

DEPARTMENT OF THE INTERIOR
NATIONAL PARK SERVICE
FORD'S THEATRE NATIONAL HISTORIC SITE

Scope of Collection Statement

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I. INTRODUCTION

A. Executive Summary

Ford's Theatre National Historic Site (FOTH) is a historic site located on 10th Street N.W. in Washington, D.C. consisting of Ford's Theatre and the Petersen House. The site features a working theatre along with interpretative museum exhibits that explore President Abraham Lincoln's life in Washington D.C., the struggle for a united country, and the details of his assassination in 1865. The site was acquired by the National Park Service (NPS) in 1933 through *Executive Order 6166*, which transferred the management and responsibilities of the site from the Office of Public Buildings and Public Parks of the National Capital to the NPS. The site continues to be administered and maintained by the National Park Service and is currently a unit of the National Mall and Memorial Parks (NAMA). Programming at the site has been jointly administered by the NPS in partnership with the Ford's Theatre Society since 1968.

FOTH's museum collection is comprised of a cultural collection with archaeology and history subcomponents. The site's archaeological sub collection contains historic artifacts and specimens that include: architectural fabric and building hardware, clothing items, bottles, tableware, utilitarian objects, and multiple flora and fauna specimens. FOTH's history collection is comprised of the original collection of Lincoln materials that the federal government purchased from Osborn H. Oldroyd in 1926, along with secondary accessions collected that include: prints and photographs, documentary artifacts, utilitarian items, furnishings, statuary and artwork, clothing, medals, personal items, and architectural fabric and associated hardware from the site.

A portion of FOTH's museum collection is on exhibit or stored at the site. The majority of the museum collection is located at the NPS National Capital Region's Museum Resource Center in Landover, Maryland.

At present, FOTH's museum collection does not contain ethnological or archival subcategories as part of its cultural collection, nor does it have a natural history collection subgroup. The park does not anticipate the addition of these types of materials to the museum collection. Resource management records generated in part of FOTH are accessioned and managed as part of the NAMA museum archival collection. As a whole, FOTH's museum collection continues to grow through ongoing projects and research, and to a lesser extent through active collecting and donations.

For additional information on the museum collection, please contact:

Museum Curator
National Mall and Memorial Parks
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Washington, D.C. 20024
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B. Purpose of the Scope of Collection Statement

This Scope of Collection Statement (SOCS) defines the scope of present and future museum collection holdings of Ford's Theatre National Historic Site, a unit of the National Mall and Memorial Parks (NAMA), that contribute directly to the understanding and interpretation of the site's purpose, themes, and resources, as well as those objects that the National Park Service is legally mandated to preserve. It is designed to ensure that the museum collection is clearly relevant to the site.

C. Legislation Related to the National Park Service Museum Collections

The National Park Service's legal mandate for acquiring and preserving museum collections is contained in the Antiquities Act of 1906 (54 USC 320301-320303); the Organic Act of 1916 (54 USC 100101(a) et seq.); the Historic Sites Act of 1935 (54 USC 320101); the Management of Museum Properties Act of 1955, as amended (54 USC 102501-102504); the Reservoir Salvage Act of 1960, as amended (16 USC 469-469c); the National Historic Preservation Act of 1966, as amended (54 USC 300101 et seq.); the Archeological and Historic Preservation Act of 1974, as amended (54 USC 312501-312508); the Archaeological Resources Protection Act of 1979, as amended (16 USC 470aa-mm); and the National Parks Omnibus Management Act of 1998 (54 USC 100701 et seq.).

D. Site History, Significance, Purpose, Themes and Goals

1. Site History

Ford's Theatre National Historic Site was established by the U.S. Congress in 1970 to preserve and protect the site of President Abraham Lincoln's assassination and death. This includes the Ford's Theatre building located at #511 10th Street NW, Washington D.C and the Petersen House located across the street at #516. The site features a working theatre and interpretative museum exhibits that explore President Abraham Lincoln's life in Washington D.C., the struggle for a united country, and the motivation behind his assassination in 1865.

