

NEH Application Cover Sheet

Humanities Collections and Reference Resources

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INSTITUTION

Jewish Theological Seminary of America
New York, NY UNITED STATES

APPLICATION INFORMATION

Title: *Conservation and Digitization of the Cairo Genizah*

Grant Period: From 5/2014 to 4/2016

Field of Project: Interdisciplinary: Jewish Studies; History: Near and Middle Eastern History;
History: Medieval History

Description of Project: The Library of The Jewish Theological Seminary proposes to conserve, catalog, and re-house material from its Cairo Genizah collection and, in partnership with The Friedberg Genizah Project, digitize and provide online access to this material for scholars and the public.

The Cairo Genizah is a valuable source of information about Jewish and non-Jewish religious, economic, social, and personal life in North Africa and the eastern Mediterranean from the 9th to the 19th century. The Library's Genizah collection is comprised of 43,000 fragments ??? the second-largest in the world. This project will make approximately 6,000 of these fragments that are currently unreadable or too fragile to be handled and digitized widely available for research for the first time, and complete The Library???'s part in an ongoing international collaboration.

BUDGET

Outright Request	\$272,429.00	Cost Sharing	\$222,469.00
Matching Request	\$68,120.00	Total Budget	\$563,018.00
Total NEH	\$340,549.00		

GRANT ADMINISTRATOR

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1. Description of the Project and its Significance

The Library of The Jewish Theological Seminary (“The Library”) proposes to conserve, catalog, and re-house material from its Cairo Genizah collection and, in partnership with The Friedberg Genizah Project, digitize and provide online access to these writings for scholars and the public. This project will make a valuable body of material widely available for research for the first time, and complete The Library’s part in an ongoing international collaboration.

The Cairo Genizah comprises one of the most voluminous and significant historical resources of all time. Constituted by writings held for centuries in the Ben Ezra synagogue, founded in Fustat (Old Cairo) in the late 9th century, the documents from this genizah (storeroom) provide information about religious, economic, social, and personal life in North Africa and the eastern Mediterranean from the 9th to the 19th century. Written overwhelmingly in Judeo-Arabic, Hebrew, Aramaic, and Arabic, they testify to details of both Jewish and non-Jewish life (Jews in Cairo had rich and diverse relations with their Muslim and Christian neighbors) that are unparalleled in any other source from any other historical period. The range and depth of what is to be found in the Cairo Genizah has been documented by scholarship for over a century now.

The Library’s collection is comprised of more than 43,000 fragments – the second-largest in the world – of which approximately 7,300 are currently hidden to scholarship because they are unreadable in their current state or too fragile to be handled and digitized.

With a grant from NEH, JTS will conserve approximately 6,000 of the fragments that are deemed the best candidates for conservation and digitization by The Library’s staff experts. After conservation, The Library will digitize the fragments with funding and in-kind support from The Friedberg Genizah Project (FGP). FGP will add these new images to its comprehensive website, genizah.org, which has made possible the exploration of the Cairo Genizah by scholars and students around the world. The site already includes 35,000 fragments from The Library’s collection that were conserved over 50 years ago. FGP has sought to digitize The Library’s remaining Genizah fragments since 2006, awaiting completion of their conservation.

It is an urgent and high priority goal of The Library to make possible the addition of images of these fragments to genizah.org. These documents very likely have considerable research value; held alone, they constitute one of the world’s most significant collections of this material. Today, The Library has the expertise and world-class conservation capacity to complete what is a relatively difficult task due to the fragility of the fragments. The work will be ably completed once sufficient funding is available for personnel.

The conservation and digitization of these fragments will help complete the historical picture represented by the Cairo Genizah. Scholars from around the world will be eager to study these documents and, as a result, contribute new discoveries and bodies of research in multiple and diverse scholarly fields.

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3. Narrative

I. Significance

A. Significance of the Cairo Genizah

A genizah is a storage area, usually in a synagogue, where worn-out sacred Jewish writings are stored before being sent for burial (according to Jewish tradition, writings containing the divine name cannot be destroyed, and must be stored away or buried). The Ben Ezra synagogue in Old Cairo, however, had an unusual genizah, distinguished by two very unusual qualities. First, material deposited was never sent for burial. This means that the genizah accumulated materials from the 10th century, shortly after the synagogue was founded, to the late 19th century – nearly 1,000 years in total. Second, perhaps because the community believed that the Hebrew alphabet itself is holy, the community stored anything written using Hebrew characters. The local Jewish community spoke and wrote primarily in Judeo-Arabic, the Arabic language written in Hebrew characters. Virtually anything they wrote, therefore, was thrown in the genizah. As a consequence, not only does this genizah include early medieval Hebrew Bibles, the earliest surviving records of rabbinic writings, rare Jewish prayer books, and the like, but also personal correspondence, business records, contracts, inventories, and many other personal and communal writings.

The range and depth of what is to be found in the Cairo Genizah (“Genizah”) has been documented by scholarship for over a century now, and is made particularly clear in the decades-long project of Shlomo Dov Goitein, which yielded his six volume opus, *A Mediterranean Society* (1967-88). Giving an excellent sense of the subjects concerning which the Genizah materials provide testimony, Goitein’s volumes include chapters on commerce and finance, workers, trade, prices, travel, community organizations, education, interfaith relations, the family, marriage, divorce, parenting, the role of women, housing, clothing, food and drink, community leadership, social services, and other matters—all in immense and rich detail. In the Genizah materials, we hear the voices of the great philosopher and legal scholar, Moses Maimonides, the poet and philosopher, Judah Halevi, and literally thousands of others of all classes and educations. In light of all this, it is not an exaggeration to say that what stands to be discovered in the Genizah is literally endless.

From this list, it is obvious that scholarship on the Genizah will continue to yield important information on the religious, social, political, personal, and cultural history of Jews. But it must be recalled that Jews in Cairo and the eastern Mediterranean lived in close contact with their Muslim and, in small numbers, Christian neighbors. Jews had their own unique religious practices, of course, but they participated fully in the larger culture. What is learned about Jewish life in medieval Egypt (and beyond, particularly in light of the many trade-related documents found in the Genizah) will therefore also shed light on the lives of Muslims and Christians in the same environs. The vast scope of the Genizah makes it one of the most important resources we have for Jewish and Muslim life in the Middle Ages in this region.

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B. The JTS Library and its Cairo Genizah Collection

The Jewish Theological Seminary (JTS) in New York City is one of the world's leading centers of Jewish learning. It integrates rigorous academic scholarship and teaching with a commitment to strengthening Jewish tradition, Jewish lives, and Jewish communities. The mission of The Library of JTS is to collect, preserve, and make available the literary and cultural heritage of the Jewish people. Founded in 1893, the nucleus of The Library was formed by contributions from outstanding private collectors and philanthropists, including Cyrus Adler, Mortimer L. Schiff, Felix Warburg, Louis Marshall, Mayer Sulzberger, Elkan Nathan Adler, and Hyman G. Enelow.

Today The Library holds more than 425,000 volumes, making it one of the largest and most extensive collections of Hebraic and Judaic material in the world. The Library's rare materials, including nearly 11,000 Hebrew manuscripts, 43,000 fragments from the Cairo Geniza, and 25,000 rare books, including the world's largest collection of Hebrew incunabula, make it the most significant collection of rare Judaica in the Western Hemisphere. The Library's superb collection, outreach programs, and digital projects, along with expanding international interest in Judaica, have dramatically increased demand for access to its rare materials in recent years.

The Library holds the second-largest collection of Cairo Genizah fragments in the world (after Cambridge University). While the majority (30,000 fragments) comes from the Elkan Nathan Adler collection, there are significant fragments that come from Solomon Schechter's collection and the Krengel collection.

In 1923 The Library acquired Elkan Nathan Adler's collection. Adler (1861-1946), a lawyer, traveler, author, scholar and book collector, traveled widely and, on two trips to Egypt, in 1888 and again in 1895-1896, sought out members of the Jewish community and the synagogue in Fustat, Old Cairo, where he obtained the Genizah fragments. On Adler's second journey, "The Cairo synagogue authorities accompanied me to the Genizah and permitted me to take away the first sackful of fragments from that famous hoard." Adler wrote: "I...was conducted...to the extreme end of the ladies' gallery, permitted to climb to the topmost rung of a ladder, to enter the secret chamber of the Genizah through a hole in the wall, and to take away with me a sack full of paper and parchment writings—as much in fact as I could gather up in the three or four hours I was permitted to linger there."

Solomon Schechter came from Cambridge, England to New York to become president of The Jewish Theological Seminary in 1902. As one of the preminent scholars of the Genizah, his arrival made New York into a capital of Genizah research. Schechter continued to publish his discoveries in scholarly journals, such as *The Jewish Quarterly Review* (Philadelphia, 1910 -). Schechter brought several important fragments that were owned by him personally. One of them was a famous letter signed by the hand of Maimonides, in which he pleads for funds for the redemption of Jewish prisoners who were captured in a caravan in the Land of Israel and were held for ransom by the Crusader King of Jerusalem. At Schechter's death these fragments became part of The Library of JTS.

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The third collection at The Library was once owned by Johann Krengel, who served as rabbi in several Central European communities. Krengel received these fragments in the early years of the century and wrote an article on some of them. They disappeared during World War II and were found in The Library of JTS in the 1970's in an old, worn, leather briefcase, mixed up with Krengel's typewritten sermons in German.

C. Nature, Size and Importance of the Hidden Material Selected for the Project

Of the nearly 43,000 fragments from Adler, Schechter, and Krengel, 35,000 were conserved in the 1960s and 1970s and were digitized in the last decade. These are freely available for study. The approximately 7,300 remaining fragments in The Library's collection are currently hidden to scholars and students because they are unreadable in their current state or too fragile to be handled and digitized.

Two groups of fragments make up this hidden collection:

Group A: These are approximately 4,765 fragments that are yet unstudied because they are unreadable in their current condition. Conservation will include analysis of this material.

These fragments are batched together in broad subject categories in archival boxes. The 26 boxes are identified by genre and consist of the following: Talmud & Halakhah (three boxes containing approximately 525 fragments), History, Documents, and Correspondence (one box containing 145 fragments); Bible, Translations, Commentaries (five boxes containing approximately 675 fragments); Poetry and Liturgy (two boxes containing 275 fragments); Language and Lexicography (one box containing 75 fragments); Philosophy, Science and Kabbalah (one box containing 50 fragments); Midrash and Aggadah (one box containing 55 fragments); Arabic in Arabic Script (three boxes containing 365 fragments); and unknown and unidentified (nine boxes containing approximately 2,600 fragments).

Group B: These are approximately 2,500 fragments bound or housed together in 150 codices, multiple related leaves in envelopes or folders, and three scrolls. They are extremely fragile and deteriorating.

The fragments in Group B are all identified and cataloged. They pertain to a wide range of subjects including alphabet primers, kabbalistic works, Jewish ethics, the Jewish calendar, liturgy including fragments from the Passover Haggadah, Hebrew dictionaries, poetry, works related to daily life including diet, ritual purity and ritual slaughter, and rabbinic and philosophical works. There are bibliographic descriptions for these fragments in The Library's catalog.

Based on their known content and subject areas, study of the fragments in groups A and B will lead to new research and discoveries regarding Bible, rabbinics, Jewish liturgy, and social and economic history of the region. Because group A fragments have not been studied (and some

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have not even been identified by genre), unanticipated new information may emerge from their study, in these fields and others.

D. Anticipated Use of the JTS Collection

There is active and wide-ranging interest in the Genizah collection at JTS. The large bibliography of Genizah scholarship always includes references to the JTS collection (see page 33, Appendix IV for bibliography).

The conserved fragments themselves are viewed and exhibited regularly. The Library has an active loans program and most recently (winter 2013) loaned three fragments to the Walters Art Museum for their exhibition “The Ben Ezra Synagogue and the Walters-Yeshiva Ark Door.” We will loan additional fragments to this exhibit when it is on view at the Yeshiva University Museum in New York City in fall of 2013. A marriage contract from our Genizah collection will be on display in the “Arts and Matrimony” exhibition at the Columbus Art Museum in March-May 2014.

Today, scholars, researchers, and other people throughout the world view and study Genizah fragments by registering for free with the Friedberg Genizah Project (FGP) website (www.genizah.org). According to FGP statistics, over just the past seven months there have been close to 4.5 million hits on their site, which has more than 3,000 registered users.

All those who are registered with FGP, as well as the wider JTS community, will be alerted to the availability of the newly digitized fragments at the conclusion of this project. Further outreach efforts will be made to scholarly communities (see page 10, section V. Dissemination). There will be immediate interest in exploring the rich content of this addition to the online collection.

Many of the fragments to be conserved in this project will literally “fill in the blanks” of other fragments that have already been used for decades by researchers. One of the most important potential scholarly outcomes of this work is made possible by a new artificial intelligence program at FGP, which allows for a computer re-joining of scattered manuscript fragments. By putting scattered fragments together electronically, fuller original documents can be recovered and interpretations and conclusions can be based upon a more complete, more accurate text. This new technological capability will enable scholars both to correct old conclusions and offer new ones.

To use this new technology, it is essential first to unfold and flatten fragments (that is, to conserve them) and to digitize them. Only then can the edges be electronically matched. By conserving and digitizing 6,000 new fragments, we will make possible the matching and therefore expansion or filling of hundreds or even thousands of documents, contributing immeasurably to the historical record available for study.

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II. History, Scope, and Duration

The project proposed for NEH funding is one final step in The Library's priority initiative to preserve its full Cairo Genizah collection and make it available to the public, concluding a fifty-year history of conservation that led to digitization. This will also contribute significantly to the FGP's international effort to unify all Genizah collections from around the world through digitization and image technology.

A. History of Collection Preservation and Accessibility

In 1962-63, Carolyn Horton, a well known conservator, preserved the bulk of The Library's Genizah collection with funding from the Wurzweiler Foundation. More were conserved in the mid-1970s by other professionals. These fragments are housed in acid-free vinyl sleeves and in post-binders, and can be read in The Library's rare book reading room upon request.

