Los Angeles County are directly connected to the extent of materials that CSU Dominguez Hills and CSU Fullerton have collected. This *Implementation* grant hopes to continue the successful work begun during the 2014-2015 NEH Humanities Collections and Reference Resources *Foundations* planning grant to bring these local stories of national significance together for worldwide access.

While the circumstances of Japanese Americans during World War II has resulted in hundreds of books, articles, heartfelt memoirs, and oral histories, it is a subject ripe for further exploration by a new generation of scholars. It is essential that researchers have access to digital materials in order to understand patterns and achieve a deeper understanding of events, which will enable them to weave a more nuanced record of the incarceration and how it challenged the constitutional rights of all Americans. It is also an issue with tentacles that reach to current events, especially those relating to 21st-century terrorism, literature, anthropology, civil rights, history, political science, sociology, ethnic studies, and education. There are other notable projects in which Japanese American material is being made accessible online, for example JARDA and Densho. The CSU materials (linked to the project website at csujad.com) are complementary, but greatly expand upon those earlier efforts by providing significant archival material from localized Japanese American communities in California. Also, connecting or ingesting the project materials into other digital libraries, which was begun with the *Foundations* grant and will be extended through the proposed *Implementation* grant, increases global reach and accessibility while insuring that project materials will be preserved for the future.

The historical importance of Japanese American Incarceration

In the two months that followed the December 7, 1941 attack on Pearl Harbor by Imperial Japanese forces, a wave of hysteria and fear merged with the tradition of anti-Asian xenophobia. By late February 1942 a Japanese submarine made a futile attempt to bomb oil fields in Santa Barbara. Within a day or so artillery outposts throughout Los Angeles County shot blindly at non-existent Japanese aircraft. The shrapnel landed on homes throughout Los Angeles and Long Beach. The ensuing hysteria opened the door for an attack on the rights of Japanese Americans not only by local, state and national politicians, but also military brass and commercial interests. In February 1942, President Roosevelt signed Executive Order 9066, the net result of which was that over 120,000 first-generation Japanese Americans (Issei) and second-generation Japanese Americans (Nisei) were to be excluded from coastal regions, and sent first to assembly centers and then to inland camps.

During the middle of March 1942, the War Relocation Authority (WRA) was established as a civilian agency responsible for relocation. In April 1942 the Wartime Civilian Control Agency (WCCA) was

established by the military to coordinate the mass removal to temporary local and regional ‘assembly centers.’ Business owners lost their businesses. Tenant farmers lost their leases. College and other students were uprooted from their studies. Family life was irrevocably harmed. Japanese American citizens were told to get on buses with what they could carry and were taken to racetracks, fairgrounds or other bleak locales, which served as their homes for several months. Later these citizens were transported to unfinished camps where the communal mess halls, latrines and barracks allowed for little or no privacy. Most of the camps were scattered in higher elevation desert areas in Arizona, California, Colorado, and Utah. The War Relocation Authority (WRA) and the Department of Justice (DOJ) operated camps. The DOJ camps were for “enemy aliens” and citizens of Latin American countries, especially Peru. The camp at Crystal City, Texas was among these DOJ camps. Alleged “troublemakers” at WRA camps were threatened with exile to the DOJ camps or other less known “isolation centers” such as one in Moab, Utah. During the years in the camps, many were threatened with deportation if behavior was not circumspect or certain vague survey questions were not answered in the right way. After the initial panic, the U.S. allowed Japanese Americans to serve in the military and many young men in the camps joined the 442nd Regimental Combat Team of the United States Army, both to get out of camps and express patriotism. It was among the most-decorated units of its size in the history of the United States Army.

The archival materials in the CSU collections shed light on what life in the War Relocation Authority camps was actually like for Japanese Americans. The camps were purposely located away from the west coast to prevent feared espionage and communication with the Japanese. As many as 7,000-14,000 Japanese Americans per camp were relocated to desolate locations that were easy to secure, and placed in high deserts with extreme temperatures. Four or five families shared tar-papered barracks with no cooking facilities, no plumbing, and little privacy. The health risks of these living conditions and exposure to the elements (heat, high winds, dust storms, rain, ice and snow) with minimal medical attention and inadequate medical facilities led to illnesses and deaths. Barbed wire, watchtowers, and armed guards surrounded the camps. Stories of the realities of incarceration camp life are emerging from the correspondence, images, and oral histories in the CSU materials.

In early 1945 the camps began to close and by the end of the year all had succeeded in doing so, except Tule Lake, which closed in 1946. While formerly imprisoned Japanese Americans worked to rebuild their lives in the late 1940s and 1950s, many citizens in the 1960s became increasingly convinced that incarceration had been a violation of basic human rights. By the 1980s Japanese American citizens sought redress for the incarceration period and before the decade ended formerly incarcerated survivors were paid \$20,000.^{1 2}

The Collections

The California State University System has an enrollment close to 460,000 students at 23 university campuses throughout the state of California. It is the largest university system in the United States. All of these campuses are defined by their community and take an abiding interest in the people and history of those communities. Throughout the last 50 years CSU Libraries and Archives have focused on the history and progress of Japanese Americans in their communities. As a result, the collections that have been accumulated at CSU Libraries have a highly local flavor and remarkable depth. This project began as an NEH *Foundations* planning grant in 2014. In June 2015 an extension of the original project to scale up the digitization was funded by a grant from the National Parks Service (NPS), but there is additional technical and contextual work that is needed accomplish with this NEH *Implementation* grant.

¹ Hata, Donald Teruo and Nadine Ishitani Hata, *Japanese Americans and World War II: Mass Removal, Imprisonment and Redress*, Harlan Davidson, Inc., Wheeling Illinois. Fourth Edition, 2011.

² Weglyn, Michi, *Years of Infamy—The Untold Story of America’s Concentration Camps*, Morrow Quill, New York. 1976.

