



NATIONAL ENDOWMENT FOR THE

Humanities

DIVISION OF PRESERVATION AND ACCESS

Narrative Section of a Successful Application

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

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

Project Title: General Preservation Assessment for National Japanese American Historical Society Collections

Institution: National Japanese American Historical Society

Project Director: Rosalyn Tonai

Grant Program: Preservation Assistance Grants for Smaller Institutions

A. What activity (or activities) would the grant support?

The National Japanese American Historical Society (NJAHS) respectfully requests a grant of \$6,000 from the NEH Preservation Assistance Grants for Smaller Institutions program. With the proposed Preservation Assistance Grant, NJAHS will contract Museum Collections Consultant Paloma Añoveros to conduct a general preservation assessment of the institution's historical collections of approximately 30,000 items.

The assessment will concentrate on the current situation of storage and display of objects in the collection in all locations (on-site and off-site). The assessment will provide recommendations in three areas: a) short term recommendations focusing on remedial improvements to storage and display, including equipment and conditions, b) long-term improvements to storage and display conditions, including environmental parameters and the equipment necessary to support the recommendations, c) recommendations on how to integrate the preservation needs of the collection into the planning of the collections activities and the overall strategic planning of the institution.

The assessment will culminate with a one-day report-back session for NJAHS staff and Board members, and representatives of affiliated collections such as the Western Addition Branch library, the Smithsonian Asian Pacific American Program, California State Library, Japanese American National Library and Seizo Oka History Archive to inform them in the findings and recommendations and to promote awareness of collections' preservation needs.

B. What are the content and size of the humanities collections that are the focus of the project?

The NJAHS collections contain a total of approximately 30,000 items including photos, documents and objects.

The largest portion of the collection contains some 17,000 items related to the World War II experience of Japanese Americans in the US Army. These items serve as the tangible legacy of the all Japanese American 100th Infantry Battalion /442nd Regimental Combat Team, the most decorated US military unit in World War II; and the Japanese American soldier linguists of the Military Intelligence Service (MIS), who participated in every major campaign of the Pacific War, from Guadalcanal (1942) to the Occupation of Japan.

Highlights of this portion of the collection include for the 100th Battalion /442 RCT: the 100th INF/442 RCT Collection (1478 two dimensional documents and 1520 photos including infantry/battalion maps, newspaper clippings, personal statements, troop transport cards); the 4,100 Official Regimental Records, Journals and Daily Reports (1944-45), 2,500 photographs, 2,350 pages of transcripts of oral history transcripts and 50 soldier diaries. Also included are a variety of objects, from helmets, uniforms, weapons, banners, captured documents and weapons.

For the MIS there includes 2,601 pages of transcripts from 150 oral history interviews of MIS veterans, the Harrington Papers Collection (3,100 pages of personal histories, interview documentation of 561 MIS veterans, including biographies, fact sheets and interview notes for each), the MIS WWII Collection (newspaper clippings, personal letters, registration certificates, books/pamphlets, money, infantry training schedules) and 200 pages of captured Japanese and Prisoner of War documents.

A second major portion of the NJAHS collection contains nearly 5,000 items related to the World War II eviction of Japanese Americans and Japanese Latin Americans from their communities and their incarceration (1942 – 1946) in US Government confinement camps. Included are numerous objects (from furniture to art objects or personal use items such as quilts and clothing made in the camps), camp newspapers and newsletters, scrapbooks, letters, photographs. Highlights include the Evacuation/Internment Collection (1,800 pages and 400 photographs of internee relocation files, newspaper clippings, State of California Preliminary Report of Investigation of Japanese charges); War Relocation Authority Files Collection (950 pages and 200 photographs of original reports, letters from 1942-43, Nisei Assimilation Guidebook for Residents of Relocation Centers, news clippings).

