



## **ELEMENT 2: PROJECT BACKGROUND AND SUMMARY**

**Describe how this project was identified as a need, how it relates to your library's strategic plan, what will be accomplished if this project is implemented, and how you will know whether your project is successful. Summary should relate to activities in the timeline (Element 4) and include statistical info to support the project.**

Newspapers are the most used primary source for local and state history in public libraries. They are used by all ages and ethnic groups. In 2007 the Center for Bibliographical Studies and Research (CBSR) at the University of California, Riverside (UCR) created the California Digital Newspaper Collection (CDNC). Over the last 9 years the CDNC has grown to more than 4 million pages. The archive consistently gets over 100,000 unique visitors per month, and since user text correction (UTC) was implemented, more than 4,100 researchers have registered and corrected more than 6 million lines of text. The CDNC has partnered with dozens of local libraries and historical societies around the state to help them digitize their papers.

The CDNC has participated in the National Digital Newspaper Program (NDNP), a joint venture of the National Endowment for the Humanities (NEH) and the Library of Congress (LC), since 2005. The NDNP develops and maintains technical specifications and best practices for newspaper digitization that we follow. The CDNC has also received nine LSTA awards to digitize important historical newspapers. The CBSR requests LSTA funds for a tenth year to digitize an additional 350,000 newspaper pages and add them to the CDNC.

When the CDNC first started we worked with Gary Kurutz to create a list of "core titles" that included important regional, gold rush era, and foreign language titles. Thanks in part to LSTA funding, the CDNC has digitized many of the titles on that list. There are now more than 20 out-of-copyright (pre-1923) newspaper titles in the CDNC, including the San Francisco Call, 1890-1913; the Los Angeles Herald, 1873-1910; the Imperial Valley Press, 1901-1911; the Amador Ledger, 1852-1911; the Sacramento Union, 1851-1899; and the Californian, the state's first newspaper published in 1846. The full list of a titles and dates is available at <http://cdnc.ucr.edu>.

In short, the CDNC now has good coverage up through 1923 for major metropolitan areas and gold rush towns. Yet many counties remain unrepresented in the archive. We estimate that the master negative microfilm archive we manage, the CNMA, contains over 40 million newspaper pages, of which only about 4 million have been digitized. Moreover, that 40 million pages is only a fraction of the total for the state because not all titles are represented in the CNMA. There are no San Diego titles, for example. The proposed project will be year 3 of a multi-year effort, if funded, to digitize at least one paper for every California county. In 2016/17 we will focus on Placer, Santa Clara, Nevada, and Colusa counties, among others.

In addition, the CBSR has an agreement with Ancestry.com to allow them to digitize some of the microfilm in the CNMA. In return the CBSR receives copies of the data that it can make publicly accessible via the CDNC 3 years after Ancestry produces it. To date the CBSR has received over 3.5 million pages through this project. We anticipate receiving at least another 600,000 pages in 2016/17 and have requested a storage array and drives to store this data.

The CSL has the best collection of California newspapers in existence. The Library microfilmed a large part of the collection to preserve these newspapers and make them more accessible in the California History Room and through interlibrary loan. The titles the CBSR is digitizing with LSTA funds are based on the CSL negative microfilm. Hosting these newspapers at the CDNC provides even wider access to these essential resources.

### ELEMENT 3: PLANNING AND EVALUATION

Please answer each area concisely and completely. For section A-F limit to four pages.

