



Native American/Native Hawaiian Museum Services

Sample Application MN-251745-OMS

Koniag, Inc.

Amount awarded by IMLS:	\$94,376
Amount of cost share:	\$5,789

Koniag, Inc. will develop a comprehensive, community-informed plan for a new set of Alutiiq heritage exhibits for their museum, the Alutiiq Museum & Archaeological Repository. Project activities will include working with an Alaskan exhibit designer to engage community members in exhibit conceptualization; create a schematic design tied to an exhibit style guide; develop a draft script with objects, photos, and Alutiiq vocabulary; create a de-installation plan for the current exhibits; draft a budget for design and fabrication; and mentor staff in exhibit development. The process to develop the community-informed exhibit plan will help the museum strengthen relationships with, and better understand the needs of, its native community.

Attached are the following components excerpted from the original application.

- Narrative
- Schedule of Completion
- Digital Product Plan

When preparing an application for the next deadline be sure to follow the instructions in the most recent Notice of Funding Opportunity for the grant program and project category (if applicable) to which you are applying.

NARRATIVE

Project Justification

Need: Visitors to the Alutiiq Museum often ask, “Where’s the rest?” They are looking for more exhibits. While the museum offers a range of temporary and long-term displays, its gallery is just 1538 ft². This small space limits AMAR’s ability to share collections, change displays, and accommodate community interest in everything from contemporary art to archaeological research. A 2019 survey of >500 patrons illustrated these frustrations. Over 63 percent of respondents identified a larger exhibit gallery as one of AMAR’s greatest needs, second only to a workshop space. One patron said, “Knowing the size of the collection in storage compared to the gallery space available for exhibits, I really think a larger gallery space . . . would be good.” AMAR’s directors agreed.

Since 2019, AMAR has worked to secure additional space for education and collections. The results are remarkable. Until recently, the museum operated from leased space on the first floor of the Alutiiq Center. In October 2021, building owners donated the entire property to the museum, providing access to three floors. In preparation for ownership, AMAR transformed a \$1.2 million bequest into a facility endowment and obtained an \$8 million renovation grant. The museum is now poised to address its space challenges. In the spring of 2022, AMAR will begin a three-year renovation project. The first year (2022-2023) will transform the basement into a collections repository. The second year (2023-2024) will expand first floor public spaces, and the final year (2024-2025) will refresh second floor offices.

The renovation will expand gallery space by 60% (Attachment 1) providing a unique opportunity to re-envision exhibits. Modifications will require a complete deinstallation of current displays. AMAR does not wish to reinstall much of this material, but to create a fresh presentation. First, many different staff members created the current exhibits over two decades, and they lack a unified design. The museum does not have an exhibit style guide, and only recent displays are loosely tied to the museum’s overarching brand guide developed in 2014. As such, things like font style, font sizing, and color palettes vary widely. Moreover, many of the displays use secondhand cabinetry, purchased from traveling exhibits. AMAR’s casework is old, mismatched, and in poor repair. It needs to be replaced.

Second, until recently, AMAR did not involve community advisors in selecting exhibit themes and content. Although tribal voices are well represented on AMAR’s staff, there is growing community interest in reviewing content. A tribal summit held last June illustrated a strong desire to share ideas for museum resources, particularly those on recent Alutiiq history. Following this summit, AMAR updated its interpretive plan to capture this perspective. Similarly, responses to the 2019 audience survey illustrate that patrons of all heritages have ideas for exhibits. By creating fresh exhibits, AMAR has an opportunity to involve the public in developing content tied to community interests and needs.

Finally, AMAR Chief Curator Amy Steffian, who has led exhibit development for two decades, will retire at the end of the renovation project. While younger staff have design and fabrication skills, they have never developed a floorplan, written an exhibit script, or used a style guide. Staff need both resources and training to plan the new exhibits and prepare for maintaining a larger exhibit space. This is particularly important in Kodiak, a remote community accessible only by boat or plane. Staff rarely have direct access to other professionals due to the costs of travel.

Quliyanguarwik, a one-year exhibit planning project, will address these needs while supporting AMAR’s strategic plan and the goals of this IMLS grant program. The project will create a comprehensive, community informed plan for a new set of Alutiiq heritage exhibits. Koniag will provide IMLS funding to AMAR to work with an experienced, Alaskan exhibit designer (Attachment 2). Together staff and designer will (1) involve community members in exhibit conceptualization; (2) create a schematic design tied to an exhibit style guide; (3) develop a draft script with object, photos, and Alutiiq vocabulary; (3) write a de-installation plan; (4) draft a budget for full design and fabrication; and (5) mentor staff in exhibit development. This is phase 1 of a larger effort to furnish AMAR’s expanded gallery.