A third section of the NJAHS contains nearly 8,000 other items related to the Japanese American experience such as: Japanese Americans in Baseball (500 pages of personal letters, baseball publications and newspapers), Japanese American Women (600 pages of personal letters/correspondence), non-military veteran oral histories (1000 pages of transcripts), renowned visual artist Chiura Obata's diary and personal papers (800 pages of autobiographical information including manuscripts, interview notes and personal notes handwritten in kanji-Japanese classic characters, diaries from the Topaz camp, sketches from diaries and art created in the Topaz camp), the court case of Iva Toguri (1070 pages of trial transcripts and newspaper clippings) who was convicted of treason (called "Tokyo Rose") and later pardoned by President Gerald Ford due to revelations that key witnesses had lied in the 1949 trial.

C. How are these humanities collections used?

NJAHS' collections are used for:

1) Supporting NJAHS' Exhibits and Public Programs: Key accomplishments utilizing NJAHS' collections have included:

Serving as a principal consultant and contributor of over 2,000 artifacts to "A More Perfect Union: Japanese Americans and the United States Constitution", a national exhibit for the U.S. Constitution's bicentennial. On view at the Smithsonian Institution's National Museum of American History from 1987 - 2002, the exhibit was seen by millions of visitors and was one of their longest-running exhibits. The online version of the exhibit continues to be on view at <http://americanhistory.si.edu/perfectunion/experience/index.html>. According to Smithsonian Regent and Congresswoman Doris Matsui (D-CA), space has been designated for a new updated exhibit of similar themes of civil rights and the Japanese American experience. NJAHS is preparing for a similar rotating loan arrangement for this upcoming exhibit.

Collaborating with its museum partner, the Oakland Museum, NJAHS created the award-winning national traveling exhibition, "Strength & Diversity: Japanese American Women, 1885-1990" by the American Association of State and Local History. The exhibit won an Award of Excellence from the Smithsonian Institution for museum scholarship and the discovery of original objects.

Over the years there have been numerous groundbreaking exhibits including: "Latent August: The Legacy of Hiroshima and Nagasaki through history, memory, and art"; "Diamonds in the Rough: Japanese Americans in Baseball"; "MANGA: Century of Social Commentary by Japanese Artists in America"; "The Enemy Alien Files: Hidden Stories of World War II".

This past year has been particularly productive for NJAHS with its ground breaking exhibit *Prejudice and Patriotism: The Story of Japanese Americans in the Military Intelligence Service 1941 - 1952* in the 7,000 square foot gallery of the Officers' Club, Presidio of San Francisco. This exhibit which featured some 500 items from NJAHS collections received nearly 5,000 visitors. On view currently in the NJAHS Peace Gallery is *Sa Sa e: Objects of Memory* featuring objects identified through collection days throughout Northern California and featured on an online objects database on the NJAHS website. NJAHS is also proud to have 47 objects on loan to the celebrated Art of Gaman exhibit at the Renwick Gallery in the Smithsonian American Art Museum on view January 30, 2011.

2) Supporting historical research – for nearly 30 years, these collections have been a destination for a broad spectrum of researchers from academics to media artists to grassroots historians to individual members of the public seeking insights that NJAHS collections have to offer into the history of Japanese Americans. From this research numerous articles, books, films and multi-media projects, exhibits and curriculum packages have been produced making a significant contribution to the public knowledge about Japanese American experiences and values, particularly related to the critical World War II period. Notable examples of projects include the feature film about the

442nd RCT/100th Battalion by Lane Nishikawa *Only The Brave*, the popular book featuring photographs of camp objects *The Art of Gaman: Arts and Crafts from the Japanese American Internment Camps 1942-1946* and the official US Army history of the MIS entitled *Nisei Linguists: Japanese Americans in the Military Intelligence Service During World War II*.

D. What is the nature and mission of your institution?

The National Japanese American Historical Society (NJAHS), founded in 1980 in San Francisco, is a non-profit membership supported organization dedicated to the collection, preservation, authentic interpretation, and sharing of historical information of the Japanese American experience for the diverse broader national community. Originally named Go For Broke, Inc., NJAHS changed its name in 1986 to reflect its efforts to share the broader story of this community. Today, NJAHS is a core organization in SF's Japantown, one of three such neighborhoods left in the mainland US and its programs, which a recent NY Times article identified as a source of Japantown's dynamism, are a model for the preservation and interpretation of a community's history. NJAHS programming includes:

Exhibitions: Since 1981, NJAHS has produced ground-breaking exhibitions both in its own Peace Gallery as well as in numerous larger venues such as the Oakland Museum of California, the Smithsonian Institution, the Bishop Museum of Hawaii and the Field Museum of Chicago, among others.

