



## Museums for America

Sample Application MA-30-19-0454-19  
Project Category: Collections Stewardship and Public Access

### Missouri History Museum

Amount awarded by IMLS:	\$250,000
Amount of cost share:	\$368,647

Attached are the following components excerpted from the original application.

- Abstract
- Narrative
- Schedule of Completion

Please note that the instructions for preparing applications for the FY2020 Museums for America grant program differ from those that guided the preparation of FY2019 applications. Be sure to use the instructions in the [FY2020 Notice of Funding Opportunity](#) for the grant program and project category to which you are applying.

## **Lindbergh 100—Abstract**

### **Lead Applicant and Collaborators**

The Missouri Historical Society (MHS) requests \$250,000 from IMLS to process, survey, and make publicly accessible the objects in the Charles A. Lindbergh Collection. Numbering 1,894 objects (including two planes), the Lindbergh Collection includes diverse personal items; national and international gifts associated with his 1927 transatlantic flight and publicity tours; and wedding gifts presented to Charles and his wife Anne. MHS will hire two Collections Specialists and one Special Projects Photographer, overseen by our Collections Manager Jeff Meyer. Conservators specializing in objects, paintings, paper, and textiles will be hired on a contract basis to perform detailed conservation surveys. Full object records with accompanying images will be published to and publicly accessible via MHS's Online Collections.

### **Describe the need, problem, or challenge your project will address, and how it was identified.**

Based on a comprehensive assessment report created through an IMLS grant in 2012 and a wall-to-wall inventory of MHS's 82,000 objects, we will complete needed storage reorganization, digitization, object-by-object surveys (including prioritization for future treatment), and a full inventory and cataloging of the Charles A. Lindbergh Collection. The donations from Charles, Anne, and their descendants embody the spirit of possibility that spread across the world in the years following the world-famous flight. This project will make these hundreds artifacts accessible to the public and the institution via searchable, data-rich descriptive records and high resolution images. Digitization and publishing of complete records to our Online Collections will provide online access to item-level records and make the items findable and available for a wide variety of users. Please see attachments for a complete copy of our strategic plan.

### **List the high-level activities you will carry out and identify the associated time frame.**

From December 2019 through January 2022, MHS will process, digitize, survey, and rehouse 1,894 objects. Each object will go through five stages: cataloging and reconciliation; digitization; rehousing; reorganization; and conservation survey. With the exception of the aircraft, all work described below will be conducted in the Collections Management processing area in the Library & Research Center. Work will be performed primarily by two Collections Specialists, one Special Objects Photographer, and contracted specialist conservators from three organizations. Oversight and assistance will be provided from MHS staff as needed.

### **Identify who or what will benefit from your project.**

Amateur and professional researchers will benefit from access. MHS hosts over 355,000 online researchers each year. MHS will make the Lindbergh Collection intellectually accessible, with few or no restrictions, to meet what is expected to be a spike in interest leading up to the 100<sup>th</sup> anniversary of Lindbergh's transatlantic flight in 2027. MHS staff will benefit from having a conservation assessment of all items to help prioritize treatment strategies. The objects in the Lindbergh Collection will directly benefit through improved preservation methods. The Lindbergh Collection will also benefit as object parts are reunited to the larger whole. The entire project will further MHS's strategic commitment to stewardship and sustainability, improving digitization and accessibility, and reaching broad audiences as we collect and preserve the region's history.

### **Specify your project's intended results.**

Lindbergh 100 will result in physical and intellectual control of the nation's premiere collection of Lindbergh artifacts. At the end of this 26-month project, MHS will have completed object records and associated images available for easy public access; condition records for all objects identified in the Lindbergh Collection; housing that meets museum preservation standards; and reorganization of storage space allowing easier physical access of the objects.

### **Describe how you will measure your success in achieving your intended results.**

Success will be measured by the processing, digitization, surveying, and rehousing of 1,894 objects. The Collections Manager and project team will meet monthly to evaluate progress and make adjustments as necessary to ensure the project stays on schedule. The Collections Manager will randomly select 10 complete records at the end of each month for review to ensure accuracy and completeness of records.



