PROJECT JUSTIFICATION

Need/Opportunity - Who we Are: The Tlingit are one of the indigenous cultures of Alaska. Located on the northern tip of Chichagof Island in Southeast Alaska, 40 air miles southwest of Alaska's capital city of Juneau, Hoonah is the largest Tlingit Native community anywhere in the world and is the principal village for the *Xúna Kaawu* (People of Hoonah). Archeological evidence discovered in the 1960's tells us that ancestors of the Hoonah Tlingit lived in the area as long as 12,000 years ago. The Bible was written approximately 3,500 years ago, so our people were here 8,500 years before the Bible was written. Tlingit society is one of the oldest civilizations and our oral traditions tell us that we have been here since time before memory.

Huna Heritage Foundation (HHF), the applicant, was established in 1990 by Huna Totem Corporation (HTC) as a 501(c)(3) non-profit affiliate to foster and support educational and cultural opportunities for shareholders and descendants. The mission of Huna Heritage Foundation is to work to perpetuate the Huna Tlingit culture and promote education for future generations. Huna Heritage core programs areas include a Library and Archives, a scholarship program and community cultural programming. Huna Totem Corporation was formed under the terms of the Alaska Native Claims Settlement Act (ANCSA) enacted by Congress December 18, 1971. Its mission is to advance the economic aspirations and culture of the Xúna Kaawu through business excellence, sustainable economic growth, leadership, and education. It is currently owned by more than 1,400 shareholders whose aboriginal ties are to the village of Hoonah. Shareholders reside predominantly in Hoonah and Juneau with other shareholders spread throughout the state and nation.

Need/Opportunity – Why this Project is Needed: In 2012 Huna Totem conducted a Shareholder Survey that identified the preservation of the culture through library, archives, and historic collections activities as the second highest priority behind higher education scholarships. With the closure of the local public library in Hoonah two years ago, it became even more important to both provide and improve access to our cultural resources.

Tlingit people possess a complex social structure. Tlingit's are born into their identity through a matrilineal clan system, one's identity is established through the mother's clan. Tlingit cultural structure is made up of two moieties (moiety means half), the Raven and the Eagle, and all Tlingits are either Eagle or Raven by birthright. If the mother is Eagle, then the father is Raven or vice versa. Traditionally moiety intermarriage was not allowed even if the two Ravens or Eagles were not blood related. Clans exist under each moiety as a subdivision of the moieties and each has its own crest. Tlingit's are born with specific and permanent clan identities. Tlingit people identify themselves and their relationship to others by their clans. The clan connects people to their ancestors and histories. Once a person is born into a clan, he/she is always a member of that clan. Each community has their own clans. Hoonah has four main clans with others who have married or moved into the community. The four main clans are: of the Eagle moiety the *Chookaneidi* (Brown Bear clan); the *Kaagwaantaan* (Wolf Clan); and the *Wooshkeetaan* (Shark Clan) and on the Raven side the *Ta'kdeintaan* (Seagull or Kittiwake Clan).

Tlingit society is based on oral tradition and knowledge of our clan identity, histories and names are passed down through stories. In 1991, to address the effects of rapid modernization and the shift to written history, Huna Heritage Foundation began hosting annual Clan Workshops in Hoonah to pass down traditional knowledge, customs and clan histories. Binders with clan directories or rosters were created as a living record of our clan lineage. These documents were given to those who attended the Clan Workshops. The last Clan Workshop sponsored by Huna Heritage was held in 2013 and at that time the clan lineage records, while incomplete and in need of revision and additions, were the only existing record of local clan lineage. Most of the elders who began this documentation are no longer with us and their records are invaluable to passing on the knowledge of our clan histories. In 2014 Hoonah Indian Association took over the gatherings as Tribal Conferences but no work has been done on maintaining, updating or distributing the clan lineage records. This project will serve as a catalyst for revitalizing lineage documentation efforts of the past making it easier to maintain a living record of our clan lineage that can be sustained once this project is fulfilled.

Shareholders have noted at HTC annual meetings the importance of updating the clan directories before we lose more elders and the knowledge they hold. They have made it clear that is it essential to update the directories and improve accessibility for all who possess aboriginal ties to Hoonah and this project is seen as the best way we can pass the knowledge of our clan histories and lineage on to current and future generations.

