



NAJC COMMUNITY PILOT PROJECT PROGRAM

SUMMARY REPORT FORM

**Ottawa Japanese Community Association
Ottawa Japanese Canadian Community: A Pictorial History**

Type of Program	Membership Participation Program		
Description	To preserve the history of Japanese/Japanese Canadians in the Ottawa-Gatineau region, a pictorial computer document was created for distribution in printed form.		
Overall Difficulty	High		
Duration of Program	Start Date: September 2010 End Date: November 2012		
Process	<ol style="list-style-type: none"> 1. Estimation of the cost of the project 2. Arrange for submission of photos 3. Selection of photos 4. Determination of subject matter to be included 5. Write captions for photos 6. Write accompanying paragraphs 7. Arrange for layout 8. Review/Revise 9. Arrange for printing 		
Goal	Produce a pictorial history of the Ottawa JC community from the time of its first arrivals to the present, covering the many events and activities in which the JCs have been and currently engaged in.		
Budget	Total Budget Including \$2000 received from NAJC	Portion for Capital Acquisition (e.g. equipments, resources, etc.)	Portion for External Services
	\$2000	?	?
Human Resources	Participants	#	Description
	Volunteers	5	Project Committee:



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			Eiko Kawashima, OJCA/OCJJ liaison Ken Shimizu, Computer/Layout Liaison June Takahashi, Ted Shimizu, Nancy Uchida responsible for collection of photos and info, editors
	Others	1	Project chairperson: June Takahashi
Promotions	Emails, community newsletter, phone solicitation, announcements at meetings, presentation to the OJCC Board		
Rate of Success	High		
Successes	Produced 500 printed copies Increased community involvement Received positive response from the community		
Challenges	Getting permissions for the use of photos, collecting photos and information Projected timeline was not enough.		
Outcomes	A historical record will exist for current community members and future generations that reflect the contributions of pioneers in the community. About 300 of 500 copies were sold (buyers were 60+ people of Japanese ancestry or individuals portrayed in the book).		
Recommendations	Request photos submitted to provide details of date/event/names/location for each photo; if a photo was taken professionally, request person who submits the photo to obtain permission to use the photo in the project.		



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	Be aware of copyright, privacy, and personal information issues. Set the sale price of the book after cost has been determined.		
Comments	Changed the project to a book format printing 500 copies. NAJC support was crucial to the project for funding and access to resources.		
Contact	Name	Email	Phone
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