# Lindbergh 100—Narrative

## PROJECT JUSTIFICATION

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### What do you propose to do?

The Missouri Historical Society (MHS) is seeking \$250,000 from the IMLS Museums for America grant program to support a 26-month project to process, survey, and make publicly accessible the objects in the Charles A. Lindbergh Collection. Numbering 1,894 objects, the collection includes personal items; national and international gifts associated with Lindbergh's 1927 transatlantic flight and ensuing promotional and publicity tours; and gifts presented to Charles and his wife, Anne, for their 1929 wedding and during international survey flights taken by the couple in 1931 and 1933. The Lindbergh Collection is diverse in its scope and typology, containing works of art on paper, paintings, pottery, clothing and other textiles, weaponry, tools, trophies and other awards, medals, ethnographic materials, and two full-size planes: Lindbergh's 1934 Monocoupe and a reproduction of the *Spirit of St. Louis* used in the Jimmy Stewart film of the same name.

To complete this project, MHS will hire two full-time, temporary Collections Specialists to catalog, reconcile, rehouse, and reorganize the collection. We will also hire one full-time, temporary Special Projects Photographer to create high-resolution digital images of the artifacts processed during this project. In addition, conservators specializing in objects, paintings, paper, and textiles will be hired on a contract basis to perform detailed conservation surveys. Full object records with accompanying images will be published to and publicly accessible via MHS's Online Collections.

Lindbergh 100 is the first part of an eight-year, multistage initiative culminating in 2027 with complete physical and intellectual control of the Lindbergh Collection and the conservation of select items identified by condition and historical significance.

### What need, problem, or challenge will your project address, and how was it identified?

In 2012, MHS received an IMLS Conservation Project Support grant to aid in long-range preservation planning. The resultant General Preservation Needs Survey & Storage Assessment report advised MHS "to complete needed storage reorganization, digitization, a full inventory and cataloging" of its objects collection as one of three major "overarching priorities." The report further recommended that MHS "develop funding for individual object-by-object surveys of pinpointed, priority portions of the collection, and follow up by identifying funding sources for conservation treatments of priority artifacts."

In October 2016 MHS hired three temporary full-time staff to complete a wall-to-wall inventory of all 82,000 objects in our collections. The primary purpose of this 20-month inventory project was to confirm a one-to-one match between object records in our Mimsy XG collections database and objects (and their locations) in the collection storerooms. The Lindbergh Collection was disproportionately time consuming, requiring the inventory team to spend an average of 63% longer than on similar objects in the rest of the collection. Several factors contributed to the inventory team's difficulty:

1. Lack of detailed information and digital images on object records prevented intellectual understanding
2. Multiple numbering systems used on the Lindbergh Collection were not fully cross-referenced to each other or to original donor inventories
3. The 730 stub records identifying "MISSING" Lindbergh objects (not included in the 1,894 object count)
4. Almost 200 object records donated by Lindbergh himself are disassociated from their original accession
5. Many gifts to Lindbergh included parts (such as a medal with a presentation box) which were later separated both physically and intellectually. Currently 36 such objects are known, though others may be discovered during this project.

The registration documentation associated with the Lindbergh donations is too voluminous and confusing for the inventory team to have addressed these issues and keep on schedule with the inventory project. Once an object-to-object record relationship had been established, the team moved on. Consequently, cataloging (with imagery) must still be completed, and the problems described above must be reconciled.

## **Lindbergh 100—Narrative**

Physical issues also must be dealt with. Over the last 25 years parts of the Lindbergh Collection have been rehoused by staff and volunteers, but most of the housings are not up to current standards, which puts some objects at risk of being damaged by the housing's design or the use of improper, non-archival materials. Storage space must be reorganized to account for the new housings.

The need for a conservation survey of the Lindbergh Collection is a result of the numerous and repeated requests for internal exhibition and loans of Lindbergh objects. Many items have been displayed multiple times over extended periods going back to 1927. Ribbons have faded, silks have shattered, and silver has tarnished. However, other artifacts (often, those with less exhibit appeal) are in near pristine condition. This underscores the necessity for conducting an item-by-item conservation survey to understand the overall needs of the collection and to identify the top priorities for treatment. Acquiring cost estimates for treatment will help us plan for the next phase: carrying out the treatments proposed during this project and stabilizing the collection in preparation for the 100th anniversary of Lindbergh's transatlantic flight in 2027.