In response to this identified need, Huna Heritage has made it a priority to update the existing work and print the *Hoonah Clan Lineages* in booklet format for distribution to shareholders and descendants of Huna Totem Corporation and Hoonah community members and to make this record available on our Huna Heritage Foundation Digital Archives to increase and ensure access regardless of geographic location. This living record will mean that our clan history and very identity will be available now and into the future and will ensure this information is not lost, and will help community members learn our history. There is currently no other organization undertaking this work and no other recorded or documented resource on our local clan lineage.

Best Practices and Prior IMLS Funded Work: This project will be informed by the Reference and User Services Association (RUSA) Guidelines for Establishing Local Histories Collection. Huna Heritage invokes the American Library Association's Preservation Policy, "The American Library Association's policy on preservation is based on the Association's mission to enhance learning and ensure access to information for all. The preservation policy has as its goal, promoting the preservation of our cultural heritage and ensuring access to information in a usable and trustworthy form. ALA affirms that the preservation of library resources protects the public's right to the free flow of information as embodied in the First Amendment to the Constitution and the Library Bill of Rights." Huna Totem Corporation, on behalf of Huna Heritage Foundation, is the recipient of two IMLS Native American/Native Hawaiian Library Services Enhancement grants awarded in 2016 and 2018. In 2016, *Lifting Faces of Our Ancestors* was a two-year project to create an online digital archives using the open source Mukurtu Content Management System to store and make accessible more than 600 photographs of cultural and historic significance to the Hoonah community that were previously inaccessible. The 2018 grant project, *Honoring Our History Through Stories*, will expand this online collection with recorded interviews and gathered materials focused on our local veteran history. The current project also includes the creation of short films from previously recorded and uncut footage of elder interviews. Our proposed project for Community Memory will build upon this previous IMLS funded work and utilize the Huna Heritage Digital Archives to provide access to clan lineage.

Huna Heritage participated in a Tribal Stewardship Cohort Program through Washington State University (WSU) as part of our first IMLS grant funded project to learn archival and digitization best practices. https://cdsc.libraries.wsu.edu/tribal-digital-stewardship-cohort-program/ WSU continues to be a strong partner and mentor organization that Huna Heritage will draw upon for guidance and technical support for our proposed APP Community Memory project. By expanding our Mukurtu CMS online digital archives we will ensure easy access to the updated clan lineage information through a searchable site where people can look up clan information by name. Huna Heritage Foundation is committed to practicing quality digital stewardship, following legal, cultural, and institutional standards, locally and internationally. Digitization Policies were developed and adopted in 2017 to provide a framework for the HHF Library and Archives to initiate and carry out digitization projects, and ensure they align with the digitization purpose statement and organizational mission. HHF Board and staff review these policies every two years to assure they remain current. Given our prior experience and success with participating in a cohort model program we are confident that the expertise of our mentor organization will ensure success in documenting and preserving our local clan history and lineage. We are certain that we can learn from fellow grantees within our cohort as well as from our mentor organization to develop skills that will serve our organization and community beyond the life of the project.

Small Rural Library: Our organization is significantly smaller than other organizations within our region and state. One full-time Executive Director in Hoonah, one part-time seasonal Film Project Coordinator in Hoonah, and one three-quarter time Archivist in Juneau, provide Huna Heritage Library and Archive services in Juneau and Hoonah. The Hoonah office and library are in a 900 square foot space with the Juneau office in a 196 square foot space and archives in a 280 square foot space. Our annual operating budget is less than $375,000

for our entire organization with approximately $84,000 dedicated to our Library and Archives. Our income is primarily from Huna Totem, with grant funds, earned revenue and contributions comprising the remaining portion of our operating budget. Computers with internet access are available at both locations. In Hoonah, this is the only free public access computer in the community, and provides access for all to the new online Huna Heritage Digital Archives. Our library provides a limited but growing number of services and seeks to expand upon our role as a strong community anchor and engage community members in cultural revitalization. Our Library provides regular school and community outreach, education and events. The Hoonah community is rural, remote and isolated with approximately 774 residents. In addition to local community members, our audience includes approximately 1400 Huna Totem shareholders and their descendants with local, regional and world-wide geographic disbursement. Other Tlingit people, researchers and academics may also be interested in this information, which will be available to all through the online Digital Archives.

A core program of HHF is the Library and Archives. Mission: Preserving material of historical and cultural value of the *Xúna Kaawu* (Hoonah People) for the education and enjoyment of current and future generations. The library houses approximately 250 books pertinent to Alaska Natives' culture and history and the archives holds hundreds of photos, recordings, and other resources. The library is staffed by the Executive Director and is available for research 10 am – 4 pm Monday-Friday. The Archives is staffed by the Archivist and is open 10 am – 4 pm Monday-Friday. The Huna Heritage Foundation Digital Archives website, launched in January 2018 as part of a 2016 IMLS Enhancement grant project, www.archives.hunaheritage.org, holds more than 600 images of cultural and historical significance to the Hoonah Tlingit. Prior to the Digital Archives, access to the images was non-existent. Improving accessibility and use of the collection is integral to the mission of HHF.

