



United States Department of the Interior

NATIONAL PARK SERVICE

National Capital Area
1100 Ohio Drive, SW
Washington, D.C. 20242

L3217 (NCA-S)

JUL 10 1986

Mrs. Ruth Fitzgerald

Fredericksburg, Virginia 22401

Dear Mrs. Fitzgerald:

I have enclosed the requested information regarding the actions which must be undertaken if the National Park Service is to permit construction of a memorial within the Nation's Capital. Your goal to add a plaque at the site of the Vietnam Veterans Memorial would require the passage of legislation in accordance with the standards of the Commemorative Works Act (copy enclosed).

We respect your intentions. The National Park Service means no disrespect to the patriotic service and sacrifices of the Vietnam War veterans when we state that the memorial, as it now exists, is complete and honors all of those who served in Vietnam.

While understanding our position, you remain committed to your belief that additional recognition is due at the Vietnam Veterans Memorial. Your attention is directed to Section 2.(c) of the Commemorative Works Act (copy enclosed) which includes plaques in the term "commemorative work".

If we can provide further advice on your project, please contact me or Mr. Glenn DeMarr, of my staff, at (202) 619-7027.

Sincerely,

Sara Blumenthal
for Mr. John Parsons
Associate Superintendent
Stewardship and Partnerships

Enclosures

24 Steps to Erecting a Memorial in Washington, D.C.

1. Draft a bill containing the appropriate language (see attached)
2. Seek out a Representative or Senator who is willing to sponsor the legislation.
3. Visit Committee staff members with sponsor's staff.
4. Contact staff of National Capital Memorial Commission (NCMC) for technical advice
 - Chairman: John G. Parsons (202/619-7025)
 - Staff: Glenn DeMarr, Nancy Young (202/619-7097)
5. Introduce bill (need 100 sponsors)
6. Seek and hold hearings in both House and Senate.
7. Conference between House and Senate to mark up bill.
8. Bill passes both Houses and is signed into law by President
9. Begin planning for fund-raising efforts.
10. Work with staff of NCMC to identify alternative sites.
11. Submit study of alternative sites to NCMC for approval of preferred site.
12. Approved site is submitted by the National Park Service (NPS) to the National Capital Planning Commission (NCPC); D.C. State Historic Preservation Officer, Advisory Council on Historic Preservation, and the Commission of Fine Arts (CFA). An Environmental Assessment must accompany the site plans.
13. After site approval by the NCPC and CFA, and the comments are received from the D.C. State Historic Preservation Officer and Advisory Council on Historic Preservation, the Secretary of the Interior approves the site.
14. Select (1) a designer, or (2) a coordinator for design competition if a competition is to be held.
15. Submit proposed preliminary design to the NCMC for approval.
16. NPS submits preliminary design to the NCPC, the D.C. State Historic Preservation Officer, Advisory Council on Historic Preservation, and the CFA.
17. Refine design based on comments, if any, and resubmit to the NPS
18. NCMC gives final approval.
19. NPS submits final design to the NCPC, the CFA, the D.C. State Historic Preservation Officer, and the Advisory Council on Historic Preservation.
20. Complete fund-raising.
21. Submit final drawings and specifications, cost estimate, and evidence of funds on hand, plus 10 percent cash payment for maintenance to the National Park Service, for final approval by the Secretary of the Interior.
22. NPS issues a construction permit.
23. Begin construction and prepare for dedication ceremony.
24. Dedication and transfer to the National Park Service for management.