**A. Project Intent** (*Check only one that best describes the project*)

**Lifelong Learning**

- Improve users' formal education
- Improve users' general knowledge and skills

**Information Access**

- Improve users' ability to discover information
- Improve users' ability to obtain information resources

**Institutional Capacity**

- Improve the library workforce
- Improve the library's physical and technology infrastructure
- Improve library's operations

**Economic & Employment Development**

- Improve users' ability to use resources and apply information for employment support
- Improve users' ability to use and apply business resources

**Human Services**

- Improve users' ability to apply information that furthers their personal, family, or household finances
- Improve users' ability to apply information that furthers their personal or family health & wellness
- Improve users' ability to apply information that furthers their parenting and family skills

**Civic engagement**

- Improve users' ability to participate in their community
- Improve users' ability to participate in community conversation around topics of concern

**B. Project Purpose – Short statement which answers the questions: we will do what, for whom, for what expected benefit(s).**

We are digitizing important historic California newspapers and providing free access to them at the California Digital Newspaper Collection. Californians of all ages can search and browse these primary resources from their homes, or public, university and school libraries. Digitizing the microfilm reels will make these unique windows into our shared history available statewide, not just at select repositories, and allow residents to explore parts of the Golden State's past that were previously inaccessible.

**C. Anticipated Project Outputs – Measures of services and/or products to be created/provided.**

Roughly 350,000 pages of significant California newspapers will be digitized and added to the California Digital Newspaper Collection.

Approximately 600,000 new pages from Ancestry.com will be archived.

**D. Anticipated Project Outcome(s) – What change is expected in the target audience's skills, knowledge, behavior, attitude, and/or status/life condition? How will you measure these outcomes? (for examples see attachment B of the application instructions)**

At least 40% of registered CDNC users who self-identify as genealogists will report a better understanding of their lineage. (Online survey of registered users).

At least 40% of registered CDNC users who have corrected text will report a better understanding of how computer-generated text is created and made searchable. (Online survey of registered users).

CDNC will see at least 10% increase in use by researchers in counties for which we recently digitized newspapers. (Analysis of Google Analytics).

**E. Briefly describe how this project will be financially supported in the future.**

The Director plans to apply for a National Endowment for the Humanities Challenge Grant. In 2016 he plans to organize the first CDNC Advisory Board to meet at the California Library Association annual meeting.

**F. Activity Information. Activities are action(s) through which the intent or objective of a project are accomplished. Four activity types have been identified, each with select methods to help you describe how you will carry out this project. Indicate activity types that require a significant commitment of resources to the project (representing 10% or more of total project resources).**

1.  **Instruction** - Involves an interaction for knowledge or skill transfer and how learning is delivered or experienced. *(Check all that apply and provide a description including whether the format will be in-person, virtual, or both)*
- Program - Formal interaction and active user engagement (e.g., a class on computer skills).
  - Presentation - Formal interaction and passive user engagement (e.g., an author's talk),
  - Consultation - Informal interaction with an individual or group of individuals (library staff or other professional) who provide expert advice or reference services to individuals, units, or organizations.
  - Other

Description: The Director, Brian Geiger, will visit libraries in person and at the annual California Library Association meeting and regularly consults with institutions over the phone.

2.  **Content** - Involves the acquisition, development, or transfer of information and how information is made accessible. *(Check all that apply and provide a description including whether the format will be physical, digital, or both)*
- Acquisition - Selecting, ordering, and receiving materials for library or archival collections by purchase, exchange, or gift, which may include budgeting and negotiating with outside agencies (i.e. publishers, vendors) to obtain resources. May also include procuring software or hardware for the purposes of storing and/or retrieving information or enabling the act of experiencing, manipulating, or otherwise interacting with an information resource.
  - Creation - Design or production of an information tool or resource (e.g., digital objects, curricula, manuals). Includes digitization or the process of converting data to digital format for processing by a computer.
  - Description - Apply standardized descriptive information and/or apply such information in a standardized format to items or groups of items in a collection for purposes of intellectual control, organization, and retrieval.
  - Lending - Provision of a library's resources and collections through the circulation of materials (general circulation, reserves). May also refer to the physical or electronic delivery of documents from a library collection to the residence or place of business of a library user, upon request.
  - Preservation - Effort that extends the life or use life of a living or non-living collection, the individual items or entities included in a collection, or a structure, building or site by reducing the likelihood or speed of deterioration.
  - Other

Description: Digitize California newspapers from master negative microfilm

3.  **Planning & Evaluation** - Involves design, development, or assessment of operations, services, or resources and when information is collected, analyzed, and/or disseminated. *(Check all that apply and provide a description including whether the format will be in-house or third-party)*
- Retrospective - Research effort that involves historical assessments of the condition of a project, program, service, operation, resource and/or user group.
  - Prospective - Research effort that projects or forecasts a future condition of a project, program, service, operation, resource, and/or user group.