Who Will Benefit and How They Have Been Engaged: Current and future generations, Huna Totem Shareholders and descendants, community members, and Hoonah clans as well as interested public and researchers will benefit from our proposed project. Shareholders and descendants were engaged in the planning process at shareholder meetings and through one-on-one conversations. Huna Heritage Foundation has a Board of Trustees with seven members who are shareholders of Huna Totem. These trustees represent the cultural and educational interests of shareholders and descendants and wholeheartedly support this project. Through a strategic planning session in 2018, the Board identified clan history and documenting lineage as a priority.

The community also was engaged in identifying and helping plan the project with the assistance of our local tribal organization, the Hoonah Indian Association. In 2014 the Hoonah Indian Association began hosting Tribal Conferences to address topics of cultural and traditional value to the tribal membership in place of the annual Clan Workshops. Topics of cultural and tribal concern were paramount to dialogues. While clan lineage documentation has not been available to workshop attendees since 2013, participants stressed the importance of updating and accessing clan lineage documentation. Huna Heritage remains an active partner in this and other community endeavors where our goals and objectives align. Huna Heritage staff has reached out to all of our local clan leaders (chiefs) to discuss the project and get their input. They all strongly support this project and understand the priceless value of the information that will be updated and preserved.

The local school engages in cultural and learning activities that will be strengthened by this project. HHF's Executive Director met with the principal/superintendent and the Tlingit language teacher to discuss the project and the anticipated benefits to their students. The school hosts an annual *ku.eex* (ceremonial potlach) so our children can practice hosting this significant cultural event. As part of the school's curriculum, each fifth grader learns to say their Tlingit introduction in our Native language which includes clan identity and clan name. Sometime students don't know this information and the teachers are very interested in the proposed booklet as a research tool so children can identify their lineage and learn to properly give a traditional Tlingit introduction. (Letters of support from partners and clan leaders are attached.)

How Project Addresses APP/IMLS Goals: Documenting, preserving and providing access to local clan lineage directly addresses the goals of the Accelerating Promising Practices Community Memory goals. Through this

project Huna Heritage will strengthen our ability to serve the community and satisfy the need for documented, preserved and accessible records on clan identity. Huna Heritage will draw on our strong partnerships to engage our community in collection, documentation and preservation of our local clan histories and identities. We will follow standards and best practices established through previous IMLS funded work for creating, describing and preserving digital and physical collections. We will continue to engage our local community in the collection, documentation, and preservation of cultural information by creating events that support dialogues related to clan lineage and by seeking out elders and knowledgeable clan leaders to involve them in the updating of the records, and by working with our mentor organization and other peers to develop a sustainable stewardship model for HHF. The Huna Heritage Board of Trustees and staff are committed to authentic and ethical practices and building relationships with community members and organizations such as our clan leadership, the Hoonah Indian Association, and Hoonah City Schools to ensure the work undertaken aligns with community needs.

Our proposed project, *Documenting Our Lineage,* directly correlates to the IMLS Agency Level Goal to increase public access. This project will build on and make use of previous IMLS funded work and existing open source software through the IMLS Enhancement grants, *Lifting Faces of Our Ancestors*, NG-03-16-0251-16 and *Honoring Our History Through Stories,* NG-03-18-0193-18. These IMLS grant projects funded the creation of the Huna Heritage Foundation Digital Archives created from the open source software Mukurtu CMS and is responsible for enhancing our collection of local history through preservation and revitalization. Project success will mean the lineage directory information will be available online through the Huna Heritage Foundation Digital Archives and *Hoonah Clan Lineages* booklets containing our clan lineage will be available free of charge to the community, shareholders. The entire premise of our proposed project is to increase access to information through our library's collection, documentation, and preservation of our local clan histories and identities.