The First Baptist Church of Washington, D.C., was the first structure built on the current site of Ford's Theatre, between 1833 and 1834. As the city of Washington grew, the congregation merged with the Fourth Street Baptist Church in 1859, and the building remained vacant for several years. Despite the outbreak of the Civil War on April 12, 1861, John T. Ford purchased and renovated the former church into a theatre, with the first production opening in December. Following the final performance of Christy's Minstrels on February 27, 1862, Ford continued renovating and remodeling the theatre. A devastating fire gutted the building in December 1862, but Ford rebuilt, and the theatre reopened in August 1863 as Ford's New Theatre. The theatre's central location on 10th Street in Washington, D.C. made it a popular entertainment venue for those seeking reprieve from the events of the Civil War. An avid theatre-goer, President Abraham Lincoln attended ten performances at Ford's Theatre between 1863 and April 14, 1865, the night of the assassination.

Upon hearing that President Lincoln would be attending a performance at Ford's Theatre on April 14, 1865, actor and southern sympathizer John Wilkes Booth put together a desperate plan with

his co-conspirators to assassinate key Union leadership. Lewis Powell was to kill Secretary of State William Seward, George Atzerodt was to kill Vice President Andrew Johnson, and Booth would assassinate President Lincoln. Ultimately, only Booth would be successful. Merely five days after General Lee's surrender at Appomattox, President Lincoln would become the first president to be assassinated.

On the night of April 14th, the performance of "Our American Cousin" had already begun by the time the Lincolns and their guests, Clara Harris and Major Henry Reed Rathbone, arrived at Ford's Theatre. The orchestra, led by William Withers, Jr., struck up "Hail to the Chief" as the distinguished guests made their way to the Presidential Box. The performance continued until shortly after 10:00 p.m. when Booth entered the theatre box and shot Lincoln in the head with his derringer pistol. After a brief scuffle with Rathbone, who got stabbed in the arm, Booth jumped from the box to the stage. Brandishing his dagger in the air, Booth yelled, "Sic semper tyrannis!" ("thus always to tyrants"). As he made his way to the back of the stage, Booth ran into orchestra director Withers and slashed at his neck and side. Booth escaped out the back door of the theatre into Baptist Alley, where he mounted his horse and fled.

Meanwhile, Dr. Charles Leale, an Army doctor who was attending the performance that night, tended to the President and determined that the wound was fatal. Since Lincoln would not survive a trip back to the White House, he was carried across the street to the Petersen Boarding House, where every effort was made to comfort him during his final hours. During the vigil that was held that night, members of the President's cabinet, family, and friends visited the house. During this national crisis, the Petersen House became the central location for the operations of the federal government, including the manhunt to capture the conspirators. On the morning of April 15, 1865, President Lincoln died at the Petersen House, and the mood of the nation shifted from celebrating the close of the war to one of national mourning.

In the chaos after the shooting, Booth fled to Maryland where he met up with fellow conspirator David Herold. The pain in Booth's left leg, probably broken when he leaped from the Presidential Box, was intense, and he rode to the home of Dr. Samuel Mudd for medical help. On April 26, while Booth and Herold hid in a tobacco barn on the Garrett farm, near Port Royal, VA, Union troops surrounded them and set the barn on fire. Herold surrendered immediately. While still inside the burning barn, Booth was shot by a Union soldier, Boston Corbett, and died three hours later. The other conspirators were soon arrested and imprisoned. Their trials began on May 10 and ended on June 29. Atzerodt, Herold, Powell, and a boardinghouse owner, Mary Surratt, received death sentences. All four were hanged on July 7, 1865. Samuel Arnold and Michael O'Laughlen, who were involved in the original kidnapping conspiracy, were given life sentences, as was Dr. Samuel Mudd. Edman Spangler, a stagehand at Ford's Theatre, received six years of hard labor.

In the immediate aftermath of the assassination, Secretary of War Edwin Stanton closed the theatre. Ford attempted to reopen in July 1865 but public outcry and federal pressure forced him to close the theatre for good. The property was eventually purchased by the federal government in 1866 through *Pub. L. No. 39- Sess. I, Ch. 28, 23 (1866)*. The theatre was converted into a three-story office building that housed the Army Medical Museum and served as the main office of the Adjutant General for the storage of Civil War service records. On June 9, 1893, the upper floors collapsed, killing 22 people and injuring another 68. Following the collapse, the building was again rebuilt and continued to function as a War Department office building until July 1928.

