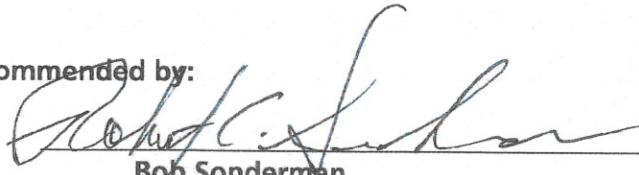


DEPARTMENT OF THE INTERIOR
NATIONAL PARK SERVICE
CARTER G. WOODSON HOME NATIONAL HISTORIC SITE

Scope of Collection Statement

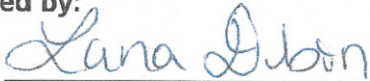
Recommended by:



Bob Sonderman
Regional Curator, National Capital Region

2/9/16
Date

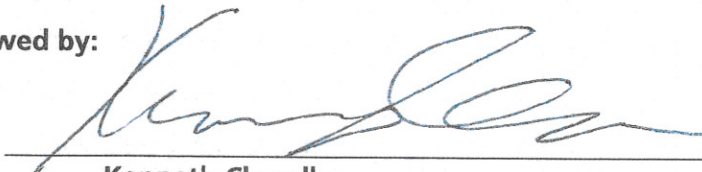
Prepared by:



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CESU Project Staff, Museum Resource Center

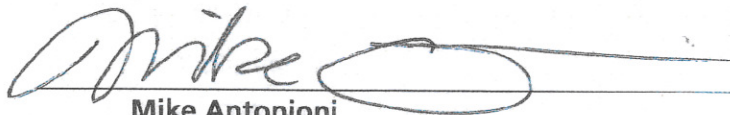
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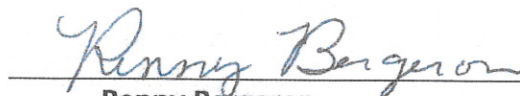
Kenneth Chandler
Archivist, Carter G. Woodson Home National Historic Site

28 DEC 2015
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Mike Antonioni
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I. INTRODUCTION

A. Executive Summary

Carter G. Woodson Home National Historic Site (CAWO) is a historic house site located in the Shaw neighborhood of Northwest Washington, D.C. From 1922 to 1950, CAWO served as the office-home of Dr. Carter G. Woodson—the “Father of Black History”. The site functioned as the headquarters for the Association for the Study of Negro Life and History, Inc. and the Associated Publishers, Inc., which Woodson founded. The Carter G. Woodson Home at 1538 Ninth Street NW Washington, D.C. and adjacent properties at 1540 and 1542 Ninth Street NW were established and designated by the National Park Service (NPS) on February 27, 2006 through *Public Law 108-192, 117 Stat. 2873* (2003) to preserve, protect, and interpret the home, life, and legacy of Dr. Carter G. Woodson. Since this time CAWO has continued to be maintained and administered by the NPS as a site under the National Capital Parks-East (NACE).

CAWO administers a museum collection comprised primarily of cultural collection materials. The cultural collection includes a historical subgroup featuring objects and artifacts associated with Dr. Woodson and an archeological sub group that features a glass milk bottle collected at the site.

Carter G. Woodson Home National Historic Site’s museum collection is stored at the NPS National Capital Region’s Museum Resource Center (MRCE) in Landover, Maryland.

At present, the museum collection of CAWO does not have cultural collection sub groups for ethnological or archival materials. It also does not have a natural history collection subgroup that includes biological, geological and paleontological disciplines; however, future interpretation plans, scientific research studies, preservation projects, or collections management objectives at the site may result in the generation of such collections. As a whole, museum collections at CAWO continue to grow through ongoing projects and research, and to a lesser extent, through active collecting and donations.

For additional information on the museum collection, please contact:

Archivist
Carter G. Woodson Home National Historic Site
c/o Museum Resource Center
3300 Hubbard Road
Landover, Maryland 20785-2010
(301) 832-3977 (office phone)
(301) 583-0953 (fax)

B. Purpose of the Scope of Collection Statement

This Scope of Collection Statement (SOCS) defines the scope of present and future museum collection holdings of Carter G. Woodson Home National Historic Site, a unit of National Capital Parks-East, that contribute directly to the understanding and interpretation of the purpose, themes and resources of the site, as well as those objects that the National Park Service is legally mandated to preserve. It is designed to ensure that all of the museum collection is clearly relevant to the site.