In 2004, with the advance of technology that allowed for affordable, high quality photography of manuscripts, the FGP digitized 35,000 fragments from The Library of JTS. FGP, a non-profit international humanities venture established in 1999 by Mr. Albert Friedberg of Toronto, Canada, is dedicated to promoting research of the material discovered in the Cairo Genizah and to rejuvenating interest in this field of study. The FGP database also includes Genizah fragments from other collections worldwide, including those of universities, libraries, and other institutions in the United States, France, Austria, Israel, Germany, Switzerland, the United Kingdom, Hungary, Canada, Denmark, Ireland, and Italy. FGP participants include the three major Genizah collections at Cambridge University, JTS and Oxford University, as well as small but significant collections in United States, including at Duke University, Harvard University, Hebrew Union College, Princeton Theological Seminary, Princeton University, Smithsonian Institute (Freer Collection), University of Michigan, University of Pennsylvania (Center for Advanced Jewish Studies) and Yeshiva University.

The JTS fragments are openly available (with free registration) on the FGP website (genizah.org) and copies are on local servers at The Library of The Jewish Theological Seminary.

FGP has sought to digitize The Library's remaining Genizah fragments since 2006, when they completed work on the above mentioned 35,000 fragments. Scholars from the FGP are in regular contact with The Library's curatorial staff to assure that every fragment that physically can withstand digitization is in fact digitized. The FGP's goal is to have the complete collection of fragments from the Ben Ezra Synagogue represented on the site.

B. Planning and Readiness to Complete the Project

The Library has excellent conservation capacity, as a result of a 2001 grant from the Andrew W. Mellon Foundation that allowed The Library to upgrade and double the size of its conservation lab and to implement a systematic program of preserving rare manuscripts beginning with those already at high risk of deteriorating beyond repair. The Library currently (summer 2013) is

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installing a new HVAC system in the lab, to allow conservators to work safely with parchment materials year-round.

The conservation staff is experienced in working with medieval and renaissance materials in paper and parchment from the Near East. Another major conservation grant will be ending at the end of 2013, freeing up space in the lab, as well as personnel time, to oversee conservation of the 6,000 Genizah fragments.

Since the upgrade of the conservation lab, the primary barrier to the completion of the Cairo Genizah conservation project has been one of funding. The Library can now undertake the safe treatment of the fragments and has made the project a top priority.

In preparation for this project, surveys of the Group A and Group B fragments were conducted (see pages 35-36, Appendix V for survey excerpt):

The February 2013 survey of Group A (approximately 4,765 fragments) briefly outlines the current physical state and number of fragments found in each of the 26 boxes, and recommendations for treatment of paper fragments and parchment fragments.

The surveys of Group B (approximately 2,500 fragments), compiled in 2005 and 2006, include information on the current physical condition of each group of manuscript codices bound together or in envelopes or folders and a treatment recommendation for each.

The Library's Senior Conservator, Amy Armstrong, has outlined a methodology for conservation based standard best practices in conservation and The Library's experience conserving selected Genizah fragments that have been requested for special projects and exhibitions (see page 8, section III. Methodology and Standards, C. Conservation Methodology).

Digitization will be completed by an experienced digital photographer who has completed a number of digitization projects for The Library (see page 8, section III. Methodology and Standards, D. Digitization Methodology). JTS has received a letter of commitment from FGP confirming their financial support and describing their contribution to the project (see pages 25-26 for the Friedberg Genizah Project's letter of commitment).

III. Methodology and Standards

To provide intellectual access to the collections and ensure the long-term survival of the materials, The Library of The Jewish Theological Seminary is committed to the best professional methodologies and standards for conservation and preservation.

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A. Current State of the Material for this Project

The approximately 6,000 fragments from groups A and B will require great care in handling and treatment so that they may be digitized and stabilized. All are kept in The Library's climate-controlled rare book stacks. Group A are crumpled pieces of paper and parchment housed in archival boxes. Group B are fragments housed in 1940s bound volumes, acidic binders, folders or envelopes. They are extremely fragile, many with losses to the paper or parchment. The conservation department has restricted access to group B because of their poor condition (fragility or distorted parchment texts) and housing (often in tight bindings).

B. Selection Criteria

The funding available from NEH, plus cost share from JTS, will be sufficient to select and conserve approximately 6,000 of the highest priority fragments in the hidden collection, out of the approximately 7,300 total. This will require a selection process.

The Library's selection committee consists of members of the curatorial staff, Jerry Schwarzbard, Librarian for Special Collections and Jay Rovner, Manuscript Bibliographer, along with Amy Armstrong, Senior Conservator. The committee will review the fragments and select approximately 6,000 that are best qualified for conservation. At the beginning of the project, and at six-month intervals during the course of the conservation work, they will meet to select fragments for the forthcoming time period. Their review of items should take approximately 14 days in total. They will base their selection decisions on the following criteria:

- Overall value, significance and usefulness to the humanities
- State of deterioration and endangerment
- Available means to properly conserve the fragment

C. Conservation Methodology

We have determined the best methodology for the safe preservation of the materials in this project based on treatment reports for fragments in The Library's Genizah collection that were in a similar state to the Group A and Group B fragments (see pages 37-40, Appendix VI for sample treatment reports). The treatment reports include descriptions of the original condition of the fragments and their treatment, as well as photographs of the fragments before and after treatment.

Group A: The medium of each fragment will be identified first. Some are bundled papers and folded oversize papers and parchments. They will require intervention so that they can be opened safely. If the fragment is paper it will then be blotter washed. If the fragment is made of parchment it will be humidified so that it can be flattened. Both paper and parchment fragments will be placed between felt and plexiglass. The paper will dry and the parchment will be flattened. Tears will be mended and filled with materials such as Japanese paper.

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Group B: These fragments are mostly bound into codices with acidic endpapers. The fragments will be disbound. If they are paper they will be blotter washed. If they are parchment they will be flattened. Tears will be mended and losses will be filled with material such as Japanese papers. There are three scrolls that need to be unraveled and flattened.

After conservation, each fragment will be encapsulated in Mylar. The encapsulated fragments will be housed in three-ring binders or placed in acid free four-flap enclosures and sorted by subject area. Each binder will house a distinct subject area.

Once the fragments are conserved and re-housed they will be stored in an environmentally secure facility with proper HVAC system, fire suppressant system, and ample theft detection controls.

D. Digitization Methodology

The fragments, once conserved, will be safe for digitization. The Library has a commitment from the Friedberg Genizah Project to fund the digitization of all of the conserved fragments (see pages 25-26 for the Friedberg Genizah Project's letter of commitment).

Digitization will be completed by Dwight Primiano, a contract digital photographer with whom both JTS and FGP have a long-standing relationship. He and one photographic assistant will work on-site in The Library's newly constructed climate-controlled digitization lab.

Each fragment will be photographed with a 39-megapixel medium format digital back in RAW file format, fully color managed, at 600 ppi. When processed, this will render a full frame archival 112mb 8-bit archival tiff file.

Digitization will take place at four intervals during the course of the project, for eight days each session, totaling 32 days of photography. The budget estimate from Dwight Primiano Photography is based on shooting a total of 12,800 images, anticipating the need for re-shoots and stitching of oversize images (see pages 22-24 for digitization cost itemization).

Digitization will follow the National Initiative for Networked Cultural Heritage (NINCH) "*Guide to Good Practice in the Digital Representation & Management of Cultural Heritage Materials.*"

E. Post-processing Methodology

Dwight Primiano will send the digital files to FGP, where their experienced staff will upload the images and associated metadata provided by JTS to genizah.org. Metadata describes how, when, and by whom a particular set of data was collected, and how the data is formatted. It also includes content descriptions and subject area information about each file. Metadata is essential for understanding information stored in data warehouses and has become increasingly important in XML-based Web applications.

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Scholars working for FGP will identify and catalog the Group A fragments to the extent technology permits. FGP will run an artificial intelligence program to match the physical fragment with other fragments in their database, thereby adding to the metadata. Many of the fragments to be conserved in this project will literally “fill in the blanks” of other fragments that have already been used for decades by researchers. The FGP’s new artificial intelligence technology, Genazim, allows for a computer re-joining of scattered manuscript fragments.

For the Group B fragments, which were previously cataloged, a note will be added to the cataloging record at JTS indicating that the fragment has been conserved. The bibliographic information will be sent to FGP to be added to their database.

FGP has committed to sharing their bibliographic information with JTS. JTS will send all bibliographic data to the OCLC WorldCat bibliographic database, where they will be available via the free web portal to WorldCat and the National Union Catalog of Manuscript Collections' web link to OCLC Worldcat. The bibliographic information will be available on the JTS local system, which is to be upgraded in 2013 to a front end portal (Primo).

If scholars during the course of their work are able to add to this metadata where it is lacking, they can submit this to FGP through the website, and scholars at FGP will check accuracy then add to the metadata to genizah.org.

F. Discovery and Access

The digital images of the fragments and accompanying metadata will be uploaded onto FGP’s genizah.org website. There they will be freely available to anyone who registers to the site.

The original conserved fragments will be available for on-site consultation at The Library in the special collections reading room, open to the public by appointment 20 hours per week. They will be available for loan to libraries and museums that request them.

IV. Sustainability

The conservation and digitization of The Library’s Genizah fragments will ensure their long-term sustainability and public accessibility.

The conserved and re-housed fragments will be kept in The Library’s secure temperature- and humidity-controlled storage area, which also safely contains The Library’s close to 11,000 Hebrew manuscripts, 25,000 rare Hebrew books, 6,000 prints, 500 *ketubbot* (wedding contracts), 350 scrolls, 400 archival collections, and thousands of other documents.

The digital images of the 6,000 fragments will be made free and public on the FGP website, genizah.org. These will be added to the JTS collection already on the website, and help complete the international project that joins our collection with others worldwide, including those of

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universities, libraries, and other institutions in the United States, France, Austria, Israel, Germany, Switzerland, the United Kingdom, Hungary, Canada, Denmark, Ireland, and Italy.

The digital objects and metadata will be preserved through the well-established techniques of the Friedberg Genizah Project. FGP keeps multiple copies of digital files on- and off-site. Once processed and stored, the collection of images and data will be stored on the FGP server; in another location in the building (in case any malfunctioning occurs in the server room); in an underground vault with controlled temperature, humidity, and light run by a professional disk storage company; and in FGP offices in Toronto. FGP will fully support the long-term sustainability of these files, as well as their accessibility on the FGP website.

In addition there is access to the digitized collection on the local server at The Library of JTS.

V. Dissemination

The Library and FGP anticipate much excitement about the addition of this substantial number of fragment images to the database for Genizah research and that the 6,000 newly digitized fragments will be immediately viewed by interested scholars from many fields. JTS and FGP will disseminate information regarding the conserved Genizah fragments and their availability widely to scholars and libraries, the general public, and the JTS community. FGP is committed to publicizing the collection and their collaboration with JTS.

At the conclusion of the project, the digitized fragments will be accessible via The Library's website and the FGP website, which together receive millions of hits from tens of thousands of users – including scholars, students, and the general public – annually.

A. To the General Public

The JTS Communications Department will coordinate a joint press release with FGP to announce the project that will be distributed to news media as well as publicized through both institutions' websites and email distribution lists.

An article about the project will be published in The Library's online publication "New from The Library," and updates on the project's progress will be posted on The Library's Facebook page. The Library website already links directly to genizah.org.

An exhibition of selected fragments, telling the story of the Genizah and its findings, will be presented at JTS and in a virtual exhibit on the JTS website after the conclusion of the project.

B. Among Scholars and Libraries

Notices about the project and the public availability of the fragments will be disseminated by The Library to scholars of ancient history and Jewish studies through online publications such as *H-Judaica* and to librarians on *Hasafrah*. The conservators and/or JTS project staff will also speak

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about the project at local workshops of conservators, meetings of scholars of ancient and Jewish history affiliated with the Association of Jewish Studies, and at meetings of Judaica librarians affiliated with the Association of Jewish Libraries.

Furthermore, FGP itself is an active participant at scholarly conferences and meetings where it will promote this new expansion of the online collection by JTS. These include the World Jewish Congress of Jewish Studies, the International Conference of Judaica Curators, and the Association of Jewish Studies.

C. To the JTS community

The Conservators will present their findings and describe their work at two in-house “lunch and learns” for students, faculty, and staff at JTS. These events will promote knowledge and future use of the collection among JTS scholars and students.

VI. Work Plan

A grant from NEH will fund the conservation of approximately 6,000 Genizah fragments from The Library’s collection. These fragments will be digitized into approximately 12,000 images (after re-shoots and stitching) that will be uploaded, with associated metadata, to the FGP website.

The conservation and digitization work is fully represented in the attached budget (page 18) and digitization cost itemization (pages 22-24). FGP will fully fund the digitization and upload of the digital images and metadata to the FGP website.

In addition, FGP will provide ongoing services that extend beyond the grant period and are not included in the budget’s third party cost share or the work plan, for the creation of new metadata (use of the new artificial intelligence tool), operation and management of the website, facilitation of end-use by scholars, dissemination, and backup of digital files and metadata (see pages 25-26 for the Friedberg Genizah Project’s letter of commitment).

The project will run for 24 months. Conservation will be performed for 18 months; fragments will be conserved at a rate of approximately 10 per day. Digitization will take place in four intervals during the course of the project, and digitized files will be sent to the FGP for post-processing and upload as each batch is completed.

The projected schedule attempts to balance the conservation of the Genizah fragments with staged digitization and required rehousing. Supplies will be purchased, to a large extent, at the beginning of the project in order to realize volume-related savings while remaining cognizant of limited space within The Library. We will hold monthly project meetings to monitor progress and identify problems, and quarterly curatorial meetings to select fragments for conservation. This will be an opportunity to assess the number of fragments conserved and to make sure that we are

The Library of The Jewish Theological Seminary
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on schedule and on track to reach our goals. It will enable us to make appropriate adjustments to volume of the fragments that are conserved.