During this time, the Petersen House had become a place of pilgrimage for many Americans to honor President Lincoln as a martyr to the cause of liberty and unity. Recognizing the importance of the house as a civic shrine for the nation, the federal government purchased the Petersen House in 1896 through *Pub. L. No. 54- Sess I, Ch. 420, 439 (1896)*. At the time the government purchased the house, a well-known Lincoln collector, Osborn H. Oldroyd, was living there with his significant collection of Lincoln relics. In 1926, the federal government decided to purchase the entire Oldroyd Collection through *Pub. L. No. 69- Sess. I, Ch. 287, 531 (1926)*. In order to consolidate the management of Ford's Theatre and the Petersen House, the federal government transferred both properties and the museum collection from the War Department to the Office of Public Buildings and Public Parks of the National Capital in 1928 under the *Pub. L. No. 70- Sess. I, Ch. 853, 888 (1928)*. The new museum, built in the basement of Ford's Theatre to accommodate the collection, opened on February 12, 1932. Following *Executive Order 6166 (1933)*, both sites as well as the museum collection were transferred permanently to the National Park Service, which manages them today as the Ford's Theatre National Historic Site.

As early as 1946, public and congressional efforts to restore Ford's Theatre to its appearance on April 14, 1865 began to emerge. With renewed public interest leading up to the Civil War centennial, funding for the project was secured and Ford's Theatre closed its doors on November 29, 1964 as a full restoration project began. Over the next three years, extensive historical research and documentation were used to painstakingly restore Ford's Theatre, its interior, and the Presidential Box to its appearance during President Lincoln's time. In partnership with the Ford's Theatre Society, a private nonprofit founded in 1967, Ford's Theatre reopened its doors as a working theatre and historic site on January 30, 1968. In 1970, Ford's Theatre National Historic Site was established by the U.S. Congress under *Pub. L. No. 91-288, 84 Stat. 322 (1970)*.

Ford's Theatre Society is the primary partner of the National Park Service at the site. Over the years, the Society has brought live theatre performances and programming to Ford's Theatre. With their continued support, further renovations were undertaken in 2007, including the addition of new exhibit space in the basement of the theatre and improved accessibility and educational opportunities. The theatre reopened on February 12, 2009, the 200th anniversary of Lincoln's birth.

2. Significance

Statements of significance for Ford's Theatre National Historic as listed in the site's *Foundation Document (2013)* are as follows:

- **First Presidential Assassination.** Ford's Theatre is the site of the first assassination of an American president.
- **Key Event of the Civil War.** The assassination of President Abraham Lincoln was a key event in the Civil War era.
- **The Petersen House.** The federal government purchased the Petersen House in 1896 to commemorate and preserve the site where President Lincoln died. It is the first home bought by the federal government to be operated as a museum and interpretive site.
- **A Working Theatre.** After the restoration to its 1865 appearance, Ford's Theatre was reestablished as a working theatre in 1968 in recognition of President Lincoln's love of the

performing arts.

- **Presidential Line of Succession.** The events at the Petersen House surrounding President Lincoln's assassination led to the development of the presidential line of succession and continuity of office.
- **Artifacts and Evidence of the Assassination.** Ford's Theatre National Historic Site manages and interprets the most extensive collection of artifacts associated with the assassination of President Abraham Lincoln.

3. Purpose

Ford's Theatre National Historic Site's *Foundation Document* (2013) identifies the following purpose of the site:

"The purpose of Ford's Theatre National Historic Site is to preserve the setting and interpret the assassination and death of President Abraham Lincoln in April 1865."

4. Themes

Ford's Theatre National Historic Site's *Foundation Document* (2013) outlines the following main interpretive themes for the site¹:

- The causes behind the assassination of Abraham Lincoln were many and varied, and are still meaningful today.
- Lincoln's assassination and death had far-reaching and profound consequences.
- Lincoln's love for the performing arts provides insight as to why Ford's Theatre became the backdrop for the assassination, and why the physical site is still relevant today.
- The Lincoln assassination created political, social, and personal crises that found their geographical focal point at the Petersen House.
- During the presidency of Abraham Lincoln and the time of the Civil War, the city of Washington and the nation underwent profound changes.

¹Each main theme has several subthemes listed in FOTH's *Foundation Document* (2013), *Appendix D: Interpretive Themes and Supporting Content*.