PROJECT WORK PLAN

Personnel/Partners/Resources: One part-time/6-month Project Coordinator will be dedicated to implementing project activities during the two-year project period. Summer months are difficult to secure staff due to the traditional gathering and fishing only available seasonally in addition to the tourism industry which is the primary economic driver in our community. There are more jobs than people in the summer while in the fall and winter months there are virtually no jobs available and traditional gathering has passed. So the majority of work on our project will occur during the six month winter seasons. It is our intention to recruit future professionals in the library and archives fields through the hiring of an entry-level position. The Executive Director/Project Director will provide in-kind project planning and management. Planned activities, responsible person(s) and timeline information is provided for each goal. Abbreviations are used below for staff and engaged partners who will carry out activities: Executive Director (ED), Project Coordinator (PC), Evaluator (EV), Washington State University (WSU), Hoonah City Schools (HCS), the Hoonah Indian Association (HIA), Huna Totem Corporation (HTC), Trustees Advisory Group (TAG), and Clan Leaders (CL). Resources needed to complete the project include funding for Project Coordinator, a computer, desk, chair and printer for the Project Coordinator, consultant, printing of the booklets, and minimal office supplies. In-kind resources include the Project Director's time, participation by elders, clan leaders, partner agency staff and costs to mail booklets to those not attending community events when in person distribution occurs.

Goal 1: Shareholders, elders, and their descendants will have increased opportunity to contribute to, update, edit and revise the existing documented clan membership information to create a current record of local clan lineage.

Activities: Gather existing clan lineage information and data to update and expand the records through community events and community dialogue.
- Hire a local Project Coordinator to work with clan leaders and elders to gather data, publish information online through the Mukurtu CMS/Huna Heritage Foundation Digital Archives and coordinate printed booklets – Month 1 and Ongoing
- Establish and work with an Advisory Group from the Huna Heritage Board of Trustees to help guide best community practices – PC/ED/TAG – establish Month 1-2; Collaboration – Ongoing

- Input existing clan data into an Excel spreadsheet to alphabetize by English surname for ease of searching and formatted for printing – PC/ED – Months 1-3; Continue to input new data as collected – PC/ED – Ongoing
- Plan/schedule community engagement events to collect clan data and information – With the tribe during clan workshops and with publicity in their newsletters; with HTC at annual shareholder meeting and outreach through newsletters and emails, on their website and social media, through community events at the school, class projects, and with outreach through the school newsletter – PC/ED/TAG/HIA/HCS/HTC – Ongoing
- Provide office time for community members and family contributing to the lineage data who do not attend public events and home visits for elders or those with mobility challenges to gather data – PC/ED - Ongoing
- Plan/schedule/meet with clan leadership to review data for accuracy and approval–PC/ED/CL–Months 3-24

Goal 2: Shareholders, community members and the general public will have increased access to Hoonah clan history and lineage.

<u>Activities</u>: Improve access to clan history and lineage through print materials and the online HHF Digital Archives.
- Catalog and add newly edited, corrected and modified clan history and lineage information for web archiving on the Huna Heritage Foundation Digital Archives – PC – Ongoing as completed
- Create a searchable database on the Digital Archives; add metadata – PC – Ongoing as completed
- Work with a printing vendor to create a *Hoonah Clan Lineages* booklet in print format, professionally wire bound with a thick paper cover to provide, free of charge, to local community members, partner organizations, shareholders, and descendants – PC/CL/ED – Months 18-24
- Publicize availability and distribute *Hoonah Clan Lineages* booklets through local gatherings and mail copies to those unable to attend events. – PC/ED – Months 20-24
- Conduct surveys with project participants and partners – PC/ED – Ongoing

Activities for <u>all</u> goals: The Executor Director, Project Coordinator, Evaluator, Washington State University, Clan Leaders, Hoonah City Schools, Hoonah Indian Association, Huna Totem Corporation, Trustee's Advisory Group will:
- Review project plans, work assignments, and digitization plans; communicate with Project Team and partner agency staff – Team – Ongoing
- Create and finalize digital access expectations, etc. – PC/CL/TAG/WSU – Months 1-12
- Develop and disseminate publicity and outreach materials – PC/ED/HTC/HIA/HCS – Ongoing
- Facilitate and support community cohesion by documenting our collective clan histories – months 3-24
- Contract with Evaluator – ED – Month 1
- Meet with the HHF Board and Evaluator to review and report progress – Quarterly
- Prepare final report – ED – Month 24

Risks: We may discover discrepancies, incorrectly identified clans/names, or incomplete records. Enlisting Clan Leaders and the Trustees Advisory Group to review and approve compiled clan data/lineage will mitigate risks. New projects can pose risks through added stress on an organization, which is why we plan a two-year project period and keep our goals attainable. Success is dependent upon partner support and participation. Lack of partner support is a risk we feel is mitigated by the prior planning and partner engagement processes.

PROJECT OUTCOMES - Evaluation and Performance Measures: IMLS Agency-Level Goal – Increase Public Access.

