9-2015

Harold Hacker Grant for the Advancement of Libraries

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FRIENDS AND FOUNDATION OF THE ROCHESTER PUBIC LIBRARY
AND THE
ROCHESTER REGIONAL LIBRARY COUNCIL

HAROLD HACKER FUND FOR THE ADVANCEMENT OF LIBRARIES
APPLICATION FORM and INSTRUCTIONS

DUE SEPTEMBER 30, 2015

Project proposal must be emailed (rrlc@rrlc.org) to the Rochester Regional Library Council so that it is received by midnight, Sept. 30, 2015. NOTE: If a signature page cannot be scanned, a copy of the signature page can be sent to: RRLC – HH, 390 Packett's Landing, Fairport, NY 14450.

SECTION 1:

Library: Research Foundation for SUNY on behalf of Drake Memorial Library, The College at Brockport

Contact Person: Laura Merkl

Telephone Number: 585-395-2444

Email Address: lmerkl@brockport.edu

Project Manager: Kim Myers

Project Manager Telephone: 585-395-2742

Project Manager Email: kmyers@brockport.edu

Project Title: The Brockport Writers Forum Open Access Project

One or Two Sentence Project Description: For nearly 50 years, The College at Brockport has brought world famous authors to campus to discuss their books, and the craft of writing, and with their permission recorded the discussions, forming a body of work known as The Writers Forum. We will develop an online pilot collection of the audio and video interviews and peripheral items from the Brockport's Writer Forum that will be shared through the college's open access institutional repository, Digital Commons at Brockport.

Amount request (whole dollar amounts): $ 3,600

SECTION 2:

Are you submitting more than one application?   ☐ Yes x No

If yes, indicate your priority for this project (1,2, etc.)   ☐ 1 ☐ 2 ☐ 3

Is this a cooperative project with other libraries or systems?   ☐ Yes x No

List additional libraries here:
    Library 2:
        Contact Person:
    Library 3:
        Contact Person:

SECTION 3:

<u>Acceptance of partial grant</u>

☐   Will not accept a partial grant

x   Will accept a partial grant.

If you accept a partial grant, how will this affect the project?

If we are awarded a partial grant, we would need to scale back on the quantity of items we put up, work from the existing inventory, rather than updating it, and forego adding any ephemeral items that would require digitization.

SECTION 4

Goal or Purpose

The purpose of this grant is to create an online, open access collection for a portion of the Writers Forum audio files and films to serve as the foundation of a digital humanities community, and will open access to this valuable resource for innovative use worldwide.

SECTION 5

Need for Project

The Writers Forum was founded in 1967 as an ancillary to the Department of English, and is widely recognized as one of the outstanding reading series in the country. A unique audiovisual project, the Writers Forum Videotape Library was started in 1968 and currently contains more than 500 interviews, readings, and discussions of craft with major contemporary authors. The collection has been called "a national treasure" and has received grants from the National Endowment for the Arts and the Witter Bynner Foundation for digitization of parts of the collection. Most of the first 40 years of the collection exist on media that is in danger of becoming obsolete, and separate grant funding will be pursued to digitize this part of the collection. The focus of this project is to work with the items that have been digitized but are not currently available to users outside of Brockport, to create an open access online collection available to interested users throughout the world. This national treasure is not accessible to the global audience in its current form. To correct this situation, the collection will be housed in a freely accessible institutional repository, and will include rich metadata to aid in discovery. (Please see attached Letter of Support from the Director of The Writers Forum).

SECTION 6

Target Audience

This project will be of interest to a wide variety of users, from readers of such famous long dead authors as Isaac Asimov to more recent authors like Augusten Burroughs. Students and scholarly researchers will also find valuable resources here. Some of the authors themselves have contacted Brockport, looking for this information for their own professional use. Providing this online collection will benefit everyone from a casual reader to a serious scholar from a host of literary genres, to the authors themselves.

SECTION 7

Participants

Drake Library Staff:
Digital Repository Specialist- Kim Myers (oversight of project)
Archivist – Charlie Cowlings (assist in Archives)
Learning Systems Coordinator – Bob Cushman (technical support)
Cataloger – Debra Ames (oversee bibliographic records)
Library Systems Analyst – Pat Maxwell (did original inventory)
Intern - Graduate student from appropriate discipline to create metadata, build collection, scan peripheral material such as programs and posters to enhance the online collection. To be hired from grant funds.