5. Goals

NAMA curatorial staff has identified the following goals to guide the content of FOTH's museum collection:

- Support the site's resource management, interpretive program themes, and objectives.
- Identify, inventory, and assess the site's cultural and natural resources to form a basis for developing and implementing management strategies.
- Document and protect FOTH's cultural and natural resources to preserve the integrity of the site for the enjoyment of present and future generations.
- Provide information to the public through exhibits, publications, interpretive programs, web sites, online databases, and emerging communication methods.
- Support academic scientific research through documentation, preservation, and access.

E. Laws, Regulations, and Conventions Related to Museum Collections

NPS museum collections are subject to Service-wide NPS policies and guidelines. *NPS Management Policies* (2006) lays the foundation by which the NPS meets its responsibilities toward museum collections and provides policy standards and requirements for preserving, protecting, documenting, and providing access to, and use of NPS museum collections. *Director's Order #28: NPS Cultural Resources Management* (1998) states, "The National Park Service permits and encourages the acquisition of museum objects by donation, purchase, exchange, transfer, field collecting, or loan when these objects are clearly significant to an area." *Director's Order #24: NPS Museum Collections Management* (2008) and the accompanying *NPS Museum Handbook I-II* (1998-2006) ensure that NPS museum collection managers and staff have information on NPS standards and actions to successfully and ethically comply with *NPS Management Policies* (2006) regarding museum collections. These documents also provide a means of measuring and evaluating progress in preserving, protecting, documenting, accessing, and using museum collections. *Director's Order# 12: Conservation Planning, Environmental Impact Analysis, and Decision-making* (2011) and the accompanying handbook create a method that the site is to follow for projects. The site is to follow the decision-making process laid out in *Director's Order# 12* which includes impact analysis for museum collections. The process can also involve cultural resource surveys, including archeology. The objects associated with the archeological surveys are placed in the site museum collection for future curation and research. It is the responsibility of the site to preserve and protect the natural and cultural resources that might be impacted through site projects.

Archeological materials, except inalienable and communal property (as defined by the Native American Graves Protection and Repatriation Act of 1990 [25 USC 3001-13]), recovered from within the site's boundaries through systematic collection are National Park Service property, and must be retained in the site's museum collection in accordance with 43 CFR 7.13 and *NPS Management Policies* (2006).

In accordance with the NPS Research Permit and Reporting System, permits to collect natural resource specimens state that retained specimens remain Federal property and will be incorporated into the site's museum collection. As stated in 36 CFR 2.5, any natural history specimen collection permits issued by the Superintendent require the following conditions: specimens placed in displays or collections will bear official NPS museum labels and their catalog numbers will be registered in the National Park Service National Catalog; and specimens and data derived from consumed specimens will be made available to the public and reports and publications resulting from a research specimen collection permit shall be filed with the Superintendent.

Other laws, regulations, directives, and conventions, pertinent to FOTH's museum collections include: *Curation of Federally-owned and Administered Archeological Collections* (36 CFR Part 79, Section 79.10(c)), the Endangered Species Act of 1973, as amended (16 USC 1531 - 1543); the Bald Eagle Protection Act of 1940 (16 USC 668a); the Migratory Bird Treaty Act of 1918 (16 USC 703 - 711); the American Indian Religious Freedom Act of 1978 (42 USC 1996); *Disposition of Federal Records* (36 CFR Part 1228); Preservation, Arrangement, Duplication, Exhibition of Records (44 USC 2109); NPS Special Directive 87-3, the 1983 Convention on International Trade in Endangered Species of Wild Flora and Fauna (CITES); and the 1970 UNESCO Convention on the Means of Prohibiting and Preventing the Illicit Import, Export, and Transfer of Ownership of Cultural Property (implemented in the United States by P.L. 97-446 in 1983, 19 USC 2601).

F. Structures, Landmarks and Site Resources Listed on National or International Registries

Ford's Theatre National Historic Site was listed by the National Register of Historic Places (NRHP) on October 15, 1966 as NRHP #66000034.

II. TYPES OF COLLECTIONS

The legal mandates, resource management goals and objectives, and interpretive themes stated in *Section I* of this SOCS provide general direction for acquiring materials for FOTH's museum collection. National Park Service museum collections are divided into two main categories: cultural (comprised of archeology, ethnology, history, and archives) and natural (consisting of biology, geology, and paleontology.) The guidelines identified in the following sections for each subcategory are intended to guide collecting and to prevent arbitrary and excessive growth of the site's museum collection, while ensuring that the collection remains relevant to the site's mission and purpose.

