

**2010-2011 Smathers Libraries Mini Grant
APPLICATION COVER SHEET
Application due: October 13, 2010, 5:00 PM**

Check here if this is your first grant application where you will be serving as a principal investigator (PI).

Principal Investigator (PI) Name: John Nemmers

Department: Special & Area Studies Email: jnemmers@ufl.edu Phone: 273-2766

Additional project applicants, please give name, email, and brief role for each: The Co-PI will be the Architecture Archives Curator in the Special & Area Studies Collections department (expected hiring: Fall 2010). The Co-PI will be responsible for training/supervising two students, creating a survey instrument, analyzing survey results, and co-authoring a final report.

Title of grant application project: **Florida Architecture and Design Survey Pilot Project**

Project abstract (no more than 100 words):

Planned as Phase 1 of a multi-phase project, funds will be used to hire two students to gather historical data about archival architecture records in Florida. The project goals are to: 1) conduct a survey of cultural heritage repositories to collect information on archival records related to Florida architects and architecture; 2) prepare the UF Architecture Archives to seek external funding for Phase 2 to conduct a detailed statewide assessment of holdings, services and practices; 3) establish relationships with repositories holding architectural materials; and 4) increase awareness about the Architecture Archives and the importance of documenting Florida's architectural heritage.

Funds requested (Limit of \$5,000): **\$4,480**

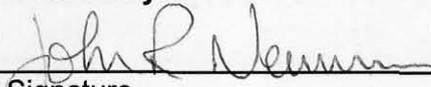
Describe how the 10% mandatory cost share will be met (be specific):

The Architecture Archives curator (expected hiring: Fall 2010) will provide 0.025 FTE to the mini-grant. The minimum salary for the curator position is \$45,000, so the minimum cost share amount will be \$865.68, which is almost 20% cost share.

Please list the library resources to be used in this project and the name of the person authorizing the intended use and date authorized. Each authorizing person must initial their approval and availability of resources for this project. If you need more room, continue on a separate page.

Resources Required for Project as applicable including cost share contributions	Authorizing Individual	Approving Initials	Date Authorized
Cataloging/Metadata	Betsy Simpson		
DLC-Digitization	Laurie Taylor		
Internet Archive Scanning/Preservation	Cathy Martyniak		
IT	Will Chaney		

Submitted by:

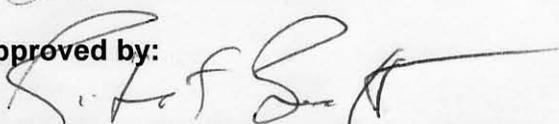


PI Signature

10/12/2010

Date

Approved by:



Dept. Chair Signature

10/15/2010

Date

Project Proposal Narrative

A. Project Goals, Objectives, Activities

The *Florida Architecture and Design Survey Pilot Project* will be Phase 1 of a multi-phase project. Project funds will be used to hire two students to gather historical data about archival architecture records in Florida. The primary goals of the project are:

1. To conduct a survey of cultural heritage repositories to collect information on extant archival records related to Florida architects and architecture.
2. To prepare the UF Architecture Archives to seek external funding for a multi-year project (Phase 2) to conduct a detailed statewide assessment of holdings, services and practices related to archival architecture records.
3. To establish or strengthen relationships with repositories and organizations holding architectural materials.
4. To increase awareness within the cultural heritage and architecture and design communities about the UF Architecture Archives and the importance of documenting Florida's architectural heritage.

B. Project Importance

The UF Architecture Archives in the Department of Special & Area Studies is quickly establishing itself as the preeminent repository for archival records pertaining to the architecture and architects of Florida. Although there have been increased efforts in recent decades to preserve Florida's built heritage, little has been done to identify and preserve the historical drawings and other records that document that heritage. Since its founding in 2004, the Architecture Archives has sought to rectify this problem by systematically collecting records with enduring research value. The goals of the Archives are to preserve and promote archival drawings and other historic materials related to architecture and design, to support education and scholarship, and to support the preservation of Florida's built environment.