First Six Months (May –October 2014)

- Hire two full-time Project Conservators and one part-time Project Conservation Assistant (Project Director, Senior Conservator, Administrative Librarian for Special Collections)
- Select first group of fragments for conservation (Librarian for Special Collections, Manuscript Bibliographer, Senior Conservator)
- Order conservation supplies (Senior Conservator)
- Monthly progress meetings (Project Director, Senior Conservator, Administrative Librarian for Special Collections)
- Conserve 1,600 fragments (Project Conservators)
- Document conserved fragments on Excel spreadsheet (Project Conservation Assistant)
- Digitize fragments (recto and verso of 1,600 fragments totaling 3,200 images) - 8 days (Photographer and Photographic Assistant)
- Post-process 3,200 digital images (Photographer)
- Select second group of fragments for conservation (Librarian for Special Collections, Manuscript Bibliographer, Senior Conservator)
- Encapsulate fragments in Mylar and create binding for 1,600 fragments (Project Conservation Assistant)

Second Six Months (November 2014 - April 2015)

- Deliver first 3,200 images to FGP (Photographer)
- Deliver metadata for digitized fragments to FGP (Project Director)
- Monthly progress meetings (Project Director, Senior Conservator, Administrative Librarian for Special Collections)
- Conserve 1,900 fragments (Project Conservators)
- Document conserved fragments on Excel spreadsheet (Project Conservation Assistant)
- Digitize fragments (recto and verso of 1,600 fragments totaling 3,200 images) - 8 days (Photographer and Photographic Assistant)
- Post-process 3,200 digital images (Photographer)
- Select third group of fragments for conservation (Librarian for Special Collections, Manuscript Bibliographer, Senior Conservator)
- Encapsulate fragments in Mylar and create binding for 1,600 fragments (Project Conservation Assistant)
- Upload first 3,200 images with metadata (FGP staff)

Third Six Months (May - October 2015)

- Deliver second 3,200 images to FGP (Photographer)
- Deliver metadata for digitized fragments to FGP (Project Director)
- Monthly progress meetings (Project Director, Senior Conservator, Administrative Librarian for Special Collections)
- Conserve 1,900 fragments (Project Conservators)
- Document conserved fragments on Excel spreadsheet (Project Conservation Assistant)

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- Digitize fragments (recto and verso of 1,600 fragments totaling 3,200 images) - 8 days (Photographer and Photographic Assistant)
- Post-process 3,200 digital images (Photographer)
- Select fourth and final group of fragments for conservation (Librarian for Special Collections, Manuscript Bibliographer, Senior Conservator)
- Encapsulate fragments in Mylar and create binding for 1,600 fragments (Project Conservation Assistant)
- Upload second 3,200 images with metadata (FGP staff)

Final Six Months (November 2015 –April 2016)

- *November – December 2015*
 - Deliver 3,200 images to FGP (Photographer)
 - Deliver metadata for digitized fragments to FGP (Project Director)
 - Monthly progress meetings (Project Director, Senior Conservator, Administrative Librarian for Special Collections)
 - Conserve 600 remaining fragments (Project Conservators)
 - Document conserved fragments on Excel spreadsheet (Project Conservation Assistant)
 - Digitize remaining fragments (recto and verso of 1,200 fragments totaling 2,400 images) and resolve all problems with images - 8 days (Photographer and Photographic Assistant)
 - Stitch large images (Photographer)
 - Post-process 2,400 digital images (Photographer)
 - Encapsulate fragments in Mylar and create binding for 1,200 fragments (Project Conservation Assistant)
- *January – April 2016*
 - Upload second 3,200 images with metadata (FGP staff)
 - Deliver final 2,400 images to FGP (Photographer)
 - Deliver metadata for final digitized fragments to FGP (Project Director)
 - Upload final images with metadata (FGP staff)
 - Prepare final report to NEH (Project Director)

VII. Staff

Project staff will include JTS Library employees who will manage and supervise the project and select materials for conservation. The JTS employees will have time available to devote to this project, as two grant-funded projects will be completed at the end of 2013.

To conserve the Genizah fragments we will hire two full-time conservators and one part-time conservation assistant, both fully supported by grant funds. Funds from the FGP will fully support a photographer and a photographic assistant, who will digitize the conserved fragments.

Job descriptions for staff or consultants to be hired and resumes or professional summaries for JTS project staff and known consultants are included in the appendices.

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A. NEH Grant-Funded Positions

Project Conservators (2): To be hired (see page 42, Appendix VIII for job description)

- Duties: Conservation of the Genizah fragments.
- Qualifications: Masters degree in conservation with three to five years experience in treating paper and parchment. Knowledge of Hebrew or Arabic is a plus.
- Time devoted to project: 100% of their time for 18 months of the 24-month grant period.

Project Conservation Assistant: To be hired (see page 43, Appendix IX for job description)

- Duties: To encapsulate fragments and place them in binders.
- Qualifications: Three to five years experience working in a conservation lab with paper and parchment. Knowledge of Hebrew or Arabic is a plus.
- Time: 100% of his/her 50% position to this project over 18 months of the 24-month grant period.

B. JTS-Funded Positions

Project Director: Naomi Steinberger (see pages 44-45, Appendix X for resume)

- Duties: Oversee all aspects of the project and project staff. Deliver metadata to FGP.
- Qualifications: Successfully overseen numerous grant-funded Library projects, including conservation and digitization projects, in an efficient and timely manner.
- Time: 15% of her current full-time position over the 24-month grant period.

Senior Conservator: Amy Armstrong (see pages 46-47, Appendix XI for resume)

- Duties: Establish treatment procedures and supervise the work of the Project Conservators and Project Conservation Assistant.
- Qualifications: Served as conservator in The Library for 12 years and has overseen many complex projects, including the conservation of some Genizah fragments.
- Time: 15% of her current 80% position over the 24-month grant period.

Administrative Librarian for Special Collections: Sarah Diamant

- Duties: Oversee the flow of materials from the rare book room stacks to the conservation lab, and back to the stacks. Directly supervise the conservation department.
- Qualifications: Serves as the administrator and supervisor of staff in the conservation department.
- Time: 5% of her current 80% position over 19 months of the 24-month grant period.

Librarian for Special Collections: Jerry Schwarzbard

- Duties: Selection of fragments to be conserved. Locate all the fragments in the stacks.
- Qualifications: Fluent in Hebrew and Rabbinic literature. Deeply familiar with The Library's special collections and able to prioritize the historical and scholarly significance of the fragments.
- Time: 5% of his current full-time position over 19 months of the 24-month grant period.

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Manuscript Bibliographer: Jay Rovner

- Duties: Selection of fragments to be conserved. Resolve content-related questions regarding the fragments.
- Qualifications: Fluent in Hebrew, Rabbinic literature and Near Eastern studies. Deeply familiar with the content of the Genizah fragments in the JTS collection.
- Time: 5% of his current full-time position over 19 months of the 24-month grant period.

C. FGP-Funded Positions (Consultants)

Project Photographer: Dwight Primiano (see page 48, Appendix XII for professional summary)

- Duties: Production of high quality digital archival color images at the approximate rate of 400 images per day. Quality control and post production of digital images in RAW and TIFF formats.
- Qualifications: Ten years experience photographing manuscript materials in parchment and paper from the JTS collection. Eight years of experience photographing Genizah fragments for FGP.
- Time: 32 days of photography, 4 days of set up and break down of equipment, processing of RAW files and stitching large files.

Photographic Assistant: To be hired (see page 49, Appendix XIII for job description)

- Duties: Assist photographer in handling of Genizah fragments.
- Qualifications: Two years experience work with photographer in handling fragile materials.
- Time: 32 days of photography and 4 days assisting photographer in set up and break down of equipment.

Chief Computerization Scientist (FGP): Yaacov Choueka (see page 50, Appendix XIV for professional summary)

(FGP funds will fully support the work of FGP staff, overseen by Yaacov Choueka.)

- Duties: Oversee upload of digital files and associated metadata to genizah.org.
- Qualifications: Head of Genazim, the Computerization Unit of the Friedberg Genizah Project, since 2006. 50 years of experience in mathematics and computer science.
- Time: Choueka and the FGP team will spend 18 months on this project during the 24-month grant period.

**The Library of The Jewish Theological Seminary
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4. History of Grants

The following grants support The Library of The Jewish Theological Seminary's capacity to undertake the proposed project to conserve and digitize its Cairo Genizah fragments.

- **The Andrew W. Mellon Foundation, 2001:** \$474,255 over three years for the "Building Rare Materials Conservation Capacity" modernization and expansion project. The project significantly increased The Library's ability to conserve its rare and at-risk materials.
- **Friedberg Genizah Project (FGP), 2005:** In-kind contributions of \$2.6 million for the digitization of 35,000 of The Library's Cairo Genizah fragments and uploading of the digital files and their accompanying metadata onto the FGP's genizah.org website. (Digitization was completed at JTS.)
- **Dr. Leonard Polonsky and Dr. Georgette Bennett Philanthropy, 2011:** \$500,000 to digitize 50,000 images of Hebrew manuscripts from The Library's collection, make them available on The Library's digital collections site, and send them to the National Library of Israel for digital preservation; and for the construction of a state-of-the-art digitization lab.
- **The David Berg Foundation, 2011:** \$150,000 capacity-building grant to conserve and prepare selected Library materials for loan.
- **Maurice and Beverly Baker Foundation, 2012:** \$150,000 to digitize 75 Hebrew Manuscripts on 25,000 leaves, make them available on The Library's digital collections site, and send them to The National Library of Israel for inclusion in their digitized Hebrew manuscript portal.

JTS manages more than \$10 million in grants each year. There is appropriate infrastructure in the financial offices, grants office, and administration to handle complex grants concurrently.

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Implementation Grant for Conservation and Digitization of the Cairo Genizah**

5. List of Participants

Armstrong, Amy
Senior Conservator, The Jewish Theological Seminary

Choueka, Yaacov
Chief Computerization Scientist, Friedberg Genizah Project

Cohen, Marc
The Khedouri A. Zilkha Professor of Jewish Civilization in the Near East and Professor of Near Eastern Studies, Princeton University

Cole, Peter
Senior Lecturer in Comparative Literature and Judaic Studies, Yale University

Diamant, Sarah
Administrative Librarian for Special Collections, The Jewish Theological Seminary

Fredricks, Maria
Conservator, Morgan Library

Primiano, Dwight
Photographer, Dwight Primiano Photography

Rovner, Jay
Manuscript Bibliographer, The Jewish Theological Seminary

Rubelow, Reuven
President, Friedberg Genizah Project

Schwarzbard, Jerry
Librarian for Special Collections, The Jewish Theological Seminary

Steinberger, Naomi
Director of Library Services, The Jewish Theological Seminary

The Library of The Jewish Theological Seminary
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6. BUDGET

Salary information redacted pursuant to
FOIA exemption (b)(6).

	Computational Details/Notes	Year 1 Notes	Year 1 5/1/14- 4/30/15	Year 2 Notes	Year 2 5/1/15- 4/30/16	Project Total
1. Salaries & Wages						
Project Director (Steinberger)	Annual salary: \$ [REDACTED]	15%	\$ [REDACTED]	15%	\$ [REDACTED]	\$ [REDACTED]
Conservator (FT) - Project Hire	Annual salary: \$ [REDACTED]	100% (11 mos)	\$ [REDACTED]	100% (7 mos)	\$ [REDACTED]	\$ [REDACTED]
Conservator (FT) - Project Hire	Annual salary: \$ [REDACTED]	100% (11 mos)	\$ [REDACTED]	100% (7 mos)	\$ [REDACTED]	\$ [REDACTED]
Conservation Assistant - (PT) Project Hire	Annual salary: \$ [REDACTED]	50% (11 mos)	\$ [REDACTED]	50% (7 mos)	\$ [REDACTED]	\$ [REDACTED]
Senior Conservator (Armstrong)	Annual salary: \$ [REDACTED]	15%	\$ [REDACTED]	15%	\$ [REDACTED]	\$ [REDACTED]
Administrative Librarian for Special Collections (Diamant)	Annual salary: \$ [REDACTED]	5%	\$ [REDACTED]	5% (7 mos)	\$ [REDACTED]	\$ [REDACTED]
Librarian for Special Collections (Schwarzbard)	Annual salary: \$ [REDACTED]	5%	\$ [REDACTED]	5% (7 mos)	\$ [REDACTED]	\$ [REDACTED]
Manuscript Bibliographer (Rovner)	Annual salary: \$ [REDACTED]	5%	\$ [REDACTED]	5% (7 mos)	\$ [REDACTED]	\$ [REDACTED]
2. Fringe Benefits						
Project Director (Steinberger)	25% of salary		\$ [REDACTED]		\$ [REDACTED]	\$ [REDACTED]
Conservator (FT) - Project Hire	25% of salary		\$ [REDACTED]		\$ [REDACTED]	\$ [REDACTED]
Conservator (FT) - Project Hire	25% of salary		\$ [REDACTED]		\$ [REDACTED]	\$ [REDACTED]
Conservation Assistant - (PT) Project Hire	10% of salary		\$ [REDACTED]		\$ [REDACTED]	\$ [REDACTED]
Senior Conservator (Armstrong)	25% of salary		\$ [REDACTED]		\$ [REDACTED]	\$ [REDACTED]
Administrative Librarian for Special Collections (Diamant)	25% of salary		\$ [REDACTED]		\$ [REDACTED]	\$ [REDACTED]
Librarian for Special Collections (Schwarzbard)	25% of salary		\$ [REDACTED]		\$ [REDACTED]	\$ [REDACTED]
Manuscript Bibliographer (Rovner)	25% of salary		\$ [REDACTED]		\$ [REDACTED]	\$ [REDACTED]
3. Consultant Fees						
Digital Photographer (Primiano) and Photographic Assistant	see attached itemization	18 days	\$ [REDACTED]	18 days	\$ [REDACTED]	\$ [REDACTED]
4. Supplies & Materials						
Blotter	\$1 each	3,700	\$ 3,700	2,300	\$ 2,300	\$ 6,000
Felt	\$.50 each	1000	\$ 500	400	\$ 200	\$ 700
Mylar	\$.50 per sheet	3,700	\$ 1,850	2,300	\$ 1,150	\$ 3,000
5. Services						
Friedberg Genizah Project - upload of digital files and existing metadata	see attached letter of commitment		\$ 12,000		\$ 12,000	\$ 24,000
6. Total Direct Costs	Per Year		\$ 232,199		\$ 171,391	\$ 403,590
7. Total Indirect Cost						
a) Rate/Base: 42% of modified total direct costs						
b) Federal Agency: National Endowment for the Humanities						
c) Date of agreement: March 3, 2006	Per Year		\$ 92,484		\$ 66,944	\$ 159,428
8. Total Project Cost		(Direct and Indirect costs for entire project)				\$ 563,018
9. Project Funding	a. Requested from NEH					
				Outright:	\$ 272,429	
				Federal Matching Funds:	\$ 68,120	
				TOTAL REQUESTED FROM NEH:	\$ 340,549	
	b. Cost Sharing					
				Applicant's Contribution:	\$ 130,349	
				Third Party Contribution:	\$ 92,120	
				Project Income:	\$ -	
				Other Federal Agencies:	\$ -	
				TOTAL COST SHARING:	\$ 222,469	
10. Total Project Funding						\$ 563,018

BUDGET NOTES

Consultant Fees: The attached Digitization Cost Itemization (page 22) details the costs involved in digitization of the fragments. These expenses will be covered by cost share, as per the Friedberg Genizah Project Letter of Commitment (pages 25-26).