As stated in *Section IV* of the NPS *Museum Handbook* (2000), reproductions which are acquired for exhibition purposes are managed as part of the museum collection until it is determined that they have reached the end of their useful life. Original objects and reproductions acquired exclusively for living history and reference library materials acquired by the site are managed separately from the museum collection. NPS policies and procedures followed for library materials are outlined in *Director's Order #28: Cultural Resources Management Guideline, Section A. Chapter 2* (1998).

A. Cultural Collection

FOTH's cultural collection functions to support the site's mission, resource management programs, academic, scientific research, interpretation and education. The collection provides baseline data of

the site's cultural resources and can document changes these resources are undergoing because of internal site conditions and external effects,

To ensure that only relevant materials are accessioned into the cultural collection, future growth is restricted to those that fulfill the following:

- Objects directly associated with persons or events commemorated by the site.
- Needs identified in the site's approved planning documents and resource studies.
- Servicewide initiatives.
- Enhancing the understanding of and promoting increased stewardship of the site's cultural resources.
- Cultural resource baselines, inventorying, and monitoring activities.
- Regulatory and compliance activities such as those mandated by the National Historic Preservation Act of 1966, as amended, the Archeological Resources Protection Act of 1979 and the National Environmental Policy Act of 1970.

NPS cultural museum collections are subdivided into four disciplines: archeology, ethnology, history and archives. FOTH's cultural collection currently is comprised of archeological and historical subcategories. Ethnological and archival subcategories have not been developed. As an administrative unit of NAMA, archival materials generated from FOTH are accessioned into the NAMA museum collection and documentary artifacts with intrinsic value are cataloged as individual items under FOTH's history collection. Ford's Theatre National Historic Site's cultural collection is housed at the NPS National Capital Region's Museum Resource Center in Landover, Maryland and/or located onsite at FOTH.

FOTH's cultural museum collection consists of:

1. Archeology Collection

Archeological collections are generated in response to cultural resource management requirements related to legal mandates and by research authorized under the Archeological Resources Protection Act of 1979, as amended (16 USC 470aa-mm). The archeology collection includes all artifacts and Eco facts recovered as part of archeological projects conducted within the site's boundaries.

Archeological materials recovered within the boundaries of the site and all associated documentation are the property of the United States and will be maintained in the museum collection in accordance with 43 CFR 7 and *NPS Management Policies* (2006) [except inalienable and communal property, as defined by NAGPRA]. Archeological materials may be recovered only by NPS archeologists or archeologists affiliated with approved institutions, in compliance with the Act for the Preservation of American Antiquities (34 Stat. 225) and ARPA, as amended (16 USC 470aa-

mm) as issued by the regional director. Artifacts and specimens recovered as a result of an ARPA investigation become part of the collection once the case is closed.

Uncontrolled surface collecting by visitors or site staff is illegal according to the *Code of Federal Regulations, Title 36, Volume I* (36 CFR 2.1). Artifacts found on the surface should not be removed from their original location by the finder; instead, they should be reported to the Resource Manager of the site. If materials are turned in to the site, appropriated measures must be taken to ensure that the finder collects no more material, the precise provenience information is recorded, if possible, and the subject objects and data are delivered promptly to the site. Unless the items are determined to be archeologically significant by a professional archeologist, they should not be cataloged into the site's museum collection.

FOTH's archeology collection includes:

a. Artifacts and Specimens

- 1) Historic Material (1600s AD-1900s AD).** Excavated artifacts dating from the contact period (1600s) onward are included in this sub collection. Materials from Native, European, and African American sites are appropriate. This sub collection contains approximately 2,100 artifacts including glass and ceramic artifacts; architectural fragments and hardware; household and utilitarian items; personal and clothing accessories; fauna and vegetal remains; and tobacco pipe fragments.

- b. Future Collections Activity.** Future collections activity in this area will concentrate on the acquisition of artifacts and specimens excavated at the site through archeological research studies and compliance projects.

2. Ethnology Collection

At present, the site does not have ethnological materials in its museum collection. Should collection of ethnological materials begin at FOTH, this sub collection will include:

- a. Future Collections Activity.** Future collections activity in this area will concentrate on the acquisition of outstanding examples of ethnological materials noted in the site's approved planning documents which are currently not represented in the collection.

3. History Collection

The history collection is an important component of the resource management and interpretive programs that support the site's mission and purpose. Priority for acquisition is given to documented site-related objects. When a large quantity of an object is available, priority is given to acquiring the best preserved example.