The Archives at 15 different CSU institutions (Dominguez Hills, Fresno, Fullerton, Northridge, Sacramento, San Jose, Sonoma, San Francisco, San Diego, San Luis Obispo, Long Beach, San Bernardino, Channel Islands, East Bay, Bakersfield) will collaborate on the implementation of a project to greatly enhance a small digital archive of the CSU's holdings on this subject. The initial project began with six CSU participants. During the planning process nine other campuses joined the effort. While the original participating archives have the majority of the pertinent archival material in this project, the additional campuses will add extensive depth to the project. Collections at CSU Sacramento have mostly come from citizens of the Florin neighborhood in Sacramento and throughout Northern California. CSU Fullerton's oral histories focused on Japanese Americans were generated with residents of Orange County and throughout Southern California. San Jose State's Flaherty Collection consists of materials from Colonel Hugh T. Fullerton of the Western Defense Command. The collections at CSU Dominguez Hills originate mostly from the South Bay of Los Angeles County, where one of the largest concentrations of Japanese Americans resided. CSU Fresno's materials come from the agricultural areas of the San Joaquin Valley. Sonoma State University's collections focus on life north of the San Francisco Bay area and the oral histories of CSU Long Beach deal with life in the lost fishing community of Terminal Island (now part of the Port of LA). Yearbook excerpts from San Diego State and San Francisco State document the lives of students prior to incarceration. Cal Poly San Luis Obispo has important Manzanar letters. Other materials, especially camp or WRA materials have come from community groups, collectors or individuals with an abiding interest in the topic.

The collections represent approximately 300 linear feet of archival materials (consisting of over 15,000 items) that focus on some of the most striking events related to the treatment of minorities in U.S. history. The topics cover an enormous range of subjects central to Japanese-American life before, during and after World War II including immigration, the California Alien Land Acts of 1913 and 1920, the War Relocation Authority, organizations supporting Japanese Americans, redress, Japanese Peruvians, hostage exchanges on the S.S. Gripsholm, sports and the U.S. Army's 442nd Regimental Combat Team. Camps represented include Jerome, Gila River, Rohwer, Manzanar, Tanforan, Poston, Amache/Granada, Heart Mountain, Crystal City and more. Among the archival materials are letters, photographs, oral histories, camp publications, papers of camp administrators and counselors, poetry, art works, leases, certificates and other documents to prove citizenship and school yearbooks. The project will focus on the digitization of paper, photographs, and media such as audio and video.

Hidden within the business operations records of the Rancho San Pedro (CSUDH) are scores of leases and letters both business-like and heartbreaking that document a tenant farmer's "removal by the Federal Government" or the pleading of a former tenant to his former landlord to vouch for a relative's loyalty to the U.S. The attempt of businesses to work within the policies of the Alien Land Acts of the early 20th century are integral to understanding how immigration clashed with prejudice and commercial interests and contributed to World War II incarceration. Strikingly, a 1930s Gardena High School yearbook includes a photograph of a group of Japanese American students who were the majority of students in the Spanish Club—focusing on a time when integration into the mainstream was assumed.

In 1942, an estimated 250 Japanese American students were forced to leave their CSU campuses and relocated to camps. Students were also removed from other west coast colleges. In September 2009, the CSU Board of Trustees unanimously voted to honor the academic intentions of these students by awarding them Special Honorary Bachelor of Humane Letters degrees. The videos of those ceremonies are among the archival materials included in this project.

The correspondence of individuals and even some bureaucratic memoranda in the collections present a much more personal explanation of what was happening in the camps. Matter-of-fact statements about imprisonment and the lack of privacy as well as requests in handwriting for help from proud citizens as they deal with the bureaucratic tangle of government departments running the camps present a much more

in-depth picture of incarceration than single photographs. One letter at SJSU from a Mr. W. J. Fujimoto asks the Tule Lake Camp Superintendent why he has been in the stockade for 34 days. “Life in the stockade is meaningless to me,” he says as he requests an explanation. In a 1942 letter from the CSU Sacramento collections Minnie Umeda at the Fresno Assembly Center requests that a friend send her a hat. She notes, “I rock my baby morning until night because it is so noisy here...” It should be noted that Umeda’s letter resides at CSU Sacramento while the records of the Fresno Assembly Center where she was imprisoned reside at CSU Fresno. This is one example of how scattered items can be reunited digitally.

It is also the intention of the CSU Archives to preserve their original documents. Hand printed or mimeographed materials produced at the camps are at risk of fading and deterioration—many of the letters are written with fading ink on scrap paper due to the lack of quality paper and ink in the camps. Often bureaucratic letters were written on onionskin paper that tears easily. Scrapbook paper is also susceptible to crumbling. Digitization will capture this information and make it accessible online precluding the need for excessive handling, which will extend the life of the documents over time.

The strength of these collections is that they originate with ordinary citizens facing extraordinary hardship, who generally survived those hardships. Written materials generated at the camps by family members, camp employees, landlords and others as well as mail sent out of the camps are a great part of this project. The collections were often collected locally, produced locally and have stayed local, but once aggregated they can reveal a story of profound national and international importance.

Listed below are summaries of the Japanese American-related collections and an estimate of the number of digital assets will evolve from the paper collections in each archive.

CSU DOMINGUEZ HILLS, Approx. 33 linear feet (estimated 4000 items for digitization). Several collections document the World War II era and Japanese Americans throughout the 20th century. The Asian Pacific Studies Collection consist of newsletters, documents, photographs, a Japanese-language syllabus, and the Okine Family correspondence found in an abandoned farmhouse on the CSUDH campus. The J. Ralph McFarling Papers deal with the resettlement of imprisoned Japanese Americans at the Amache Camp in Granada Colorado. The collection consists of memos relating to “resettlement” and letters from former Amache Camp prisoners who were writing about job prospects for Japanese American throughout the U.S. in 1945. The Ishibashi Family Collection documents the lives of Japanese American family members who farmed in Palos Verdes, California between 1910 and the 1980s. The Yukio Mochizuki Collection deals with Japanese-Peruvians in U.S. detention facilities. The *Gripsholm* Exchange Memoir consists of recollections of a ship used for hostage exchanges during World War II. The Rancho San Pedro and Del Amo Estate Collections contain materials relating to Japanese American tenants who were targeted by the California Alien Land Act. The collections also contain the correspondence of tenants dealing with evacuation and relocation as well as requests for assistance during and toward the end of World War II.

CSU FULLERTON, CENTER FOR ORAL AND PUBLIC HISTORY, 300 oral histories, 1000 items. The Japanese American Oral History Project collection began with individuals of Japanese ancestry who had been incarcerated during the World War II documenting the mass removal experiences of Japanese Americans from all over California. These interviews reveal the reminiscences of Japanese Americans who had been sent to camps such as Poston and Manzanar; resident Japanese aliens deemed “potentially dangerous” who were incarcerated in one or more of the several centers administered by the Dept. of Justice; children and grandchildren of the incarcerated; activists in contemporary movements; Caucasians who had been employed by the WRA as camp administrators; and non-Japanese residents of the small communities in the regions close to Manzanar and Tule Lake.

