

Project Justification

Which program goal and associated objective(s) of the Native American Library Services Enhancement Grants program will your project address (see Section A2)?

This project titled, “Path to Makah Culture and Language Restoration,” aligns with the IMLS Goal 3: Advance Collections Stewardship and Access and Objective 3.2: Promote access to museum and library collections and it also aligns with the Makah Cultural and Research Center’s (MCRC) Mission Statement.

This project will Enhance Collections Access and Stewardship. This project will enable a team to type 1.54 linear feet of bilingual field notes, notecards, transcripts and edit at least 11 audio recordings from the Robert E. Johnson Papers on the Coeur d’Alene and Makah from the National Anthropological Archives Smithsonian Institution, collected by Johnson in 1971. This project will also allow for the typing of 466 pages of bilingual field notes to increase digital access to the Beatrice Diamond and Robert J. Miller Collection created in Neah Bay in 1949.

This project will increase educational services and opportunities for Makah community members and other learners by providing a choice of attending 4 bilingual workshops either in-person or remotely through Zoom Meetings or DVDs. This project will increase language learning tools by creating bilingual word lists, or lexicon, accompanied by associated audio recordings by utilizing both the Johnson and Diamond/Miller Collections. The Word Lists will help learners enhance and increase vocabulary acquisition. This project will also create at least 5 five-minute videos featuring Makah stories/legends to increase learning tools and increase interest in Makah culture and history.

What need, problem, or challenge will your project address and how was it identified? Describe how you have used demographic information, economic circumstances, condition assessments, and other relevant data from reliable sources to define the need, problem, or challenge and develop the scope for the project.

This Project will advance the delivery of language learning digital resources. Solid baseline data was documented in the MCRC’s Makah Language Program Survey 2017 and will be used to compare with final results for this project. The survey revealed a total of 305 (11% of tribal members) that actively work to improve their Makah Language proficiency levels. The MLP models their proficiency levels after the American Council on the Teaching of Foreign Languages (ACTFL). The ACTFL Proficiency Guidelines (www.actfl.org) are a description of what individuals can do with language in terms of speaking, writing, listening, and reading in everyday situations. The survey revealed that there are 0 Makah Master-Level Proficient or Distinguished speakers, 0 Superior Makah speakers, 1 Advanced High, 1 Advanced Medium, 1 Intermediate High, 17 Intermediate Medium, 25 Novice Medium, and 260 Novice Low Makah Language Speakers. The Makah language is considered to be an endangered language and increased efforts need to be taken to ensure the language continues to live and thrive.

The MCRC’s Makah Language Program (MLP) is the only program world-wide that provides Makah language instruction to Makah students from head start through high school. This project will address the need for increased Makah language products to Makah tribal members and others. Makah language products will include at least 11 audio recordings, with associated bilingual transcripts, that will be made available to tribal members and others to increase Makah language skills.

The Makah Indian Tribe is a Federally recognized tribe with 3,099 enrolled tribal members (Makah Enrollment Officer 2021); the Makah Indian Reservation has a population of approximately 1,600 residents of which 315 are non-tribal members. Twenty-seven percent of those Makahs living on the Reservation are 15 years old or younger. The Neah Bay Jr/Senior High School has 188 students (84% low income), the Neah Bay Elementary School has 194 students (82% low income) (Washington Office of Superintendent of Public Instruction 2020). Approximately 33% of the Makahs living on the reservation are below the national poverty

level. The unemployment rate fluctuates between 40 and 60 percent. Approximately 70% of the Makah Tribal population depends on seasonal fishing for its income, either in whole or in part.

To help identify what the Neah Bay Community needs are, the MCRC used both primary and secondary data. Needs Assessment tools included reports; previous surveys; a 5-year strategic plan; communicating with individual community members (teenagers, adults, senior citizens) and community leaders (cultural and political).

Who is the target group for your project and how have they been involved in the planning?

