

MEMORANDUM FOR: Director, EEO

77-892/1

The attached memo was sent directly to DDCI, but I short-stopped it, in the belief that some further staffing, plus comments and recommendations, were necessary. Could you take a crack at it?

Thanks,



A/ DDCI

Att: ER 77-892

Date 1/4/77

FORM 101 USE PREVIOUS EDITIONS

O/DDCI [redacted] (1Apr77)

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31 March 1977

MEMORANDUM FOR: Deputy Director of Central Intelligence

SUBJECT : Proposal

Introduction

1. The Black History Exhibit presented at the Agency during the months of February and March was a remarkable success. The exhibit project, which focused on the achievements of black women, was presented through the OEEO and coordinated by [redacted]. The exhibit information was contributed by the Anacostia Neighborhood Museum/Smithsonian Institution and some documents displayed were obtained from the National Archives. Some personal items of interest on display were contributed by Agency employees. [redacted] Artist/Illustrator, Office of Imagery Analysis (OIA), and the Graphic Shop of OIA did the art work.

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2. As a member of the Fine Arts Committee, [redacted] and an exhibitor within the Agency and a viewer of practically all other exhibits within the Agency in the last fourteen years, none has been as successful as "Black Women: Achievements Against the Odds."

3. The positive response of Agency employees and outside visitors who viewed the exhibit has prompted a need and purpose for the Black History Exhibits to continue, and for cultural exhibits of the many other ethnic groups within our Agency to begin.

4. Mr. Alexander Haley's book, Roots, has brought about a great change in our country. I think that it is a change that is for the better. Therefore, I am submitting the following proposal.

Program Plan

1. It is proposed that a section be set apart from other graphic and/or art shops and/or art commissions within the Agency to do ethnic exhibits only

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2. That the section could come under the OEEO or directly under the DCI area

3. That an accessible area be set aside for the display of ethnic exhibits along with a work area

4. That Headquarters printing services will be asked to do any printing, photo work, announcements, brochures, etc., that will be needed for these exhibits

5. That time frame be three to five year projection

6. That if this office is set up, one ethnic exhibit will be presented within six months of the office's establishment; that an average of four to six exhibits be presented each year and remain on display two months each

7. That the month of February be set aside permanently for Black History Month because of its national observance

8. That every ethnic group be represented. Some examples are below: Hispanic, Vietnamese, Chinese, Jewish, French, African, German, American Indian, Irish, Japanese, Polish, Italian, Welch, English, Bulgarian, Russian, Arab, and holiday exhibits such as July 4th (this would be a combination of all ethnics' contributions)

Proposed Office Staff

1. Coordinator/Director
2. Assistant to the Director
3. Secretary
4. Researchers (5)
5. Editors/Proofreaders (3)
6. Design and Exhibit Specialists (6)
7. Contract Consultant

Estimated Budget: \$20,000 - \$40,000 per year (salaries not included). This budget will be used for:

1. Purchasing supplies for the exhibits, Researchers, Editors/Proofreaders, and Secretary

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2. Purchasing research data if necessary
3. Provide for any training courses that could be used for job enhancement of office personnel
4. Office equipment, telephones

Proposed and Projected Slots for Each

(13/14) Coordinator/Director
(11/12) Assistant to the Director
(8/9) Secretary
(9/10) Researchers
(9/11) Editor/Proofreaders
(11) Design and Exhibit Specialist
Consultant - Contract

Alternate Proposal

If the submitted proposal cannot be executed, I have taken the liberty to write an alternate. This is how the exhibits are presently done.

1. That the OIA Graphic Shop as they did this year and last, be acquired for the graphics work on each Ethnic Exhibit coming out of the OEE0 in the future. That overtime be allotted as it was last and this year for work on each project
2. That programs be planned for these exhibits by the OEE0
3. That the Anacostia Museum be a source for future exhibits, since they have consented to this
4. That since there has been interest in other Ethnic Exhibits, the OEE0 needs researchers to execute them
5. That supplies for the Exhibit be purchased through the OEE0

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Summary

Many agencies are trying to set up or have set up departments or divisions for ethnic exhibits. Most of their exhibits pertain to the two major minority groups, Hispanic and Black American. This proposal provides for practically every ethnic that can be named. This type of program can only be a positive gesture. This has already been proved.



Artist/Illustrator
Office of Imagery Analysis

Distribution:

- Original & 1 - Deputy Director of Central Intelligence
- 1 - Chief, OEE0