CSU FULLERTON, SPECIAL COLLECTIONS AND ARCHIVES, 1 linear foot.

CSU Fullerton’s Special Collections (separate from CSU Fullerton’s Oral History Program) also has a collection on incarceration.

- CSU FRESNO, Approx. 18 linear feet, 140 oral histories (est. 2000 items).** CSU Fresno's collection consists a collection on the Fresno Assembly Center, other physical collections and several "ecollections." These collections consist of oral histories of citizens of the San Joaquin Valley, photographs, publications and documents relating to incarceration. Also included are the Violet Kazue de Cristoforo Papers relating to a Japanese American poet who was incarcerated at Tule Lake. The Fred Hirasuna Family papers (ca. 1920s to 2000) is comprised of primary sources covering the first JACL national convention in 1930 (including photographs), pre-1942 evacuation meeting notes as well as a letter to the Fresno Committee on National Security and Fair Play. Includes correspondence from assembly centers and incarceration camps throughout the war. Much of the digitized materials need further subject analysis.
- CSU NORTHRIDGE, Approx. 12 linear feet (est. 1000 items).** The six collections at CSU Northridge document incarceration through the War Relocation Authority (reports and memoranda) and relief or support groups for Japanese Americans during World War II. Collections include camp newsletters, camp publications and activity publications (usually mimeographed) and the papers of Eddie Muraoaka, who was incarcerated at Manzanar. Muraoaka's collection includes scrapbooks and other materials. The Rev. Wendell L. Miller Collection contains letters from Japanese Americans in camps.
- CSU SACRAMENTO, 210 linear feet (est. 4500+ items).** With over 200 accessions, CSU Sacramento's materials consist of many small collections but amount to 210 feet of materials including archival records, objects and oral histories (transcripts and tapes). The collections are mainly from private individuals in the Sacramento region. The collections deal mostly with local history as revealed by the families and individuals affected by incarceration as well as life in camps through photographs, arts and crafts, letters, government documents, etc.
- SAN JOSE STATE UNIVERSITY, Approx. 12 linear feet (est. 2000).** The Flaherty Japanese Internment Collection consists of documents and photographs relating to the Western Defense Command (WDC), the War Relocation Authority (WRA) and the Wartime Civilian Control Administration (WCCA) for the year 1942 mostly generated by Colonel Hugh T. Fullerton of the Western Defense Command. The collection includes administrative policies, orders, manuals, correspondence, statistics, posters, photographs and newspaper clippings. Another collection includes letters from prisoners inquiring why they were in the Tule Lake camp stockade.
- CALIFORNIA POLYTECHNIC STATE UNIVERSITY, SAN LUIS OBISPO, 1 foot (est. 100 items).** Manzanar Collection. Materials relate to the forced relocation to Manzanar, California, of Miriko Nagahama and Honey Mitsuye Toda, including correspondence, photographs, and newspapers, donated in 1981 and 1995.
- SONOMA STATE UNIVERSITY, 1 linear foot; 5 oral histories (est. 200 items).** North Bay Ethnic Archive Collection features photographs of daily life at the Amache Relocation Center in Colorado, home to many citizens from the North Bay. Sonoma State University Professor Emeritus Robert Fuchigami was an incarcerated at the Amache Relocation Center. In addition the local Japanese American Citizen's League donated 5 oral histories.
- SAN FRANCISCO STATE UNIVERSITY.** Included are "Out of the Desert" Scrapbook (Poston, AZ.) – 88 pages; *1942 Franciscan* (San Francisco; San Francisco State College Students, 1942) 96 pages; INTERVIEW: Dr. John L. Kikuchi, Delores Y. Kikuchi, Mrs. Helen Nitta Hori, Mrs. Kaya Kitagawa Sugiyama, Dr. Roy Freeburg, and Mrs. Ruth Freeburg regarding the experiences of San Francisco State's Japanese-American students on campus during World War II. Additional tapes, yearbook materials, and other items are available.
- CSU SAN BERNARDINO (est. 500 items).** A collection of camp newspapers, posters and other related materials. The CSUSB Library also has 100+ reels of microfilm from the National Archives that includes newspapers, WRA announcements and other materials (not part of the project but a good resource). A small selection of original documents and perhaps some newsletters will be digitized.
- SAN DIEGO STATE UNIVERSITY (10 items).** Includes scattered materials in yearbooks and student newspapers on Japanese American students.
- CSU CHANNEL ISLANDS, 3 Oral histories.** Relate to two men and one woman who spent time in Santa Anita, Gila River, Tule Lake and other camps.
- CSU BAKERSFIELD, 1 Oral history.** Relates to a Bakersfield professor's childhood at Manzanar.

CSU LONG BEACH, 16 oral histories. The CSULB Digital Repository (csulb.edu/voaha) features interviews with 16 Japanese Americans from the South Bay of Los Angeles County including many who were from the important fishing village located on Terminal Island (now the Port of Los Angeles).

CSU EAST BAY, (est. 100 items): A small collection Japanese American material from World War II.

Use of Collections

In addition to collections being accessed by researchers, the Japanese American Collections in the CSU are used for undergraduate and graduate courses as tools for instruction about primary sources, as an introduction to incarceration and life in the camps, as well as for demonstrations on how to use these types of archival materials to discover new information. Most of the archives in this project make these materials part of their introduction to archives presentations as well as available for research in higher-level undergraduate or graduate courses. These collections are among the most used materials in many CSU campus archives not only for faculty research and instruction, but also for use by students in their research and learning experiences. The collections are used by teaching faculty and embraced by students because the material is personal, local, relates to seminal events in U.S. history and focuses on the struggles of a diverse population (the CSU has one of the most diverse student populations in the U.S.).