### **Who or what will benefit from your project?**

MHS hosts more than 355,000 online researchers each year. With the centennial of Lindbergh's flight fast approaching, MHS will make the Lindbergh Collection intellectually accessible to meet what is expected to be a spike in interest. The completed records and associated digital images will make it possible to identify objects for research, exhibition, loan, programming, publication, and other uses for stakeholders around the world with few or no restrictions under Creative Commons licenses. MHS staff will benefit from having a conservation assessment of all items to help prioritize treatment strategies. The objects in the Lindbergh Collection will directly benefit through improved preservation methods. New storage housings will prevent damage from improper storage materials and handling. A new museum storage cabinet will provide an added layer of security for the most valuable Lindbergh objects and help maximize storage space. The Lindbergh Collection will also benefit when object parts are reunited with their larger whole.

### **How will your project advance your institution's strategic plan?**

The Lindbergh project advances one of the five institutional goals identified in MHS's 2015–2020 strategic plan. This goal ("IV. Collect and Preserve the St. Louis Region's History") includes these priority actions: Collections' Integral Role in Public Engagement; Collections Long-Term Plan; Collections Storage; Collections Cataloging and Processing; and Digitization and Access.

This project will create hundreds of data-rich descriptive records, making the artifacts intellectually accessible internally and externally. Surveys and rehousing will address long-term preservation and improve storage. Digitization and publishing of complete records to our Online Collections will provide online access to item-level records and make the items findable and available for a wide variety of users. Please see attachments for a complete copy of our strategic plan.

### **How will your project address the goals of the Museums for America program (as described above in Section A, in particular A1) and align with the project category you have chosen?**

Lindbergh 100 addresses multiple goals of the Museums for America Collections Stewardship category: It will help to maximize the long-term preservation of Lindbergh object collections; provide professional development for two Collections Specialists and one Special Projects Photographer; and facilitate discovery of large portions of this large and sought-after collection and related information, so that anyone can access our collections without geographic or copyright restrictions.

As trusted stewards of our shared history, MHS is responsible for caring for and sharing stories through our collections. This first stage of the Lindbergh 100 project will advance the IMLS strategic goal to Increase Public Access by supporting the stewardship of a mid-size collecting institution serving a large and diverse region, as well as increasing access to knowledge through effective communications and online access.





# Lindbergh 100—Narrative

## PROJECT WORK PLAN

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### **What specific activities, including evaluation and performance measurements, will you carry out?**

This project will take place over 26 months, beginning on December 1, 2019. The majority of the Lindbergh Collection is held in the Missouri Historical Society's Library & Research Center. The 1934 Monocoupe is stored at MHS's offsite collections storage facility, and the *Spirit of St. Louis* replica is permanently exhibited at the institution's museum (the Missouri History Museum). With the exception of the aircraft, all work described below will be conducted in the Collections Management processing area in the Library & Research Center.

#### 1. Cataloging and Reconciliation – Collections Specialists (CSs)

Using institutional standards developed in 2015, MHS will populate 23 core fields on each object record, including numerical identifier, nomenclature, title, summary, maker, and manufacture date. An additional 7 “optional” fields will be populated as needed with information such as cited sources and internal notes. Associated people, places, and subjects will have separate authority records linked to the object record.

As discovered during the comprehensive objects inventory described above, the Lindbergh Collection has several problems. The Collections Specialists will address legacy issues resulting from inconsistent tracking of more than 100 Lindbergh donations going back to 1927. Reconciliation of each object will take place concurrently with cataloging. The Specialists will pull each object and ensure the catalog record contains accurate data. They will document all physical information and identify the object in the original corresponding accession inventory to transcribe all historical information. Objects that cannot be reconciled as they are being cataloged (such as the disassociated numbered objects) will instead be reconciled once they are discovered in the original inventories. The Specialists will also physically number objects, as needed, by the most appropriate method.