Services: The Friedberg Genizah Project Letter of Commitment (page 25-26) contains a description of all third-party services that will be provided, confirmation of cost estimate for these services, and cost share commitment for these services and consultant fees.

Total Indirect Cost: Excludes overhead on the cost of Services (42% of \$12,000 per year), as this part of the project will take place at the Friedberg Genizah Project offices and not at JTS.

Federal Matching Funds: \$68,120 represents the portion of third party cost share that will be paid directly to JTS. Additional third party cost share is in-kind.



NATIONAL
ENDOWMENT
FOR THE
HUMANITIES

MAR 09 2006

OFFICE OF THE CHAIRMAN

1100 PENNSYLVANIA AVE., NW
WASHINGTON, D.C. 20506
ROOM 503
(202) 606-8231

March 3, 2006

Ms. Julie Andersen
Chief Financial Officer
Jewish Theological Seminary
3080 Broadway
New York, NY 10027-4649

Ref: NEH-06-11 (ODR)

Dear Ms. Andersen:

We have reviewed your Indirect Cost Rate Proposal based on actual costs for the year ended June 30, 2003. The recommended rates and periods of use are shown on the enclosed Negotiation Agreement, which we discussed when we spoke on the phone today. The rates should be used for computing project indirect costs on National Endowment for the Humanities (NEH) grants, contracts and applications providing for such costs.

After you have reviewed the Negotiation Agreement, please confirm acceptance of the indirect cost rates by signing and dating one copy and returning it in the enclosed envelope.

We are not requiring an updated proposal at this time. Should the Jewish Theological Seminary apply for a grant subsequent to the period of the negotiated rates, we suggest you use the rates shown on the agreement. The grant award letter will provide you with details on the negotiation of a new rate.

Please do not hesitate to call me at (202) 606-8231 if you have any questions or concerns.

Sincerely,

Jeffrey Thomas
Assistant Chairman for Planning and Operations

Enclosures: Negotiation Agreement
Self-addressed envelope

NEGOTIATION AGREEMENT

Organization:

Jewish Theological Seminary
3080 Broadway
New York, NY 10027-4649

Number NEH-06-11 (ODR)

Date March 3, 2006

FILING REF: This replaces
Negotiation Agreement
NUMBER OIG-02-06 (IDC)

DATED July 29, 2002

The indirect cost rates contained herein are for use on grants,
contracts and applications with the National Endowment
for the Humanities subject to the conditions contained in
Section II and the grant or contract agreement (s).

Section I: Rates

<u>Type</u>	<u>Effective Period</u>		<u>Rate*</u>	<u>Locations</u>	<u>Applicable To</u>
	<u>From</u>	<u>To</u>			
Final	07/01/02	06/30/03	42.0%	All	All Programs
Predetermined	07/01/03	06/30/06	42.0%	All	All Programs
Provisional	07/01/06	12/31/06	42.0%	All	All Programs

* BASE: Total direct costs exclusive of extraordinary or distorting items such as capital expenditures (alterations, renovations, equipment), participant support costs applicable to conferences, the portion of each individual subgrant or subcontract in excess of \$ 25,000, flow thru funds, and stipends/fellowships.

TREATMENT OF FRINGE BENEFITS: Fringe benefits applicable to direct salaries and wages are treated as direct costs.

TREATMENT OF OCCUPANCY COSTS: The indirect cost rate has been computed using the Simplified Allocation Method for small educational institutions as described in Federal Management Circular 73-8, Section H; except, the Seminary uses total direct cost as the base. See the DHEW *Guide for Colleges and Universities* (OASC-1, Revised).

(NEH) 1069
(4/92)

Section II: GENERAL

A. The rates are based on the accounting system in effect during the year ended June 30, 2003. Changes in the method of accounting which affect the indirect costs chargeable using the rates require prior approval by this office. Such changes include but are not limited to a change in classification of certain costs from indirect to direct. Failure to obtain such approval may result in subsequent cost disallowances.

B. Use of the rates contained in this agreement is subject to any statutory or administrative limitations. Acceptance of the rates agreed to herein is predicated on the conditions: (1) that no costs other than those incurred by the grantee/contractor were included in its indirect cost pool as finally accepted and that such costs are legal obligations of the grantee/contractor and allowable under the governing cost principals; (2) that the same costs that have been treated as indirect costs are not claimed as direct costs; (3) that similar types of costs have been accorded consistent accounting treatment; and (4) that the information provided by the grantee/contractor which was used as a basis for acceptance of the rates agreed to herein is not subsequently found to be materially incomplete or inaccurate.

C. If a fixed rate is contained in this agreement, it is based on an estimate of the costs which will be incurred during the period for which the rate applies. When the actual costs for such period have been determined, an adjustment will be made in a subsequent negotiation to compensate for the difference between the costs used to establish the fixed rate and actual costs.

D. NOTIFICATION TO OTHER FEDERAL AGENCIES: Copies of this document may be provided to other Federal agencies as a means of notifying them of the agreement contained herein.

E. SPECIAL REMARKS:

By the Organization

Julie Andersen /s/
Julie Andersen
Name

Chief Financial Officer
Title

March 14, 2006
Date

By the National Endowment
for the Humanities

Jeffrey Thomas /s/
Jeffrey Thomas
Name

Assistant Chairman for Planning and
Operations
Title

March 3, 2006
Date

Negotiated by Jeffrey Thomas
Telephone (202) 606-8231

Request for Proposal

**The Jewish Theological Seminary of
America**

Genizah Digitalization Project

Submitted to: Ms. Naomi Steinberger
Director of Library Services
The Jewish Theological Seminary
3080 Broadway, New York, NY 10027
Phone: 212-678-8982
Email: nsteinberger@jtsa.edu

Submitted by: Dwight Primiano
Dwight Primiano Photography
100 Park Terrace West #3D
New York, New York 10034
Phone: 212-358-0224
Fax: 212-358-0154
Email: dprimiano@earthlink.net
Website: www.dprimiano.com

Pricing

Labor: 32 days - 400 approximate high-resolution digital images w/appropriate file naming (total number of images 12,800. Additional 4 days delivery, setup, breakdown and removal of equipment.

@ Genizah day rate/\$ (b) (6) x 36 _____ \$ (b) (6)

1st Photography assistant, camera operator supplied by D. P. Photography.

@ Genizah day rate/\$ (b) (6) x 36 days _____ \$ (b) (6)

Processing: Raw files de-skewed, cropped, sized, processed to 8 bit, Adobe RGB tiffs at 600 ppi, post production QC @ \$.50 each x 12,800 _____ \$6,400.00

Stitching: Estimate of 600 fragments x 2 images, recto and verso - 1,200 stitches @ \$35.00 each _____ \$21,000

Materials: custom color blue seamless background material _____ \$100.00

Deliverables: 8- 2tb hard drives purchased for project. One set for shipping to Israel the second set for storage in NYC.
@ \$200.00 each _____ \$1,600.00

Shipping: via FedEx International shipment.

@ \$125.00 - \$175.00 x 4 shipments _____ \$500.00 - \$700.00

plus a \$25.00 - \$50.00 VAT fee at customs.

x 4 shipments _____ \$100.00 - \$200.00

Total Estimate - \$600.00 - \$900.00

Pricing (continued)

Transportation: delivery and removal of equipment via cab,
8 rides @ \$40.00 each _____ \$320.00

Moire Patterning

Moire patterning can arise when photographing digitally. Solutions vary from simple changes in the imaging workflow to the rental of different focal length lenses and or a different megapixel back. If moire patterning problems arise, no decisions as to resolution will be made without discussion with JTSA. **Additional fees may apply.**

Billing

The invoice shall include, as itemized, the total amount based on actual days worked and all applied processing/rental fees. Purchase order and or 50% deposit required. Invoices are due within 30 days of invoice.

Preparation

JTSA is responsible for all personnel needed for pre-photography preparation, original delivery, handling, return and creation of metadata in a timely manner so as not to affect agreed upon production schedule. JTSA is responsible for any support material such as mat board, book cradles, removal from encapsulation material etc.

THE FRIEDBERG GENIZAH PROJECT

Directors

Prof. Menahem Ben-Sasson
Prof. Haggai Ben-Shammai
Prof. James Diamond

Chief Computerization Scientist

Prof. Yaacov Choueka

Senior Academic Consultant

Prof. Stefan Reif

President

Reuven Rubelow

Secretary

Yakov Friedman

July 17, 2013

Dr. David Kraemer
Joseph J. and Dora Abbell Librarian
The Jewish Theological Seminary
3080 Broadway
New York, NY 10027

Dear Dr. Kraemer,

I am pleased to offer this letter in support of your application to the National Endowment for the Humanities, for funding for conservation of fragments from The Library of the Jewish Theological Seminary's Cairo Genizah collection. This letter confirms the Friedberg Genizah Project's commitment to fully support the digitization and online accessibility of approximately 6,000 of these fragments, at an estimated cost of \$92,120. This project will run in tandem with the conservation effort at JTS.

The FGP will provide full reimbursement to JTS for the hiring of Dwight Primiano Photography to digitize the fragments. We approve Mr. Primiano's estimate of \$68,120 for all labor, materials, and services involved in the digitization of the fragments, which includes two digital photos per fragment (for a total of approximately 12,000 images). If the cost for digitization exceeds this estimate, FGP will supply the necessary funding to cover any overage.

FGP will receive the digital files and upload them to its genizah.org website, where they will join our existing database of 450,000 images of Genizah fragments from around the world. This project will be overseen by Yaacov Choueka, FGP's Chief Computerization Scientist, and completed by members of FGP's experienced staff. The Library's fragments will be accessible for free to scholars and members of the public who register on the FGP website. We estimate a total cost of \$24,000 to upload all of the digital images with existing metadata by the end of April 2016. As with digitization, any additional costs incurred for this portion of the project will be covered in full by FGP.

We will process the unidentified fragments with a unique program developed by FGP that will allow for the joining and matching of these

fragments to one another or to other fragments in the FGP database. By re-assembling original documents using artificial intelligence, we will facilitate the identification and study of these previously unstudied pieces.

The images will be secured using FGP's integrated back-up system. Files will be stored on our server; in another location in our building (in case any malfunctioning occurs in our well-equipped server room); in an underground vault with controlled temperature, humidity, and light run by a professional disk storage company; and in FGP's Toronto headquarters. FGP will fully support the long-term sustainability of these files, as well as their accessibility on the FGP website.

The addition of The Library's fragments to the FGP database will significantly enhance the resources available to Genizah researchers and open the door to new discoveries in numerous areas of religious and historical scholarship. We look forward to initiating this important partnership with JTS.

Sincerely,



Reuven Rubelow
President

cc: Yaacov Choueka, Chief Computerization Scientist

The Library of The Jewish Theological Seminary
Application to NEH Division of Preservation and Access, HCRR Program, July 2013
Implementation Grant for Conservation and Digitization of the Cairo Genizah

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	Chief Computerization Scientist (FGP)	

The
Morgan
Library &
Museum

July 11, 2013

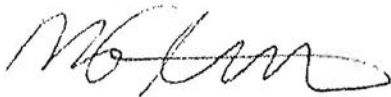
Humanities Collection and Reference Resources
Division of Preservation and Access
Room 411
National Endowment for the Humanities
1100 Pennsylvania Avenue, NW
Washington, DC 20506

To Whom It May Concern:

I am very pleased to write in support of the Jewish Theological Seminary of America's proposal to conserve, re-house and digitize its large and important collection of Cairo Geniza fragments, currently inaccessible due to poor condition; in fact, this collection seems to be an ideal candidate for a combined preservation and access project. High-quality imaging will serve scholars in the humanities by bringing unknown texts to light, allowing fragments held by JTSA to be virtually re-united with surviving texts in other locations and promoting more complete interpretation of the entire corpus. Conservation treatment, re-housing, and the provision of digital surrogates to reduce handling of the original materials, will promote the long-term preservation of the fragments themselves, which have indisputable intrinsic value as artifacts of the diverse society and culture of medieval Cairo.

I have known Amy Armstrong, Senior Conservator at the Library of the JTSA, for over ten years, and I hold her in the highest professional regard. She is eminently qualified to select, supervise and carry out appropriate conservation treatments for these delicate fragments, and to make informed decisions about their long-term care. Based on my past consulting work with the Seminary, during which its strong institutional commitment to both preservation and access was apparent, I am also confident that the Seminary's administration will fully support the successful completion of all phases of the project, resulting in a significant new resource for humanities research.

Sincerely yours,



Maria L. Fredericks
Drue Heinz Book Conservator
Thaw Conservation Center

225 Madison Avenue
New York, NY 10016-3405
t. 212.685.0008
f. 212.481.3484
www.themorgan.org

Princeton University

Near Eastern Studies Department
Jones Hall
Princeton, New Jersey 08544-1008
Telephone: 609-258-4280
Fax: 609-258-1242

June 26, 2013

To whom it may concern:

I am writing in support of the application of the Library of The Jewish Theological Seminary for an NEH Grant to support the conservation and digitization of its approximately 6000 Geniza fragments that are as yet unavailable to scholars.

The Cairo Geniza is the world's most outstanding repository of evidence pertaining to Jewish—and therefore also non-Jewish, particularly Muslim—life in Egypt, the Mediterranean, and Islamic Southwest Asia from the 10th century through the High Middle Ages and beyond. The full richness and potential of this material was first demonstrated by my teacher, Professor S. D. Goitein, in his multi-volume opus, *A Mediterranean Society: The Jewish Communities of the Arab World as Portrayed in the Documents of the Cairo Geniza* (6 vols. University of California Press, 1967-93). There he mined the sources to uncover details about business and domestic life, family, economics, religious practice, community institutions, interfaith relations, and much more. In my own work, I have continued the exploration of this rich resource, most recently by examining *Poverty and Charity in the Jewish Community of Medieval Egypt* (Princeton University Press, 2005), and my former and present graduate students are doing similar work in the various academic institutions where they teach.

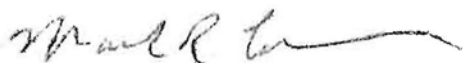
Scholars world-wide continue their research into the Hebrew, Judeo-Arabic, and Arabic writings preserved in the Geniza, most of which are literary fragments, representing the religious and intellectual culture of the Jews of the medieval and early modern Arabic-speaking Islamic world. It is impossible to predict precisely what new discoveries will emerge. But given the immense size of this repository (over 300,000 fragments in all collections world-wide), we can be sure that there will be such discoveries, and that they will continue to enhance our understanding of medieval Mediterranean society, along with the history of Judaism, in unexpected ways.