Performance Measure Statements
Access to clan lineage is important to me.
Documentation of and access to clan lineage is important for future generations.
The *Hoonah Clan Lineages* booklet increases access to clan history/lineage.
Online access through the HHF Digital Archives increases access to clan history and lineages.
This project increases knowledge, awareness, understanding of clan history/lineage.

Response choices for Performance Measure Statements	Information to Report/Data to Collect
Strongly Agree Agree Neither Agree, nor Disagree Disagree Strongly Disagree	Number of total participants Number of total responses Number of responses per answer option Number of non-responses

Intended Results and Outputs: *Documenting our Lineage* will serve to increase access to our local clan lineage and our very identity as Tlingit people. This project will result in knowledge creation and serve as a permanent living record that can be updated, modified and adapted as new information becomes available or new clan members are born. Community partners and applicant believe that *Documenting our Lineage* will strengthen our community culturally so that we may pass on our collective community heritage and identity. Outputs include multiple gatherings/meetings to discuss lineage, 1500 printed *Hoonah Clan Lineages* booklets for distribution, online access through the Huna Heritage Digital Archives – searchable by name and a living record of our cultural identity that is easy to continue, edit and amend as needed.

Our intended results and outputs address our community needs outlined in project justification by strengthening the ability of the Huna Heritage Library and Archives to serve our community. It is vital to have records of clan lineage and names and access to this invaluable information that defines our cultural identities. This project will make use of and expand upon highly successful digital archives, an IMLS grant funded project. We have strong community and clan leader support and a solid plan to engage our community in the collection, documentation and preservation of our local clan histories and identities.

Defining Success: Knowledge creation and increased knowledge of clan identities for current and future generations will be the ultimate measure of success. Further, success will be achieved through increased access to clan information, lineage and identities through printed, free and accessible booklets distributed to the community with copies held in partner organizations (HIA, HTC, HHF & HCS) and online access to clan lineage data through the Huna Heritage Foundation Digital Archives. Success will mean our community memory of who we are as Tlingit people will be enhanced through the collection, documentation, and preservation of our local clan histories and identities. Together with our community partners we will support development of a sustainable and accessible cultural stewardship model.

Collecting and Reporting Data: Ann Myren, Principal Consultant of Resources and Results Consulting will serve as an external project evaluator (resume provided). Project staff will review the Performance Measure Statements and the data to be collected at the start of the project. Each component will be evaluated using indicators, targets and evaluation tools. Surveys (for online and project feedback) will be developed and used to gather data on the targets established for: 1) shareholders; 2) community members; 3) partner organizations; 4) Huna Heritage staff and Board of Trustees. Observation and one-on-one conversations will also be used, as these are often the most effective and appropriate method of soliciting feedback in our small community. Collected information will be tabulated and analyzed to determine whether the project accomplished its goals. Lessons learned and reasons for any variance between the anticipated and actual results will be explored. Findings will be reported to IMLS, our mentor organization, other grantees, Huna Totem and Huna Heritage Boards.

Sustainability of Benefits Beyond Project: This focused and concerted effort to provide the most complete and accurate record possible of our local clan histories, lineage and identities will make it easier to update and maintain information in the future. Having information available on the Huna Heritage Foundation Digital Archives will mean access will be available to current and future generations at no cost regardless of geographic location. HHF is committed to maintaining the Digital Archives and to having their trained staff work with the clans to revise or expand the information when needed.

Schedule of Completion

Plan begins September 1, 2019 through August 31, 2021

Period Highlight: 1 | Plan Duration | Actual Start | % Complete | Actual (beyond plan) | % Complete (beyond plan)

ACTIVITY	PLAN START	PLAN DURATION	ACTUAL START	ACTUAL DURATION	PERCENT COMPLETE	PERIODS
Advertise Seasonal Position	1	2			0%	
HHF Trustees Advisory Group	1	24			0%	
Work with the Executive Director to plan	1	24			0%	
Create Excel spreadsheet for clan lineage	1	24			0%	
Revise Existing Clan Lineage Data	1	6			0%	
Plan Data Gathering Opportunities	2	22			0%	
Coordinate Office & Home Visits for Data	4	20			0%	
Upload Clan Lineage to Digital Archives	2	20			0%	
Coordinate with Printing Vendor	12	20			0%	
Plan Booklet Distribution	14	24			0%	
Disseminate the Booklets	20	24			0%	
Promote Project & Booklet Availability	12	24			0%	
Evaluation	2	24			0%	