C. Legislation Related to the National Park Service Museum Collections

The NPS's legal mandate for acquiring and preserving museum collections is contained in the Antiquities Act of 1906 (16 USC 431-433), the Organic Act of 1916 (16 USC 1 et seq.), the Historic Sites Act of 1935 (16 USC 461-467), the Management of Museum Properties Act of 1955 (16 USC 18f), the Reservoir Salvage Act of 1960, as amended (16 USC 469-469c); the National Historic Preservation Act of 1966, as amended (16 USC 470 et seq.); the Archeological and Historic Preservation Act of 1974, as amended (16 USC 469-469c-2); the Archeological Resources Protection Act of 1979, as amended (16 USC 470aa-mm); and the National Parks Omnibus Management Act of 1998 (16 USC 5901). As of December 19, 2014, several of the commonly known laws specific to the National Park Service mentioned above have been realigned under Title 54 of the U.S. Code (54 USC).

D. Site History, Significance, Purpose, Themes and Goals

1. Site History

Carter G. Woodson Home National Historic Site is a historic house site consisting of the Carter G. Woodson Home at 1538 Ninth Street NW Washington, D.C. and adjacent properties at 1540 and 1542 Ninth Street NW located in the Shaw neighborhood of Northwest Washington, D.C. CAWO was acquired by the National Park Service on February 27, 2006 through *Public Law 108-192, 117 Stat. 2873* (2003) to preserve, protect, and interpret the home, life, and legacy of Dr. Carter G. Woodson.

Carter G. Woodson was born in Buckingham County, Virginia on December 19, 1875 to former plantation slaves Anne Eliza Riddle and James Henry Woodson. As an African American in Virginia during the late 1800s, Woodson was denied access to public education. In search of expanded opportunities, the Woodson family moved to Huntington, West Virginia, where Carter worked in the New River Gorge coalfields to support his family. By age 20, Woodson had saved enough money to begin his formal education at Frederick Douglass High School, one of the only secondary schools for African Americans at that time. Woodson received his diploma in just two years, having previously taught himself arithmetic and reading. He continued his education at Berea College in Kentucky where he graduated in 1903 with a Bachelor of Law and Literature degree, just one year before the state outlawed integrated education.

Carter Godwin Woodson continued to teach at secondary schools, including his alma mater, while studying for his own education. After graduation from Berea College, Woodson enrolled at the University of Chicago, but left to accept a teaching position with the U.S. War Department in the Philippines. Woodson left the War Department in 1907 after four years of teaching and traveled throughout Africa, Asia, and Europe, gaining fluency in French and Spanish. An extremely dedicated student, Woodson returned to the University of Chicago and earned his Bachelor of Arts degree in History in March of 1908, and his Master of Arts in History, Literature, and Romance

Languages from the same university in August of 1908. In 1912, Woodson became the second African American, after W.E.B. DuBois, and the first person of enslaved parents, to earn a PhD from Harvard University. Dr. Woodson's dissertation was entitled "*The Disruption of Virginia*".

While teaching, Dr. Woodson noticed the prevailing ignorance and lack of information concerning African American history. On September 9, 1915, Woodson founded the Association for the Study of Negro Life and History, Inc. (ASNLH) to collect records pertaining to black America's past and disseminate the truth about African American culture and history.

One of Woodson's first steps as director of the ASNLH was to launch the *Journal of Negro History* in 1916 to serve as a forum for scholarly articles on African American history. In 1921, the ASNLH established a book publishing firm, Associated Publishers, Inc. to provide publication opportunities for black scholars and to further educate the general public about the contributions of African Americans. While running ASNLH, Woodson continued teaching at secondary schools and universities, training researchers and staff, and writing and publishing literature on African American History. Dr. Woodson was the dean at the School of Liberal Arts and Head of the Graduate Faculty at Howard University from 1919 to 1920, and also served as dean at West Virginia Collegiate Institute, now West Virginia State College.

In 1922, Woodson retired from teaching in order to "devote his life to maintaining the association; publishing scholarship on black American and Afro-Diasporic history; training young black scholars; democratizing and popularizing the study of black history; and to speaking out for blacks' civil rights"¹. Dr. Woodson purchased a brick 1870s Victorian row home that same year on Ninth Street NW in the Shaw neighborhood of Washington, D.C. When he was not working, Dr. Woodson would take walks through the neighborhood, frequenting buildings of historical and cultural significance including the Phyllis Wheatley YWCA where he took his meals; the Shiloh Baptist Church where he attended services; and the headquarters of the National Council of Negro Women, now the Mary McLeod Bethune Council House National Historic Site, the Lincoln Theater, and Howard University where he lectured and attended cultural events.

The building Woodson purchased on Ninth Street became his office-home with his living quarters on the upper floors, and the ASNLH headquarters and Associated Publishers, Inc. on the lower levels. Dr. Woodson's private sleeping quarters were located on the third floor of the building and his office, library, storage room, and kitchen were located on the second floor. ASNLH's reception area, clerical room, book storage, and ordering and shipping area were located on the ground floor of the building, and additional book storage was located in the basement.