Description:

4.  **Procurement** - Acquiring or leasing facilities; purchasing equipment/supplies, hardware/software, or other materials (not content) that support general library infrastructure. *(Provide a description)*

Description: Purchase server, disk array and drives to store and present content and host digitization software.

**ELEMENT 4: GRANT TIMELINE/ACTIVITIES**

Show each major project activity and when it will be started and/or completed throughout the project. The timeline should correspond to the activities described in Planning and Evaluation. Please put an X in each pertaining month.

Activity	Fiscal Year 2016/2017											
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Reels identified and ordered from CNMA and libraries where applicable	X	X										
Microfilm reels are evaluated and inventoried		X	X									
Backstage Library Works scans microfilm to create TIFF files			X	X	X	X	X					
DDD produces derivative files, metadata and OCR						X	X	X	X	X	X	X
CBSR performs quality review; corrections are made						X	X	X	X	X	X	X
CBSR ingests files to CDNC and presents to the public						X	X	X	X	X	X	X

**ELEMENT 5: BUDGET**

The budget should clearly identify the amounts requested and from what sources.

Budget Category	LSTA	Cash Contribution	In-Kind	Total
<b>Salaries/Wages/Benefits</b>				
CDNC Director	\$0	\$0	\$51,100	\$51,100
IT Administrator	\$67,454	\$0	\$0	\$67,454
Admin Assistant	\$38,272	\$0	\$0	\$38,272
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
<b>Subtotal</b>	\$105,726	\$0	\$51,100	\$156,826

**Description:** The IT Administrator will manage the digitization work: 20 hours a week for 52 weeks (1040 hours) @ \$64.86 an hour (.5 FTE). He has been working on newspaper digitization and with the docWorks software specifically since 2009.

The Admin Assistant will manage microfilm processing and assist with data cleanup in docWorks software: 20 hours a week for 52 weeks (1040 hours) @ \$36.80 an hour (.5 FTE). He currently manages our microfilm archive, the California Newspaper Microfilm Archive (CNMA), and has been working in docWorks for the last two years.

The Director will work 686 hours @ \$74.49 (.33 FTE) managing the grant. He has been managing the CDNC since 2007.

<b>Equipment (\$5,000 or more per unit)</b>				
Promise VTrak E830FS	\$8,800	\$0	\$0	\$8,800
		\$0	\$0	\$0
<b>Subtotal</b>	\$8,800	\$0	\$0	\$8,800

**Description:** The Promise VTrak storage array will be used to store and make accessible the data we receive as part of the proposed digitization project. It will also be used to store and serve the data we receive from Ancestry.com and store data from BMI Imaging. We anticipate receiving at least 1 million pages in 2016/17: 350,000+ LSTA, 600,000+ Ancestry, 100,000 NDNP, and at least 100,000 from BMI.

<b>Library Materials</b>				
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
<b>Subtotal</b>	\$0	\$0	\$0	\$0

**Description:**

Budget Category	LSTA	Cash Contribution	In-Kind	Total (B+C+D = E)
<b>Consultant Fees</b>				
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
<b>Subtotal</b>	\$0	\$0	\$0	\$0

**Description:**

<b>Travel</b>				
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
<b>Subtotal</b>	\$0	\$0	\$0	\$0

**Description:**

<b>Supplies/Other</b>				
24 Seagate Constellation 4 RV drives @ \$200	\$4,800	\$0	\$0	\$4,800
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
<b>Subtotal</b>	\$4,800	\$0	\$0	\$4,800

**Description:** The 24 Seagate 4tb drives will be installed in the storage array and will provide us a total of around 70 tb of storage (a small amount of storage is lost on each drive when it is formatted).