The historical cataloging rate for MHS is about 1,000 objects per staff per year. Based on problematic reconciliation performed during a sample inventory in 2015 and the full object collection inventory, we anticipate reconciliation of the Lindbergh Collection to require an additional 75% more time to catalog. Based on that rate, cataloging with reconciliation will take two full-time positions 21 months to complete with additional time needed for rehousing and reorganization (as presented below).

#### 2. Digitization – Special Projects Photographer (SPP), Objects Photographer

Following museum best practices for publication-quality digital images, the SPP will photograph objects in a studio setting (located at MHS's Library & Research Center) on a black, gray, or white background with a color separation guide and measurement bar. Images will be captured in RAW format and edited for sharpness, contrast adjustment, and cropping as needed for the master TIFF file (600dpi resolution at 16 bits per image). Each master TIFF will be given a unique file name matching the accession number of the object. Images will be ingested weekly into Piction, our digital media management system, and linked with the object record in the Mimsy XG database. MHS Objects Photographer Cary Horton will oversee and review the work of the SPP. All records and associated images will be accessible through our Online Collections. Digitization will take place throughout the project, beginning in February 2020.

#### 3. Rehousing – CSs, Collections Manager (CM), Assistant Collections Manager (ACM)

Under the supervision of the Collections Manager, the Collections Specialists will assess current housing for each object and determine what type of housing is needed. New housing may include a customized enclosure, prefabricated preservation product, or a combination of the two. The CM and Assistant Collections Manager Tyler Nowell will construct all complex housings (e.g., housing for the hide kayak given by the Inuit people of Greenland), though the number of such housings is anticipated to be fewer than 1% of the objects. This stage will include frequent consultation with the contracted conservators and MHS Objects Conservator Crista Pack, particularly for objects with condition issues. Based on a sample assessment of 30 objects conducted by the Collections Manager and Objects Conservator, we estimate that 95% of all objects in the Lindbergh Collection



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will need new housing. Size, material, current housing, and object condition will all affect the time needed to rehouse each object. Based on experience we anticipate that it will take each CS five months to house the collection.

### 4. Reorganization – CSs and ACM

The Lindbergh Collection will be stored together as a thematic collection, organized typologically. Minimal growth is expected from future acquisitions (and cataloging may even reveal candidates for deaccession). Objects of similar height will be stored together to minimize vertical dead space between shelves. With new housing for many objects, we anticipate a 30% decompression rate and are thus allotting an additional 586 ft<sup>3</sup> of space in proximity to the Lindbergh Collection. Reorganization will begin in February 2020 and continue through the conclusion of the grant period.

Lindbergh received many gifts of precious metals and jewels. These and other unique items, such as his personal passport, have high market value in addition to historical value. MHS will purchase a lockable museum storage cabinet to provide additional security and space within the objects collection storeroom (which is itself a secure space). The cabinet will have a combination of drawers and shelves to maximize storage space, and it can be incorporated into a compact storage system planned for a future storage expansion.

### 5. Conservation Surveys – Contract Conservators; CM, ACM, Conservation Technician, Objects Conservator

Conservators with specialized areas of expertise will be contracted to perform the item-by-item surveys: the Midwest Art Conservation Center (MACC) will assess the paintings and frames, paper-based items, textiles (excluding flags), and planes; Hobart Conservation LLC (HC) will assess the three-dimensional objects; and Textile Preservation Associates Inc. (TPA) will assess the flags. Each conservator will describe the nature and condition of every single object, make recommendations regarding their handling and storage, comment on the stability for future public exhibition, identify materials that are especially vulnerable to deterioration, and recommend priorities for treatment (including cost estimates for recommended treatments). Please note that the sum of object numbers below is higher than the total number of Lindbergh objects mentioned previously; the discrepancy is due to multiple conservators examining a single object.