The target groups have been identified through formal and informal surveys and from participants attending other MCRC events and activities. This project will target Makah tribal members, community and other learners of all ages and genders that are interested in increasing their knowledge about Makah culture, history and enhancing their Makah language skills. However, the typescripts will probably appeal to adults 18 and older, while the videos will appeal to all ages. The word lists, with associated audio, will appeal to all ages. The workshop component, a very popular platform for the Neah Bay community, will most likely appeal to 15 years and older.

Who are the ultimate beneficiaries for this project?

The Field Notes contains important Makah language and historical information that will be useful to Makah and other community members of all ages and genders and will have both short- and long-term benefits. This project will fund the addition of Makah language acquisition by creating at least 2 Word Lists of at least 100 words and phrases each (200). At least 30 new words and phrases will be added to the current Makah Language Program's Word List. Both the Johnson and Diamond/Miller collections have field notes that will benefit basket weavers and other artists because they contain traditional information such as how dyes were made: 'Hemlock bark makes brown' and 'iron pot makes cedar bark black', *ʔača·pł* = 'shiny black rock used to weigh down basket'. Makah singers and dancers will also benefit from Makah song commands in the field notes: ' *ʔišcaʔa* = finish, *suʔaʔ* = keep going!' Makah canoe racers will learn canoe parts: *hita·qad* = bow, *ʔiča·* = stern, *hitak^wiʔi* = edge of gunwale etc. Both the Johnson and Diamond/Miller collections will also benefit Makah fishermen, hunters, athletes, and people of all genders and ages due to a variety of language and historical facts contained in the collections.

The Estate of Beatrice Diamond and Robert J. Miller released all control of their materials to the Makah Cultural and Research Center in 2001. The original fieldnotes are at the University of Washington Archives Division, but they defer to the MCRC archival access regulations.

This project will be reciprocal by the MCRC Archives/Library sharing end-products with the National Anthropological Archives and the University of Washington Archives Division to increase access.

Project Work Plan

This project will enhance collections access to the Robert E. Johnson and Diamond/Miller Collections. This project will provide funding to type 1.54 linear feet of bilingual textual records and edit at least 11 audio recordings from the Robert E. Johnson Papers on the Coeur d'Alene and Makah from the National Anthropological Archives Smithsonian Institution collected by Johnson in 1971 (NAA.2011-34). This series contains field notes, index cards, audio recordings, and transcripts from Johnson's research on the Makah language in Washington state. He worked with some of the last surviving speakers of the language, most of whom were in their eighties at the time (Richelle Brown, NAA 2013).

The Johnson Collection contains digitized handwritten notecards (see appendix 1) and Field Notes (see appendix 2) containing Makah and English words and phrases. The words and phrases will be typed and

indexed so they will be searchable, allow interjected edits, and support increased access because of improved legibility. The Johnson Collection also contains paraphrased typed transcripts that includes handwritten notes. These transcripts will be retyped and will include handwritten notes and other edits (see appendix 3).

The MCRC's Makah Language Program currently has a bilingual Word List titled, q^widiččaʔa·ǰ čačabaʔa·ǰ ʔušaba·č: Preliminary Word List. This Word List was created in 1990 and new Makah words and phrases continue to be added to the 79-page document. The Word List contains both English and Makah Languages. There are also specialized and narrowly-focused Word Lists that are created for specific projects or subjects (see appendix 4). This Project will fund the creation of specialized Word Lists for both the Johnson and Diamond/Miller Collections and will contain at least 100 words and phrases each. An audio recording will accompany the Word list which will be recorded by the Makah Language Specialist (in-kind). Also, to increase language acquisition, there will be at least 30 new words and phrases added to the Makah Language Program's existing list.

This project will fund the editing of eleven (11) of Johnson's bilingual audio recordings. The audio, which is associated with the Johnson's transcripts, will be chunked into tracks to help facilitate efficient use of learner's time.