The following categories have been identified as collecting focuses for FOTH's history collection as developed from FOTH's legislation and *Foundation Document* (2013):

- a. Osborn H. Oldroyd Lincoln Collection (1809-1926).** Collection materials in this subgroup include objects, artifacts, and documentary materials which were included in the original Osborn H. Oldroyd Lincoln Collection. The bulk of this collection is from Lincoln's

Presidency and the Civil War era, with only several items from his early political career. The collection contains objects that relate to the 1865 assassination and conspiracy and extends through 1926 when the Oldroyd Collection was purchased by the federal government. The collection contains over 3,000 individually cataloged items including: medals, badges, buttons, ribbons, and pins; statuary; personal and utilitarian items; furniture; architectural fabric; drawings, paintings, prints, and engravings; flags and other textiles; and documentary materials-such as photographs and negatives; certificates; books; letters and envelopes; sheet music; newsprint; and theater programs, playbills, and tickets.

b. The Lincoln Presidency and the Civil War (1861- 1865). Historical collection materials in this subgroup include objects and artifacts that highlight the presidency of Abraham Lincoln from 1861-1865 when Washington, D.C. and the United States underwent profound changes during the Civil War. Items collected in this subcategory capture the temper of the times by exploring race relations, the wartime presidency, and the timing of the assassination. Items include presidential campaign and election memorabilia, political cartoons, newspapers, and memorabilia. Civil War era items include prints and photographs, as well as envelopes, stationery, and stamps. Items from the presidency include White House furnishings, utilitarian items, and personal family materials.

c. Ford's Theatre and the Assassination of President Lincoln (1865). This subcategory focuses on collecting objects and artifacts associated with the assassination of President Abraham Lincoln on April 14, 1865 at Ford's Theatre. Additional subthemes of collecting include: John Wilkes Booth as an actor, the 19th-century theatre experience, Lincoln's love of the performing arts, and the history of Ford's Theatre. This subcategory includes architectural fragments, original furnishings, playbills, sheet music, Presidential Box decorations, and textiles associated with the April 14th performance of "Our American Cousin." Additionally, this subcategory features personal items from the Lincolns and their guests, as well as audience members, actors, orchestra players, and stagehands that were in the theatre on the night of the assassination .

Also included in this subcategory are objects directly connected to the conspiracy against President Lincoln. Subthemes focus on the life and times of John Wilkes Booth, the conspiracy plot, and the manhunt, imprisonment, and trial of the conspirators. Materials in this subcategory include evidence used in the trial and the personal items of the conspirators including maps, weapons, personal accessories, and other implements used to carry out the plot.

d. The Petersen House and the Death of President Lincoln (1865). Collection materials in this subgroup include objects and artifacts that document the events at the Petersen House leading up to the death of President Abraham Lincoln on April 15, 1865. Subthemes for this collecting subgroup include: the cultural significance of the Petersen House; Victorian death/mourning rituals; and the origins of the manhunt and federal investigation of the conspirators. Items in this category include historical materials directly associated with the death of the president such as furnishings and utilitarian items from the Petersen House; textiles worn and used by the president; medical instruments; prints, paintings, and other depictions of the death scene; newspapers; mourning ribbons; memorials; and funerary objects.

- e. **Historic Fabric.** When original architectural fabric is removed from a historic structure during a preservation or repair project, a representative portion is preserved and accessioned into the museum collection. This may include: stone, paint, woodwork, brick, fixtures, and hardware.
- f. **Commemorative Events.** This subcategory includes objects and memorabilia from important/ significant current or commemorative events at the site .
- g. **Future Collections Activity.** Future collections activity will concentrate on the acquisition of outstanding examples of historical objects noted in the site's approved planning documents which are not represented in the collection.

4. Archive Collection

As an administrative unit of NAMA, archive collection materials (including manuscript and resource management records) generated in part of FOTH are accessioned into the NAMA museum archival collection.

Archive collections consist of all types of documents, regardless of format. Documents may be in hardcopy (paper) or any kind of magnetic, electronic, digital, or film technology. Materials may include documents; manuscripts; drawings; field notes; films; laboratory reports; maps; oral histories; blueprints; photographic negatives, prints, and slides; reports; and audio and video tapes that document the site's development, history, and/or mission. Carbon copies, photocopies, and other duplicates may be regarded as original documents depending on specific circumstances.