Ties to Grant Program: *Quliyanguarwik* directly addresses multiple goals the NANH Museum Services grant program. First, it creates a foundation for developing exhibits that will promote learning and discovery for AMAR's entire audience (Goal 1, item 1.2). Second, by making mentoring a project goal, *Quliyanguarwik* will grow skills among AMAR staff. It builds capacity of staff to manage, design, and script future exhibits (Goal 1, item 1.4). Third, by supporting exhibit planning the project builds capacity for AMAR to serve its community (Goal 2, item 2.1). It creates a solid foundation for expanding exhibits, one of the most requested improvements in the recent audience survey. Finally, by involving Alutiiq Elders and culture bearers in exhibit planning, this project will advance the preservation and sharing of Kodiak's Native culture and language. It will help Alutiiq people tell their stories (Goal 3, item 3.4).

Strengthening Museum Services: By working with an experienced consultant, *Quliyanguarwik* will deepen staff knowledge of the exhibit development process. The project will provide a model for involving community members in exhibit planning, train staff in traffic flow, script writing, fabrication planning, and support the development of an exhibit style guide that will inform future exhibits. *Quliyanguarwik* is also tied to AMAR's strategic plan. Approved in 2018, this document outlines four major directions designed to strengthen operations. *Quliyanguarwik* supports two of these directions and their goals (Attachment 3). It strengthens AMAR's internal capacity for stability and resilience (Direction 1) by investing in the professional development of staff. It also supports excellence in programs and services (Direction 2) by integrating community evaluation into the museum's work.

Target Group: *Quliyanguarwik* will involve key constituencies in both the tribal and Kodiak community in conceptualizing new exhibits. First, the project will engage Alutiiq speakers, artists, and culture bearers. These are respected members of the tribal community whose advice is grounded in cultural knowledge and values. They will participate through reviews held at Elders meetings (Attachments 4 & 13), meetings of the Qiktarmiut Alutiiq Regional Language Planning Committee (Attachment 5), representation on a new exhibit advisory committee, and public meetings. Second, AMAR will reserve seats on the exhibit advisory committee for an educator, scientist, and a tourism industry representative, to capture input from key sectors. The museum is particularly eager to include a special education teacher for advice on enhancing accessibility beyond the requirements of the Americans with Disabilities Act. Finally, the public will be invited to participate through messages shared by partner organizations (Attachment 6), boosted social media posts, email broadcasts, and newspaper advertisements.

Beneficiaries: The Kodiak Alutiiq people are *Quliyanguarwik* primary beneficiaries. AMAR's recent survey and summit illustrate that the tribal members wants more access to ancestral objects and cultural research. They also want to participate in resource development. This project supports those goals. It invites all interested tribal members to share ideas for interpreting the Alutiiq experience. In addition, the project benefits the Kodiak community. Educators, artists, scientists, schools, agencies, and businesses are among AMAR's common partners. By involving representatives of these communities in exhibit planning, the museum will deepen relationships, better understand the needs of these constituents, and create opportunities for addressing hurtful stereotypes that linger in our community. When Kodiak learns about Alutiiq heritage, we strengthen our community for everyone.

Project Work Plan

Activities: Koniag, Inc. will provide AMAR with IMLS funding for a one-year project. Founded in 1995, AMAR preserves and share the heritage and living culture of the Alutiiq people through collections care and public education. This non-profit, tribally governed institution has a staff of 11 and typically serves > 9,000 visitors annually. Thousands more benefit from programs and resources that reach far into schools and communities. AMAR is accredited by the American Alliance of Museums and is recognized as an official natural and cultural history resource repository by the State of Alaska.

Quliyanguarwik will begin in July 2022. AMAR will establish a services agreement with ExhibitAK and distribute a press release announcing the project. Next, AMAR will prepare to gather community feedback. Staff will form a six-member exhibit advisory committee. Community members will be recruited for their expertise in culture, language, arts, education, science, and tourism, and represent both the tribal and Kodiak communities. As part of this effort the museum will use its Zoho platform to create a public survey (Attachment 7). People of all heritages will be invited to share their favorite aspects of the current gallery, identify missing items, and rank the importance of exhibit characteristics and themes. The survey will be embedded in a project webpage created for AMAR's website and made available on paper. It will be promoted for a month and its results summarized in a short report. The report will be included in a binder of project information created for advisory committee members (Attachment 8), and shared with staff, ExhibitAK, and the public through the project webpage.