- Students in History 300 courses at Dominguez Hills analyze documents from various Japanese American-related collections. As many of the students are immigrants or the children of immigrants, there is often an immediate connection to the letters, deeds and birth certificates (required for Japanese Americans to work) in the collections. These are often the first primary documents the students see in an academic setting. The materials at CSUDH were featured in an exhibition entitled: *Building Evidence: Japanese Americans in World War II—40 Years of Collecting*. Since 2010 the CSUDH Library has also hosted community forums relating to CSU incarcerated graduates, a terminology and incarceration symposium, the restoration of the Tule Lake camp by the National Parks System, a lecture by an emeritus faculty member who lived in the camps and other related events.
- Students, scholars, and faculty use the San Jose State University collections regularly. The history research methods course draws almost exclusively from the Japanese Incarceration collections and other World War II era archival materials. Students use the collections as part of the required primary source analysis.
- CSU Fullerton has published many pamphlets and books based on their oral histories including *Sowing Dreams Cultivating Lives...Nikkei Farmers in pre-World War II Orange County*. Each semester at CSU Fullerton classes in history, Asian American studies, American studies, and African American studies (100+ students) use the Japanese American oral histories to support research papers. Students in Afro-335 are asked to “listen” to an oral history interview and analyze how an individual interview can be viewed within the context of the great racial and social upheaval in America during the 1930s and 1940s.
- CSU Fresno has collaborated with several community groups on a wide range of projects relating to Japanese Americans in the San Joaquin Valley. This involved funding from the Fresno Regional Foundation, two California Civil Liberties Public Education Program grants from 2004-2009 (including a partnership with the JACL's Central California District Council to collect more oral histories) and collaboration with the Fresno County Library.
- At CSU Northridge, materials in the Japanese American collections are used in instruction sessions for lower- and upper-level undergraduate courses, as well as for graduate-level courses in a range of disciplines, especially history, teacher education and other humanities and social sciences courses.
- In the last decade hundreds of researchers have used the CSU Sacramento Japanese American Archival Collection (JAAC). Patrons from across the United States and Japan utilize the collection including genealogists, authors, publishers, documentarians, exhibitors, and film and television producers. Some highlights of the collection usage include the JAAC images utilized by Ken Burns in the 2007 documentary *The War* and the artifacts included in *The Art of Gaman* exhibit that is currently on a multi-year tour of the United States and Japan.

HISTORY, SCOPE AND DURATION

This *Implementation* project will run two years with concurrent digitization, metadata creation, content delivery, technical enhancement and contextualization conducted at 15 CSU Archives providing an opportunity to make these geographically disparate collections cross-searchable and widely accessible. While the National Parks Service (NPS) grant (2015-2017) alluded to earlier in this proposal focuses on digitizing and creating metadata for selected CSU materials, this NEH proposal deals with similar issues of digitization and metadata creation but also expands use of the project materials through access to oral histories, word-search opportunities and website digital object curation.

The project will present researchers with 15,000+ digitized items and metadata-enhanced records delivered through a web portal that will be available to the public and maintained over time. This material will be brought together digitally from various points of origin, giving researchers a centralized resource that provides rich opportunities for finding new information. Advancing research on Japanese American incarceration and an understanding of Japanese American history in the 20th-century rests on increased access to hidden and geographically disparate collections. This grant proposal provides a solid plan to overcome these obstacles and find practical solutions to the complex problems related to discoverability and access. The books, memoirs, photo histories, as well as archival finding aids and the vast network of oral histories indicate that donors, historians and archivists have worked hard to build resources for the public on this subject. The Online Archive of California (OAC) notes over 280 collections within California (many CSU) that have references to “Japanese American evacuation and relocation.” The CSU Digitization Project will allow a new generation of scholars to re-analyze what has already been discovered, attend to what may have been missed and access hidden collections that have never been viewed. The ability to enhance information literacy instruction and help with reference questions would also be dramatically increased.

As archivists make materials accessible digitally and the children of those from the World War II generation donate their parents’ collections, conduct oral histories and write memoirs, a vast multi-generational archive will emerge. Just as current historians are using the letters of the children of the major players in the U.S. Civil War, it is reasonable to expect that future researchers will use CSU digital materials and the materials CSU archivists will collect in the future to keep research on this issue active.³ Although the long-term effects on those imprisoned and their children have been studied, this will certainly be the focus of future inquiries. The combination of archival access and further research will reveal many data sets and additional opportunities for extended research and dissemination.

This proposal grew out of discussions at the Society of American Archivists Annual Meeting in 2012 between CSU archivists. Further discussions were held at the Society of California Archivists Annual Meetings in 2013 and 2014. The discussions centered not only on the digitization of collections, but the desire to create an all-encompassing portal for the materials that each CSU Archive possesses. Most collections have finding aids and are accessible at a local level, but are not digitized or otherwise accessible to a worldwide audience. Other archivists pointed out that even if some of their materials are digitized the objects are isolated and without consistent standardized metadata or language. Finally, it was noted that researchers now have a growing expectation that documents in addition to photographs need to be available digitally to expanded groups of humanities scholars.

Upon receiving the 2014 NEH *Foundations* grant, the project director and project consultant visited seven CSU Archives to view materials for potential inclusion and to discuss the project with the various CSU archive partners. These visits greatly facilitated the project by allowing the parties involved to become better acquainted with the various CSU collections, and to discuss appropriate materials for the project, metadata standards and copyright restrictions. A two-day grant-funded symposium where all of the

³ Goodwin, Doris Kearns, *Team of Rivals*, Simon & Shuster, New York, 2005. Goodwin uses the materials of Fanny Seward, daughter of Secretary of State William Seward, to detail Washington D.C. during the Civil War.

project participants gathered at the CSU Dominguez Hills campus took place in June 2014. The first meeting consisted of archivists, consultants, and scholarly experts, who assessed the worthiness of the collections for digitization, focused on their experience using other digital repositories, and discussed appropriate terminology and controlled vocabulary. The scholars included Roger Daniels, Lane Ryo Hirabayashi, Arthur Hansen, and Aiko Herzig-Yoshinaga and others who shared information about their specific research interests and general scholarship on Japanese American history, especially the World War II era and incarceration events. The scholars also provided guidance on gaps in the available documentation and valuable feedback on how the CSU collections might fill those gaps as well as on how the materials fit within the context of current research and scholarship. Each scholar has agreed to serve on the project Advisory Board for this *Implementation* grant. The second day of the symposium involved the archivists and technical experts in extended discussions about the practical implementation of the project. The archivists were able to establish parameters for the digitization of the project materials and solve associated workflow issues. The technical consultants discussed best practices for the creation of digital objects, hardware and software specifications, metadata guidelines, intellectual property rights management, and the preservation of materials. It was agreed to use CONTENTdm as the project's content management system because nearly every university subscribed to the program and successfully used it on a daily basis.