In 1926, Dr. Woodson and the ASNLH initiated Negro History Week in the second week of February to correspond with Frederick Douglass and Abraham Lincoln's birthdays. This celebration focused attention on African American accomplishments and promoted pride in African American history. Later that year, Dr. Woodson was awarded the National Association for the Advancement of Colored People Spingarn Medal. In 1937, at the urging of Mary McLeod Bethune, Dr. Woodson founded the *Negro History Bulletin* to disseminate his life's work to a wider, popular audience.

For 28 years, Dr. Woodson administered the ASNLH, published scholarly and popular periodicals, trained researchers and educators, collected cultural and historical documents, and pursued his own research and writing about the African American experience from this home. On April 3, 1950, Woodson passed away of heart failure in his own bed. He bequeathed the majority of his

¹ Dagbovie, Pero Gaglo. "Willing to Sacrifice". *The Carter G. Woodson Home Historic Resource Study*. Pg. V. 2012.

estate to the ASNLH, who continued to use the home as their national headquarters until the 1970s. Also in the 1970s, the ASNLH changed its name to the Association for the Study of African American Life and History (ASALH).

On May 11, 1976, Carter G. Woodson Home at 1538 Ninth Street NW Washington, D.C. was designated a National Historic Landmark. Later in 2000 Congress passed *Public Law 106 -349, 114 Stat. 1359* which authorized the NPS to conduct a resource study to evaluate the "suitability and feasibility of designating the Carter G. Woodson Home... as a National Historic Site". On December 19, 2003, Congress passed *Public Law 108-192, 117 Stat. 2873* authorizing the NPS to acquire the Carter G. Woodson Home along with several of its adjacent buildings. In February 2006, the Carter G. Woodson Home along with 1540 and 1542 Ninth Street NW were designated by the NPS and established as the Carter G. Woodson National Historic Site. Since this time CAWO has been maintained and administered by the NPS as a site under the National Capital Parks-East.

2. Significance

Statements of significance for CAWO identified in the site's *General Management Plan* (2012) include:

- The Dr. Carter G. Woodson Home was his residence from its purchase in 1922 until his death in 1950 and served as the base for his pioneering work in African American history and publishing.
- In 1915, Dr. Woodson founded the Association for the Study of Negro Life and History, now the Association for the Study of African American Life and History, and, in 1921, he established Associated Publishers, Inc.
- Because he was a leader, Dr. Woodson's home was an important community focus for the interaction of African Americans of diverse trades, professions, and economic backgrounds; Dr. Woodson both learned from and taught these many people, spreading appreciation for African American history through this nation and beyond.
- Dr. Woodson founded Negro History Week (now Black History Month) that continues to have broad impact across America and the world.
- Dr. Woodson initiated programs of scholarly research and education designed to reach both the academic community and a general audience.

3. Purpose

The purpose of CAWO, as defined in the site's enabling legislation, *Public Law 108-192, 117 Stat. 2873* is as follows:

To preserve, protect, and interpret for the benefit, education, and inspiration of present and future generations the home (and legacy) of the preeminent historian and educator, Dr. Carter G. Woodson, founder of the organization known today as the Association for the Study of African American Life and History.

4. Themes

The following interpretive themes from the *General Management Plan* (2012) of CAWO have been identified to guide the site's museum collection:

- Through decades of struggles and triumphs, Dr. Carter G. Woodson was driven to change our understanding of American history.
- Dr. Woodson's scholarly work, organizational vision, and entrepreneurial spirit have impacted a broad spectrum of society.
- A visionary, Dr. Woodson devoted his life, not just to education, but also to influencing the content of our nation's educational curricula.
- The Woodson home served as a resource for the African American community and provides contemporary visitors with a tangible link to Dr. Woodson, his social focus, and his cultural legacy.
- A realist, Dr. Woodson recognized that he could not accomplish his visions of American history without the participation of others through organization.

5. Goals

The following goals have been identified by NACE curatorial staff to guide the museum collection of CAWO:

- Support the site's resource management, interpretive program themes, and objectives.
- Document and protect the cultural resources of CAWO to preserve the integrity and diversity of the site for present and future generations.
- Provide information to the public through traditional means such as exhibits, publications and interpretive programs or new technology including electronic access through web sites, online databases, and emerging communication methods.
- Facilitate scientific research through documentation, preservation, and access.