In month 2, staff will prepare for the first set of advisory meetings. They will schedule meeting dates, arrange ExhibitAK travel to Kodiak, and prepare meeting materials. The first meeting will focus on visioning. ExhibitAK will facilitate four discussions to gather ideas for exhibit themes and interpretation methods from community members. Discussions will be held with AMAR's Elders group, the exhibit advisory committee, the Qiktarmuit Regional Language Planning Committee, and at an open public meeting—all held at AMAR. Minutes of each meeting will capture feedback.

Following these visioning sessions, staff will work with ExhibitAK to draft content for the new displays based on the initial feedback. This will include updating AMAR's brand guide so that exhibit design can be tied to the museum's broader style. In months 2 through 6, the team will also create a draft floor plan, outline the display content, identify objects and photos for inclusion, write a draft script, and work with Elder Alutiiq speakers to select Alutiiq vocabulary for the presentation. As part of this effort Exhibits Manager Alex Painter and Curator of Collections Amanda Lancaster will develop a written de-installing plan with a schedule and sequence for dismantling existing displays, and a list of items to preserve. Chief Curator Amy Steffian will lead script development and mentor Language and Living Culture Manager Dehrich Chya in exhibit writing.

In month 7, staff will arrange for a second set of community meetings, working with the same four groups to share the content drafted in preceding months. In advance of these meetings, the project webpage will be updated with draft documents, travel and meetings scheduled, promotion completed, and materials assembled. At this set of meetings staff and ExhibitAK will solicit content review and capture feedback in meeting notes. This meeting will be held at the Kodiak Public Library.

In months 8 through 10, AMAR will revise its exhibit script and work with ExhibitAK on a draft schematic design. When these are complete, the team will hold the final set of community meetings working with the same four advisory groups and preparing as before. At these meetings, participants will review the draft design and capture feedback. ExhibitAK will then update the design and create an exhibit style guide establishing details like voice, tone, text conventions, label hierarchy, and graphic standards.

In the final two months, Steffian, Painter, and ExhibitAK will draft a budget for exhibit development phase 2—design and fabrication. They will research and estimate all anticipated expenses and summarize them in a spreadsheet with vendor information. The project will end with the development of an archive for AMAR's permanent collection. Lancaster will assemble and organize project documents and images and develop a finding aid to summarize the set.

To share the project with the public, encourage participation in the survey and community meetings, share project updates, and link people to the project webpage, AMAR will post to its social media sites at least 20 times during *Quliyanguarwik*. As the Alutiiq community uses Facebook, posts advertising the survey and public meetings will be boosted to reach many people. Additionally, AMAR will feature participation opportunities in its monthly email broadcast (3 times), in a newsletter article, in newspaper display ads, and on its website (Attachment 9). IMLS will be acknowledged in all promotions.

Throughout the project, Painter will meet twice monthly via Zoom with Sarah Asper-Smith of ExhibitAK for mentoring. Painter will bring questions and ideas. Asper-Smith will check on progress and offer insight. Painter is a skilled designer and fabricator. She will be AMAR's liaison with ExhibitAK and complete many project tasks. However, she has never undertaken a project of this size and scope. Mentoring will provide her with practical assistance and agency. It will grow her skills and confidence.

Risks & Mitigation: The biggest risk to this project is bad weather, which occasionally limits travel to Kodiak. If the ExhibitAK team cannot reach the island as scheduled, AMAR will shuffle meeting times till they arrive, or work with the consultants digitally. A Zoom subscription will support this contingency.

This project depends on community input to guide exhibit content. As such, poor participation is a risk. To encourage engagement, AMAR identified four distinct advisory groups—Elders, culture bearers, an appointed committee, and the public. These selections are intentional and designed to build the voices of key constituencies into the project. Additionally, AMAR will work with local partners to advertise community planning meetings. The Sun'aq Tribe, Kodiak School District, Kodiak College, Kodiak Arts Council, Kodiak National Wildlife Refuge, and Discover Kodiak have all pledged to share meeting announcements and encourage their staff and audiences to attend (Attachment 6). Also, past projects illustrate that offsite meetings can encourage a diversity of participants. AMAR will also hold at least one of the community meetings in a public space beyond its building to encourage attendance.