The goal of the planning project was to develop an understanding of scanning, metadata and vocabulary issues as well as procedures for the transfer and display of digital objects from the various universities. That goal was met. Secondly, the CSU archival community sought to develop a model for further future collaboration. This has happened. In addition to the CONTENTdm database (which holds the content of the project), a beta-website was created to give the digital content important historical context. Each CSU archive handled the scanning of their own materials, since the equipment and expertise were already in place, and provided the basic descriptive information for the digital objects. The grant requested 30 or 40 digital objects from each and there was no problem obtaining substantially more material than this. At the recommendation of the scholars, a listserv call went out to the other CSU campuses soliciting additional contributions from archives. The digital objects and associated descriptive information were sent to CSU Dominguez Hills, which became the central hub of the project. Since the need to control vocabulary was emphasized by the scholars and technical experts at the symposium, a list of controlled terms, suggested by "Densho, the Japanese American Legacy Project Repository" (<http://www.densho.org/>), was used as a starting point. As cataloging got underway, it was apparent that topics in the collections were broader than the Densho list and so project consultants developed an enhanced the list of controlled terms using Library of Congress subject terms. A CSUJAD data dictionary and metadata guidelines were also developed to document the organization, contents, and conventions to be used by project participants.

The archival materials digitized were primary historical sources, which include the following media formats to date: applications, birth certificates, bulletins, guidebooks, leases, letters, maps, oral histories, paintings, pamphlets, photographs, postcards, resolutions, oral histories and transcriptions. Six hundred and eight digital objects were created for the planning grant—three times as many as originally planned. The website (<http://www.csujad.com>) leads researchers to the project-generated CONTENTdm search page <http://digitalcollections.archives.csudh.edu/cdm/landingpage/collection/p16855coll4> while providing project information and topically associated resources. Several news articles were published that focused on the initial project <http://www.csudhnews.com/2014/06/japanese-american-incarceration-archives/> and <http://libraries.calstate.edu/japanese-american-digitization-project/>. In June 2015, the project received front-page coverage from newspapers in Los Angeles, San Jose, Torrance and Long Beach when the National Park Service funding was announced.

The *Foundations* grant was not only the first CSU collaborative project on this topic, but also sought to build on the results of previous individual projects at other CSU institutions. Researchers interested in CSU Japanese American incarceration collections have to travel to both Southern and Northern California

to get a thorough understanding of materials across the State. There are, of course, collections relating to this issue on various University of California campuses (JARDA-Japanese American Relocation Digital Archives) as well as other institutions such as the Japanese American National Museum in Los Angeles, Densho: The Japanese American Legacy Project in Seattle, and the California State Archives. The majority of CSU collections have finding aids in the Online Archive of California, but little item-level metadata for enhanced online discoverability. Other collection guides such as the Japanese American History Collection at the Center For Oral and Public History (COPH) at CSU Fullerton reside on their own campus website.

In an article for the *Foundations* project website, Lane Hirabayashi, of UCLA notes that the project “will make more-widely accessible sets of vernacular materials—letters, diaries, photos, art work, and other vernacular expressions of daily personal experience in camp. These documents in turn will allow careful scholars of the Japanese American experience to recuperate an inclusive, holistic history of the 1940s that recognizes and foregrounds what Issei, Nisei, and Kibei experienced first-hand.”

Beyond making these materials accessible, archivists at various CSU Archives have noted that with advances in digitization it is essential that more archival documents, letters, scrapbooks or other printed materials be digitized. Thousands of photographs have been digitized on Japanese American incarceration (and this project will have many), but the handwritten or typed materials that form the bulk of many of these collections are not always the first priority in digitization projects.

Methodology and Standards

This *Implementation* proposal to digitize the extensive holdings of Japanese American materials in the CSU archives consists of five major steps: 1) digitizing the materials, 2) creating descriptive metadata for those digital objects, 3) providing access through the project portal for online discoverability, 4) enhancing usability through technological innovation and 5) contextualizing archival materials through curation. With the assistance of the advisors, archivists, associated staff, and consultants, this project will greatly enhance the existing beta-website where all of the digital files and associated metadata are centralized. As a result of the NEH *Foundations* grant, the project plan has been vetted and formulated through onsite visits to seven campus archives, a two-day scholar's symposium, meetings, conference calls, and assessment activities. This collaborative work will continue through the National Park Service funded digitization activities, but requires the added depth a NEH *Implementation* grant can provide.

This NEH *Implementation* project will allow for the digitization and creation of descriptive metadata for 5,000+ of the project's 15,000+ items (the other 10,000 are being described with NPS funding). The goal of 5000 complete items with records for this NEH project is noted with a few provisos: many documents are multi-page but count as one object, oral histories also count as one document (but sometimes require additional work), and the experience of the *Foundations* grant indicates the project will exceed the 5000 estimate. That said we also recognize the great need to contextualize and curate the project content.

The project will use CONTENTdm as its digital asset management software system to bring these disparate collections together, including the digital object files and rich descriptive metadata. Most of the Archives have a licensed copy of CONTENTdm, which allows for the upload, description, management and access of digital collections. The system works well with standards that the group agreed to use, such as the Dublin Core descriptive schema, XML export to create METS (metadata encoding and description standard), and the newly developed AES X098B/C for oral history recordings. CONTENTdm also enables the harvesting of metadata into WorldCat Sync and Internet Service Providers (IPOs) through the Open Archives Initiative (OAI) protocol. This ensures that users will more easily discover these materials through search engines. Most of the Archives will maintain their own CONTENTdm database from which the archival content will be integrated into the project website. Upon completion of each campus' digital collections, metadata will be exported and forwarded to CSUDH (home of the web

portal). Metadata sent to the CSU Portal, will be checked for quality, compared to existing metadata for consistency in formatting and vocabulary, and normalized to prevent discrepancies as needed. Each institution's metadata will be ingested into the CSUDH database.

The dictionary of data elements and cataloging guidelines will ensure that each partner campus provides consistent metadata for CONTENTdm. Terminology usage and subject analysis for this project will be based on the scholars' advice and Densho's already existing subject terminology combined with the extended controlled vocabulary developed during the *Foundations* grant. A thorough subject list steeped in current academic thought and practical terminology will continue to be developed and mapped to each of the archival documents.