E. Laws, Regulations, and Conventions Related to Museum Collections

NPS museum collections are subject to service-wide NPS policies and guidelines. *NPS Management Policies* (2006) lays the foundation by which the NPS meets its responsibilities toward museum collections and provides policy standards and requirements for preserving, protecting, documenting, and providing access to, and use of NPS museum collections. *Director's Order #28: NPS Cultural Resources Management* (1998) states, "The National Park Service permits and encourages the acquisition of museum objects by donation, purchase, exchange, transfer, field collecting, or loan when these objects are clearly significant to an area." *Director's Order #24: NPS Museum Collections Management* (2008) and the accompanying *NPS Museum Handbook I-II* (1998-2006) ensure that NPS museum collection managers and staff have information on NPS standards and actions to successfully and ethically comply with *NPS Management Policies* (2006)

regarding museum collections. These documents also provide a means of measuring and evaluating progress in preserving, protecting, documenting, accessing, and using museum collections.

Director's Order #12: Conservation Planning, Environmental Impact Analysis, and Decision-making (2011) and the accompanying handbook create a method that the site is to follow for projects. The site is to follow the decision-making process laid out in *Director's Order #12* which includes impact analysis for museum collections. The process can also involve cultural resource surveys, including archeology. The objects associated with the archeological surveys are placed in the site museum collection for future curation and research. It is the responsibility of the site to preserve and protect the natural and cultural resources that might be impacted through site projects.

Archeological materials, except inalienable and communal property (as defined by the Native American Graves Protection and Repatriation Act of 1990 [25 USC 3001-13]), recovered from within the site's boundaries through systematic collection are National Park Service property, and must be retained in the site's museum collection in accordance with 43 CFR 7.13 and *NPS Management Policies* (2006).

In accordance with the NPS Research Permit and Reporting System, permits to collect natural resource specimens state that retained specimens remain Federal property and will be incorporated into the site's museum collection. As stated in 36 CFR 2.5, any natural history specimen collection permits issued by the Superintendent require the following conditions: (1) Specimens placed in displays or collections will bear official NPS museum labels and their catalog numbers will be registered in the National Park Service National Catalog; and (2) Specimens and data derived from consumed specimens will be made available to the public and reports and publications resulting from a research specimen collection permit shall be filed with the Superintendent.

Other laws, regulations, directives, and conventions, pertinent to the museum collection of CAWO include: *Curation of Federally-owned and Administered Archeological Collections* (36 CFR Part 79, Section 79.10(c)), the Endangered Species Act of 1973, as amended (16 USC 1531 - 1543); the Bald Eagle Protection Act of 1940 (16 USC 668a); the Migratory Bird Treaty Act of 1918 (16 USC 703 - 711); the American Indian Religious Freedom Act of 1978 (42 USC 1996); *Disposition of Federal Records* (36 CFR Part 1228); Preservation, Arrangement, Duplication, Exhibition of Records (44 USC 2109); NPS Special Directive 87-3, the 1983 Convention on International Trade in Endangered Species of Wild Flora and Fauna (CITES); and the 1970 UNESCO Convention on the Means of Prohibiting and Preventing the Illicit Import, Export, and Transfer of Ownership of Cultural Property (implemented in the United States by P.L. 97-446 in 1983, 19 USC 2601). As of December 19, 2014, several of the commonly known laws specific to the National Park Service mentioned above have been realigned under Title 54 of the U.S. Code (54 USC).

F. Structures, Landmarks and Site Resources Listed on National or International Registries

The Carter G. Woodson House, 1538 Ninth Street NW, Washington D.C. 20010, was listed with the National Register of Historic Places (NRHP) on May 11, 1976 under NRHP #76002135.

The Carter G. Woodson House along with adjacent properties at 1540, 1542, and 1544 Ninth Street NW, Washington, D.C. 20010 were listed as contributing elements to the Mount Vernon West National Historic District on September 9, 1999 under NRHP #99001070.

II. TYPES OF COLLECTIONS

The legal mandates, resource management goals and objectives, and interpretive themes stated in *Section I* of this SOCS provide general direction for acquiring materials for the museum collection of CAWO. National Park Service museum collections are divided into two main categories: cultural (archeology, ethnology, history, and archives) and natural history (biology, geology, and paleontology.) The guidelines identified in the following section for each collecting category are intended to direct collecting and to prevent arbitrary and excessive growth of the site's museum collection, while ensuring that the collection remains relevant to the site's mission and purpose.

As stated in *Section IV* of the *NPS Museum Handbook* (2000), reproductions which are acquired for exhibition purposes are managed as part of the museum collection until it is determined that they have reached the end of their useful life. Original objects and reproductions acquired exclusively for living history and reference library materials acquired by the site are managed separately from the museum collection. NPS policies and procedures followed for library materials are outlined in *Director's Order #28: Cultural Resources Management Guideline, Section A. Chapter 2* (1998).