The Library of JTS holds the world's second largest collection of Geniza materials, including approximately 35,000 conserved and digitized fragments. As one of my responsibilities at Princeton, I direct the Princeton Geniza Project (www.princeton.edu/~geniza), an online database of searchable transcriptions of Geniza documents from everyday life. Presently our database contains over 500 documents from the JTS collection alone, and this group in our database is second in quantity only to the mammoth collection at Cambridge University Library (UK).

JTS now proposes to complete its task of making its Geniza materials available to study by conserving and digitizing its remaining 6000 fragments. I must emphasize how significant this remaining corpus is: on its own it would constitute a notable collection. Given the renown of the Library and its collections, there is no doubt that these materials will frequently be accessed and used once they are conserved and ready for examination.

The Library of JTS has a long track record of conserving and protecting—while at the same time providing access to—its Geniza and other collections. It has a fully equipped conservation lab where the work will take place. Moreover, the Library is the first major collection to have collaborated with the Friedberg Geniza Project to digitize its materials, and this history of collaboration assures us of successful outcomes with this project as well. The fact that the Library has recently built a dedicated digitization studio also assures that the process of conservation leading to digitization will be seamless.

Yours sincerely,

A handwritten signature in dark ink, appearing to read "Mark R. Cohen", with a long horizontal flourish extending to the right.

Mark R. Cohen

The Khedouri A. Zilkha Professor of Jewish Civilization in the Near East

Professor of Near Eastern Studies

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June 25, 2013

Humanities Collection and Reference Resources
Division of Preservation and Access
Room 411
National Endowment for the Humanities
1100 Pennsylvania Avenue, NW
Washington, DC 20506

Dear Members of the Committee,

I am writing in enthusiastic support of the Jewish Theological Seminary Library's application for an NEH grant to conserve, identify, document, and digitize a substantial group of manuscripts which, together with the rest of the JTS Library's Geniza holdings, constitute one of the most important collections of Geniza documents in the world. These Geniza fragments are invaluable to a wide variety of fields—not only in Jewish Studies (social history, literature, rabbinics, mysticism and magic, Bible, and more), but also in the broader and burgeoning field of Mediterranean Studies and of course in the study of the Islamic world.

The library's proposal involves the conservation and digitization of some 6,000 Geniza items, many of which will be identified and properly documented for the first time. As someone who has done extensive research at some of the major Geniza collections in the world while working on *The Dream of the Poem: Hebrew Poetry from Muslim and Christian Spain, 950-1492* (Princeton, 2007), *Things on Which I've Stumbled* (New Directions, 2008) and *Sacred Trash: The Lost and Found World of the Cairo Geniza* (written with Adina Hoffman, Schocken/Nextbook, 2011), I can't overstate the importance of this project. It will offer scholars around the world and in all of the above disciplines online access to heretofore largely unexamined parts of a collection that has long been regarded as one of the crown jewels of Geniza Studies. That this new window onto the Geniza world will be opened at JTS is only fitting, as Solomon Schechter, the charismatic Rumanian-born scholar-rabbi who was the Geniza's modern redeemer, was also a major force at JTS, acting as a transformative president in the early years of the institution.

Conservation of the manuscripts is, first of all, of the essence. Without proper and immediate attention to the physical state of the manuscripts, this collection will begin to degrade in irreversible ways. And once those manuscripts are conserved, it goes without saying that the rest of the project in question will facilitate and intensify the comparative efforts of a wide array of scholars, who will now have instant access to first-rate digitized

images from the entire JTS collection. Moreover, they will be able to view these documents alongside those of other Geniza collections—large and small—at Cambridge and Oxford, at St. Petersburg, Budapest, Manchester, and Jerusalem.

Such access is invaluable on its own terms, and in terms of the NEH's mandate it simply could not be more relevant. The documents of the Cairo Geniza reflect like no other discovery a vast network of interdisciplinary links—between and within the diverse cultures of the medieval Mediterranean world. Work with the Geniza material embodies in exemplary fashion the mission of the Humanities, and the manuscripts of the JTS collection are often at the very heart of that work.

With all this in mind, and factoring in the library's track record as a first-rate institution led by scholars and administrators of the highest caliber, I recommend this proposal to you in the very highest terms and with a sense of urgency and conviction.

Sincerely yours,



Peter Cole

Senior Lecturer in Comparative Literature and Judaic Studies, Yale University

2007 MacArthur Fellow

IV. Selected Bibliography of Genizah Scholarship, 2007-2013

The following is a selected bibliography of books on Cairo Genizah scholarship published from 2007-2013. (Additional books and articles about the Cairo Genizah produced during this timeframe were excluded due to length.)

Amselem, Hayim. *Sefer Zera' Yiśra'el : hikre halakhah be-'inyene gerut ve-giyur, uve-din goyim mi-zera' Yiśra'el ve-tse'etsa'ehem ha-ba'im le-hitgayer*. Yerushalayim: Mekhon Mekabets nidhe Yiśra'el, 2010.

Birnbaum, Gabriel. *Leshon ha-Mishnah bi-Genizat Kahir : hegeh ve-tsurot*. Yerushalayim: ha-Akadeemyah la-Lashon ha-'Ivrit, 2008.

Charity and giving in monotheistic religions. Edited by Miriam Frenkel and Yaacov Lev. Berlin; New York: De Gruyter, 2009.

Charles Taylor and the Genizah Collection: a centenary seminar and exhibition, St John's College, Cambridge, 2 November 200: papers delivered and items exhibited. Edited by Stefan C. Reif. Cambridge [England]: St John's College, 2009.

Continuity and innovation in the magical tradition. Edited by Gideon Bohak, Yuval Harari and Shaul Shaked. Leiden ; Boston: Brill, 2011.

From codicology to technology: Islamic manuscripts and their place in scholarship. Edited by Stefanie Brinkmann and Beate Wiesmüller. Berlin: Frank & Timme, 2009.

"From a sacred source": Genizah studies in honor of Stefan C. Reif. Edited by Ben Outhwaite and Siam Bhayro. Leiden; Boston: Brill, 2010.

Glick, Shmuel and Dotan Arad, et. al. *Seride teshuvot: a descriptive catalogue of responsa fragments from the Jacques Mosseri collection, Cambridge University Library*. Leiden; Boston: Brill, 2012.

Glickman, Mark. *Sacred treasure--the Cairo genizah : the amazing discoveries of forgotten Jewish history in an Egyptian synagogue attic*. Woodstock, Vt. : Jewish Lights Pub., 2011.

Goitein, S. D. and Mordechai Akiva Friedman. *Avraham ben Yigu soher ve-yatsran be-Hodu : te'udot mi-genizat Kahir*. Yerushalayim : Mekhon Ben-Tsevi le-heker kehilot Yiśra'el ba-Mizrah: Keren ha-Rav David Mosheh ve-'Amalyah Rozen, 2010.

Goldberg, Jessica. *Trade and institutions in the medieval Mediterranean: the Geniza Merchants and their Business World*. Cambridge; New York: Cambridge University Press, 2012.

Hoffman, Adina and Peter Cole. *Sacred Trash : the lost and found world of the Cairo Geniza*. New York: Nextbook: Schocken, 2011.

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Kalimi, Isaac. *The retelling of Chronicles in Jewish tradition and literature: a historical journey*. Winona Lake, IN: Eisenbrauns, 2009.

Lev, Efraim and Leigh Chipman. *Medical prescriptions in the Cambridge Genizah collections: practical medicine and pharmacology in medieval Egypt*. Leiden: Brill, 2012.

Newman, Hillel. *ha-Ma'asim li-vene Erets-Yisra'el : halakhah ve-hist'oryah be-Erets-Yisra'el ha-Bizantit*. Yerushalayim: Yad Yitshak Ben-Tsevi, 2011.

Salzer, Dorothea M. *Die Magie der Anspielung: Form und Funktion der biblischen Anspielungen in den magischen Texten der Kairoer Geniza*. Tübingen: Mohr Siebeck, 2010.

Sefer Yosef ben Guryon ha-'Arvi. Edited by Shulamit Sela'. Yerushalayim: Mekhon Ben-Tsevi le-ḥeker ḥehilot Yisra'el ba-Mizrah, Yad Yitshak Ben-Tsevi v'ha-Universitah ha-'Ivrit be-Yerushalayim ; Tel-Aviv : ha-Merkaz le-ḥeker ha-tefutsot 'a. sh. Goldshtain-Goren, Universitat Tel-Aviv, 2009.

Shai le-Sarah Japhet: studies in the Bible, its exegesis and its languages. Edited by Mosheh Bar-Asher, et al. Jerusalem: Bialik Institute, 2007.

Shmidman, Avi. *Birkhot ha-mazon ha-mefuyatot min ha-genizah ha-Qahirat : mavo u-mahadurah mada'it*. Ramat Gan: Universitat Bar Ilan, 769, 2009.

Studies in Arabic and Hebrew letters: in honor of Raymond P. Scheindlin. Edited by Jonathan P. Decter and Michael Rand. Piscataway, NJ: Gorgias Press, 2007.

Sussmann, Yaacov, Yo'av Rozental and Aharon Shviah. *Otsar kitve-ha-yad ha-Talmudiyim*. Yerushalayim: Yad Yitshak Ben-Tsevi, 2012.

Vidro, Nadia. *Verbal morphology in the Karaite treatise on Hebrew grammar: Kitāb al-'Uqūd fī taṣārīf al-luġa al-'Ibrāniyya*. Leiden; Boston: Brill, 2011.

Wagner, Esther-Miriam. *Linguistic variety of Judaeo-Arabic in letters from the Cairo genizah*. Leiden, The Netherlands; Boston: Brill, 2010.

Was ist ein Text?: Alttestamentliche, ägyptologische und altorientalistische Perspektiven. Edited by Ludwig D. Morenz and Stefan Schorch. Berlin; New York: Walter de Gruyter, 2007.

Weekday Amidah in in Cairo Genizah prayerbooks: roots and transmissions. Edited by Uri Ehrlich. Yerushalayim:Yad Ben-Tsevi: The Rabbi David Moses and Amalia Rosen Foundation, 2013.

With wisdom as a robe: Qumran and other Jewish studies in honour of Ida Fröhlich. Edited by Károly Dobos and Miklós Köszeghy. Sheffield, England: Sheffield Phoenix Pr, 2009.

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V. Survey Excerpt

Selection of Group A items contained in boxes

ENA number	Genre	Estimated # of Items in Box	# of Items listed on Box	Substrate	Condition	Treatment
ENA NS 76 box 1	Talmud & Halakhah	210		mostly paper; small number of parchment fragments	poor condition; severe planar distortions; marked surface dirt	blotter washing of paper; humidification and flattening of parchment; encapsulate
ENA NS 76 box 3	Talmud & Halakhah	155	133	mostly paper; small number of parchment fragments; some of the fragments have been placed in folders or envelopes	poor condition; severe planar distortions; marked surface dirt	blotter washing of paper; humidification and flattening of parchment; encapsulate
ENA NS 77 box 1	History, Documents, Correspondence	145	145	mostly paper; small number of parchment fragments; smaller-sized fragments	poor condition; severe planar distortions; marked surface dirt	blotter wash paper fragments; humidify and flatten parchment fragments; encapsulation
ENA NS 78 box 1	Bible, Translations, Commentaries	175	175	paper; parchment	poor condition; severe planar distortions; marked surface dirt	blotter washing of paper; humidification and flattening of parchment; encapsulate
ENA NS 78 envelope	Bible, Translations, Commentaries	80	manilla envelope - "NS 79 - very small fragments - Bible"	small parchment fragments	severe planar distortions	humidification/ flattening; encapsulation
ENA NS 80 box 1	Language & Lexicography	21	21	paper	severe planar distortions; marked surface dirt	blotter wash; encapsulation

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ENA NS 79 box 1	Poetry & Liturgy	40	label looks like someone changed ENA NS 79 to ENA NS 78	mostly paper; small number of parchment fragments	poor condition; severe planar distortions; marked surface dirt	blotter wash paper fragments; humidify and flatten parchment fragments; encapsulation
ENA NS 79 box 2	Poetry & Liturgy	235	90	parchment	most of the fragments are severely distorted; some appear to have previous heat/fire damage; the exterior label on this box says that it contains ~90 fragments	humidification/ flattening
ENA NS 81 box 1	Philosophy, Science, Kabbalah	75	75	majority appear to be paper	severe planar distortions; marked surface dirt	blotter wash; encapsulation
ENA NS 82 box 1	Midrash & Aggadah	50		paper; parchment	poor condition; severe planar distortions; marked surface dirt	blotter washed; humidified/ flattened; encapsulated
ENA NS 83 box 3	Arabic in Arabic Script	60		majority appear to be paper; possibly a small number of parchment fragments; small-large sized fragments	poor condition; severe planar distortions; marked surface dirt	blotter wash paper; humidify/flatten parchment; encapsulate
NA NS unsorted box 1	Unknown	150	150	appear to be paper; the estimate of 150 may be low; might be closer to 300	poor; severe planar distortions; marked surface dirt	blotter wash; encapsulation
NA NS unsorted box 2	Unknown	170	170	paper; parchment - full-sized-page fragments	overall poor; one fragment appears to have severe mold damage	blotter wash if safely possible; humidification/ flattening; encapsulation

TREATMENT REPORT

Special Collections Number	ENA NS 83 box 2
Title	small and medium-size Arabic <i>genizah</i> fragments
Description	~131 fragments
Media	pen and black ink (est. carbon); pen and brown ink (est. iron gall)
Support	various handmade, wove, light-brown to dark-brown paper; parchment
Dimensions	various

CONDITION

The condition of these fragments overall is fair to poor. Currently, they are all loosely housed in an archival box. Many of them have severe planar distortions. There are numerous creases with associated tears on almost every fragment. Scattered stains and surface dirt are visible on a majority of the fragments.