Because each institution has different concerns about handling its collections, each CSU campus will incorporate a schedule for scanning their documents using a professional/experienced scanner and adhere to nationally recognized standards commensurate with the Federal Agencies Digitization Guidelines Initiative (FADGI) as recommended by the California Digital Library. Project consultants will utilize a variety of parameters (listed below) for scanning graphic materials that are FADGI compliant. Preservation master files for text documents and graphic illustrations (including maps and posters) will be captured as uncompressed *Tagged Image File Format* (TIFF) files. Color information will be captured in any of the following modes with associated resolutions and dimensions as needed: 8-bit gray-scale mode will be used for documents that contain no color with variable contrast. The resolution will be at least 300 ppi for documents with character of the smallest dimension of 1.5 mm or larger. Documents with characters of the smallest dimension occurring between 1.0 and 1.5 mm will be scanned at 400 ppi. The minimum pixel measurement along the long dimension will be 4000. 24-bit RGB mode will be used for color documents. The resolution will be at least 300 ppi for documents with significant characters of the smallest dimension of 1.5 mm or larger. Documents with characters of the smallest dimension occurring between 1.0 and 1.5 mm will be scanned at 400 ppi. The minimum pixel measurement along the longest dimension of the document will be 4000.

Preservation master files for film negatives/slides or print photographs will be captured and formatted as uncompressed TIFF files. Color information will be captured in any of the following modes. For image sizes of 35 mm to 4"x5:" 8-bit gray-scale or 24-bit RGB modes will be used for black-and-white and color/monochrome photographs respectively. Minimum resolution ranges from 2100 ppi (35 mm) down to 600 ppi (4"x5"). The minimum pixel array along the long dimension is 3000. For image sizes of 4"x5" to 8"x10" or larger: 8-bit gray-scale or 24-bit RGB color (or monochrome) mode. Minimum resolution ranges from 600 ppi (4"x5") down to 300 ppi. The minimum pixel array along the long dimension is 3000. Preservation master files for analog audio recordings of oral histories will be captured and formatted as Broadcast WAV files that enable embedding descriptive, administrative and technical metadata. Analog recordings will be digitally preserved at a bit depth of 24 and a sample rate of 96 kHz or at the acceptable minimum of 16-bit/48 kHz. Preservation master text files and graphic images with text (e.g. maps) will be converted into the Portable Document Format (PDF/A) at 150 dpi. These files will populate the CONTENTdm database hosted at CSU Dominguez Hills. The PDF/A format ensures that all embedded data for each document is self-contained. PDF/A-1 conforms to the ISO 19005-1 standard.

Preservation master image files derived from film and print photographs will be compressed and converted into the Joint Photographic Experts Group (JPEG) format [JPEG 2000] as access files that populate the project database. Digital image files will have a resolution of at least 100 dpi and a long dimension of 1024 PX to ensure that the image will fit most screen resolutions at 100% magnification. Preservation master audio files captured from analog oral history recordings will be converted to Motion Picture Experts Group (MPEG) Audio Layer III (MP3) format. Files will be formatted in stereo at a bit rate of 128 kbps.

To expand on the depth of this project, the Project Team will coordinate several activities geared toward enhancing the experience of the community of users. These focus on employing additional technological innovations and contextualizing the archival materials through curation. The scholars who advised the project noted the need for keyword searching for a variety of incarceration camp publications. As a result 200-300 of the 500 digitized camp publications will be digitized as PDF documents and will undergo an optical character recognition process (OCR) in order to provide a machine-readable document suitable for accessibility and full text search capabilities within the CONTENTdm platform. While the number of publications to be OCR'ed appears conservative, it is the experience of various CSU archivists that World War II camp publications are worth indexing, but takes a good deal of time to index if the OCR cannot read the fading text. If the process is speedier, more publications will be OCR'ed. The project will produce selected transcriptions and enhancements for 75+ oral histories. There are several oral histories with sufficient transcripts, but many have none. The scholars also asked for the translation of selected Japanese language materials into English. In addition, the project will use the recently developed Oral History Metadata Synchronizer (OHMS) to allow easier access to the project oral histories (another result of Symposium discussions). OHMS provides users word-level search capability and a time-correlated transcript or an indexed interview. This open-source software can be used with CONTENTdm and has been recently and successfully instituted at a neighboring Los Angeles Japanese American archive. To increase the overall compliance of PDFs with the Americans with Disabilities Act (ADA), automated accessibility processing will be applied to the PDF documents to include tabbed reading order for users with visual disabilities. This will enable machine reading of handwritten artifacts such as notes and marginalia.

These technological tasks will largely be overseen or accomplished by the project Digital Archivist with the guidance of the technological consultants. The IT Department of CSUDH will install all needed software and provide technological support at the projects' headquarters. A Board of Trustees and a Chancellor govern the 23 campuses of the CSU. At the Chancellors Office in Long Beach, CA, the System-wide Digital Library Services Department develops and manages a wide variety of information systems aimed at providing greater access to the collections and services of the CSU Libraries as well as assisting with institutional repositories. Representatives from the Chancellors Office will be available to assist with the project's plans for the long-term preservation of the digital materials as described below.

Other work to improve the user experience will also be accomplished through evaluation and curation. Visits to the CSU archives new to the project to locate and better understand the archival materials, and meetings between the project team and Advisory Committee members to evaluate and interpret the archival materials are planned. Additionally, trips by project personnel to National Parks Sites at Manzanar and Tule Lake (funded by the NPS) will enhance knowledge about the topic. These activities will be coordinated by the director and the consultants in order to provide contextual information specific to the CSU archival collections. Scholars, students, and the public will then be able to find, use, and experience newly developed references and links, research guides, lesson plans, and both physical and online exhibitions. Most of this information will be added to the web portal as new collections are acquired and digitized with ongoing updates. Interactive events such as symposia with guest speakers and teacher professional development training are also planned. In this way, the project will cement the lessons learned from the previous NEH grant and ensure that the archival materials are curated for educational purposes and public consumption.

Sustainability of Project Outcomes and Digital Content

The CSU Dominguez Hills Library Department of Archives and Special Collection and the other CSU partner archives are committed to the ongoing support of the CSU Japanese American Digitization Project well beyond the grant period. The CSU partner archives house and conserve the original archival materials and maintain the preservation files, digital objects and metadata records, at each CSU campus where localized system backups via raid arrays and/or offsite storage on digital linear tapes or similar

procedures are in place. The CSUDH Archive is the project's primary contact point and custodian since the majority of the digital material is being added to this instance of CONTENTdm. CSUDH is using the CONTENTdm hosting services, in which OCLC staff host can manage their CONTENTdm installation, beyond immediate local usage. The digital collections at OCLC are securely stored, and backed up daily, on their dedicated servers freeing the CSUDH archivists from maintaining the local servers while also insuring CSUDH access to the most current version of the CONTENTdm software.