A. Cultural Collection

The cultural collection of CAWO functions to support the site's mission, resource management programs, scientific research, interpretation and education through providing preservation and baseline data of the site's cultural resources. Additionally, it is meant to document changes these resources are undergoing because of internal site conditions and external effects, and to guarantee the protection of important cultural resources whose in-situ preservation cannot be assured.

To ensure that only relevant objects and archival materials are accessioned into the cultural collection, future growth is restricted to materials that fulfill the following:

- Needs identified in the site's approved planning documents and resource studies.
- Service wide initiatives.
- Enhancing the understanding of and promoting increased stewardship of the site's cultural resources.
- Cultural resource baselines, inventorying, and monitoring activities.
- Regulatory and compliance activities such as those mandated by the National Historic Preservation Act of 1966, as amended, the Archeological Resources Protection Act of 1979 and the National Environmental Policy Act of 1970.

NPS cultural museum collections are subdivided into four disciplines: archeology, ethnology, history and archives. Cultural collections from the site, or those directly associated with persons or events commemorated by the site are more desirable than similar materials without primary association. The cultural collection of CAWO is currently comprised of archeological and historical subgroup categories. Ethnological and archival subgroups have not been developed. The site's cultural collection is housed at the NPS National Capital Region's Museum Resource Center in Landover, Maryland.

The following identifies, by discipline, focuses of the CAWO cultural museum collection:

1. Archeology Collection

Archeological collections are generated in response to cultural resource management requirements related to legal mandates and by research authorized under the Archeological Resources Protection Act of 1979 (ARPA), as amended (16 USC 470aa-mm). The archeology collection includes all artifacts and ecofacts recovered as part of archeological projects conducted within the site's boundary.

Archeological materials recovered within the boundaries of the site and all associated documentation are the property of the United States and will be maintained in the museum collection in accordance with 43 CFR 7 and *NPS Management Policies* (2006) [except inalienable and communal property, as defined by NAGPRA]. Archeological materials may be recovered only by NPS archeologists or archeologists affiliated with approved institutions, in compliance with the Act for the Preservation of American Antiquities (34 Stat. 225) and ARPA as issued by the regional director. Artifacts and specimens recovered as a result of an ARPA investigation become part of the collection once the case is closed.

Uncontrolled surface collections by visitors and site staff are illegal according to the *Code of Federal Regulations, Title 36, Volume I* (36 CFR 2.1). Artifacts found on the surface should not be removed from their original location by the finder; instead, they should be reported to the Archivist of the site. If materials are turned in to the site, appropriated measures must be taken to ensure that the finder collects no more material, the precise provenience information is recorded, if possible, and the subject objects and data are delivered promptly to the site. Unless the items are determined to be archeologically significant by a professional archeologist, they should not be cataloged into the site's museum collection.

The archeology collection of CAWO includes:

a. Artifacts and Specimens

1) Historic Material (1600s AD – 20th century). Excavated artifacts dating from the contact period forward are included in this sub collection. Collection items include a glass milk bottle.

b. Future Collections Activity. Future collections activity in this area will concentrate on the acquisition of artifacts and specimens excavated at CAWO through archeological research studies and compliance projects.

2. Ethnology Collection

At present, the site does not have ethnological materials in its museum collection. Should collection of ethnological materials begin at CAWO, this sub collection will include:

a. Future Collections Activity. Future collections activity in this area will concentrate on the acquisition of outstanding examples of ethnological materials not represented in the collection, which are noted in the site's approved planning documents.

3. History Collection

The history collection is an important component of the resource management and interpretive programs and supports the mission of the site. Only historic material that has a direct association with the site should be included in the museum collection. When a large quantity of an object is available, priority is given to acquiring the best preserved example.

The following categories have been identified as collecting categories for the history collection of CAWO:

- a. **The Life and Legacy of Carter G. Woodson (1875 – 1950).** Historical collection materials in this sub-group include objects and artifacts that illustrate the life, work, and achievements of Dr. Carter G. Woodson. Objects that depict facets of Woodson's personal life as a historian and an educator are collecting priorities. Artifacts that demonstrate who he was as a person, writer, scholar, publisher, and his legacy are focuses for inclusion.
- b. **Period of Significance for 1538 Ninth Street NW (1922 – 1950).** This sub category includes objects and artifacts collected to preserve and interpret the office-home of Dr. Carter G. Woodson between 1922 and 1950. At this location Woodson headquartered the Association for the Study of Negro Life and History, Inc. and the Associated Publishers, Inc. which he founded in 1915 and 1921, respectively.
- c. **African American Heritage of the Shaw Neighborhood (1790-1950).** Collections contributing to this sub group consist of objects and artifacts that demonstrate the history, lives, and contributions of African Americans as related to the development of the area which became the Shaw neighborhood of Washington, D.C. beginning with the foundation of the capital in 1790 through 1950.
- d. **Historic Fabric.** When original architectural fabric from 1538 Ninth Street NW or the façades of 1540 or 1542 Ninth Street NW are removed during a preservation or repair project, a representative portion is preserved and accessioned into the museum collection.
- e. **Commemorative Events.** This sub category includes objects and memorabilia from important/ significant current or commemorative events at the site.
- f. **Future Collections Activity.** Future collections activity will concentrate on the acquisition of outstanding examples of historical objects noted in the site's approved planning documents which are not represented in the collection.

