



VIETNAM VETERANS MEMORIAL FUND

July 13, 2001

John P. Herrling
Major General, US Army, Retired
Secretary
American Battle Monuments Commission
Courthouse Plaza II, Suite 500
2300 Clarendon Boulevard
Arlington, Virginia 22201

Dear General Herrling:

On behalf of the Vietnam Veterans Memorial Fund, the Vietnam Women's Memorial Project and the Vietnam War In Memory Memorial, Inc., it was a pleasure meeting with you and Col. Dale Means on July 2, 2001 to discuss a proposed action plan for the completion of The Vietnam Veterans Memorial Plaque Project (PL 106-214).

The August 3, 2000 letter of agreement (Exhibit A) between the American Battle Monuments Commission and the Memorial Fund states we will provide and the ABMC will accept services and support to design, procure and install the Plaque. We continue to stand by this agreement.

As discussed at our July 2 meeting, the In Memory Plaque Working Group will include representatives for each of the aforementioned organizations as well as Vietnam Veterans Memorial architect of record James Cummings, AIA, and prominent landscape architect and Vietnam Women's Memorial architect of record George Dickie, AIA, ALSA. In addition, we have asked Henry Arnold of Arnold Associates Landscape Architecture and Urban Design to complete a site analysis study. (Exhibit B).

Attached please find a diagram (Exhibit C) that outlines each of the important steps with a draft of dates to ensure that the In Memory Plaque is completed in an appropriate and timely manner. ABMC and the other members of the Working Group will be integrally involved throughout the process. Below is a outline of the action items that will help us accomplish this endeavor:

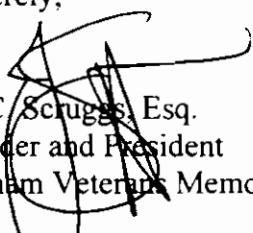
July 9, 2001	JC Cummings, George Dickie and Henry Arnold meet with representatives of ABMC and National Park Service
July/August 2001	Site survey conducted by Henry Arnold
Mid July 2001	Letter sent to 5-10 literary experts (i.e. journalists, authors, educators) asking for potential inscriptions on the In Memory Plaque

Page ~ 2

August 2001	Preliminary findings of Site Survey presented to Design Team and ABMC
August 13, 2001	Deadline for proposed inscriptions
September 2001	Review and approval of Site Survey and Design to Entire Working Group and National Park Service
Fall 2001	Presentation of Site Survey and Design to National Capital Memorial Commission
Fall 2001	Presentation of Site Survey and Design to Commission of Fine Arts and National Capital Planning Commission
Spring 2002	Construction of In Memory Plaque
Memorial Day Week 2002	Dedication of In Memory Plaque with press conference to include In Memory Plaque Team representatives, National Park Service and Congressional Representatives

Much like the ABMC, we are fully committed to erecting a memorial plaque of the highest quality that will appropriately honor those hidden casualties of the Vietnam War. We sincerely hope to keep this project on track and we look forward to a dedication ceremony during the 2002 Memorial Day weekend.

Sincerely,



Jan C. Scruggs, Esq.
Founder and President
Vietnam Veterans Memorial Fund, Inc.

cc: Ruth Coder Fitzgerald
Diane Carlson Evans
James Cummings
George Dickie
Henry Arnold