National Park Service policy and procedures for archival collections are outlined in *NPS Management Policies* (2006), *Director's Order# 11D: Records and Electronic Information Management* (2012), the *Museum Handbook, Part II, Appendix D: Archives and Manuscript Collections* (2008), and the *NPS Records Disposition Schedule* (2010).

B. Natural History Collection

FOTH's museum collection currently does not have a natural history sub collection. NAMA does not anticipate adding these sub groups to FOTH's museum collection in the future due to the nature of the site.

111. MUSEUM COLLECTIONS SUBJECT TO THE NATIVE AMERICAN GRAVES PROTECTION AND REPATRIATION ACT OF 1990

The Native American Graves Protection and Repatriation Act of 1990 (NAGPRA) (25 USC 3001-13), requires, in addition to other actions, a written summary of unassociated funerary objects, sacred objects, and objects of cultural patrimony by November 16, 1995.

The park has determined that it has no collections that fall within the scope of the NAGPRA categories. Acquisition of such objects by the site is not anticipated.

IV. ACQUISITIONS

FOTH continues to acquire objects that relate to the site through donation, purchase, exchange, transfer, field collection, research, and loan. Acquisition of museum objects is governed by the appropriateness of the object to the Purpose, Themes and Goals set forth in sections 1.3-5 of this document as well as the site's ability to manage and preserve materials according to *NPS Management Policies, Chapter 5* (2006), the standards for managing museum objects, in *Director's Order #28: Cultural Resources Management Guideline* (1998); *Special Directive 80-1 Guidance for Meeting NPS Preservation and Protection Standards for Museum Collections* (1990); and the *NPS Museum Handbook /-II* (1998-2006). In accordance with NPS policy, the site will discourage donations with limiting conditions. Museum objects must be acquired, accessioned, and cataloged in accordance with the *NPS Museum Handbook, Part II* (2000). In accordance with *Director's Order #44: Personal Property Management, Chapter 1 O* (2008), all proposals for the acquisition of firearms and ammunition, except archeological field collections, must be reviewed and approved by the Regional Curator. Acquisition of firearms included on the ATF list of prohibited and restricted weapons required concurrent review by the Regional Curator and Regional Law Enforcement Specialist.

The site's Superintendent, by delegation, represents the Director of the National Park Service and the Secretary of the Interior in accepting title to and responsibility for all museum objects. The Superintendent bears the ultimate responsibility for the acquisition, proper care, and management of the site's museum collection. The Superintendent has delegated the day-to-day care of the collection to the NAMA Museum Curator.

All permanent acquisitions must receive formal approval from the site Superintendent before they can be accepted into the museum collection. Upon receipt, all newly acquired objects and related documentation must be turned over to the site's Museum Curator. The Museum Curator prepares, for the Superintendent's signature, all instruments of conveyance, and letters of thanks, acceptance, or rejection, and transmits them as appropriate to the donor, lender, vendor, or other sources of acquisition.

V. USES OF THE COLLECTION

The site's museum collections may be used for exhibits, interpretive programs, research, and other interpretive media such as publications based on museum objects. The governing consideration on the use of museum objects is the conservation of each object in question and of the FOTH collection as a whole.

In accordance with *NPS Management Policies, Chapter 7* (2006), the site will not exhibit Native American disinterred skeletal or mummified human remains, or photographs or replicas. There will be no display of grave goods or other objects if culturally associated Native Americans object to such an exhibit.

Any and all uses of materials from the FOTH museum collection will be consistent with the preservation standards set out in *Director's Order #28: Guideline for Cultural Resources Management* (1998). Any consumptive or destructive use of museum objects will comply with the requirements and restrictions on such use detailed in *Director's Order #6: Guideline for*

Interpretation and Visitor Services (2005), and *Director's Order #24: NPS Museum Collections Management* (2008).