Public Education: NJAHS also presents an annual series of community programs in its Gallery and at community venues which integrate public education with other interpretative activities including visual and performing arts.

Publications: NJAHS publishes the journal *Nikkei Heritage* as well as special publications including the recently released *First Class*, which tells the story of the first class the Military Intelligence Service Language at Building 640 in the Presidio of San Francisco.

The Military Intelligence Service Historic Learning Center: This project in collaboration with the National Park Service and The Presidio Trust, which has received an accumulated \$3.58 Million in federal appropriations to date, will rehabilitate for reuse the 12,000 square foot Building 640 in the Presidio of San Francisco as an interpretive center that will advance the legacy of the Japanese Americans of the Military Intelligence Service as well as the 100th Battalion/442nd Nisei soldiers in the context of American history. Building 640 is the site of the first Military Intelligence Service Language School where the Japanese American soldier linguists were secretly trained for the War in the Pacific.

Organization Capacity: The ending expense budget for FYE 2009 was \$824,246. However, this figure includes expenses related to NJAHS' capital development project – the MIS Historic Learning Center. Over the past three years, the operations budget of the organization is \$400K. There is one full time paid staff member (Executive Director) and 5 part-time paid staff (Director of Development, Collections Manager, two program assistants and Finance Manager). There is one full time volunteer and approximately 20 other consistent volunteers. The Gallery is open M – F, and first Saturdays of the month 12p – 5p for a total of around 300 days per year for 1,500 hours. The storage capacity for NJAHS' collections is approximately 2,000 square feet. NJAHS' collections are housed on-site in its Japantown offices and off-site in storage in a facility on Treasure Island, San Francisco.

E. Has your institution ever had a preservation or conservation assessment or consultation?

No.

F. What is the importance of this project to the institution?

Since its founding in 1980, the NJAHS has concentrated on the implementation of public programs, including the installation of temporary and touring exhibitions. The institution has been program driven and the collections have

been used to support these programs. Throughout the years the institution has collected a strong and unique collection related to the Japanese American experience. This collection will continue to gain in significance as the legacy of this historic period as the generation that went through this period passes away. In the Bay Area there are two members of the first class of trainees – retired Colonel Thomas Sakamoto and Major Masaji “Gene” Uratsu at the MIS secret language school which opened in November 1941 who still attend NJAHS events – they are both in their 90’s. One of NJAHS’ volunteers assisting our Collections Manager is a veteran of the 442nd RCT and is in his late 80’s. As such, the collection and its connection to those who lived through these historic benchmarks is a precious asset for the Japanese American community and the nation as a whole. Overall, building NJAHS capacity to care for its collections assets provides immeasurable support for its efforts to disseminate the story of Japanese Americans, to educate the Japanese American community and the general public about the power of objects such as photos, documents, art, clothes, household items as vehicles of memory as well as promote greater levels of skill in the preservation of history.

NJAHS has had part-time collections staff and volunteers focused on basic management tasks such as accessioning, basic loan processing, exhibit organizing, and basic maintenance and care. In 2009, after a hiatus in collections staff, the institution received a grant from AAM to perform a Collections Management Assessment Program (CMAP). A consultant was contracted to direct the project and the assessment was completed in January 2010.

The CMAP has provided the institution with an assessment and recommendations in general collections management practices. One of the significant findings was that the existing collections management policy had not been revised since its completion in 1986. The Institution then devoted significant resources to develop a new Collections Management Policy and a procedures guide to direct collection management activities. The new Policy, formally adopted by the Board of Directors in March 2010, guides, informs and enforces consistency in all collections management activities and is compliant with standards in the field (AAM and AASLH).