4. Archive Collection

Archival collections consist of all types of documents, regardless of format. Documents may be in hardcopy (paper) or any kind of magnetic, electronic, digital, or film technology. Materials may include documents; manuscripts; drawings; field notes; films; laboratory reports; maps; oral histories; blueprints; photographic negatives, prints, and slides; reports; and audio and video tapes that document the site's development, history, and/or mission. Carbon copies, photocopies, and other duplicates may be regarded as original documents depending on specific circumstances. National Park Service policy and procedures for archival collections are outlined in NPS Management Policies (2006), the Museum Handbook, Part II, Appendix D: Archives and Manuscript

Collections (2008), Directors Order #11D: Records and Electronic Information Management (2012) and the NPS Records Disposition Schedule (2010).

The following categories have been identified as collecting focuses for the archival collection of CAWO:

- a. **The Life and Legacy of Carter G. Woodson (1875 – 1950).** Archival materials that illustrate the life, work, and achievements of Dr. Carter G. Woodson are collected in this sub-group. Collecting focuses on archival materials that depict facets of Woodson's personal life as a historian and an educator. Documentary artifacts that demonstrate who he was as a person, writer, scholar, publisher, and his legacy are also priorities for inclusion.
- b. **Period of Significance for 1538 Ninth Street NW (1922 – 1950).** This sub category of collecting includes documentary artifacts related to the office-home of Dr. Carter G. Woodson between 1922 and 1950. Documentary materials from this time period that illustrate Woodson's contributions to the Association for the Study of Negro Life and History, Inc. and the Associated Publishers, Inc. are included.
- c. **African American Heritage of Shaw Neighborhood (1790-1950).** Collecting for this subgroup focused on acquiring documentary artifacts that preserve and interpret the history, lives, and contributions of African Americans as related to the development of the area which became the Shaw neighborhood of Washington, D.C. beginning with the foundation of the capital in 1790 through 1950.
- d. **Library Materials.** Rare books, as well as other books and library materials retained for their physical properties, associative value, or for purposes of exhibition or historic furnishing plans, are managed as part of the site's museum collection.
- e. **Commemorative Events.** This sub category consists of archival materials from important/significant current or commemorative events at the site.
- f. **Resource Management Records.** All records associated with cultural (archeological and ethnological) and natural history (biological, geological, and paleontological) resource studies are retained as part of the museum collection. These may include: field notes; maps; interview schedules, oral histories, tapes (video and audio), interview transcripts; negatives, prints and slides; data sheets (all subject to restrictions of confidentiality, if any); artifact inventories; analytical study data; computer documentation and data; reports generated by investigations; as well as any other documents generated through permit.
- g. **Future Collections Activity.** Future collections activity will concentrate on the acquisition of outstanding examples of archival materials noted in the site's approved planning documents which are not represented in the collection.

B. Natural History Collection

Carter G. Woodson Home National Historic Site currently does not have a natural history collection.

The purpose of a natural history collection is to support the site's mission, resource management programs, scientific research, interpretation and education through providing preservation and baseline data of the site's natural resources. Additionally, it is meant to document changes these

resources are undergoing because of internal site conditions and external effects, preserve important or locally significant species data collected in response to specific research or interpretive needs, and to guarantee the protection of important natural resources whose in-situ preservation cannot be assured.

NPS natural history collections are subdivided into three disciplines: biology, geology, and paleontology. Natural history collections from the site, or those directly associated with the site are more desirable than similar materials without primary association. Future growth of the collection is restricted to specimens and associated records generated through authorized scholarly research and selective acquisition based on:

- Needs identified in the site's approved planning documents and resource studies.
- Service wide initiatives.
- Enhancing the understanding of and promoting increased stewardship of the site's natural resources.
- Natural resource baselines, inventorying, and monitoring activities.
- Regulatory and compliance activities such as those mandated by the National Environmental Policy Act of 1970.