- MACC will visit MHS in multiple stages over the course of the 26-month project:
  - One paintings conservator and one objects conservator will assess 22 objects (12 paintings and 10 frames) onsite over the course of 1.5 days;
  - Two paper conservators will assess 160 objects (works of art on paper, documents, books, etc.) onsite over the course of 5 days;
  - One textile conservator will assess 484 costumes and textiles (excluding flags) onsite over the course of 8 weeks;
  - Two objects conservators will assess 2 airplanes and 43 associated objects (tires, spark plugs, or other components previously removed from the planes) onsite over the course of 4 days;
  - MACC will submit reports to MHS within 6 to 8 weeks after the completion of each onsite assessment visit.
- HC will send one objects conservator to assess the 1,192 three-dimensional objects onsite over the course of 12 weeks. Reports will be conducted onsite and input directly into Mimsy XG. This is a reporting system that HC is familiar with and has used previously while conducting services for MHS.
- TPA will send one textile conservator and one assistant to assess 21 flags onsite over the course of 4 days. Reports will be submitted to MHS within one month of the site visit.

MHS staff will coordinate with and assist the conservators as needed. MHS Objects Conservator Crista Pack will organize the surveys and translate the conservation assessments into an institutional plan. MHS Conservation Technician Gregory Niemann will contribute time through handling artifacts to assist conservators during assessment periods, as well as unframing and reframing artworks as needed. MHS Assistant Collections Manager will be available on an as-needed basis.



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### **What is your project's maturity level (i.e. exploratory, piloting, scaling, or mainstreaming)?**

Scaling. Lindbergh 100 is based on a tested methodology that we propose to scale to a targeted portion of our objects collection. This project allows us to focus on an important sub-collection and prioritize work that could not otherwise be undertaken with current staff, workloads, and budget constraints. Full conservation assessments at MHS are typically exhibit driven, so this grant presents a valuable opportunity to extend this level of assessment to the needs of the Lindbergh Collection and plan necessary conservation for the next stage of the initiative.

### **What are the risks to the project and are they accounted for in the work plan?**

- Time – We based the grant schedule on our typical objects processing rate, plus 75% extra time for reconciliation. If processing begins to fall significantly behind, MHS will allocate additional Collections Management staff to complete the project on schedule. The impact risk of weather or scheduling conflicts on completion of the conservation surveys has been mitigated with sufficient time provided between visits to allow for rescheduling, if needed.
- Supplies – Because the objects in the Lindbergh Collection vary in size and type, we estimated the rehousing supplies based on previous efforts to house a variety of about 2,000 objects. If additional supplies are needed, MHS will allocate additional funds above and beyond the expenses listed in the budget form and justification.
- Storage – Rehousing objects in the collection will expand the footprint of many individual objects. Additional space in collections storage has been allotted to account for this.

### **Who will plan, implement, and manage your project?**

Lindbergh 100 was planned by MHS Collections Manager Jeff Meyer and Objects Conservator Crista Pack. Meyer will manage and serve as Project Director. He has worked with MHS for 18 years in curatorial and collections management positions, including supervising the successful inventory of the objects collection in 2016–2018, which also required the hiring and supervision of temporary staff for a 20-month period. He will collaborate with Objects Conservator Crista Pack and Objects Photographer Cary Horton, who will oversee the conservation and digitization activities, respectively.

The project will be implemented by two Collections Specialists (CSs), a Special Project Photographer (SPP), and contract conservators, with assistance provided by the Assistant Collections Manager and Conservation Technician. The CSs and the SPP will be new hires, working full time (35 hours per week) for a term of 26 months and 25 months, respectively. The CSs positions will require a master's degree in museum studies or an associated field and experience working with historical collections. The SPP will require studio experience, excellent lighting skills with strobe or continuous lighting, knowledge of Digital Asset Management systems, and experience with file-naming protocol. Contract conservators were selected for their expertise in surveying and treating the materials represented in objects contained in the Lindbergh Collection. MHS has long-standing relationships with each of the conservators, so they are familiar with our organization, collections, and work space.