BEFORE TREATMENT – OVERALL – IN ARCHIVAL BOX



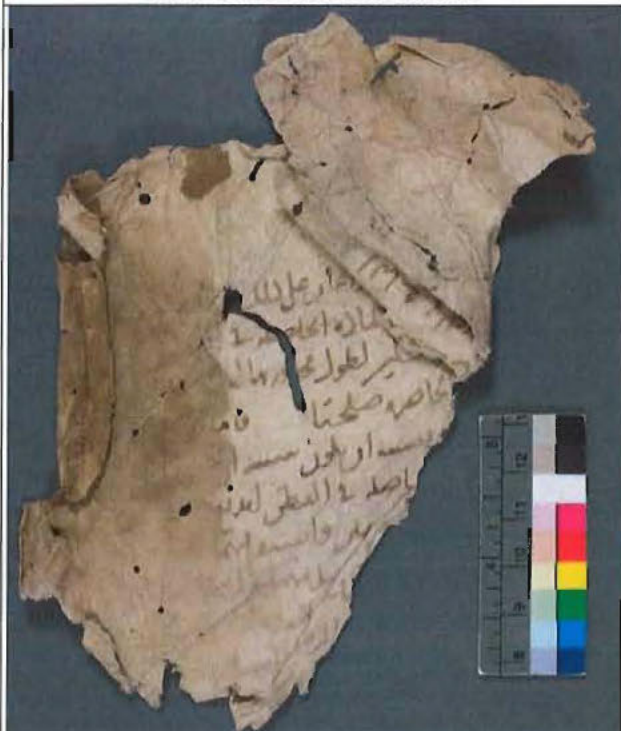
TREATMENT

1. Each fragment was carefully removed for photo-documentation (see attached digital images).
2. Each fragment was gently humidified in a water vapor chamber.
4. All parchment fragments were dried between polyester webbing and felts under weight after humidification.
3. All paper fragments were blotter washed and subsequently dried between polyester webbing and felts under weight.
4. Each fragment was encapsulated in 5-mil Mylar.

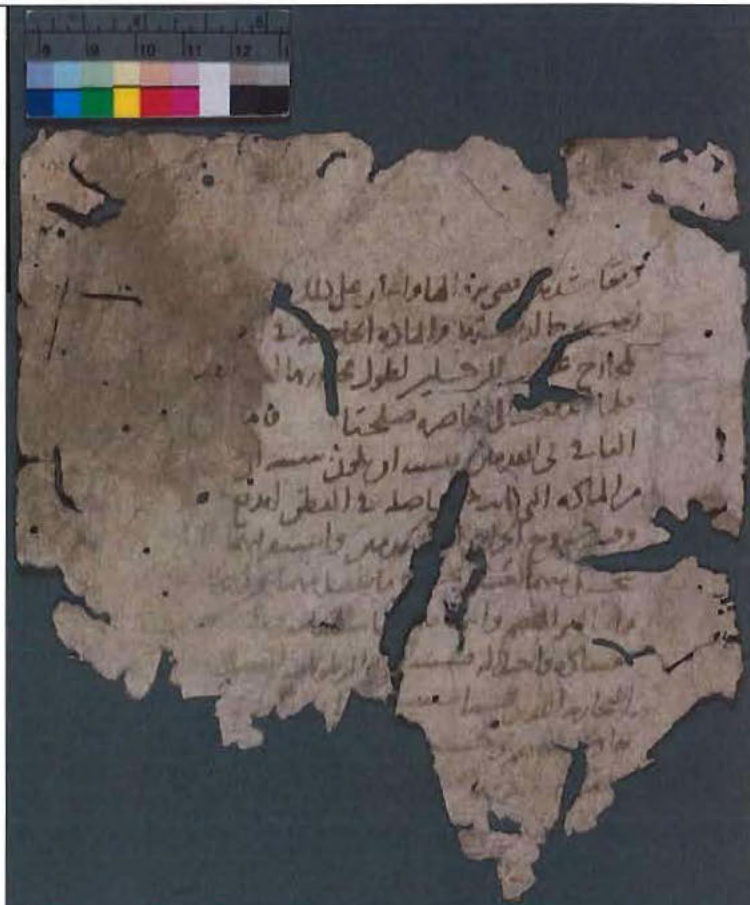
Conservator:	Amy G. Armstrong
Date:	August 7, 2012

TREATMENT REPORT

**FRAGMENT 122
BEFORE TREATMENT**



FRAGMENT 122 - AFTER TREATMENT



FRAGMENT 123 - BEFORE TREATMENT



FRAGMENT 123 - AFTER TREATMENT



TREATMENT REPORT – MS L37

Special Collections Number	MS L37
Title	<i>genizah</i> fragments
Media	iron gall ink, carbon black ink
Support	parchment
Dimensions	varied

INSCRIPTIONS / IDENTIFYING MARKS

Graphite notations are visible on all fragments notating the fragment number (there are two series of numbers). Conversation with manuscript bibliographer Jay Rovner (5/10); his instructions were to use the fragment number that was not circled based on information contained in a list that was found with the fragments. The list was compiled by “Abraham Goldberg” – this list was created sometime prior to May 2, 1941 as there are addendums to the list with this date made by “M.L.” (possibly Moshe Lutzki).

CONDITION

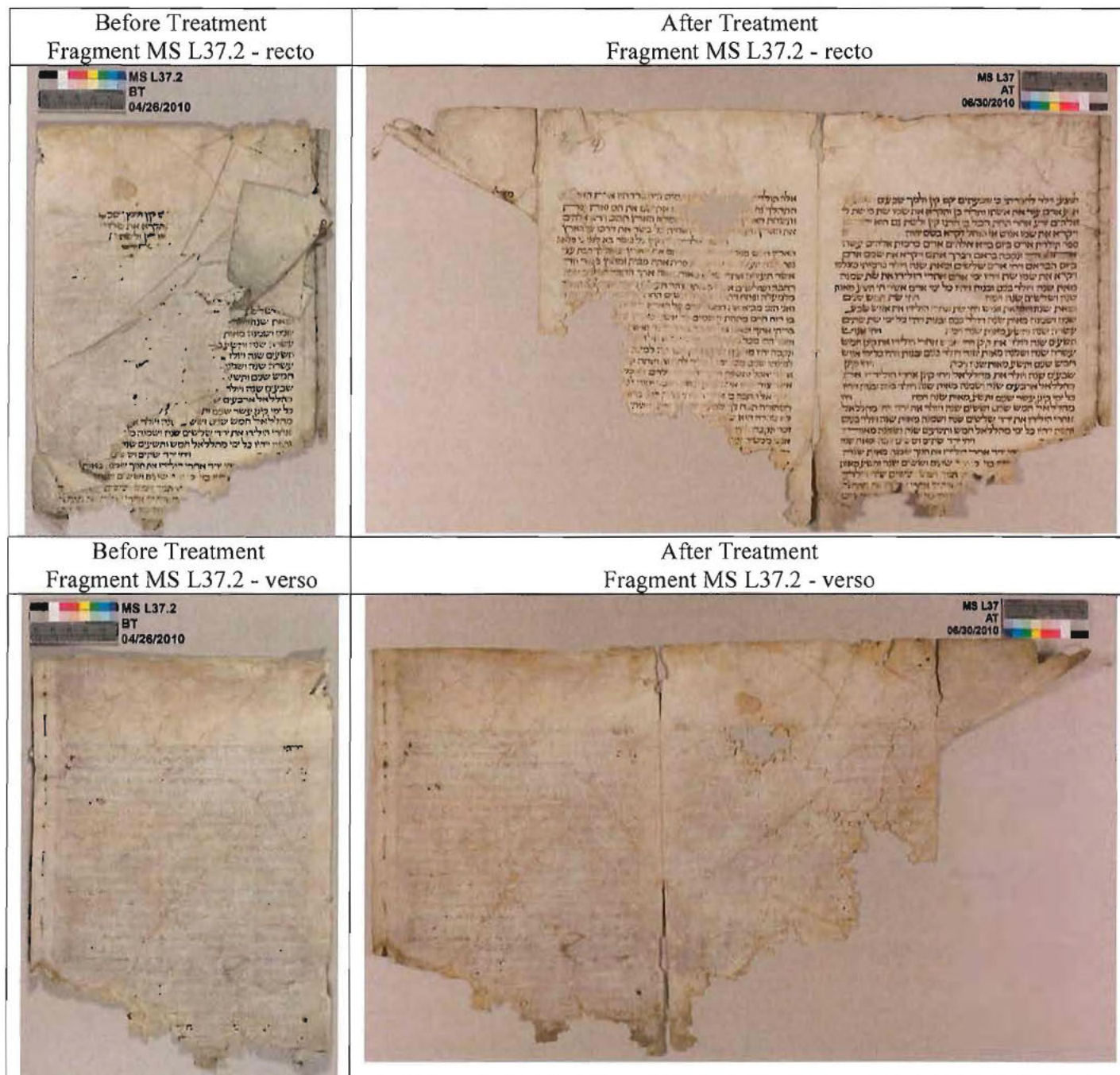
The condition of the fragments is poor to fair. All of the fragments are loosely stored together in a folder within an archival box housing additional *genizah* fragments. Many of the fragments have a large amount of surface dirt on them. The parchment supports of these fragments exhibit the following condition problems: creases, tears, folds, and planar distortions.

TREATMENT

When safely possible, the non-inked areas of the fragments were surface cleaned using a dry cleaning sponge (vulcanized natural rubber). Each fragment was slowly humidified in a water-vapor chamber. Small weights were utilized during the humidification process to hold down areas of the fragments so that they would not curl up. Each fragment was subsequently dried between polyester webbing and felts under weight. Each fragment was encapsulated in Mylar. All of the fragments were rehoused in a custom four-flap enclosure.

Conservator:	Amy Gerbracht Armstrong
Date:	July 7, 2010

TREATMENT REPORT – MS L37



The Library of The Jewish Theological Seminary
Application to NEH Division of Preservation and Access, HCRR Program, July 2013
Implementation Grant for Conservation and Digitization of the Cairo Genizah

VIII. Job Description for Project Conservators

Position Title: Project Conservator

Report to: Senior Conservator

Summary description of position: Responsible for the systematic treatment of items in serious state of deterioration from The Library's Genizah collection, including materials on paper and parchment.

Specific duties and responsibilities: Perform treatments on objects in critical need of conservation. Duties include treatment, management and implementation of work flow, quality and productivity of projects and reports. Work with librarians and conservators in relationship to the Genizah collection. Supervision of part-time staff.

Requirements: Excellent organizational and team-work skills; ability to initiate and adapt to change and to work collaboratively. Excellent oral and written communication skills, including demonstrated ability to document treatments, write specifications, and prepare reports.

Educational Requirements: Graduate degree or post-graduate studies in conservation, formal apprenticeship or equivalent preparation. Five years conservation experience, with demonstrated experience performing complex treatment of rare materials. In-depth knowledge of papermaking and parchment. Working knowledge of material sciences. A reading knowledge of Hebrew and familiarity in Jewish Studies is desired.

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IX. Job Description for Project Conservation Assistant

Position Title: Project Conservation Assistant

Report to: Project Conservator

Summary description of position: Responsible for performing minor conservation treatment and re-housing of paper and parchment-based materials. Assist conservator with treatment and documentation of conserved items.

Specific duties and responsibilities: Perform minor treatment and re-housing of objects. Duties include assisting conservator with treatment, documentation of treatment report, and creation of protective enclosures for documents.

Requirements: Excellent organizational and team-work skills; ability to initiate and adapt to change and to work collaboratively. Excellent oral and written communication skills, including demonstrated ability to document treatments and prepare reports.

Educational Requirements: Working knowledge of basic conservation methodology. Experience in performing basic treatment and re-housing of rare materials. A reading knowledge of Hebrew and familiarity in Jewish Studies is desired.

Naomi Steinberger

(b) (6)

Employment

DIRECTOR OF LIBRARY SERVICES
LIBRARY OF THE JEWISH THEOLOGICAL SEMINARY

JULY 2004-PRESENT
NEW YORK, NY

Responsible for all professional library activities, services and policies including systems and technology and project management of several multi-year, multi-million dollar grants to enhance access, improve space utilization, conservation, collection development scholarly library publications, and archival microfilm preservation. Responsible for supervision of 30 full-time and 10 part-time staff, for managing \$3 million budget, and for developing and implementing staff development and leadership programs.

ACTING DIRECTOR
LIBRARY OF THE JEWISH THEOLOGICAL SEMINARY

JULY 2002- JUNE 2004
NEW YORK, NY

Responsible for policy formulation for all library programs, administration, personnel (35 full-time and 20 part-time staff) and budget management (\$3 million), operational and strategic planning, resources and services including collection development of special collections; technological resources and development in library and collaboration with campus-wide computer operations. Represent the library through collaboration and cooperation with all operational departments, development department, faculty and students to fulfill the library's mission. Responsible for making the community cognizant, through fund raising, programming and publications, of the library's resources, holdings and publications.

EXECUTIVE LIBRARIAN
Library of The Jewish Theological Seminary

1996- JUNE 2002
New York, NY

Oversees all operations in the Library. Responsible for supervision of staff (35 full-time and 20 part-time) and budget management (\$3million), library policies, grant administration and for library computer systems. Project manager for all library projects including expansion program for conservation lab, retrospective conversion, exhibition and exhibition catalogs, finding aids for music archives, project planning and coordination, computer system upgrades, web site, digitization program including three digitization grants, developing and implementing professional exchange program with Judaica institutions in eastern Europe. Responsible for reporting for library grants.

ADMINISTRATIVE LIBRARIAN FOR
PUBLIC SERVICES AND SYSTEMS
Library of The Jewish Theological Seminary
York, NY

1987-1996
New

Responsible for Public Services Department with 130,000 visitors per year including circulation, reference, interlibrary loan, audio-visual center, music library and educational resource center. Responsible for initiating, developing and implementing automated systems at the library and for maintenance and upgrades of library's integrated library system and peripheral automated services (CD-ROM, web, electronic databases).

Education

Certificate of Completion – Leadership Institute for Higher Education
School of Education, Harvard University

August 2002
Cambridge, MA

M.S. LIBRARY SERVICES
Columbia University

1980
New York, NY

M. A. MUSICOLOGY
Thesis: *Performance Practices in Beethoven's Cello Sonatas*
Bar-Ilan University

1978
Ramat Gan, ISRAEL

B.A. MUSICOLOGY, SOCIOLOGY
Bar-Ilan University

1975
Ramat Gan, ISRAEL

Publications (selected list)

"Building a Virtual Library – A Case Study at The Library of The Jewish Theological Seminary" in *Digitization in the Real World*, ed. By Kwong Bor Ng & Jason Kucsma. New York: Metropolitan New York Library Council, 2010.

The Prato Haggadah: A Companion Volume to the Facsimile Edition. Edited by Naomi Steinberger. New York: The Library of The Jewish Theological Seminary, 2007.