There will be at least 4 bilingual Makah language workshops instructed by the Makah Language Specialist. The Language Specialist/Instructor will utilize both Audio-Lingual and Communicative Language Teaching methodologies. This hybrid methodology will allow a variety of ways to learn the Makah language- Input: Reading, Listening, Watching and Output: Speaking, Repeating and Writing. Learners will be encouraged to use language to communicate their feelings, relationships, events, objects, weather, people, places etc. in their real-world environment to help increase their knowledge and language skills. The Language Specialist/Instructor will create an agenda to support productive workshops and will utilize visual aids, such as PowerPoint Presentations, to further engage learners. A Basic Satisfaction Survey will be given to learners to provide them with an opportunity to share their ideas and thoughts about the workshop and presenter.

This project will create at least 5 bilingual videos using stories/legends from the Diamond/Miller Collection (see appendix 5). The videos will be less than 5 minutes each and will incorporate visual aids along with video B-roll footage, or supplemental video, from the MCRC Archives Collection. The videos will also contain puppets and marionettes to further engage learners. These videos will increase the MCRC's Archival assets and increase learning tools about Makah culture, history and language.

Tools such as indexes will be created to increase access to the collections. BCR's (Bibliographical Center for Research) CDP (Collaborative Digitization Program) Digital Imaging Best Practices, along with the MCRC's digitization policy and procedures and digital plan, and the MCRC's Policies and Procedures, will be followed to provide continued access for approved learners.

What specific activities will you carry out and in what sequence?

Goal 1. Enhance Collections Access and Stewardship

A. Increase access to the Robert E. Johnson, Diamond/Miller Collections

A.1. Type Johnson's bilingual notecards (Tech 2) (IMLS funded) (Sept 2022- Aug 2024)

1. Edit Makah spelling (Language Specialist- in-kind) (Sept 2022- Aug 2024)

A.2. Type Johnson's (Tech 2) and 466 pages of Diamond/Miller bilingual field notes (Tech 1) (IMLS funded) (Sept 2022- Aug 2024)

A.3. Type and edit Johnson's bilingual transcripts (Tech 2, Makah Language Specialist) (IMLS funded and in-kind) (April 2022- July 2024)

A.4. Edit 11 of Johnson's recordings (Proj. Manager, (Tech 1) (IMLS funded) (Sept 2022 – June 2023)

B. Enhance Stewardship

B.1. Develop collection access tools and enhance protection and preservation (Proj Manager) (IMLS funded) (Sept 2022- Aug 2024)

C. Increase interest and knowledge about Makah culture, history and language

C.1 Conduct at least 4 workshops (Language Specialist, Proj Man) (IMLS funded) (Jan 2023, Aug 2023, Feb 2024, July 2024)

C.2 Create at least a word list, with associated audio, of at least 100 Makah words and phrases (Proj Manager, (Tech 1) (IMLS funded) (Sept 2022- Aug 2024)

C.3 Create at least 5 five-minute videos featuring Makah stories/legends (Proj. Manager, (Tech 1) (IMLS funded) (Sept 2022 – June 2023)

C.4. Disseminate education products (Ed. Coordinator) (IMLS funded) (Jan 2023- Aug 2024)

The notecards, notes and transcripts will be retyped and the Makah language will be keyed using Unicode Characters which is widely accepted by many platforms. The spelling of Makah words and phrases will be edited and verified by the Makah Language Specialist to ensure accuracy (in-kind). The MCRC already owns necessary hardware and software programs for this project to succeed.

What are the risks to the project and how will you mitigate them?