Finally, the on-going COVID-19 pandemic could create a need for remote work. Over the past twenty months, the museum has developed protocols to keep staff and visitors safe and invested in equipment and digital subscriptions to support work from home. If a staff member must isolate, cloud file storage, the use of Zoho online communication apps, and a laptop computer will support remote work.

Project Management: AMAR will manage all aspects of this project. In 26 years of operation, the museum has successfully completed many private and agency funded projects, including IMLS awards. AMAR Executive Director April Counciller, PhD, will provide broad oversight. She will review all near final documents, and act as a project liaison with Koniag, AMAR's board, and the press. Her contributions are offered in kind. The daily work of the project will be overseen by Chief Curator Amy Steffian, MA. Steffian will organize staff and meet monthly with the core team to track and set work goals. As Koniag does not have a grant manager, AMAR Director of Grants and Contracts Moly Odell, MA will track expenditures quarterly and complete reporting. Her work will be supported by project overhead. This management model continues to work well for Koniag-AMAR partnerships.

Resources Needed: AMAR's gallery renovation is a unique opportunity to update and expand Alutiiq heritage displays and the museum wishes this work to be guided by a specialist. Specifically, we request funding to hire ExhibitAK, an Alaskan firm with extensive experience in community exhibit planning. Our budget includes a consultant fee (Attachment 10) and support for two ExhibitAK staff to visit Kodiak on three occasions. We also request funds for AMAR staff. The museum pays its staff through a combination of grants, contracts, and donations. AMAR will give the time of its director but cannot undertake this project without staffing costs. A smaller portion of our budget will support IMLS required travel, supplies, and advertising. As Koniag does not have a grant manager, we request 10% overhead to assist AMAR with project administration. AMAR will use its network to provide volunteer reviewers.

Project Tracking: At the start of *Quliyanguarwik*, staff will meet with Steffian to outline roles, responsibilities, and the schedule of activities. Each person will receive a copy of the grant proposal to read in advance. Before the meeting, Steffian will create a monthly task list by staff position. At the start of each month, the project team will meet to review tasks completed and remove them from the list. Then they will discuss upcoming tasks and support needed. Steffian will update the list and circulate it after each meeting. As such, this list will serve as a monthly plan for project work. The Alutiiq Museum uses this process to manage other projects successfully, especially those with substantial community involvement. Quarterly, Odell and Steffian will review project expenditures.

At the end of each exhibit planning meeting participants will be asked to complete a simple evaluation form, on paper or digitally (Attachment 11). This form will track the effectiveness of the meeting format and materials so that adjustments can be made as needed. In addition, staff will complete an after active review for each event, recording what went well, what was learned, and what could be improved (Attachment 12). Evaluation work will be led by Public Programs Manager Djuna Davidson and shared digitally with the exhibits team.

Project Results

Intended Results: *Quliyanguarwik* has three concrete goals. First, the project aims to create a comprehensive plan for a complete set of new AMAR exhibits. By working with ExhibitAK to conceptualize, draft, and design a very specific set of documents, the project will create a foundation for filling AMAR's expanded gallery with displays that are unified in message and design. Second, the project aims to involve community voices in shaping content. By working repeatedly with four groups, tribal and community members will have multiple opportunities to vision and review. Finally, the project aims to give AMAR staff the opportunity to grow skills. Six staff working with the ExhibitAK will enhance their understanding of professional exhibit creation generally. Additionally, Painter and Chya will receive one-on-one mentoring to grow specific skills.

Change in Knowledge: This project will provide both tribal and community members with a chance to learn about the exhibit development process through direct participation in visioning and reviewing exhibit plans. It will build community around telling Alutiiq stories and give a voice to people whose heritage has been underrepresented in our community. Additionally, it will advance knowledge of exhibit development among AMAR's staff by providing firsthand experience and direct professional mentoring.

Project Products: A central objective of this project is to create resources that will help AMAR move from exhibit conceptualization (phase 1) to exhibit design and fabrication (phase 2). Table 1 outlines the major product to be created, in three related categories.