All collecting activities must be in compliance with 36 CFR 2.5, the Research Permit and Reporting System, *Director's Order #77: Natural Resource Protection* (under development), and *NPS Natural Resources Management Guideline* (1991). All researchers must comply with applicable state and Federal laws regulating collecting, documenting collections, and other associated activities. No collector (including site staff) can work in the site without first obtaining a signed permit. The collections section of the permit application must be completed, documenting where collections of specimens and associated records will be housed. Pursuant to 36 CFR 2.5(g), all specimens, associated field data, and project documentation resulting from a collection permit issued by the site Superintendent will be accessioned into the museum collection. Questions related to collecting within the site should be addressed to the site's research coordinator.

Natural resource specimens collected outside the site boundaries will not be included in the CAWO museum collection unless the specimens are required to illustrate interpretive exhibits, to augment specific site-related research projects, or to demonstrate effects on site resources. Written permission from landowners or appropriate officials must be obtained when collecting occurs on their land. This documentation, or copies, must become part of the museum collection accession records of CAWO.

The *General Agreement for Custodianship of National Park Service Natural History Collections* (2012) was signed by the National Park Service and the Smithsonian Institution. According to this agreement, National Parks and Sites may offer selected natural history specimens to the Smithsonian Institution. If the Smithsonian accepts the offer, the Smithsonian will gain permanent custodial responsibility of the specimens. The site retains ownership. The agreement makes NPS natural history collections more available to researchers through the Smithsonian.

The following identifies, by discipline, focuses of collecting for the CAWO natural history museum collection:

1. Biology Collection

At present, CAWO does not have biological materials in its museum collection. Should collecting of biological materials begin at CAWO, this sub collection will include:

- a. **Future Collections Activity.** Future collections activity in this area will concentrate on the acquisition of biological specimens (flora; fungi; mammals; birds; reptiles and amphibians; fish; and insects, arachnids and other invertebrates) collected at CAWO through research studies and compliance projects.

2. Geology Collection

At present, the site does not have geological materials in its museum collection. Should collecting of geological materials begin at CAWO, this sub collection will include:

- a. **Future Collections Activity.** Future collections activity in this area will concentrate on the acquisition of geological specimens collected at CAWO through research studies and compliance projects.

3. Paleontology Collection

At present, the site does not have paleontological materials in its museum collection. Should collecting of geological materials begin at CAWO, this sub collection will include:

- a. **Future Collections Activity.** Future collections activity in this area will concentrate on the acquisition of paleontological specimens collected at CAWO through research studies and compliance projects.

III. MUSEUM COLLECTIONS SUBJECT TO THE NATIVE AMERICAN GRAVES PROTECTION & REPATRIATION ACT OF 1990

The Native American Graves Protection and Repatriation Act of 1990 (NAGPRA) (25 USC 3001-13), required, in addition to other actions, a written summary of unassociated funerary objects, sacred objects, and objects of cultural patrimony by November 16, 1995.

The site has determined that it has no collections that fall within the scope of the NAGPRA categories. Acquisition of such objects by the site is not anticipated.

IV. ACQUISITIONS

The site continues to acquire objects that relate to CAWO through donation, purchase, exchange, transfer, field collection, research, and loan. Acquisition of museum objects is governed by the site's ability to manage and preserve materials according to *NPS Management Policies, Chapter 5* (2006), the standards for managing museum objects, in *Director's Order #28: Cultural Resources Management Guideline* (1998); *Special Directive 80-1 Guidance for Meeting NPS Preservation and Protection Standards for Museum Collections* (1990); and the *NPS Museum Handbook I-II* (1998-2006). In accordance with NPS policy, the site will discourage donations with limiting conditions.

Museum objects must be acquired, accessioned, and cataloged in accordance with the *NPS Museum Handbook, Part II* (2000). In accordance with *Director's Order #44: Personal Property Management, Chapter 10* (2008), all proposals for the acquisition of firearms and ammunition, except archeological field collections, must be reviewed and approved by the Regional Curator. Acquisition of firearms included on the ATF list of prohibited and restricted weapons require concurrent review by the Regional Curator and Regional Law Enforcement Specialist.

The Superintendent of NACE, by delegation, represents the Director of the National Park Service and the Secretary of the Interior in accepting title to and responsibility for all museum objects. The Superintendent bears the ultimate responsibility for the acquisition, proper care, and management of the site's museum collection. The Superintendent has delegated the day-to-day care of the collection to the Archivist of CAWO.

All permanent acquisitions must receive formal approval from the site Superintendent before they can be accepted into the museum collection. Upon receipt, all newly acquired objects and related documentation must be turned over to the Archivist. The Archivist prepares, for the Superintendent's signature, all instruments of conveyance, and letters of thanks, acceptance, or rejection, and transmits them as appropriate to the donor, lender, vendor, or other sources of acquisition.