Of course, a risk will be increased measures to help mitigate and contain COVID-19 and variants. However, both the Johnson and Diamond/Miller collections are digital, which makes them portable and easier to access so working remotely will not be a significant issue. A possible risk will be typing the digital records in an inadequate and disorganized format that will make it complicated to read or ineffective to use. A significant amount of time and money will be spent typing and reformatting digital textual records. Quality control measures, by the Project Manager and Makah Language Specialist, will be taken to ensure the typescripts are in a logical and useful format. They will also be checked for accuracy and consistency. To ensure digital assets continue to be accessible, the MCRC will adhere to guidelines by BCR's (Bibliographical Center for Research) CDP (Collaborative Digitization Program) Digital Imaging Best Practices and the MCRC's Digitization Policy and Procedures and Digital Plan. Unanticipated risks will be identified by the Project Director and Manager and will be dealt with promptly to avoid risking the success of this project.

Who will plan, implement, and manage your project?

The project staff has many years experience, knowledge and skills. *Janine Ledford (Makah)* will be the Project Director. Ledford earned a B.A. in Anthropology from Dartmouth College in Hanover, New Hampshire, and has 31 years experience working at MCRC with the past 26 years as MCRC Executive Director. *Keely M. Parker (Makah)* will be the Project Manager. Parker has 42 years experience working for the MCRC and is the General Manager and archivist/librarian. She has received extensive training in archival records management both on-site and from the Smithsonian and Association of Tribal Archives, Libraries and Museum Services sponsored workshops. Ms. Parker also received a Tribal Stewardship Cohort Program Certificate of Competency in 2015-2016 from the Sustainable Heritage Network, Washington State University. *Maria Parker-Pascua (Makah)* is the Makah Language Specialist. She has worked with the Makah Language Program for 46 years. Pascua has a Master of Education: Indigenous Language Revitalization from the University of Victoria, B.C., Canada.

Ledford and Parker will ensure that goals and objectives are met in a timely manner. Parker will be responsible for submitting required reports and associated materials. The Project Director, Manager, Assistant and Education Coordinator will collectively be responsible for outreach, promotion and dissemination of end-products.

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

This project will last for two years and will fund knowledgeable, experienced and skilled project staff to meet goals and objectives. The MCRC already owns appropriate hardware and necessary software including MAGIX Sound Forge Audio Editing Program, which includes iZotope elements, to help chunk audio into tracks and fix recording issues such as background noises, humming and other audio distractions. The MCRC also has a variety of puppets and marionettes for the video component of this project. The video component of this project will use existing Sony Handycam HDRCX240 9.2 megapixel videorecorder. The transcribing component of this project will use existing Olympus America AS-2400 transcription kit. IMLS funds will be used to purchase portable hard drives to store backup digital assets.

The Schedule of Completion management tool will be utilized to evaluate the Project's progress and ensure the milestones are being met in a timely manner. The IMLS Digital Product Form, along with the MCRC's digitization policy and procedures and digital plan, will be used to ensure that digital assets remain available in the future. The MCRC's Communication Plan will also be utilized to disseminate project products and announce language workshops and other events.

How and with whom will you share your work's general findings lessons learned?

The policies, interim and final reports will be readily shared with other institutions and interested individuals including IMLS-designated meetings. Reports can be hand delivered, mailed or electronically mailed to interested persons. Project results will be shared with the Neah Bay community through the Makah Tribal Council Newsletter, at quarterly directors' meetings and at the annual community meeting. The project staff will respond to inquiries from other Native American Libraries and organizations in a timely manner and engage in conversations that might lead to forming new partnerships and increased networking opportunities. The Project Director is frequently invited to be a speaker at conferences and she will also report project results at local, regional and national conferences and meetings.

Project Results

What are your project's intended results and how will they address the need, problem, or challenge you have identified?

This project will increase access to Robert E. Johnson and the Diamond/Miller Collections, it will enhance stewardship of collection and increase interest and knowledge about Makah culture, history and language. This project will help meet the need to increase proficiency to support preservation of the Makah Language.

How will the knowledge, skills, behaviors, capabilities, and/or attitudes of the target group change as a result of your project?