Table 1. *Quliyanguarwik* Project Products

PURPOSE	PRODUCT	DESCRIPTION
Community Feedback	Public Survey Report	Summary of survey responses with major findings
	Committee Handbook	Binder of support materials for committee members (Attachment 8)
Exhibit Planning	Revised Brand Guide	Update of AMAR's existing brand guide to accommodate exhibit styling
	Draft Script	Draft text for displays with objects, photos, and Alutiiq vocabulary identified
	Schematic Design	First graphic representation of exhibit floor plan and
	Exhibit Style Guide	Guide to design principles to be used in AMAR exhibit development
	Design & Fabrication Budget	Spreadsheet of anticipated costs and likely vendors
	Archive Finding Aid	Summary of documents and photos preserved in project archive
Promotion	1 Press Release	Page summary distributed to statewide media
	20 Social Media Posts	Facebook, Instagram, Twitter posts encouraging survey & meeting participation
	3 Email Broadcasts	Email to ca. 1400 people encouraging survey and meeting participation
	1 Newsletter Article	Page summary in AMAR newsletter to promote project awareness

Sustainability: The project archive will preserve *Quliyanguarwik* records in perpetuity as an example of the Alutiiq heritage movement, a summary of community perspectives, and a reference to the AMAR's work. All documents will be copied to both AMAR's local and cloud server for secure, duplicate storage. The brand guide and exhibit style guide will also help to sustain the project's impacts. They will create references for future museum design and ensure unified presentation. Ultimately the benefits of the project will be sustained by the development of long-term exhibits for the museum's gallery. The new displays will be a direct reflection of community input and the museum's work.

Quliyanguarwik Project Schedule

Activity	Staff	2022						2023					
		J	A	S	O	N	D	J	F	M	A	M	J
Complete Consultant Agreement	EM, CC, ED												
Write & Distribute Press Release	ED, CC												
Recruit Advisory Committee Members	ED, PPM, CC												
Post Project News to Social Media	EM												
Hold Mentoring Meetings - 2x monthly	ExAk, EM												
Hold Monthly Project Task Meeting	All project staff												
Develop and Promote Project Webpage	CC												
Create, Share & Summarize Public Survey	CC, PPM												
Produce & Distribute Committee Handbook	CC, PPM, EM, ED												
Prepare for Advisory Meetings - Set #1 Visioning	CC, PPM, EM, LLCM												
Host & Evaluate Advisory Meetings - Set #1 Visioning	PPM, EM, LLCM, ExAK, CC												
Revise Brand Guide	ExAK, EM, CC, ED												
Develop Draft Content Outline	All Staff												
Develop Draft Floor Plan	EM, CC, ExAK, ED, LLCM												
Develop Deinstallation Plan for Current Displays	EM, CoC, CC												
Quarterly Grant Spending Review	DGC, CC												
Create Draft List of Objects for Display	CoC, CoA												
Write & Publish Newsletter Article	CC												
Attend IMLS Meeting	EM												
Create Draft Script	CC, LLCM												
Select Alutiiq Vocabulary	LLCM, Elders												
Update & Promote Project Webpage	CC												
Prepare for Advisory Meetings - Set # 2 Content Review	CC, PPM, EM, LLCM												
Host & Evaluate Advisory Meetings - Set #2 Content Review	PPM, EM, LLCM, ExAK, CC												
Revise Draft Script	CC, EM												
Develop Schematic Design	ExAK, EM												
Update & Promote Project Webpage	CC												
Prepare for Advisory Meetings - Set # 3 Schematic Design Review	CC, PPM, EM, LLCM												
Host & Evaluate Advisory Meetings - Set #3 Schematic Design Review	PPM, EM, LLCM, ExAK, CC												
Update Schematic Design	ExAK, EM, CC, LLCM												
Develop Exhibit Style Guide	ExAK, EM, ED, CC, LLM												
Update & Promote Project Webpage	CC												
Develop Budget for Design and Fabrication	ED, CC, EM, ExAK												
Archive & Finding Aid Development	CoC												
Final Grant Reporting	CC, DGC												

KEY: CC = Chief Curator, CoA = Curator of Archaeology, CoC = Curator of Collections, DGC = Director of Grants & Contracts, ED = Executive Director, EM = Exhibits Manager, ExAK = ExhibitsAK Consultant, LLCM = Language & Living Culture Manager

DIGITAL PRODUCTS PLAN

INTELLECTUAL PROPERTY RIGHTS AND PERMISSIONS

For the *Quliyanguarwik* project, AMAR will create an archive of project documentation for its permanent collection. This archive will include digital products—images (e.g., photos taken at meetings, floor plan, schematic design graphics) and text files associated with the project (e.g., deinstallation plan, meeting notes, draft exhibit script, evaluation, correspondence, advisory committee handbook, brand & style guides, promotional materials). As this project is a community-driven collaboration, the archive will be freely available to anyone, although the copyright for the digital photos will lie with the AMAR. As a matter of practice, we share photos with anyone who completes a research or image use request form. We charge a small fee for photos that will be used in publications, to support the staff time needed to retrieve a master copy suitable for publication. We have a document that summarizes AMAR's reproduction and publication fees and conditions that we provide upon request. This information is also available on the photographic collections page of our website at: <https://alutiqmuseum.org/explore/collections/types-of-collections/photographic>