"Jewish Libraries" in *Encyclopaedia Judaica*, Jerusalem: The Encyclopaedia Judaica, 2007.

An Inventory of the Samuel Rosenbaum Collection. Cataloged and annotated by Elliott Kahn. Edited by Naomi Steinberger. New York: Library of The Jewish Theological Seminary, 2002.

An Inventory of the Max Wohlberg Collection. Cataloged and annotated by Elliott Kahn. Edited by Naomi Steinberger. New York: Library of the Jewish Theological Seminary, 1999.

"Miller, Linda Rosenberg" in *Jewish Women in America, An Historical Encyclopedia*, ed. by Paula E. Hyman and Deborah Dash Moore. New York: Routledge, 1997.

An Inventory of the Solomon Rosowsky Collection. Cataloged and annotated by Elliott Kahn. Papers arranged by Julie Miller. Edited by Naomi M. Steinberger. New York: Library of the Jewish Theological Seminary, 1996.

An Inventory of the Herbert Fromm Collection. Cataloged and annotated by Elliott Kahn. Edited by Naomi M. Steinberger. New York: Library of the Jewish Theological Seminary, 1995.

Papers Presented (selected list)

"Authority Control: Resolving Unresolved Issues", ELUNA, Richmond, VA, May 2009.

"Bringing Up a Digital Library", ELUNA, Long Beach, CA, July 2008.

"Digital Projects at The Library of The Jewish Theological Seminary", Association of Jewish Libraries, Cambridge, MA, June 2006.

"Virtual Memory: Digital Collections at the Library of the Jewish Theological Seminary", EVA/Harvard University, Cambridge, MA, September 2005.

"Virtual Collections at the Library of the Jewish Theological Seminary". ICAU Conference. Paris, September 2002.

"Digitization projects at the Library of the Jewish Theological Seminary", AJL-NYMA, New York, November 2001.

"News About Jews: A Full-Text Digital Collection utilizing ALEPH500" Poster Session, ICAU Conference, Theosoloniki, Greece, October 2001.

AMY GERBRACHT ARMSTRONG

(b) (6)

EDUCATION

Queens College – Flushing, New York, September 2006

Master of Library Science

State University College at Buffalo – Buffalo, New York, August 1998

MA and Certificate of Advanced Study in Art Conservation (specialization in paper conservation)

The University of the South – Sewanee, Tennessee, May 1993

BA in Fine Arts (honors) and Music, *cum laude*

WORK EXPERIENCE

Jewish Theological Seminary Library, Paper Conservation – New York, New York

Senior Conservator – July 2008 – present

Conservator – November 2004 – June 2008

Mellon Conservator – July 2001 – October 2004

Great Neck Library – Great Neck, New York

Reference Librarian (part-time) – February 2007 – present

Yale Center for British Art, Paper Conservation – New Haven, Connecticut

Postgraduate Mellon Fellow – March 2000 – June 2001

Pierpont Morgan Library, Paper Conservation – New York, New York

Contract Conservator – January – February 2000

Brooklyn Museum of Art, Paper Conservation – Brooklyn, New York

Postgraduate Getty Intern – September 1998 – September 1999

Colonial Williamsburg Foundation, Paper Conservation – Williamsburg, Virginia

Program Intern – September 1997 – September 1998

Andrea Pitsch Conservation (private paper conservation lab) – New York, New York

Program Intern – June – August 1997

Baltimore Museum of Art, Paper Conservation – Baltimore, Maryland

Program Intern – May – July 1996

NYC Board of Education, Public Art for Public Schools Program – Long Island City, New York

Pre-program Intern (part-time) – October 1994 – May 1995

Pierpont Morgan Library, Paper Conservation – New York, New York

Pre-program Intern (part-time) – August 1993 – May 1995

Textile Conservation Lab, Cathedral Church of St. John the Divine – New York, New York

Pre-program Intern (part-time) – November 1994 – April 1995

New York Conservation Center, Inc. (private objects conservation lab) – New York, New York

Conservation Assistant (part-time) – February – September 1994

Pre-program Intern (part-time) – August 1993 – February 1994

The University of the South, Chemistry and Fine Arts Departments – Sewanee, Tennessee

Lab Assistant (part-time) – January 1993 – May 1993

helped create and develop labs for a new course entitled "Chemistry and Art" – July-August 1992

Pierpont Morgan Library, Paper Conservation – New York, New York

Pre-program Intern (part-time) – June – July 1992

PRESENTATION, PUBLICATIONS

Amy Gerbracht and Irene Brückle, "The Use of Calcium Bicarbonate and Magnesium Bicarbonate Solutions in Small Conservation Workshops: Survey Results" in *The Book and Paper Group Annual 16* (Washington D.C.: Book and Paper Group 1997)

"The Use of Calcium Bicarbonate and Magnesium Bicarbonate Solutions by Small Paper Conservation Workshops: A Survey and Feasibility Study" – Twenty-third Annual Conference of the Association of Graduate Programs in Conservation, lecture (Spring 1997) and Postprints (with Irene Brückle and Dr. Christopher Tahk)

SUPPLEMENTARY COURSE WORK

Understanding the Medieval Book

April 4-5, 2011 – Christopher de Hamel – The Irvin Dept. of Rare Books and Special Collections, Hollings Library, University of South Carolina, Columbia

Introduction to Conservation Environments

November 17, 2010 – William P. Lull – Rutgers University

Identification of Paper

July 8-9, 2004 – Peter Bower – London Metropolitan University, London, UK

Orientation to Microscopy and Fiber Analysis

November 17-19, 2003 – Debora Mayer – Library of the Jewish Theological Seminary, New York, NY

European Bookbinding, 1500-1800

January 6-10, 2003 – Nicholas Pickwoad – Rare Book School, University of Virginia, Charlottesville, VA

Pressure-Sensitive Tape Removal Workshop

October 21-23, 2002 – Elizabeth Morse – Library of the Jewish Theological Seminary, New York, NY

Parchment Making

October 18-19, 2002 – Jesse Meyer – Richard E. Meyer & Sons Tannery, Montgomery, NY

History and Use of Pigments and Inks

May 20-24, 2002 – Cheryl Porter – National Conservation Training Center, Shepherdstown, WV

History of European and American Papermaking

June 4-8, 2001 – John Bidwell – Rare Book School, University of Virginia, Charlottesville, VA

Inpainting Works of Art on Paper

July 11-14, 2000 – James Bernstein & Debra Evans – New York University, Institute of Fine Arts, Conservation Center, New York, NY

Bookbinding I (Fall 1994) and **Bookbinding II** (Spring 1995) – Center for Book Arts, New York, NY

Microscopy for Art Conservators

August 29-September 2, 1994 – Walter McCrone – New York University, Institute of Fine Arts, Conservation Center, New York, NY

The Library of The Jewish Theological Seminary
Application to NEH Division of Preservation and Access, HCRR Program, July 2013
Implementation Grant for Conservation and Digitization of the Cairo Genizah

XII. Professional Summary for Dwight Primiano, Photographer

Dwight Primiano has been creating photographs and independent films for over 35 years. Dwight earns his living photographing two and three-dimensional artwork. He has produced thousands of exhibition catalogs, posters, books and digital catalogs for institutions such as the New York Public Library, Columbia University, Boston University, The Municipal Art Society of New York, The Architectural League of New York, Alliance Capital, Museum of Art/Rhode Island School of Design, IBM, The Whitney Museum of American Art, Jewish Theological Seminary of America, Stevens Institute of Technology and many other museums, private collections, scholars and publishers throughout the United States and Europe.

Dwight has successfully completed numerous large scale 2D and 3D photographic projects including: AVIADOR Project (47,000 images), Digital Scriptorium (7,500 images), Joseph Urban Collection (5000 images), Friedberg Genizah Collection (15,000 images), Yale Robbins Collection (27,00 images) and Polonsky manuscript project (48,000 images).

Dwight's workforce consists of a select group of assistant photographers, personally trained on a project basis when the need arises. He also teaches art conservation photography at the Conservation Center at the Institute of Fine Arts/New York University.

Dwight has also produced over 18 personal portfolios and two films that are included in private and public collections and have been exhibited on three continents. He has received Individual Artists Grants from the Polaroid Collection and the Rhode Island State Council on the Arts. He currently owns and operates his photography studio as sole proprietor in Manhattan. Samples of his images are available for viewing at the following website: **www.dprimiano.com**.

**The Library of The Jewish Theological Seminary
Application to NEH Division of Preservation and Access, HCRR Program, July 2013
Implementation Grant for Conservation and Digitization of the Cairo Genizah**

XIII. Job Description for Photographic Assistant

Position Title: Photographic Assistant

Report to: Senior Conservator

Summary description of position: Assist digital photographer with the photography and handling of manuscripts.

Specific duties and responsibilities: Work with and assist digital photographer in handling fragile works on paper and parchment.

Requirements: High level of accuracy, precision, and attention to detail. Excellent hand skills and manual dexterity. Training and/or experience in careful handling of rare materials (e.g. positions such as art handler, conservation technician, or pre-program intern). Ability to work while standing for long periods of time.

Preferred qualifications include: Conservation treatment experience and/or training. Experience working with paper, parchment, and bound manuscripts. Experience with photography or digitization projects. Experience working in library special collections.

Educational Requirements: Bachelor's degree or equivalent experience; knowledge of Hebrew preferred.

**XIV. Professional Summary for Yaacov Choueka,
Chief Computerization Scientist (FGP)**

Yaacov Choueka is the Chief Computerization Scientist at Genazim, the Computerization Unit of the Friedberg Genizah Project (FGP), where the Cairo Genizah world of research is being computerized. He is also Professor Emeritus of Computer Science at Bar-Ilan University.

Professor Choueka been affiliated since 1964 with the Department of Mathematics and Computer Science of Bar-Ilan University, where he headed the Institute for Information Retrieval and Computational Linguistics for more than 30 years. He was also one of the developers of the Responsa Project at Bar-Ilan and its director from 1974-1986. The Responsa System won the prestigious Israel Prize in 2007.

Professor Choueka was the Principal Investigator or Director of more than ten projects that involved the processing of large textual corpora and databases. He developed a Morphological Analyzer for Modern Hebrew, one of the first to be developed for any language, and initiated, headed, and developed the *Rav Milim* Project for comprehensive Hebrew Processing. *Rav Milim* was awarded the Israel Prime Minister Prize for Programming in 1992. He is the author of many publications in Information Retrieval and in Natural Language Processing

Professor Choueka has participated in a large number of international and national conferences, frequently as the Keynote or Invited Speaker. He organized and chaired the Eighteenth National Conference of the Information Processing Association of Israel and of the Fifteenth International conference of the Association for Literary and Linguistic Computing.

Professor Choueka was the recipient of the Israel Prime Minister Prize for Computing in 1997, and twice received the Annual Award of the Association for Information Processing of Israel. He was honored for his teaching and achievements at the Seventh Bar-Ilan International Conference on the Mathematical Foundations of Artificial Intelligence and the 2004 Annual Conference of the Israeli Society for Computational Linguistics.

Annual Performance Report

Report ID: 112345

Application Number: PW-51659-14

Project Director: Naomi Steinberger (nsteinberger@jtsa.edu)

Institution: Jewish Theological Seminary of America

Reporting Period: 5/1/2014-4/30/2015

Report Due: 5/31/2015

Date Submitted: 5/27/2015

Interim Report (5/1/2014 - 4/30/2015)

PW-51659-14

Conservation and Digitization of the Cairo Genizah

Naomi Steinberger, Project Director

The Jewish Theological Seminary

Submitted May 27, 2015

I. Conservation

To date, The Library of The Jewish Theological Seminary (“The Library”) has treated 47 percent of the Cairo Genizah fragments. Elyse Driscoll, the project’s full-time conservator, along with The Library’s Senior Conservator Amy Armstrong, began the project by first setting up a conservation lab annex with environmental controls and computer.

The staff established the workflows for the treatment of the fragments in the conservation lab annex. Workflow steps include:

- Taking a photo of each fragment before treatment is administered;
- Humidification and flattening of each fragments and/or blotter washing;
- Drying each fragment;
- Taking a photo of each fragment after treatment is administered; and
- Writing a conservation report on condition;

While going through the boxes of fragments, the conservators found that many fragments were clumped together, resulting in a higher number of overall fragments than originally estimated. In some cases, what was thought to be a single fragment actually consisted of up to eight fragments. It was also discovered that a few fragments will ultimately require more involved treatment than this project covers. These will be digitized as-is, and will be flagged for more extensive treatment which will take place outside the scope of this project.

Blotter washing was conducted with environmentally sustainable Tek-Wipe fabric, cost-effective because they are re-usable. However, the time to wash the blotters is often quite lengthy, which necessitates increased staff time.

The pre- and post-conservation treatment digital photographs are being stored on the JTS servers. The file sizes are larger than anticipated, an issue that The Library resolved with the help of the JTS IT department, who allocated additional server space.

II. Encapsulation and Re-Housing

In preparation for digitization, we have encapsulated 660 fragments in mylar. The encapsulated fragments are housed in three-ring binders and sorted by box, some of which are pre-sorted by subject. The Friedberg Genizah Project confirmed that we should have multiple fragments on one page, and that each fragment must have its own identification tag and number.

III. Digitization

To prepare for digitization, The Library’s Digital Photographer Dwight Primiano has set up the specifications with the Friedberg Genizah Project. He has confirmed their standards for digitization, the format of the encapsulation and labeling of each fragments, and the methodology for the digitization of multiple fragments on one encapsulated page.

Because we have more storage space for the conserved fragments than originally planned, we will be able to digitize in larger batches.

IV. Challenges

We have experienced some challenges filling and retaining staff positions. This has resulted in some delays to the project's timeline.

The conservation of the fragments began in September 2014, rather than in May. This was due to a lengthier hiring process than originally anticipated. We hired two conservators, Elyse Driscoll (full-time) and Claire Kenny (75 percent), and a Conservation Assistant. The Conservation Assistant Amy Stecher began in August 2014 and continues to work 17.5 hours per week. Unfortunately, both key conservators have resigned. We have hired a partial replacement for Ms. Kenny— Rachel Danzing is working one day per week. Ms Driscoll's replacement is Clare Manase, who will begin working full-time in June. Akiko Yamazaki-Kleps, a conservator on another project, will join the team at the end of July 2015 and will work full-time.