The Workshops and digital resources, from Field Notes and audio transcripts, made available from the project will provide learners with opportunities to enhance their knowledge about Makah traditions and culture related to potlatches, functions of societies, basketry, fishing, whaling, and sealing. There will be increased confidence in speaking the Makah language from learning the proper pronunciation of words and phrases. This project will help to inspire language learners to advance their knowledge and continue to develop their skills.

Stimulated interest in Makah culture and history will be demonstrated by increased attendance at lectures, workshops and other activities.

What tangible products will result from your project?

This project will generate typescripts, produce end products from raw audio, create at least 2 100 bilingual word and phrase lists with associated audio, add at least 30 new words/phrases to the current Word List, create at least 5 five-minute videos, and create at least 4 PowerPoint Presentations that will be generated for the Language Workshops. All of these products will create new learning tools and become part of the MCRC's Archival assets. Indexes and other management tools will also be created to ensure efficient and responsible access to collections.

How will you sustain the benefit(s) of your project beyond the conclusion of the period of performance?

This project has the ability to adapt easily to new technology by having a qualified staff and sound procedures to ensure access to digital assets, ensure file integrity of digital assets and provide solid storage to ensure preservation of digital assets. The MCRC and board have made a commitment to continue preservation and other support for this project after the grant period by supporting a Digital Policies and Procedures Plan that includes a Preservation Plan.

This project will implement the MCRC's digitization policy and procedures and digital plan to ensure the digital collections are preserved for future access. Data File Integrity will be monitored, digital assets will be migrated as technology changes and digital assets will be properly stored according to the latest Best Practices using guidelines by BCR's (Bibliographical Center for Research) CDP (Collaborative Digitization Program) Digital Imaging. The MCRC will implement the digital 3-2-1 rule: have at least 3 copies of digital content, use 2 different types of storage media and store in a least 1 different geographic location. Management tools such as indexes and finding aides will also be developed to ensure accessibility to digital assets.

Makah Cultural and Research Center

Year I

Year 2

2022				2023												2024							
Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
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 C.3 Create at least 5 five-minute videos
 C.4. Disseminate products

DIGITAL PRODUCT FORM

A. Type

A.1 What digital products will you create?

All digital resources created and collected will contain information important to the preservation of Makah history, culture, Makah language and the protection of our treaty rights. Still images will be created and collected. Photographs will be approximately 3"x5" to 13"x19" black and white, colored and positive slides. Negatives will also be collected and scanned. Audio files will also be created and collected, along with moving images. Maps will also be created and collected. Textual resources such as books, manuscripts, logs, notebooks will also be created and collected.

A.2 Equipment, software, and supplies to create the digital content, resources, or assets.

The project manager and assistant will digitize images using a flatbed Epson V600 photo scanner or Epson V500 scanner. Epson WorkForce ES-500W duplex document scanner. Digital image editing will be performed by the assistant and project manager using Adobe Photoshop, CorelDraw, Corel Photo-Paint, and GIMP. Canon MF720C duplex printer. Sony Handycam HDRCX240 9.2 megapixel. Canon EO5 Rebel T3 camera. Olympus LS-10 Linear PCM digital recorder. Lenovo ThinkPad P50.

A.3 Digital file formats that will be used.

Digitization projects will adhere to guidelines by BCR's (Bibliographical Center for Research) CDP (Collaborative Digitization Program) Digital Imaging Best Practices. Master Textual digital images will be scanned at 300 dpi resolution, 16 bit grayscale, 48 bit color and saved as .TIFF; Access files at 8 bit greyscale or 24 bit for color and saved as .JPG or .PDF/A. Photographs: at least 8000 pixels across the long dimension and saved as a non-compressed .TIFF file at 16 bit greyscale and 48 bit color; Access will be saved as .jpeg 8 bit greyscale or 24 bit color. Audio will be recorded using 44.1 kHz sample rate, 24 bit depth and recorded using a .wav format for master files; access files will be saved as mp3 formats. Video will be encoded as MPEG-4 AVC (H.264) or DV encoding (codec), 640 x 480 resolution (4:3 aspect ration), 30 bit sample size, progressive scanning, and saved using .AVI format.