The ongoing website development, updating and maintenance is also primarily CSUDH's purview. In addition to backups at multiple locations, to ensure that the digitized materials receive effective long-term preservation, a maintenance regimen of initial and subsequent integrity checks (checksums) and preservation metadata creation will regularly be administered to identify corrupt files, prevent format obsolescence and provide a current record of provenance, rights and file maintenance. The grant provides an opportunity to ensure that a preservation workflow is in place to provide the project with extended operational support, reliability and scalability. The CSU archives are accepting responsibility for the analog and digital resources both during and after the grant period.

The California State University's Office of the Chancellor provides centralized library and information technology services for the CSU system. By including their computing staff in technology discussions during the *Foundations* grant, it emerged that their staff can provide assistance with the long-term preservation of the materials being generated for the Project. With CONTENTdm as the display front end, ScholarWorks/DSpace can serve as off-site storage archive and this is additionally backed up to Amazon Glacier. This would be dark storage for preservation rather than access. This is especially important for the preservation of the audio/video materials, which are digital representations of fragile analog materials and very large files that are challenging to manage and store.

The collaboration with the California Digital Library (CDL), developed during the *Foundations* project, provides an additional margin of security and sustainability through the ingest of the formats that are currently supported by CDL (audio and video are not included) into their digital library systems. For the planning grant, CSUDH archivists learned how to export the project images/ metadata and run the 7train METS (metadata and encoding transmission standard) generation tool to create METS objects. METS is the national standard (Library of Congress) for wrapping digital materials and enabling the scanned object to carry the necessary descriptive, administrative and structural metadata in the XML markup language (both human and machine readable). Then the METS records are exposed on a server and CDL ingests them into their systems. Access to the project and sustainability will be enhanced through the harvesting or ingest of the digital objects into the CDL for public delivery in Calisphere (the CDL's gateway to primary sources online) and the Digital Public Library of America. Not only does this provide valuable redundancy for sustained access, it provides other search entry points for locating the CSU materials extending the project to even more audiences, including the teachers, students, and members of the public who already use the content in Calisphere or find such resources through the DPLA. Materials will also be ingested into the Densho Digital Repository with National Parks funds for access and preservation.

This NEH planning project provided the opportunity to learn through experience and helped to identify a number of areas where additional research and work can refine and expand upon this foundation. As the project moves into its next phase there is a broad base of experience to rely and build upon. Brainstorming and discussion among the archivists and consultants has resulted in functional working relationships. The original six CSU archive partners and the nine others who joined the project are committed to continuing this collaborative relationship, and additional CSU partners are welcome—a 16th campus, CSU San Marcos may join the project in Fall 2015. As word of the project has increased, other non-CSU campuses have expressed an interest in joining the project. It is a model for planning and collaboration amongst the CSU archival and library community that will continue into the future and might even be expanded to include others outside CSU.

Dissemination

While general descriptions of most of the CSU's archival collections are represented in web-based finding aids in the Online Archive of California, the CSU Directory of Special Collections, individual university archives' websites, Archives Grid and World Cat, the Japanese American Digitization Project extends these collection-level records from each CSU campus through the development of item-level records, curation, aggregation, and providing global access.

A central focus of this project is to take the digital objects created for this project and ensure discoverability. The website consists of digital objects, links and descriptions of each Japanese American collection featured in the project, a geographic distribution map of project content, a user guide, selected scholar contributions, a select bibliography, resources on Japanese Americans, camp locations, project participants, and a citation guide for students.

Using the digital objects, the project team will generate teaching guides and lesson plans for K-12 teachers as well as for education departments on CSU campuses. These lesson plans will follow the lead of those already developed and made accessible through the NEH's *Edsitement* website. Additional curriculum materials will be generated for CSU students. The project is also committed to maintaining programs for the public through community evenings or lectures (both in Northern and Southern California). An exhibition with several illustrated panels will be generated to travel to several CSU campuses (and elsewhere) where campus original documents can be displayed alongside the panels. In addition, the project will generate an online exhibition that can be layered onto or linked to from the existing website. The project digital materials will be used in courses, in public programming and by researchers working to document Japanese Americans prior to, during and after World War II.

The project has been and will be publicized by the universities, through press releases (throughout the CSU system and beyond), blogs, exhibitions, educational events, Facebook Pinterest and other social media. Results of the project have been and will be presented to various conferences. The project director and two consultants spoke about the project at the California Visual Resources Association Conference in Santa Barbara in June 2015. The Project Director and the project's cataloger will speak on the CSU project as part of a half day program devoted to the history and documentation of Japanese American incarceration at the Society of American Archivists Annual Meeting in Cleveland during August 2015. Another consultant discussed her part in the project at CSU Dominguez Hills through the local archival group *LA As Subject* in May 2015 and at the Society of California Archivists meeting in May 2015 in Denver. Another presentation has been proposed for the joint Annual Conference of the Art Libraries Society of North America and Visual Resources Association in March of 2016.

During the *Foundations* grant the Project Director was approached by several Los Angeles area libraries and archives in need of digitizing their Japanese American collections. The project will provide an opportunity to reach out to smaller historical organizations and archives that hold related materials. Additionally, the project is not only an opportunity for the archives to review long-unexamined collections materials, but also to consider their long-term uses. That is, the CSU will determine how this vast new collection (as a whole) can be further curated and contribute to the digital humanities and to new ways to view documentation.

The archives partners will share the results of this project throughout the CSU System, as well as with other history and cultural organizations. The results will serve as an example of a collaborative, multi-institutional project that other archives and special collections departments can recreate on similar or even unrelated topics. The project seeks to be among the best cataloged and most widely accessible of Japanese American World War II era materials.

Work Plan

With the combination of simultaneous digitization, standardized metadata creation proceeding at multiple campuses and digital curation, the main goal of this project is to make over 15,000 items (5000+ with NEH funds, 10,000 with NPS funds) accessible to the public in one place. To complete this goal several universities (Sacramento, Fullerton, Sonoma, San Jose, Northridge) will create their own metadata while project staff at Dominguez Hills will assist universities with fewer items. The objectives of this grant are to complete the project through digitization, metadata creation, transcript production for selected oral histories, translation production for access, work on searchable-access to publications through OCR and present researchers and the public with efficient and functional research tools (the database and the website). Additional objectives are to generate products and events such as lectures, a teaching guides and exhibitions to inform the public about Japanese American incarceration. The work will consist of collaboration between the central hub (CSU Dominguez Hills) where the Digital Archivist will be headquartered and the various CSU campuses that will use grant funds for metadata creation, digitization, transcriptions, project sustainability and other project tasks.