As part of the revision process of all the collections management activities for the development of the new policy, the need for a preservation assessment was identified as an essential component in the development of a Collections Plan in the overall NJAHS strategic plan. The Collections Committee of the Board is currently developing a Collecting Plan to be completed by December 2010 and NJAHS is expecting to begin the Preservation Assessment in January 2011.

The preservation Assessment Program will provide necessary and detailed information on the specific needs of the collection in three main areas: a) the short term recommendations focusing on remedial improvements to storage and display, including equipment and conditions will aid the recently hired Collections Manager in prioritizing immediate action items, b) the long-term improvements to the storage and display conditions, including environmental parameters and the equipment necessary to support the recommendations will inform the institution in planning future display and storage conditions, both on-site and off-site, that will accommodate collection growth and support the museum activities, c) the recommendations on how to integrate the preservation needs of the collection into the Collections Plan and the overall strategic planning of the institution will be key in assessing collection needs in the early stages of planning allowing for effective preventive care and effective coordination of museum operations and use of resources.

In addition, the training/report back session proposed as part of this proposal extends the benefit of the findings and recommendations to other institutions of similar characteristics, to all staff members of the NJAHS and promotes education and attention for collections among museum professionals and Board members.

G. What are the names and qualifications of the consultant(s) and staff involved in the project?

Paloma Añoveros will conduct the preservation assessment. Ms. Añoveros has been a Museum Consultant since 2001 and has conducted preservation surveys and recommendations for a variety of smaller historical and cultural organizations similar to the NJAHS. In addition, she has experience in strategic planning for collections. Ms. Añoveros was involved with the organization directing the completion of a CMAP Assessment Program in 2009 and

is familiar with the overall situation of the collection and the institution. She has more than 15 years experience in Collections. Ms. Añoveros has a BA in Art History from the Universidad Complutense, Madrid, Spain, a Conservation High Degree from the Escuela Superior de conservación y restauración de bienes culturales, Madrid, Spain, an Advanced Internship in Conservation at the Strauss Center for Conservation, Harvard University, and a MA in Museum Studies from JFKU, Berkeley, CA. From 2002-2009 Ms. Añoveros was Adjunct Professor in the Museum Studies Department at JFKU where she taught Collections Management.

Rosalyn Tonai is the Executive Director of NJAHS and will serve as the Project Director. She has a MPA in Non-Profit Management from the University of San Francisco. She served as an advisor to the Smithsonian Institution's Travelling Exhibition Services Museum-Community Collaboration: *Strength & Diversity Japanese American Women 1885 to 1990* and was the NJAHS Collections Liaison to the National Museum of American Art: ART OF GAMAN (2010) and the National Museum of American History's A More Perfect Union exhibition (1987 to 2002). She has extensive hands-on experience with Camp artifacts in NJAHS 30,000+ collections. During her 19 year tenure at NJAHS, she served as Project Director and curatorial advisor for several NJAHS exhibitions.

Tara Hadibrata is the NJAHS Collections Manager and will be the primary staff member working with Ms. Añoveros. She holds an MA in Museum Studies from John F. Kennedy University and a member of the American Association of Museums. Her professional experience includes serving currently as NJAHS Collections Manager and as past Curator of Collections at Masterworks Fine Art, Inc. with past internships at the Hearst Museum of Anthropology at UC Berkeley, the LA County Museum of Art.

H. What is the plan of work for the project?

This is the proposed schedule of work for the Preservation Assessment Project:

Timeline	Action Items
Day 1: January 2011	Meet Staff/Collections Committee
	Survey of Storage (on-site)
	Survey of Exhibition Space (on-site)
	Obtain Institution's history and planning on exhibitions, storage, programs etc.
Day 2: February 2011	Survey of Storage (off-site)
Day 3 (1/2 day): February 2011	Survey of Exhibition Space (off-site)
Day 4: March 2011	Meet w. Staff/Collections Committee to review Exhibition and Programs 5 year planning
Day 5-8: April 2011	Review of materials (survey and NJAHS' strategic planning) and survey writing
Day 9: May 2011	Presentation of survey and report-back/training session