A principal activity undertaken by Archives staff, students and volunteers to date has been the identification and solicitation of potential acquisitions. This has been a serendipitous process at times, relying on word of mouth and referrals by donors or faculty in the College of Design, Construction & Planning. One major difficulty is that currently there is no easy way to determine which collections already have been acquired by other cultural heritage repositories. Many of the repositories holding archival architecture collections have not described those collections online or have not contributed their catalog records and archival collection descriptions to union databases such as OCLC's WorldCat and ArchiveGrid. The collection development process for the Archives would be aided considerably with the identification of those collections already residing in repositories.

Architecture Archives personnel also intend to conduct a future, statewide comprehensive assessment of archival architecture records held by repositories, architects, firms and other individuals in Florida. Planned as Phase 2, this anticipated multi-year project will require external funding to conduct on-site assessments of historical records at numerous locations around the state. Project staff in Phase 2 will determine the extent and condition of archival holdings in the state, and examine the practices and activities related to the collecting, processing and promotion of those holdings. Granting agencies will need information about the number of site visits and the estimated length of time required to conduct the assessments, but the number and duration of the visits is almost impossible to predict without information that Phase 1 will provide.

The information collected during Phase 1 will satisfy multiple needs. First, Archives personnel will use the collected information to direct future collection development activities, particularly the solicitation and acquisition of materials. Second, the information will be published and maintained on the Architecture Archives site as a *Guide to the Architecture and Design Collections of Florida*, for use by students, scholars, and other researchers interested in locating primary historical resources. Third, the

information will be used in the preparation of the external grant proposal for the Phase 2 statewide comprehensive assessment project. Finally, the survey process allows the Archives to develop relationships with many, if not all, of the repositories that would be asked to host site visits in Phase 2.

This Phase 1 project supports the mission and goals of the Libraries and in a variety of direct and indirect ways. The information collected by the survey will enable the Architecture Archives to support the research needs of faculty and students in multiple colleges, departments and programs, including the School of Architecture, the Department of History, and the Historic Preservation program in the College of Design, Construction of Planning. The information will be used to guide future collection development activities, as Archives staff will be able to identify architects, firms, subjects, or geographic regions lacking archival documentation. During the subsequent Phase 2 project, staff will seek to acquire new collections by encouraging records creators and owners to donate their holdings to the Archives. This project also establishes the UF Libraries as a leader in the effort to preserve the documentation of Florida's rich and diverse historic and architectural heritage. In the future, when researchers look for information on Florida's built environment, the Libraries will be the go-to resource, both for collections held by the Archives and for information about the holdings of other repositories. The project also increases the potential for collaborative projects with other repositories, including collaborative collecting, digitization, preservation and access projects. Finally, the project facilitates the ongoing discussion about the need for the preservation of archival architecture materials.

C. Similar Projects

A handful of similar projects have been undertaken by other academic libraries in recent years. The collaborative *Baltimore Architecture Project* (<http://www.baltimorebuildings.org/pab-new/>) provides researchers with a database listing historical collections. Eastern Michigan University's *Documenting Michigan Architecture Project* (<http://www.archives.gov/nhprc/annotation/september-98/michigan-architecture.html>), involved the creation of a survey to collect statewide information. North Carolina State's *Built Heritage of North Carolina* (<http://www.lib.ncsu.edu/specialcollections/builtheritage/>) and *Architects & Builders* (<http://ncarchitects.lib.ncsu.edu/>) both include information collected by a previous records survey (<http://www.lib.ncsu.edu/specialcollections/digital/text/architects/index.html>).

D. Resources Needed / Impacts

Grant funds will be used to hire two student assistants for 28 weeks (January-July 2011). The project will not require any additional resources and will not impact other departments, with one minor exception. The survey will be created using SurveyMonkey.com, and the IT Department will facilitate the creation of the online survey form (this is routine work handled through a Grover request). The publication of the online guide will not require new software or IT support, and the students will use existing computers in Special Collections.