Budget Category	LSTA	Cash Contribution	In-Kind	Total (B+C+D = E)
<b>Contracted Services</b>				
Backstage PO to scan 175,000 frames @ \$0.12/frame	\$21,000	\$0	\$0	\$21,000
Digital Divide Data PO to digitize 350,000 pages @ \$0.325/page	\$113,750	\$0	\$0	\$113,750
docWorks maintenance fee	\$9,516	\$0	\$0	\$9,516
Veridian maintenance fee	\$9,600	\$0	\$0	\$9,600
Veridian upgrade fee	\$13,500	\$0	\$0	\$13,500
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0
<b>Subtotal</b>	\$167,366	\$0	\$0	\$167,366

**Description:** Backstage Library Works will scan film to create TIFF images. There are usually 2 pages per "frame". Digital Divide Data processes TIFFs in docWorks, which is installed at UCR, to create derivative files that are imported into the CDNC.

docWorks software is used to process the TIFF images we receive from the scanning vendor.

Veridian maintenance fee

Veridian software is used to host and present the data in the CDNC. Over the next two years we must upgrade the license from 3 to 6 million pages, in large part because we can now host Ancestry.com data. The \$13,500 is half of the total upgrade fee, which is being spread across 2 years.

<b>Project Total</b>	\$286,692	\$0	\$51,100	\$337,792
<b>Indirect Cost Rate Applied</b> -10 % <b>Indirect Cost</b>	\$29,457	\$0	\$0	\$29,457

Check one:

No Indirect                       Federally negotiated indirect cost rate \*                       Indirect proposed cost rate \*

\* please attach supporting documentation if required

**Description:** Our federally negotiated rate for "Other Sponsored Activities – Off Campus" is 10.6% This is applied using the Modified Total Direct Costs (MTDC) to everything but "Equipment", a total of \$277,892 (\$286,692-\$8,800). Indirect costs contribute to overhead that enables the CBSR to manage the project, including University grant management support staff, office space used by staff working on the project, and equipment and services used by project staff (e.g. photocopiers, phone systems, janitorial service, IT support, and mail service).

<b>Grand Total</b>	<b>\$316,149</b>	<b>\$0</b>	<b>\$51,100</b>	<b>\$367,249</b>
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**ELEMENT 6: ATTACHMENTS**

If you have additional resources that support your grant, please attach after this page

**ELEMENT 7: INTERNET CERTIFICATION FOR APPLICANT PUBLIC LIBRARIES FY 2016/17**

**Check the Appropriate Library Type**

- Public Library
- Academic
- K-12
- Multi-Type
- Special/Other

As the duly authorized representative of the applicant public library, public elementary school library or public secondary school library applying for LSTA funding, I hereby certify that the library is *(check only one of the following boxes)*

- A.  **An individual applicant that is CIPA compliant.**  
The applicant library, as a public library, a public elementary school library or public secondary school library, has complied with the requirements of Section 9134(f)(1) of the Library Services and Technology Act.
  
- B.  **Representing a group of applicants. Those applicants that are subject to CIPA requirements have certified they are CIPA compliant.**  
All public libraries, public elementary school libraries, and public secondary school libraries, participating in the application have complied with the requirements of Section 9134(f)(1) of the Library Services and Technology Act. The library submitting this application has collected Internet Safety Certifications from all other applicants who are subject to CIPA requirements. The library will keep these certifications on file with other application materials, and if awarded funds, with other project records.
  
- C.  **Not Subject to CIPA Requirements.**  
The CIPA requirements do not apply because no funds made available under this LSTA grant program will be used to purchase computers used to access the Internet or to pay for direct costs associated with accessing the Internet.

The Regents of the University of California, Riverside  
Library/Organization

The California Digital Newspaper Collection- Year 10  
Project Name

\_\_\_\_\_  
Library Director Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Library Director Signature

\_\_\_\_\_  
Date