We are currently searching for an additional full-time conservator in order to complete the project on schedule. We anticipate beginning the digitization to commence in June 2015. If necessary, we plan to request a no-cost extension well in advance of the project's end date.

Final Performance

Report ID: 2881047

Application Number: PW-51659-14

Project Director: Naomi Steinberger

Institution: Jewish Theological Seminary of America

Reporting Period: 5/1/2014-7/31/2016

Report Due: 10/31/2016

Date Submitted: 10/19/2016

Final Report (5/1/2014 - 4/30/2016)

PW-51659-14

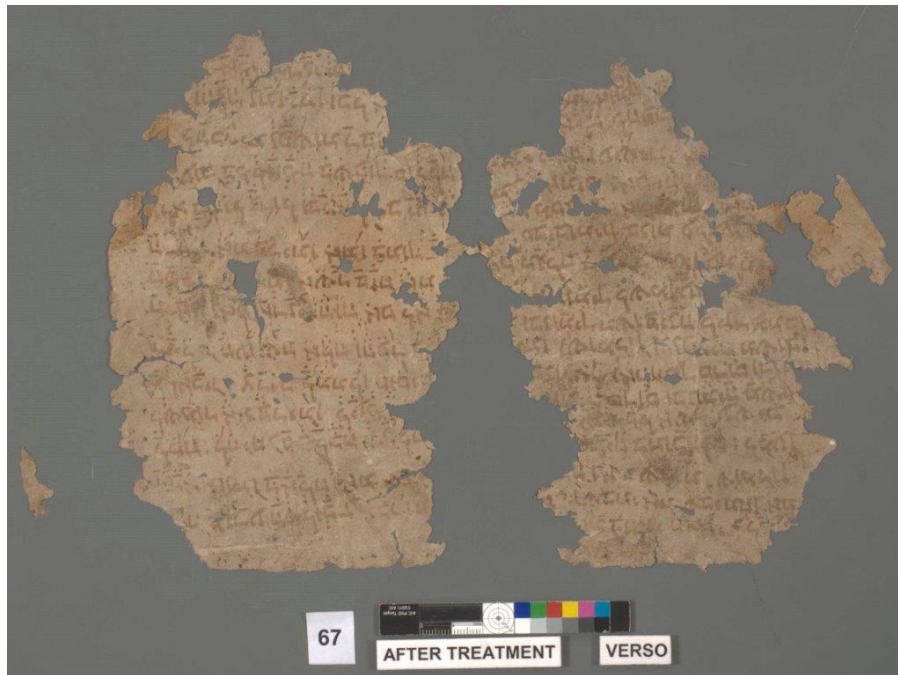
Conservation and Digitization of the Cairo Genizah

**Naomi Steinberger, Project Director
The Jewish Theological Seminary**

Submitted October 19, 2016

I. Project Activities

Throughout the course of The Library of the Jewish Theological Seminary's "Conservation and Digitization of the Cairo Genizah" project (from May 1, 2014 through June 30, 2016), we were able to conserve and digitize a rare part of history, impacting scholarship and Jewish studies through the U.S. and beyond. The project made a valuable body of material widely available for research for the first time, adding to The Library's efforts to promote new research and discoveries regarding the Bible, Jewish liturgy, and social and economic history of the region.



A. Conservation

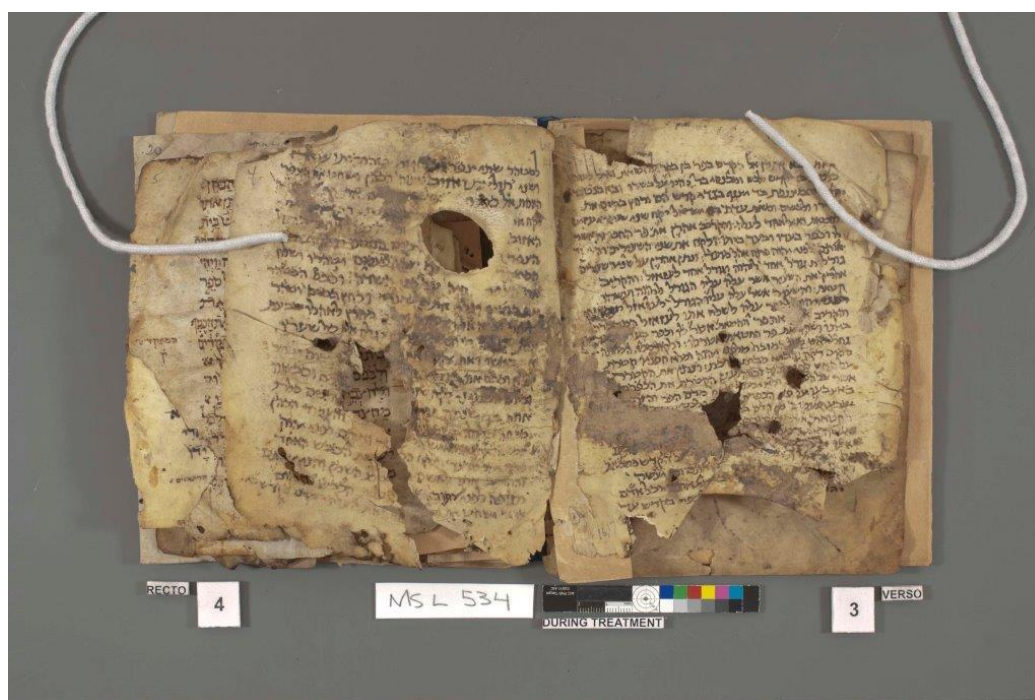
While our goal was to conserve 5,400 fragments, we were very pleased to be able to conserve a total of 6,535. We were especially happy to exceed our goal in light of the challenges we experienced due to a high rate of staff turnover, and an unforeseen (in 2014, at the commencement of this project) major library reconstruction project which is now fully underway.)

Elyse Driscoll, the project's initial full-time conservator, along with The Library's Senior Conservator Amy Armstrong, began the project by first setting up a conservation lab annex with environmental controls and computer. Workflows were as follows:

- Taking a photo of each fragment before treatment is administered;
- Numbering each fragment retaining the original box number;
- Humidification and flattening of each fragments and/or blotter washing;
- Drying each fragment;
- Taking a photo of each fragment after treatment is administered; and
- Writing a conservation report on condition.
- Re-housing in mylar and encapsulating (see picture)

We experienced some challenges filling and retaining conservator positions. This resulted in some delays to the project's timeline, although we were able to overcome this setback and finish on schedule. The conservation of the fragments began in September 2014, rather than in May as scheduled. This was due to a lengthier hiring process than originally anticipated. Along with Elyse Driscoll (full-time), we hired another conservator, Claire Kenny (75 percent), and a Conservation Assistant. The Conservation Assistant, Amy Stecher, began in August 2014 and worked 17.5 hours per week.

After the resignation of both key conservators, we hired Akiko Yamazaki-Kleps, who worked full-time for six months, and Clare Manase, who worked full-time for seven months, Rachel Danzing and Melissa Bushey also worked part-time for several months on conservation treatments. Three of these four conservators were already familiar with our conservation lab as they had previously worked for us on other projects. Consequently, there was a very short learning curve for them to adjust to our lab and working procedures.



B. Digitization

The Library's Digital Photographer Dwight Primiano completed the digital photography in accordance with the specifications and standards outlined by our project partner, the Friedberg Genizah Project, an international project based at Bar-Ilan University in Israel.

C. Sending Digital Giles and Metadata to Friedberg Genizah Project

After the digital image was taken it went through a process of quality control, and conversion from RAW to TIFF files. Each digital file had brief metadata identifying the image, which was numbered during the process of conservation. These were loaded to hard drives. One set stayed at JTS and was loaded onto the JTS server for local use. The other set was sent via FedEx to the

Friedberg Genizah Project headquarters in Israel for uploading to their site. All the digitized fragments have been delivered and uploaded.

D. Summary of Accomplishments

- Conserved and digitized 6,535 Cairo Genizah fragments (1,135 more than projected)
- Strengthened our working relationship with the Friedberg Genizah Project, which we hope to continue on future digitization projects
- Generated a high level of publicity and interest through a New York Times article
- Helped to advance Cairo Genizah scholarship
- Loaned Genizah collection, including the 6,535 newly conserved fragments to Princeton University Library for use in their Department of Near Eastern Studies

II. Audiences

The conservation and digitization of these fragments has helped complete the historical picture represented by the Cairo Genizah. Scholars from around the world have already turned to these newly-conserved documents and, as a result, have contributed new discoveries and bodies of research in multiple and diverse scholarly fields.

Many of the fragments that were conserved in this project are “filling in the blanks” of other fragments that have already been used for decades by researchers. For example, Professor Marina Rustow, a recently named MacArthur Fellow and Professor at Princeton University, found a Fatimid tax receipt dated 1012 (in Box 2) that matched a similar receipt that one of her post-doctoral students located in a Budapest collection. This was an important discovery, because both were written by the same set of bureaucrats as sixteen other tax receipts that were published by Geoffrey Khan out of Cambridge. And it matched the one in our collection. Then, after going through Box 1 images, Marina found three more tax receipts of the same origin. Because of these newly conserved documents, we now know of four correlating tax receipts, while previously there was only one.

III. Publicity

JTS created a press release to announce the project and The New York Times wrote an article about the collections and this project. The Friedberg Genizah Project distributes an electronic newsletter which highlights new collections that are added to their database and website. The new additions from the JTS collection were featured in this newsletter.

IV. Long-term Impact

The digitized fragments can be viewed online at: www.genizah.org. According to FGP statistics, over just the past seven months there have been close to 4.5 million hits on their site and more than 3,000 registered users.

We initially stated that the original conserved fragments would be available for on-site consultation at The Library in the special collections reading room, open to the public by appointment 20 hours per week. However, due to our Library’s reconstruction project, now in full swing, the fragments have been relocated to Princeton University’s Rare Book Library for the duration of our project (scheduled for completion in 2019). Princeton is using the conserved

fragments as part of their Near Eastern Studies program. Because the fragments are now conserved and housed in protective mylar bindings, they are accessible to graduate students.

They will be available for loan to libraries and museums that request them. Ten of The Library's most famous geniza fragments will be on display at the Metropolitan Museum of Art for an exhibit "Jerusalem 1000–1400: Every People under Heaven" from September 26, 2016 – January 8, 2017. We hope that new discoveries will be made with the newly available fragments and that they will be exhibited as well.

One of the most important potential scholarly outcomes of this work is made possible by a new artificial intelligence technology, *Genazim*, accessible through the Genizah.org website. This program allows for a computer rejoining of scattered manuscript fragments. This may be analogized to a computer-directed assembly of a jigsaw puzzle. By putting scattered fragments together electronically, fuller original documents can be recovered and interpretations and conclusions can be based upon a more complete, more accurate text. This new technological capability will enable scholars both to correct old conclusions and offer new ones. To use this new technology, it is essential first to unfold and flatten fragments (that is, to conserve them) and to digitize them. Only then can the edges be electronically matched.

By conserving and digitizing 6,500 new fragments, we have greatly advancing the possibilities of this matching process, contributing to the realization of hundreds or even thousands of documents that will immeasurably contribute to the historical record.

Final Financial

Report ID: 2881046

Application Number: PW-51659-14

Project Director: Naomi Steinberger

Institution: Jewish Theological Seminary of America

Reporting Period: 5/1/2014-7/31/2016

Report Due: 10/31/2016

Date Submitted: 10/19/2016

FEDERAL FINANCIAL REPORT

(Follow form instructions)

1. Federal Agency and Organizational Element to Which Report is Submitted National Endowment for the Humanities	2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment) 45.149	Page <div style="border: 1px solid black; width: 20px; height: 20px; margin: 0 auto; text-align: center; line-height: 20px;">1</div>	of <div style="border: 1px solid black; width: 20px; height: 20px; margin: 0 auto; text-align: center; line-height: 20px;">1</div>	pages
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3. Recipient Organization (Name and complete address including Zip code) The Jewish Theological Seminary, 3080 Broadway, New York, NY 10027

4a. DUNS Number (b) (4)	4b. EIN (b) (4)	5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment) PW-51659-14	6. Report Type <input type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input type="checkbox"/> Annual <input checked="" type="checkbox"/> Final	7. Basis of Accounting <input checked="" type="checkbox"/> Cash <input type="checkbox"/> Accrual
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8. Project/Grant Period From: (Month, Day, Year) 5/1/14	To: (Month, Day, Year) 4/30/2016	9. Reporting Period End Date (Month, Day, Year) 4/30/2016
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10. Transactions	Cumulative
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(Use lines a-c for single or multiple grant reporting)

Federal Cash (To report multiple grants, also use FFR Attachment):	
a. Cash Receipts	300,000
b. Cash Disbursements	300,000
c. Cash on Hand (line a minus b)	0

(Use lines d-o for single grant reporting)

Federal Expenditures and Unobligated Balance:	
d. Total Federal funds authorized	300,000
e. Federal share of expenditures	300,000
f. Federal share of unliquidated obligations	0
g. Total Federal share (sum of lines e and f)	300,000
h. Unobligated balance of Federal funds (line d minus g)	0

Recipient Share:	
i. Total recipient share required	201,711
j. Recipient share of expenditures	201,711
k. Remaining recipient share to be provided (line i minus j)	0

Program Income:	
l. Total Federal program income earned	0
m. Program income expended in accordance with the deduction alternative	0
n. Program income expended in accordance with the addition alternative	0
o. Unexpended program income (line l minus line m or line n)	0

11. Indirect Expense	a. Type	b. Rate	c. Period From	Period To	d. Base	e. Amount Charged	f. Federal Share
	Predetermined	36.78	7/1/14	6/30/2016	340,529	125,247	74,892
g. Totals:					340,529	125,247	74,892

12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation.

13. Certification: By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and intent set forth in the award documents. I am aware that any false, fictitious, or fraudulent information may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)
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a. Typed or Printed Name and Title of Authorized Certifying Official Andrew Dorsch, Director of Budget and Institutional Research	c. Telephone (Area code, number and extension) 212 678-8066
b. Signature of Authorized Certifying Official 	d. Email address andorsch@jtsa.edu
	e. Date Report Submitted (Month, Day, Year) 10/14/16
14. Agency use only:	

Standard Form 425 - Revised 5/28/2010
 OMB Approval Number: 0348-0061
 Expiration Date: 10/31/2011

Paperwork Burden Statement According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is 0348-0061. Public reporting burden for this collection of information is estimated to average 1.5 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0061), Washington, DC 20503.
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