To fulfill the principal purposes of the site as described in *Section I: Introduction* of this SOCS, the objects in the museum collection may be used for exhibits, research, and interpretive programs under the following conditions:

- All exhibits or displays containing museum objects must have proper security and appropriate environmental controls to ensure their long-term preservation.
- Objects will be available for research purposes consistent with the preservation of the collection, subject to the guidelines outlined in *Director's Order #28* (1998) and *Director's Order #24* (2008). No use of the museum collection will be permitted without a curatorial staff present. Prior arrangements must be made to examine museum collection materials. Non-NPS researchers who wish to use the collection must complete an application form, which will be reviewed by NAMA curatorial staff.
- Museum objects will not be used in interpretive demonstrations. Exhibits may be incorporated into programs through organized tours or other non-consumptive techniques.
- Requests for consumptive analysis or testing of museum materials will comply with restrictions and procedures outlined in *Director's Order #28* (1998).
- Objects may be loaned to qualified institutions for exhibition or research use. No loans are made to individuals. Institutions must meet NPS museum standards for security, handling, and exhibition of museum objects. Sensitive materials may require additional conditions prior to a loan commitment. Expenses related to the loan of museum collection objects, including shipping and insurance, will be assumed by the borrower.

VI. RESTRICTIONS

Restrictions in addition to those applying to the use of the museum collection outlined in *Section IV: Acquisitions* of this SOCS are as follows:

In accordance with *NPS Management Policies* (2006), 7.5.6. *Consultation* and 5.3.5.5 *Museum Collections*, and *Director's Order #24: NPS Museum Collections Management* (2008), curatorial staff should consult with traditionally associated peoples and other cultural and community groups for whom the collection has significance. Archaeological objects in the museum collection shall be made available to persons for use in religious rituals or spiritual activities in accordance with *Curation of Federally-owned and Administered Archaeological Collections* (36 CFR Part 79, Section 79.10(c)). Requests to borrow non-archaeological material for religious ritual or spiritual activities will be addressed on a case-by-case basis. The site will not approve research on human remains and associated funerary objects without the consent of the affected group(s).

In accordance with the National Historic Preservation Act of 1966, as amended (16 USC 470 et seq.), the Archaeological Resources Protection Act of 1979, as amended (16 USC 470aa-mm), the National Parks Omnibus Management Act of 1998 (16 USC 5937), and *NPS Management Policies*

(2006) 4.1.2. *Natural Resource Information* and 5.2.3 *Confidentiality*, the site may withhold from the public sensitive information concerning: rare, threatened, or endangered species; commercially valuable resources; minerals; paleontological resources; archeological and other cultural resources; objects of cultural patrimony and sensitive ethnographic information; information provided by individuals who wish the information to remain confidential; the identities of individuals who wish to remain anonymous. Inquiries of this nature will be referred to the regional Freedom of Information Act and Privacy Act Officer for consultation and possible review.

Restrictions may be placed on the publication of images or manuscripts in the museum or archives collection if these materials are subject to copyright, and the National Park Service does not hold the copyright.

All endangered, threatened, or rare plants and vertebrate and invertebrate animals will be collected only when accidentally killed or when dead from natural causes. The collection of threatened, endangered, or rare plant and animal species will comply with *NPS Management Policies* (2006), be in accordance with the provisions of the Endangered Species Act of 1973, as amended, and will be strictly limited according to the applicable rules of the U.S. Fish and Wildlife Service.

Final disposition of type specimens will be determined at the Service-wide level and will adhere to recognized conventions established for specific disciplines.

The site will not knowingly be a partner to or encourage in any way the trafficking in illicitly collected materials.

VII. MANAGEMENT ACTIONS

NAMA curatorial staff has identified the following management actions to maintain FOTH's collections:

- Review this Scope of Collection Statement every five years, and revise as needed, so that it remains supportive of, and consistent with, any changes in the site's mission. Any revision to this document requires the approval of NAMA's Superintendent.
- Compare hard copy accession record documentation for the FOTH museum collection to ICMS accession record documentation. Reconcile erroneous data.
- Establish a Collections Advisory Committee, or an equivalent, to provide an interdisciplinary perspective to expand potential acquisitions and deaccession unneeded items.
- Begin to use the existing *History & Culture* link on the FOTH website to highlight significant items in the site's museum collection.
- Prepare catalog records for significant items, and upload the selected records to the NPS Web Catalog.

- Review resource management records associated with FOTH located in the site's Curatorial Office and the Jefferson Memorial Resource Management Records Room, and accession appropriate archival materials into the NAMA museum collection.
- Process historic archival materials associated with the site under the FOTH museum collection, and post associated finding aids online as searchable files (PDF format) to facilitate access for staff and the public.
- Conduct a 100% inventory of the FOTH collection.
- Update all FOTH catalog records in ICMS to improve classification, description, and provenance information.