E. Plan of Work

January-March 2011

The PI (Nemmers) will hire and train two student assistants to survey Florida's cultural heritage repositories. The students will disseminate a survey instrument created by the PI and Co-PI (Architecture Archives Curator – expected hiring Fall 2010). The survey population will include hundreds of cultural heritage repositories identified using a variety of guides and lists, including but not limited to:

- Archival repositories listed in the *Guide to Florida Archives & Manuscript Repositories* <http://library.ucf.edu/SpecialCollections/GuidetoRepositories/>
- Florida Association of Museums database of Florida museums <http://www.flamuseums.org/museums/>

- Florida History Directory maintained by the Florida Historical Society <http://www.myfloridahistory.org/library/bluebook/2005>
- Florida's county clerk offices. <http://www.flclerks.com>
- Directory of Florida historic parks. <http://www.floridastateparks.org>
- List of libraries maintained by the State Library of Florida: http://dlis.dos.state.fl.us/fgils/fl_lib.html

In addition to the lists above, the students will identify potential survey participants by conducting online queries to discover archives, libraries and museums with architecture and design holdings. In addition to searching catalogs and union databases including WorldCat and ArchiveGrid, the students will conduct queries using Google or other search services. As time allows, the students also will consult historical publications pertaining to the architects and architecture of Florida, specifically looking for citations for archival collections to identify holding repositories.

April-May 2011

Once the students have identified the targeted survey population, they will disseminate the survey instrument directly via email to those repositories. The survey also will be disseminated broadly using email lists, sites and newsletters of pertinent organizations. The project will not include non-Florida repositories holding pertinent materials, but the students will make note of any they identify. The survey will ask the respondents to:

- Indicate whether or not archival architecture records are held.
- List the names of architects, firms or projects represented.
- Describe or estimate the extent/size of the collections.
- Indicate whether or not the collections are processed and accessible.
- Provide links to online descriptions (e.g., online guides, databases, catalog records, etc.).
- Identify critical issues requiring attention (e.g., preservation issues).
- Indicate willingness to participate in future statewide assessment project.

Anticipating that some of the repositories known to hold archival architecture records will not respond to the survey, the students will attempt to gather information about their holdings by researching repository websites and/or catalogs.

June-July 2011

The students will be responsible for publishing the *Guide to the Architecture and Design Collections of Florida*. They will confirm links submitted by survey respondents for online descriptions, gather additional information about the repositories or collections if necessary, and publish the information online. This guide will be published as a wiki so that other repositories can register in order to submit or edit their own entries in the future. The entries will be tagged with the names of each repository, each creating architect/firm, and each geographic city/region, ensuring multiple points of access for users.

August-October 2011

The co-PIs will publicize the availability of the guide using direct email and email lists, and will solicit feedback from participating repositories. The co-PIs will create a final report that will be used later in seeking external funding for the Phase 2 statewide comprehensive assessment project. The report will include an evaluation of the success of the project based on the survey response rate and the comprehensiveness of the guide. The report also will identify the possibility of any other future, externally funded projects, particularly any collaborative preservation or processing projects specifically addressing critical issues reported by survey participants.

MINI GRANT PROGRAM DOCUMENTATION

Mini Grant Budget Form

Please add lines to table as needed. If you need help completing this form, please contact Bess de Farber, PH# 273-2519.

1. Salaries and Wages (no fringe benefits required)

Name of Person	Salary times % of effort	Grant Funds	Cost Share	Total
Survey Student	\$8/hr x 28 weeks x 0.25 FTE	\$2,240.00	\$0.00	\$2,240.00
Survey Student	\$8/hr x 28 weeks x 0.25 FTE	\$2,240.00	\$0.00	\$2,240.00
Archives Curator (to be hired Fall 2010)	\$45,000 x 40 weeks x 0.025 FTE	\$0.00	\$865.68	\$865.68
Nemmers (PI)	\$60,268 x 40 weeks x 0.025 FTE	\$0.00	\$1,159.00	\$1,159.00
		\$0.00	\$0.00	\$0.00
SUBTOTAL		\$4,480.00	\$2,024.68	\$6,504.68