DIGITAL RESOURCES & ASSETS

The *Quliyanguarwik* archive will consist of digital images and text files (Table 1). As part of our digital asset management plan, AMAR maintains both master (preservation) and access copies of digital assets. As a result, we will preserve the archive's contents using several different types of formats for the same content. Master copies will be archived on a master hard drive and backed up to a “dark archive” off-island. Access copies will be hosted on both the museum’s cloud server and local network server. Our archived text files will be saved as PDF files in the master hard drive and online server. The access files will also be saved as PDF files on our local network server and online cloud server. The image files will be archived as TIFF files. We will upload high-resolution TIFF files in a color bit-depth of 16 bits/channel and with a resolution of 300 dpi to our master hard drive and dark archive. Access image copies will be uploaded to our local network server and online cloud server as JPG files with a color bit-depth of 8 bits/channel and a resolution of 150 dpi.

Table 1: Digital Assets to be Collected

Social Media Post Screenshots (20)	Project Newsletter Article	Draft Script with Project Webpage	Deinstallation Plan
Completed Evaluation & Survey forms	Advisory Committee Handbook Contents	Elder, Committee, and Community Meeting Minutes	Grant Proposal and Associated Paperwork
Project Webpage Screenshot	Floor Plan	Schematic Design	Revised Brand Guide
Exhibit Style Guide	Meeting Photos	Object & Photo Lists	Project Press Release

The project archive will be created using several types of technological equipment. The collection will be made primarily of born-digital materials, using equipment already owned and used regularly by AMAR as outlined below (Table 2).

Table 2. Equipment to be used in Exhibit Planning project

Digital Assets	Type of Equipment
Digital Still Images Creation	Canon digital camera
Digital Still Images Conversion	Apple Preview Program
Digital Text Files Creation and Conversion	Apple MacBook Pro
Digital Asset Storage (Master copies)	2 TB Hard Drive
Digital Asset Storage (Access copies)	Local network server & online Box.com cloud server

Workflow and Asset Maintenance/Preservation

The *Quliyanguarwik* project will create digital images and text files. Staff members have been chosen to generate content related to their skill sets. Those files will be uploaded to a folder on our online server awaiting archival processing by Amanda Lancaster, Curator of Collections. Lancaster will follow an existing set of procedures for creating archives. These include standardized technical specifications for image and text files. Once she has completed the archive, she will share the catalog and finding aid with the project director to review for completeness. This will ensure that all important files are saved in the archive and appropriately documented. As part of the archival processing, Lancaster will add all files to an archive master hard drive, and complete checksums to ensure the integrity and fixity of the digital assets. Her finding aid will be included in hard-copy format in paper collections record files. All these files and the archive master hard drive will be stored in AMAR's secure, environmentally stable collections room. Lancaster will perform fixity checks on the master archive once every two years and run fixity checks on the access copies twice a year. AMAR also has a schedule for migrating digital collections onto new storage devices every five years.

Metadata

The metadata used in this project will come from collection catalogs that have been in use at the museum for years. Museum staff have been working to standardize and codify metadata schema across our collection management database as part of many projects. This effort ensures that our metadata schema are preserved and maintained during and after the project. Our terms closely align with Dublin Core but are customized to include terms appropriate to Alutiiq heritage. Archive documentation will use metadata to assist researchers in searching of the catalogs/finding aid, but these resources will not be searchable online at this time.

Access and Use

The project will be shared in a press release, social media posts, and a museum newsletter article—resources that will mention archive development. This will promote public awareness of the collection and its availability for review. This project will also create a draft exhibit script, exhibit style & brand guide, floor plan & schematic design, deinstallation plan, advisory committee handbook, and other associated documentation. Examples of digital content previous created by AMAR can be found at:

- Alutiiq Museum & Archaeological Repository Website: <https://alutiiqmuseum.org>
- Word of the Week Archive: <https://alutiiqmuseum.org/learn/word-of-the-week-archive>
- AMAR Gallery Virtual Tour: <https://roundme.com/tour/463194/view/1587639/>
- AMAR Vimeo Channel: <https://vimeo.com/alutiiqmuseum>
- AMAR Facebook Page: <https://www.facebook.com/AlutiiqMuseum/>