



Claims Conference ועידת התביעות
The Conference on Jewish Material Claims Against Germany

International Shoah Archivists Working Forum

Participant Information

General Information

Name and address of institution/archive:

Museum of Jewish Heritage – A Living Memorial to the Holocaust
36 Battery Place
New York, NY 10280

Internet address of web site, if applicable:

www.mjhnyc.org

Brief description of archival collecting scope in regard to the Holocaust (please indicate any focus on specific geographic areas, topics, or time periods):

The primary purpose of the Museum's collections and recordings is to serve as the basis for educational exhibitions, programs, and other educational products. As such, the collections do not strive to be comprehensive in scope or coverage. While the Museum welcomes the use of the collections for research, this is not their primary objective, and research purposes do not drive collecting policy.

Wherever possible, the Museum strives to collect material with primary provenance. Material that is connected to the story of a particular person who used or was otherwise associated with that material is our preferred form of collecting.

The Museum collects material that was used from the mid-19th century to the present and earlier material that may be relevant for specific exhibit or educational purposes. This time period provides context for the pre-Holocaust part of the exhibition.

The Museum collects materials that were used by Jews for religious or secular purposes, material directly relating to Jews, such as anti-Semitism or philo-Semitism, Nazi and collaborationist material needed to educate about the Holocaust, material relating to non-

Jewish victims of the Holocaust, and small collections of materials needed to contextualize the above in exhibits, e.g. supporting material for the exhibition about Jewish GIs.

Microfilming and Digitization

Total estimated number of pages of Holocaust-relevant archival records (for purposes of estimating, please assume that 1 meter=10,000 pages and 1 foot=3,000 pages):

No microfilming or digitization of paper records has been done.

Estimated number of pages of original records:

The Museum's holdings include approximately 168 running feet of paper records, encapsulated in mylar, according to museum standards. This translates to approximately 604,000 pages, using the conversion scale of 1 foot = 3000 pages that is suggested by the survey. The total number of artifacts in the Museum's collections is approximately 13,000.

The Museum's oral history collection of close to 2800 audio interviews has been digitized and transferred to digital CDs.

Estimated number of pages of these original records that have been microfilmed:

Estimated number of pages of these original records that have been digitized:

Estimated number of pages of records microfilmed and/or duplicated from elsewhere:

Estimated number of pages of these records microfilmed and/or duplicated from elsewhere that are on microfilm:

Estimated number of pages of these records microfilmed and/or duplicated from elsewhere that have been digitized:

Conservation of Individual Items of Particular Significance

If there are specific original archival materials in your collection that are of major historical significance and of exceptional intrinsic value that are in urgent need of conservation, please list them:

If you know of specific original archival materials in collections other than your own that are of major historical significance and of exceptional intrinsic value that are in urgent need of conservation, please list them:

Acquisitions

If your archive is actively acquiring Holocaust-relevant archival records, please briefly describe your acquisitions program, including an estimate of the average number of pages acquired annually and the sources for such acquisitions (private donors, other repositories, etc.):

The Museum acquires items for its collections through gifts (including outright gifts, fractional gifts, and promised gifts), bequests, trusts, purchase, exchange, transfer and any other transaction by which title or right to the item passes to the Museum. The Museum produces oral histories, and collects appropriate oral histories produced by others.

If your archive has an exchange program with other archives, please briefly describe it:

If the Museum is offered historically significant items which do not fall into the Scope of its own Collections, staff may recommend a more suitable repository, and usually does so.

Does a list of your institution's microfilming and other acquisitions projects already completed and/or currently in progress exist? If so, in what form is it and how can it be accessed?

Cataloging

Briefly describe your current cataloging practices:

The Museum uses MultiMIMSY, a relational database system. Cataloging is done at item level, according to museum standards. Information entered into this database includes source and

provenance, biographical and background information, location and use of the artifact. There are 18,248 digital images [some images are details, others of individual pages] attached to the cataloging records.

Estimated proportion of Holocaust-related collections in your archive that are already adequately cataloged and in what language(s):

Approximately 70% of the collections have been entered into the database, some more completely than others.

Has your archive developed a controlled vocabulary for the cataloging of its collections? If so, please describe briefly. If not, please explain:

Are the cataloging records accessible in an electronic format? If so, are they accessible to the public (if the electronic catalog is available on the Internet, please provide the Internet address)?

The database can be searched at the Museum using a variety of topical and specific keywords.

Is there more detailed information such as finding aids, survey notes, or other descriptive tools available for the collections in your archive? If so, please describe (if available on the Internet, please provide the Internet address; if not available on the Internet, please attach an example). Is such more detailed information available to the public?

Accessibility

Briefly describe your current policies regarding access to your collections.

The collections of the Museum are intended primarily for display and public educational purposes. The Museum makes its collections accessible to the public through exhibitions and publications.

The Museum holds historical materials which are not available elsewhere and which are available, by appointment, to qualified researchers. Access to collections not on public display and to collections records is at the discretion of the Director of Collections and Exhibitions upon written request by qualified researchers. The Museum has a responsibility to protect and preserve its collections for the future and to respect donor confidentiality. These needs are balanced against the need for public access.

***Does your archive duplicate archival collections for other repositories?
If so, please explain under what circumstances:***

The Museum does not, as a rule, duplicate archival materials for other collections, but may, at the discretion of the Director of Collections and Exhibitions upon written request by qualified researchers, duplicate specifically requested items, for background use only.

The Museum has created facsimile exhibitions of original materials exhibited, which are distributed as traveling exhibitions.