2. Equipment

Item	Quantity times Cost	Grant Funds	Cost Share	Total
		\$0.00	\$0.00	\$0.00
SUBTOTAL		\$0.00	\$0.00	\$0.00

3. Supplies

Item	Quantity times Cost	Grant Funds	Cost Share	Total
		\$0.00	\$0.00	\$0.00
SUBTOTAL		\$0.00	\$0.00	\$0.00

4. Travel

From/To	# of people/# of days	Grant Funds	Cost Share	Total
		\$0.00	\$0.00	\$0.00
SUBTOTAL		\$0.00	\$0.00	\$0.00

5. Other (services vended, etc.)

Item	Quantity times cost	Grant Funds	Cost Share	Total
		\$0.00	\$0.00	\$0.00
SUBTOTAL		\$0.00	\$0.00	\$0.00

	Grant Funds	Cost Share	Total
Total Direct Costs (add subtotals of items 1-5)	\$4,480.00	\$2,024.68	\$6,504.68

College of Design, Construction and Planning
Office of the Dean
Historic Preservation Programs

331 Architecture Building
PO Box 115701
Gainesville, FL 32611-5701
352-392-4836
352-392-7266 Fax

October 11, 2010

TO WHOM IT MAY CONCERN:

I am writing to strongly endorse the application of the UF Architecture Archives in the Department of Special and Area Studies in its initiative to develop a Florida Architecture and Design Survey Pilot Project. This important project will allow the department to continue its on-going and valuable work to preserve and promote archival drawings and other historic materials related to architecture and design, to support education and scholarship and to support the preservation of this state's built environment.

The Historic Preservation Program of the College of Design, Construction and Planning has more students in research at the PhD and Master's level than almost any other program of its type in the country, and the dissertations and theses being prepared by our students have increasingly been dependent on the collections already developed or in the process of being accumulated by the this archive in the library on Florida architects, landscape architects, and other designers. It is imperative to their studies that these collections be identified and collected and at the same time linked in electronically with other depositories and organizations holding architectural materials related to our state.

I am very familiar with the fine work that the archives have been accomplishing under the direction of John Nemmers and his associate and urge the University of Florida George A. Smathers Library to make the funds available for this worthy initiative.

Sincerely,



Roy Eugene Graham, FAIA, Fellow US/ICOMOS
Beinecke-Reeves Distinguished Professor
Director, Historic Preservation Programs
CENTER FOR WORLD HERITAGE RESEARCH AND STEWARDSHIP
College of Design, Construction and Planning

12 October, 2010

RE: Letter of Support for Florida Architecture and Design Survey Pilot Project

Dear Libraries Grant Management Committee,

I am pleased to have the opportunity to write on behalf of the UF Architecture Archives in the Department of Special & Area Studies. The growing archive team is doing phenomenal work toward establishing UF as 'the' architectural archive in the State of Florida. There are competitors, including the University of Miami; however Mr. Nemmers and his team, in collaboration with the School of Architecture, have achieved great advances in their collection and negotiations continue with leading architects who have shaped the first 50 years of Florida architecture - we still have a long way to go. The *Florida Architecture and Design Survey Pilot Project* is one of the next critical actions that will continue the current momentum and provide needed foundational support to build and expand on the important work already completed. Many artifacts, drawings, models and publications have been collected but still must be cataloged to be accessible to architecture students, historians or others who will contribute to the dialogue on Florida architecture.

This grant will directly support students and scholars by providing an accessible catalog for all of the architectural collections in Florida; as well as support our mission to expand acquisitions by targeting those architects/firms/projects that are not presently archived. Most importantly, it provides important information needed to garner federal funds that will allow us to conduct a comprehensive statewide assessment of archival collections. This 'mini-grant' will seed this important initiative and is expected to generate a high return from the federal government as well as through private philanthropy to include heritage estate owners, architectural foundations and municipal governments.