### **When and in what sequence will your activities occur?**

The project will span 26 months, beginning December 1, 2019. Upon notification of approval of this proposal, MHS will publish job postings for two Collections Specialists (to begin work on December 1, 2019) and one Special Projects Photographer (to begin work on January 1, 2020). The delay in hiring the SPP is to allow adequate time for the CSs to train and acclimate to the complexities of the project. Cataloging and reconciliation will begin no later than December 17, 2019. CSs will begin with the paintings (a small group and one over which we currently have the greatest intellectual control), followed by the 36 objects for which we know parts of the whole have been separated, before moving onto the remaining objects systematically by storage location. Digitization, rehousing, and reorganization will follow as each object is ready for these steps. Contract conservators' onsite visits will be staggered throughout the project (see attached Project Schedule) due to the





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volume of materials, limited workspace, and MHS staff time. The exact dates of these visits will be finalized upon grant approval.

All supplies will be ordered by the Collections Manager during the first week of October 2019, which, barring any back orders, should arrive by mid-October 2019. The museum storage cabinet will be ordered as soon as MHS receives notification of approval, as delivery will take 60 to 90 days.

### **What time, financial, personnel, and other resources will you need to carry out the activities?**

- Staff: Objects Collection Specialist (two FT 26-month contract positions); Special Project Photographer (one FT 25-month contract position); MHS Collections Manager (@ 5% annual salary); MHS Assistant Collections Manager (@ 5% annual salary); MHS Objects Conservator (@ 2% annual salary); MHS Object Photographer (@ 2% annual salary); MHS Conservation Technician (@ 75% annual salary)
- Equipment: One (1) Delta Designs Ltd. museum storage cabinet @ H79" × W58" × D32"; two (2) laptops to serve as workstations for Collections Specialist; one (1) Canon 5DRs Camera; one (1) Canon 24-70mm lens; one (1) Mac laptop; one (1) shooting table; two (2) Dynalite strobe lights; one (1) Dynalite 1600W/s power pack
- Supplies: Assorted acid-free and inert materials such as record storage boxes with compartmentalized trays, folder stock boxes, blue board, mat board, Ethafoam, volara, Tyvek, polyester batting, etc.
- Contract conservation: Please see attachments for letters of commitment from each conservator.

### **How will you track your progress toward achieving your intended results?**

Each object's Mimsy XG record will be flagged with a status of "Complete" and time-stamped once cataloged/reconciled, digitized, rehoused, and put in collections storage. The Collections Manager and project team will meet monthly to evaluate progress (anticipated average is 73 objects completed per month over the course of the 26-month grant period) and make adjustments as necessary to ensure the project stays on schedule. The Collections Manager will randomly select 10 complete records at the end of each month for review to ensure accuracy and completeness of records. Conservation surveys will be imported into Mimsy XG as completed.

### **How and with whom will you share your project's results?**

MHS will publicize the IMLS Museums for America project across multiple platforms throughout the grant period to reach MHS's audience of over 1.3 million website and social-media visitors. Completed catalog records with associated digital images will be uploaded weekly to MHS's Online Collection. MHS collections staff will write quarterly posts for the MHS blog *History Happens Here*, featuring project updates, interesting objects, and stories along with photographs of the Collections Specialists, Project Photographer, and contract conservators at work. Additional highlights will be posted quarterly on alternating social-media platforms.

## **PROJECT RESULTS**

**Referring to the Agency-Level Goal selected on the Program Information Sheet prepared for your application, write one or more statements to describe what success will look like for your project and identify the relevant data that you will collect and report.**

Success of Lindbergh 100 will be 1,894 completed object records and associated images available for easy public access; condition records for all objects identified in the Lindbergh Collection; housing that meets museum preservation standards; and reorganization of storage space allowing easier physical access of the objects. Lindbergh 100 will further the IMLS goal to Increase Public Access. The work in this proposal will make these objects easily accessible to people of all ages and backgrounds across the globe. The project also presents an opportunity to guide the next generation of museum professionals through project-based training in a supportive and structured environment.





## Lindbergh 100—Narrative

**Referring to your Project Justification, describe your project’s intended results that will address the need, problem, or challenge you have identified.**

The proposed project will allow MHS to advance the work begun during the inventory of the objects collection with progress in the areas of reorganization, digitization, and cataloging, as well as object-by-object conservation surveys. Existing catalog records will be enhanced with more thorough and meaningful content and allow for full intellectual accessibility by MHS staff and the public. The bolstered records will also provide more context and a comprehensive understanding of the 1,894 objects in the Lindbergh Collection.