SECTION 8

Project Activities & Resources & Timeframe

Spring semester 2016 (120 hrs):
Hire intern, update inventory, select files to be migrated, and build structure for collection on Digital Commons

Summer 2016 (60 hrs):
Migrate already digitized audio and video files to Digital Commons

Fall 2016 (120 hrs):
Digitize 15 VHS tapes from Drake Library circulating collection
Create metadata records
Select and digitize programs and posters from archives
Upload files to Digital Commons
Update Writers Forum finding aid
Update records in catalog and links on website

Resources:
Resources throughout the project include grant fund management by Research Foundation for SUNY; grant management and supervision by Digital Repository Specialist, Kim Myers; specialized help from Systems Librarian, Archivist, Cataloging Librarian and Library Systems Analyst; use of the library's digitization equipment, Kaltura Media Space subscription and Digital Commons software platform.

SECTION 9

Project Evaluation Plan

- 167 WF VHS tapes have been checked out less than 200 times over the past 10 years. Digital Commons provides statistics that will allow us to measure how many times (and from where in the world), items are downloaded. A measure of success will be the number of times these items are viewed by a global audience.
- This pilot site will be used as a proof of concept to showcase the value of the Writers Forum collection to future grant funders. A measure of success will be additional funding received.
- Increasing accessibility to this collection should increase scholarship in this area. A measure of success will be additional demonstrations of scholarly activity (presentations, papers, etc.) based on the Writers Forum.

SECTION 10

Project Continuation

The collection will have a long term home in Digital Commons @Brockport. The platform has regular updates and a full time manager. This will allow additional materials to be added when created. It will also allow for new opportunities for experiential learning for students in related disciplines, adding new areas to the collection, or doing research based on items in the collection. We anticipate using this project as a showcase for the collection, to be able to attract donors to further fund other parts of the project (such as digitization and closed captioning).

SECTION 11

<u>**Funding Summary (whole dollar amounts; provide details in section below)**</u>

HH Funds requested: $3600

<u>Applicant's In-kind contributions:</u>   <u>$6750</u>

Total Cost of Project: $10350

SECTION 12   <u>**Detailed Budget (use whole dollar amounts)**</u>

Personnel
    Description:
    Project Supervisor & other librarians at $35/hr (includes benefits) will provide training, oversight and
        supervision throughout the project (30 weeks * 5hrs/wk) $5,250
    Intern (approximately 300 hours plus fringe benefits) = $3600

HH Funds:	$ 3600
In-kind:	$ 5250
TOTAL:	$ 8850

Contractor or vendor services
    Description:
    Digital Commons Institutional Repository software which will house the collection ($1000), Kaltura
        software used for media work ($500)
    Portion of annual subscription for hosting, software and support provided by the College

HH Funds:	$ 0
In-kind:	$ 1500
TOTAL:	$ 1500

Hardware, Software, Telecommunications
    Description:
    No new equipment will be needed

HH Funds:	$
In-kind:	$
TOTAL:	$

Continuing Education
    Description:

HH Funds:	$
In-kind:	$
TOTAL:	$

Supplies & Materials

Description:

HH Funds:	$	
In-kind:	$	
TOTAL:	$	

Other
        Description:

HH Funds:	$	
In-kind:	$	
TOTAL:	$	

SECTION 13
Budget Narrative: Clearly state how funding will be used.

The funding would be used to hire an intern for approximately 300 hours, who would first update the 2007 inventory to determine the current state of the collection. He or she would then build a showcase collection on Brockport's open access institutional repository, Digital Commons@Brockport (http://digitalcommons.brockport.edu/), and move 40 existing audio files currently behind a firewall in iTunes, 22 existing video files found on SUNY's DSpace platform, and 18 existing digital files that are stored on local hard drives to this site. Metadata would be added to enhance the discoverability of the collection, and the catalog records would be created or updated, and links would be updated on the departmental and library webpages. Historical posters, programs and other archival material would be scanned to round out the collection.

SECTION 14   Signatures

_____
Signature of Library, Organization or System Director

_____   _____
Type or Print Name   **Date**

The Friends & Foundation of the Rochester Public Library is the manager of the *Harold Hacker Grant for the Advancement of Libraries*. The Rochester Regional Library Council is the Administrative Agent.

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