The mini-grant will specifically support a survey of cultural heritage repositories, the development of a multi-year project (Phase 2) to conduct a detailed statewide assessment of holdings, services and practices related to archival architecture records and develop collaborations with repositories and organizations holding architectural materials. Not only will this increase awareness of the cultural heritage nested within Florida's architecture but will also contribute to the growing body of heritage tourism and economic opportunities nested within this important period in Florida's history.

The UF Architecture Archives in the Department of Special & Area Studies is at an important launching phase, the infrastructure is in place, the staff is emerging and there is a strong track record of achievement. This 'mini-grant' will catalyze this early investment. We expect this archive to be the leading repository and the clear destination for those pursuing research on Florida architecture such as, Fulbright scholars, PhD candidates and post-doctoral students. I hope you will find this initiative exciting and compelling in terms of growth, future value and worthiness in terms of continued funding from other sources.

Sincerely,



Martin A. Gold, AIA
Director



George A. Smathers Libraries
Departmental Libraries
Architecture & Fine Arts Library

201 Fine Arts A
PO Box 117017
Gainesville, FL 32611-7017
<http://www.uflib.ufl.edu/afa>

October 12, 2010

To members of the Grants Management Committee,

I am happy to provide a letter of support of the mini-grant proposal submitted by John Nemmers of the Special and Area Studies Department. The project, to conduct a survey of cultural heritage repositories to document existing collections of materials related to Florida architects and architecture, is an ambitious and needed undertaking.

This research will serve to inform strategic planning for the collecting and fundraising activities of the UF Architecture Archives. In addition, and of particular interest to me as an architecture librarian, is the promise of the resulting publication: *Guide to the Architecture and Design Collections of Florida*. We currently lack such a tool, and so the process of answering questions about architectural drawings and documentation of the built environment in Florida is often difficult and extremely time-consuming. I predict that this guide will become an invaluable reference tool for librarians and researchers across the state and beyond.

If I can answer any questions, please feel free to contact me.

Best regards,

Ann Lindell
Head, UF Architecture & Fine Arts Library

Revision Questions & Answers

What does it mean “as time allows”? (Plan of work) The majority of the searching that the students will conduct will be queries in online catalogs and web search engines to identify repositories holding architecture/design collections. If, and only if, they have completed all online querying ahead of schedule (i.e., we decide that there’s no point in continuing online searching), they will spend any remaining time in those first 3 months examining print sources to identify holding repositories.

Does this project need IRB approval?

I am awaiting a response from the IRB office, but if the IRB office does want us to submit a research application for approval, then we will do so in January 2011. This will allow plenty of time for the approval process, including revision of the survey protocol if needed.

How will success be measured for Phase I?

Success will be evaluated based on the comprehensiveness of the Guide to the Architecture and Design Collections of Florida and the survey response rate. Specifically, evaluation will be measured by: 1) the number of repositories identified for inclusion in the guide, 2) the percentage of those repositories that respond to the survey instrument, and 3) the quality of the responses generated by the survey instrument. We’re primarily interested in compiling a comprehensive list of repositories and collections that will be published as the guide. The searches conducted by the students and the survey instrument disseminated to other repositories are the methods we will use to collect information that will be included in the guide. Even if we only get a 25% response rate in the survey instrument, for example, we still will be able to list all of those repositories that we had identified but that didn’t respond. Of course, we’re hoping that we will get a high response rate so that we can confirm and expand on the basic information that we have about extant records.

Can you provide a letter of commitment from an example repository that has reviewed proposed plan? The proposal appears to need partnership support to provide survey information and it is unclear that this will be forthcoming.

Advance commitment is unnecessary for this type of surveying because the survey population has not previously agreed to participate and there are no partner repositories. It’s not purely a random sample, of course, since we’re starting with a list of targeted repositories, but the survey instrument is going out broadly via lists, websites, etc. For phase 2 (assuming we get past phase 1), we will conduct site visits with selected repositories so that future grant application would include at least one commitment letter from a participating repository.