**How will the care, condition, management, access to, or use of the museum collections and/or records that define the focus of your project improve?**

In conjunction with reorganization, the preservation-minded housing will improve the longevity of the collection and give us greater physical control and physical access to individual objects while maximizing our limited collections storage space as much as possible. Cataloging and reconciliation of the collection will give us full intellectual control. All record fields will be searchable by MHS staff in Mimsy XG, and object records will be available for public access through our Online Collections with keyword searchable fields that include title, historical description, subject, usage rights, location made, maker (if known), and date of manufacture.

Detailed condition assessments will provide updated condition records for all objects (53% of which currently have no condition record). These reports will also help us to prioritize and prepare to move forward with conservation treatment in the years to come.

**What tangible products will result from your project?**

- 1,894 complete object records for the Lindbergh Collection, with accompanying digital images available for download with no usage or licensing fees under our open access policy
- Proper housing for all of the objects in the Lindbergh Collection, with consideration given to each individual object’s storage need and long-term preservation
- Detailed conservation survey condition reports generated by the contract conservators for each of the Lindbergh Collection objects

**How will you sustain the benefit(s) of your project?**

This grant project represents the first stage of larger multi-year initiative to make one of our most renowned collections available to the public. After completion of this grant, MHS will ensure that staff and funds are available in our annual operating budget to maintain records, images, and access. New information on the artifacts will be added to Mimsy XG object records, accompanied by automatic updates to the Online Collections. Digital images of objects will be maintained as master TIFF files in Piction, from which derivatives will be generated as needed. The files will easily integrate into the existing robust digital and long-term preservation workflow (see attachments), including a backup server and redundant dark archives stored at separate physical locations.

For the conservators who are not entering their condition reports directly into Mimsy XG, their reports will be uploaded as PDFs and attached to the corresponding object record. Hard copies of all reports will be retained in our Conservation files. Condition reports will serve as a baseline to monitor objects’ condition and be used to prioritize treatments for the next phase of this extensive collection management and conservation initiative.



Missouri Historical Society  
 Lindbergh 100 : Objects Collection Processing and Detailed Conservation Surveys  
 Schedule of Completion

Activity	Year 1 (2019-2020)											
	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20
<b>Collections Specialists (2)</b> catalog, reconcile, rehouse, reorganize (Position posted by Oct 1, 2019 with start date of Dec 1, 2019)												
<b>Special Project Photographer</b> → Photography and digitization (Position posted Oct 1, 2019 with start date of Jan 1, 2020)												
<b>Contract Conservators</b> → <i>Paintings</i> survey			2 DAYS									
<b>Contract Conservator</b> → <i>Airplanes</i> survey			4 DAYS									
<b>Contract Conservator</b> → <i>Objects</i> survey				1 WEEK		1 WEEK		1 WEEK		1 WEEK		1 WEEK
<b>Contract Conservator</b> → <i>Textiles</i> survey							4 WEEKS					

Activity	Year 2 (2020-2021)											
	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21
<b>Collections Specialists (2)</b> → Cataloging, reconciliation, housing, reorganization (cont'd)												
<b>Special Project Photographer</b> → Photography and digitization (cont'd)												
<b>Contract Conservator</b> → <i>Objects</i> survey (cont'd)		1 WEEK		1 WEEK		1 WEEK		1 WEEK		1 WEEK		1 WEEK
<b>Contract Conservator</b> → <i>Flags</i> survey					1 WEEK							
<b>Contract Conservator</b> → <i>Paper</i> survey											1 WEEK	
<b>Contract Conservator</b> → <i>Textiles</i> survey (cont'd)							4 WEEKS					

Activity	Year 3 (2021-2022)	
	Dec-21	Jan-22
<b>Collections Specialists (2)</b> → Cataloging, reconciliation, housing, reorganization (cont'd)		
<b>Special Project Photographer</b> → Photography and digitization (cont'd)		
<b>Contract Conservator</b> → <i>Objects</i> survey (cont'd)		1 WEEK