The above work will proceed on two fronts. First, the funding of a Digital Archivist, a scanning technician and consultants will result in the tasks listed above being completed. Secondly, there will be funding for selected individual campuses to create their own metadata and make oral histories as accessible as possible through transcription and translation. Many of the universities (East Bay, San Francisco, San Diego) have smaller collections that will be completed during the NPS grant and will have need no funding from NEH, while other archives (Long Beach, Bakersfield, San Bernardino, Fresno) will rely on project staff at CSUDH to complete all or a portion of the cataloging work. Others such (Sacramento, San Jose, Northridge and Fullerton) have complex collections and will need funding in-house to complete project work.

July 2016: Project Director/Project Consultants meet. Project Director/Archivists conference calls and in-person meetings. Re-visit the data dictionary and cataloging guidelines for any necessary updates.

July-September 2016: Hire Digital Archivist.

July 2016-June 2017: Digitization of 500 camp publications. OCR of 200-300 of those publications.

July 2016-June 2017: 75+ Oral history transcriptions at Fullerton, Sacramento, SLO and elsewhere.

July 2016-December 2017: Digitization and metadata creation of 5,000 items.

July 2016-June 2018: Project Advisory Committee conference calls and individual meetings.

September 2016-February 2018: Digital Archivist coordinates additions to CONTENTdm.

July 2016-June 2017: Translation of 50 publications at Fullerton, Sacramento or Northridge.

October 2016-July 2018: Website upgrade, revisions and added content.

December 2016-July 2018: Consultants focus on curriculum development, generate teaching guides and lesson plans, undergraduate primary resource class presentations teacher professional development activities and other education programs.

Jan. 2017-June 2018: Add materials to social media and outreach communications (Facebook, Pinterest, etc.).

January 2017-June 2018: Physical exhibition display panels researched and generated.

June 2017-June 2018: Online exhibition generated in CONTENTdm, Scalar, Omeka or other systems.

July 2017-June 2018: OHMS implementation of selected oral histories that have transcriptions.

October 2017: Lecture and/or community presentation in Southern California (CSUDH).

October 2017-June 2018: Aggregate 15,000 digital items for inclusion in Densho, CDL & DPLA. Transfer back-up files to CSU Chancellors' Office and Amazon Glacier.

February 2018-May 2018: Evaluation of the web portal and advise on project improvements from advisors.

March 2018: Lecture and/or community presentation in Northern California (Sacramento).

Staff

The project team will be made up of archivists from most of the 15 universities (listed in the participants section), a project director, a chief technical consultant, a digital archivist, several other consultants and a project advisory committee. In addition many of the campuses will use NEH funds to hire temporary

scanning technicians, metadata specialists, translators (Japanese to English) and transcribers of oral histories. Staff funded by the 2015 National Parks Service grant includes a metadata specialist/cataloger for 18 months and part-time catalogers in Northern California for two months (San Jose) and six months (Sacramento).

Project Director Greg Williams will implement the proposed plan and manage the project. He will oversee the day-to-day management, ensure that deadlines are met; technical issues are resolved and creative collaboration encouraged. This project brings back several consultants who worked on the planning grant. Maureen Burns, Ed.D. will serve as the chief technical consultant for the project and will provide recommendations (copyright issues, oral history systems, preservation); project management (timelines, reality checks, quality control, etc.); meeting planning; terminology and metadata advice; website content generation (teaching guide development); and help with future planning. The digital consultant (Stephen Kutay) will focus on a variety of complex technological issues. The audio consultant (John Trendler,) will inform the team on digitizing audio and video materials. The web consultant (Sean Smith) will assist with technical issues and updates to the website. Summer Espinoza will consult on use of the OHMS program. The project will also receive volunteer consultant help from David Walker and Aaron Collier of the CSU Chancellor's Office on digital preservation and Zach Vowell and Danelle Moon on technical issues. The California Digital Library will guide project staff on the ingest of materials into Calisphere and the Digital Library of America. One consultant will be retained to help guide the exhibition process (with supplies) and another will assist with ADA compliance for the website. An NEH funded scanning technician will work at CSUDH. Many of the CSU Archives will provide staff time for various aspects of the project work.

During the *Foundations* project, consultants were relied upon for both planning, developing guidelines and carrying out work as needed in the areas of digitization, terminology, descriptive metadata creation and website updates. It became apparent that the archivists and consultants were performing several tasks that if funded would evolve into a Digital Archivist position. The NEH Digital Archivist will work between June 2016 and May 2018 conducting metadata creation; website maintenance; transferring of documents between sites; aggregating collections for other digital libraries; maintaining appropriate metadata standards; managing the CONTENTdm system and enhancing its relationship with the web portal; exploring linking to social media; responsibility for the transfer of digital objects, and the normalization of metadata from other campuses, as well as the ingest into the CONTENTdm platform. The National Parks Service-funded metadata specialist/cataloger, Sue Tyson, PhD., will generate metadata for the project between December 2015 and May 2017. There will be an approximately 10-month overlap where the NPS metadata specialist and the NEH Digital Archivist will work together building the project content. After that period the Digital Archivist will curate (OCR, OHMS, web updates, social media, aggregation, long-term preservation) the project materials for greater access.

A Project Advisory Committee consisting of scholars who participated in the *Foundations* grant symposium will be available for conference calls and meetings. The Advisory Committee for this project possesses some of the most extensive experience on the topic in U.S. They range in age (approximately) from 40 to 92. They represent a younger generation of scholars, scholars who have been writing on the subject for five decades, some who were involved in the 1980s redress movement, and some who experienced the incarceration camps. This multi-generational approach will ensure a variety of opinions and views. The committee will advise the project on subject analysis, website evaluation, historical accuracy, and a variety of dissemination strategies including K-12, university education, public programming, and exhibitions. The Committee consists of nine members including: Roger Daniels, Ph.D., emeritus history professor, University of Cincinnati; Aiko Herzig-Yoshinaga, independent scholar; Tom Ikeda, Executive Director, Densho, Arthur Hansen, Ph.D., emeritus professor of history, CSU Fullerton; Lane Hirabayashi, Ph.D., Asian American Studies professor, UCLA and others (see participants list).