A.4. Metadata

An adapted version of Dublin Core will be used with all descriptive metadata fields. It will include photographer, date, size, location, subjects, categories, catalog number, accession number, description, identification information, etc. Administrative metadata will include management information concerning ownership and rights. Structural metadata will display relationships between digital files and will include page information for books and diaries etc. Technical metadata will describe resolution, hardware used, and pixel/size dimensions.

Metadata will be embedded in the digital photograph images. Born digital metadata descriptions will be entered in MicroSoft Excel Spreadsheets. The spreadsheet will be saved as an .xlsx, .pdf and .xml format to ensure future access. A paper/hardcopy of the Digitization Workflow Worksheet containing metadata will be maintained and preserved in acid free folders. Metadata will be updated and migrated when warranted and dictated by the Digital Preservation Policy.

B. Availability

How will you make your digital products openly available (as appropriate)?

Approved digital content will be made available to the public using the Makah Tribal Council's free internet platform program titled "Makah Portal". The MCRC is committed to continue to provide services to

patrons. The specified audience will, in part, be determined by the recommendations and cultural protocols established by the Archival Collections Advisory Committee.

C. Access

What rights will you assert over your digital products?

The Makah Cultural and Research Center will assign a Creative Commons license to the content. The Attribution-NonCommercial-No Derivatives CC BY-NC-ND will be assigned. This will allow users to share and copy, however they must provide appropriate credit. The material will not be allowed to be used for commercial purposes without MCRC Board approval.

Users will be allowed to download and share, however must give Makah Cultural and Research Center credit. Digital content cannot be changed or used commercially without written permission. Restriction notifications will be printed on the content label and recipient of content must sign and date a Copy Request form agreeing with terms.

The Makah Cultural and Research Center has created an Archival Collections Cultural Advisory Committee that contains 5 respected and established Makah cultural leaders. The Cultural Advisory Committee will make access recommendations concerning culturally sensitive issues. This committee will be overseen by the governing Board of Trustees (all Makah tribal members) and Project Director (Makah). The Cultural Advisory Committee, along with the project staff, will write a cultural protocol handbook to assist in resolving access barriers and respectfully protect culturally sensitive information.

D. Sustainability

How will you address the sustainability of your digital products?

To the maximum extent possible, the digital products created with IMLS funding should be freely and readily available for use and reuse by libraries, archives, museums, and the public. Some digital products that are generated during a project should be long-lived, requiring permanent preservation, and others (e.g., preliminary analyses, drafts of papers, plans for future work, peer-review assessments, most social media communications, and communications with colleagues) should be retained and shared in the medium- or short-term. In your Digital Products Plan, describe your plan for preserving and maintaining digital products during and after the period of performance and identify the appropriate length of time different digital products should be curated. Address storage systems, shared repositories, technical documentation, migration planning, and commitment of organizational funding for these purposes.

A quality control plan will be modeled after the Sustainable Heritage Network recommendations that will include the monitoring and verification of quality, accuracy and consistency of digital files. The Project Manager, Assistant and IT Department will be responsible for monthly quality control to ensure there is file integrity. The IT Department and Program Manager will monitor computer hardware, software and virus checks. Workflow charts will be made using Excel spreadsheets along with the development of Quality Review Checklists for digitizing products.

The legacy CDs and DVDs will be stored in archival approved Tyvek sleeves and acid free boxes within the MCRC Archives/Library. Digital files will also be stored on a computer hard drive and backed up on a 6TB Network attached server for redundancy. One hard drive, containing digital assets, will be stored off-site. As technology changes, digital files will be migrated as needed. Access digital manuscripts and books will also be saved in a .PDF format to ensure future access. Audio, photographs, manuscripts will be stored in a secure temperature and humidity-controlled room at 65 degrees.