V. USES OF THE COLLECTION

The site's museum collections may be used for exhibits, interpretive programs, research, and other interpretive media, such as publications, based on museum objects. The governing consideration on the use of museum objects is the conservation of each object in question and of the CAWO collection as a whole.

In accordance with *NPS Management Policies, Chapter 7* (2006), the site will not exhibit Native American disinterred skeletal or mummified human remains, or photographs or replicas. There will be no display of grave goods or other objects if culturally associated Native Americans object to such an exhibit.

Any and all uses of materials from the CAWO museum collection will be consistent with the preservation standards set out in *Director's Order #28: Guideline for Cultural Resources Management* (1998). Any consumptive or destructive use of museum objects will comply with the requirements and restrictions on such use detailed in *Director's Order #6: Guideline for Interpretation and Visitor Services* (2005), and *Director's Order #24: NPS Museum Collections Management* (2008).

To fulfill the principal purposes of the site as described in *Section I: Introduction* of this SOCS, the objects in the museum collection may be used for exhibits, research, and interpretive programs under the following conditions:

1. All exhibits or displays containing museum objects must have proper security and appropriate environmental controls to ensure their long term preservation.
2. Objects will be available for research purposes consistent with the preservation of the collection, subject to the guidelines outlined in *Director's Order #28* (1998) and *Director's Order #24* (2008). No use of the museum collection will be permitted without a curatorial

staff present. Prior arrangements must be made to examine museum collection materials. Non-NPS researchers who wish to use the collection must complete an application form, which will be reviewed by CAWO curatorial staff.

3. Museum objects will not be used in interpretive demonstrations. Exhibits may be incorporated into programs through organized tours or other non-consumptive techniques.
4. Requests for consumptive analysis or testing of museum materials will comply with restrictions and procedures outlined in *Director's Order #28* (1998).
5. Objects may be loaned to qualified institutions for exhibition or research use. No loans are made to individuals. Institutions must meet NPS museum standards for security, handling, and exhibition of museum objects. Sensitive materials may require additional conditions prior to a loan commitment. Expenses related to the loan of museum collection objects, including shipping and insurance, will be assumed by the borrower.

VI. RESTRICTIONS

Restrictions in addition to those applying to the use of the museum collection outlined in *Section IV: Acquisitions* of this SOCS are as follows:

In accordance with *NPS Management Policies* (2006), 7.5.6. *Consultation* and 5.3.5.5 *Museum Collections*, and *Directors Order #24: NPS Museum Collections Management* (2008), curatorial staff should consult with traditionally associated peoples and other cultural and community groups for whom the collection has significance. Archeological objects in the museum collection shall be made available to persons for use in religious rituals or spiritual activities in accordance with *Curation of Federally-owned and Administered Archeological Collections* (36 CFR Part 79, Section 79.10(c)). Requests to borrow non-archeological material for religious ritual or spiritual activities will be addressed on a case-by-case basis. The site will not approve research on human remains and associated funerary objects without the consent of the affected group(s).

In accordance with the National Historic Preservation Act of 1966, as amended (16 USC 470 et seq.), the Archeological Resources Protection Act of 1979, as amended (16 USC 470aa-mm), the National Parks Omnibus Management Act of 1998 (16 USC 5937), and *NPS Management Policies* (2006) 4.1.2. *Natural Resource Information* and 5.2.3 *Confidentiality*, the site may withhold from the public sensitive information concerning: rare, threatened, or endangered species; commercially valuable resources; minerals; paleontological resources; archeological and other cultural resources; objects of cultural patrimony and sensitive ethnographic information; information provided by individuals who wish the information to remain confidential; and the identities of individuals who wish to remain anonymous. Inquiries of this nature will be referred to the regional Freedom of Information Act and Privacy Act Officer for consultation and possible review.

Restrictions may be placed on the publication of images or manuscripts in the museum or archives collection if these materials are subject to copyright and the National Park Service does not hold the copyright.

All endangered, threatened, or rare plants and vertebrate and invertebrate animals will be collected only when accidentally killed or when dead from natural causes. The collection of threatened, endangered, or rare plant and animal species will comply with *NPS Management Policies* (2006), be

in accordance with the provisions of the Endangered Species Act of 1973, as amended, and will be strictly limited according to the applicable rules of the U.S. Fish and Wildlife Service. Final disposition of type specimens will be determined at the Service-wide level and will adhere to recognized conventions established for specific disciplines.

The site will not knowingly be a partner to or encourage in any way the trafficking in illicitly collected materials.

VII. MANAGEMENT ACTIONS

CAWO has identified the following management actions required to maintain and improve its museum collections:

- Review and revise, when necessary, this Scope of Collection Statement every five years so that it remains supportive of, and consistent with, any changes in the site's mission. Any revision to this document requires the Superintendent of NACE's approval.